

AGENDA



of the
Ordinary Meeting of Council
held in
Nattai Room,
Wingecarribee Shire Council Civic Centre,
68 Elizabeth Street, Moss Vale
on
Wednesday 18 May 2022

The meeting will commence at **3:30 pm**

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WEDNESDAY 18 MAY 2022**

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Our Mission, Our Vision, Our Values

OUR MISSION

To create and nurture a vibrant and diverse community growing and working in harmony with our urban, agricultural and natural environments

OUR VISION

Leadership: *'An innovative and effective organisation with strong leadership'*

People: *'A vibrant and diverse community living harmoniously, supported by innovative services and effective communication with Council'*

Places: *'Places that are safe, maintained, accessible, sympathetic to the built and natural environment, that supports the needs of the community'*

Environment: *'A community that values and protects the natural environment enhancing its health and diversity'*

Economy: *'A strong local economy that encourages and provides employment, business opportunities and tourism'*

OUR VALUES

Integrity, trust and respect

Responsibility and accountability

Communication and teamwork

Service quality

Council Chambers

Recording and Webcasting of Ordinary and Extraordinary Meetings of Council

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The Council Chamber has 24 Hour Video Surveillance.

1 OPENING OF THE MEETING

The Interim Administrator, Mr Viv May PSM will open the meeting.

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 Straight Islanders present here today.”

3 PRAYER

“Let us meet in this Council Chamber in a spirit of fellowship and goodwill to represent all the members of the community in its cultural and religious diversity. To be honest and objective in all our deliberations. To respect the view of the residents, the rights of all to express their opinions without fear or favour and to make decisions for the common good of the community.”

4 STATEMENT OF ETHICAL OBLIGATIONS

Business papers for all ordinary and extraordinary meetings of the Council and committees of the Council must contain a statement reminding Councillors of their oath or affirmation of office made under section 233A of the Act and their obligations under the Council’s Code of Conduct to disclose and appropriately manage conflicts of interest.

5 APOLOGIES

Nil at time of print.

6 ADOPTION OF MINUTES OF PREVIOUS MEETING

THAT the minutes of the Ordinary Meeting of Council held on 20 April 2022 MN2022/68 to MN2022/97 inclusive, be adopted as a correct record of the proceedings of the meeting.

And THAT the minutes of the Extraordinary Meeting of Council held on 4 May 2022 MN2022/98 to MN2022/104 inclusive, be adopted as a correct record of the proceedings of the meeting.

7 DECLARATIONS OF INTEREST

The provisions of Chapter 14 of the Local Government Act 1993 regulate the way in which nominated staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public trust.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or

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Committee), that interest and the reasons for declaring such interest must be disclosed as soon as practicable after the start of the meeting.

As members are aware, the provisions of the Local Government Act restrict any member who has declared a pecuniary interest in any matter from participating in the discussions or voting on that matter and further require that the member vacate the Chamber.

Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code also provides for a number of ways in which a member may manage non pecuniary conflicts of interest.

8 INTERIM ADMINISTRATOR MINUTES

8.1 Community Update

Report Author: Interim Administrator

PURPOSE

9 GENERAL MANAGER

9.1 Functions of Council

Report Author: General Manager

Authoriser: General Manager

PURPOSE

This report provides an update on the organisational structure and seeks endorsement of the final functional groups under each Directorate.

OFFICER'S RECOMMENDATION

THAT:

- 1. As per s332 of the *Local Government Act 1993* Council note the changes in function groupings under the three Directorates and adopts the revised functions for each Directorate as set out in this report.**
- 2. A further report be provided to Council following the implementation of the structure to provide details of the Manager level (Tier 3) and their respective functions.**

REPORT

BACKGROUND

Council at its meeting held on 14 July 2021 considered a report on the structure.

This report provided for a three Directorate structure with the following key functions as set out below:

The three (3) Director's report to the General Manager. At this stage the structure was focussed around:

1. Director Corporate Strategy and Resourcing: key focus is about how decisions are made and ensures systems and resources are aligned to the effective delivery of strategy and services.
2. Director Communities and Place: key focus is about the look and feel of the Shire, with a focus on enabling and partnering with the community.
3. Director Service Delivery and Projects: key focus is about the delivery of services and projects that provide best value and support the strategic directions in the Community Strategic Plan.

Further, the July report proposed that two new roles of Executive Manager People and Culture and Executive Manager Strategic Outcomes be created reporting directly to the General Manager and forming part of the Executive. The creation of these two roles recognises the importance that the organisation's people and culture have on the performance and achievement of outcomes and the need to undertake proactive and integrated strategic planning.

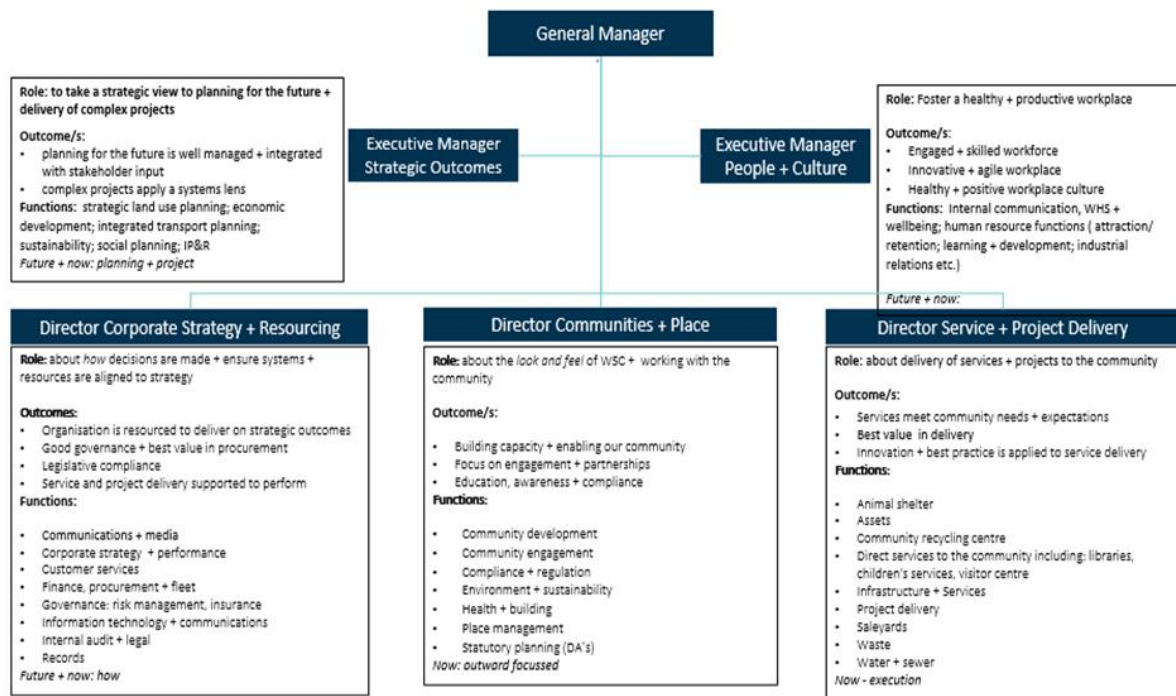
The intent of this structure was to provide:

- Alignment of functions to support Community Strategic Plan

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- Clarity of roles
- A focus on the future: Community and Organisational Strategy
- A focus on people and culture: our people are our greatest asset
- A base upon which to build capacity and capability
- An agile and community focussed organisation

Set out below are the functions provided to the July 2021:



In the July report it was also outlined that respecting strong consultation principles, phase one of the organisation realignment, will also start the process of identifying functions within the current structure to align with the new three Directorate structure and moving areas and functions where the fit is more appropriate.

It is important that the Directors who are recruited have maximum input into the final structure of their team. This will be done through active consultation with the Consultative Committee and staff more broadly.

Council subsequently resolved:

THAT:

- 1. As per s332 of the Local Government Act 1993 Council adopts an Executive Team structure comprising of three Directors.**
- 2. The Director positions be designated senior staff positions and to be engaged on performance-based contracts, following a competitive merit-based recruitment process.**
- 3. Council note that following the appointment of the three (3) Directors further adjustments will be undertaken to the structure which will involve staff engagement and consultation.**
- 4. Council note that a Cultural Change Program will be implemented to support the organisation to foster a healthy and productive workplace that is focussed on delivery of community outcomes.**

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5. Council acknowledge that the report satisfies both its and the General Manager’s obligations under s.332 of the Local Government Act.

REPORT

Current situation

Following Council’s resolution on 14 July 2021, the recruitment of the three Directors commenced, with the assistance of an external and experienced local government recruitment specialist. The three Directors were subsequently appointed and commenced on 6 October 2021. Following their appointment, the Directors considered the outcomes sought from the structural realignment as well as the current operational requirements and future directions.

Consultations and process

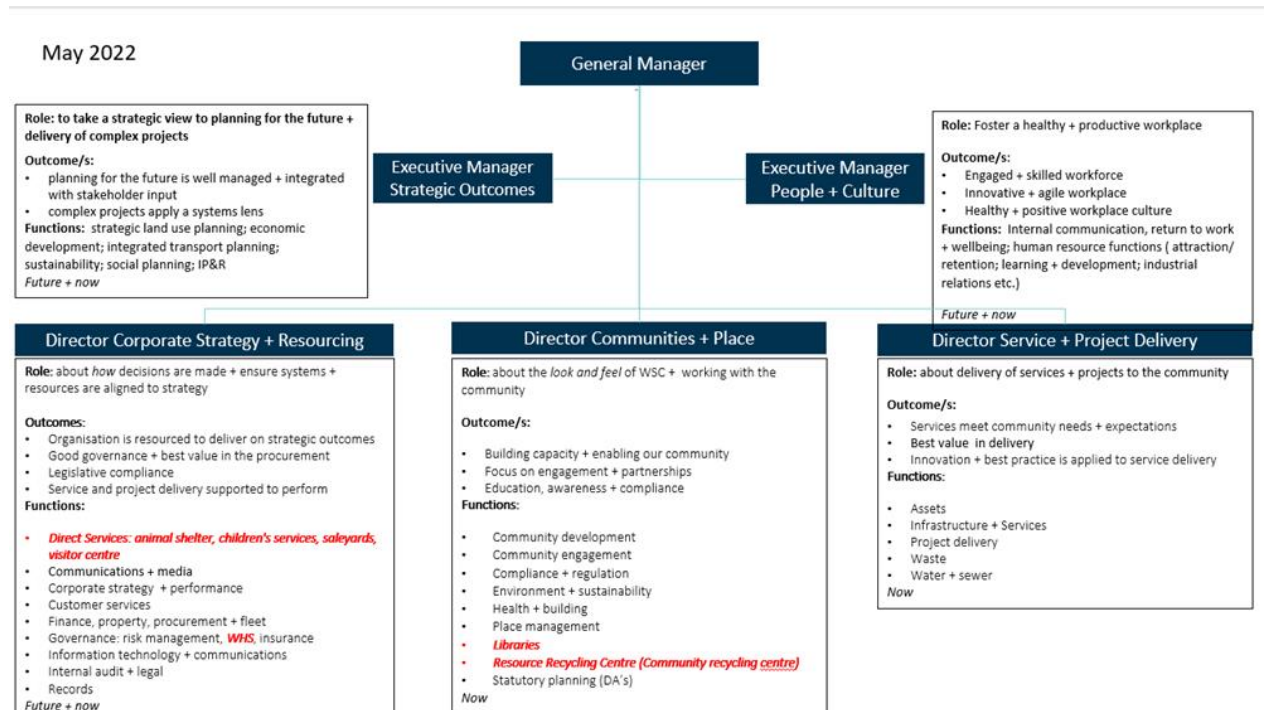
Fortnightly focus group meetings have been established which are facilitated by ABLA and Council’s EM, People and Culture Sally Sammut which have supported a consultative approach with two-way dialogue.

Further, each Director has also undertaken a comprehensive and ongoing process of discussions regarding the proposals as part of the pre-consultation phase.

Amendments to functional groupings

As part of this process and consultation there are some minor amendments to the functional groupings within each directorate however these do not fundamentally change the focus of each directorate.

Set out below are the proposed changes to the functions within each Directorate:



Director Corporate Strategy and Resourcing

Change: Addition of Direct services or Business Units to support resources to be aligned to strategy with a business lens applied.

Director Communities and Place

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Change: Addition of libraries to focus the libraries around community meeting places and programs, as well as a continued focus on the provision of information and places of learning.

Addition of the Community Recycling Centre to Communities and Place will enable a greater environmental focus on waste / resource management and recovery.

Service Delivery and Special Projects

Change: The function will be focussed on the planning and delivery of projects; maintenance of community assets and delivery of water and sewer services.

Executive Manager roles

As part of the July 2021 structure two Executive Manager roles were created that reported directly to the General Manager and sit within the Executive.

The rationale for this is the need to have a greater focus on the organisation People and Culture and the need to undertake a major program of strategic work and co-ordination of complex projects with multiple external stakeholders.

The Executive Manager People and Culture Ms Sally Sammut commenced in the role on 14 March, following a competitive recruitment process.

The Executive Manager Strategic Outcome's Mr Michael Park commenced in the role on 1 May 2022, again following a competitive recruitment process. Mr Park has been employed by Council since 2018, most recently in the role of Manager Strategic Land Use Planning.

Implementation

Under s332 of the Local Government Act: Determination of structure:

(1) A council must, after consulting the general manager, determine the following:

- (a) the senior staff positions within the organisation structure of the council,*
- (b) the roles and reporting lines (for other senior staff) of holders of senior staff positions,*
- (c) the resources to be allocated towards the employment of staff.*

(1A) The general manager must, after consulting the council, determine the positions (other than the senior staff positions) within the organisation structure of the council.

(1B) The positions within the organisation structure of the council are to be determined so as to give effect to the priorities set out in the strategic plans (including the community strategic plan) and delivery program of the council.

Further under s333 Re-determination and review of structure

The organisation structure may be re-determined under this Part from time to time. The council must review, and may re-determine, the organisation structure within 12 months after any ordinary election of the council.

The Senior Staff within this structure, as defined under the Local Government Act are the General Manager and the three Directors.

Following endorsement by Council of the functions, work will continue on Phase 2 of the Structural realignment in accordance with the Local Government Award requirements.

CONCLUSION

The aim is to have the structure finalised and implemented by June / July 2022, to provide certainty to the staff and a strong foundation for the rebuild and reset of the organisation.

This will also enable clarity around roles and the allocation of responsibility and accountabilities in the 2022/2023 Operational Plan and Budget and support effective communication with the community. At the recent Executive Listening Tours, we have also heard from the community that there is a need to provide greater clarity around the responsibilities and as such following finalisation of the structure the organisational chart to Manager level will be published on the website.

ATTACHMENTS

Nil

9.2 Planning Proposal - Farm Stay Accommodation

Report Author:	Senior Strategic Land Use Planner
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Authoriser: Executive Manager Strategic Outcomes

PURPOSE

The purpose of this report is to seek support for a Planning Proposal to amend WLEP 2010 to include *clause 5.23 Farm stay accommodation* and amend the RU4 Primary Production Small Lots land use table to permit farm stay accommodation with consent.

[This matter was referred to the Local Planning Panel meeting of 4 May 2022](#)

Applicant / Proponent	Wingecarribee Shire Council
Owner	N/A
Consultants	N/A
Notification	N/A
Number Advised	N/A
Number of Submissions	N/A
Current Zoning	N/A
Proposed Amendment/s	LEP To include clause 5.23 Farm stay accommodation & include farm stay accommodation as permitted with consent in the RU4 Primary Production Small lots zone
Political Donations	N/A
Recommendation	THAT the Planning Proposal to amend WLEP 2010 to include clause 5.23 farm stay accommodation into WLEP 2010 and that farm stay accommodation be permitted with consent in the RU4 Primary Production Small Lots zone of WLEP 2010 be SUPPORTED for submission to the Department of Planning & Environment for a Gateway Determination.

OFFICER'S RECOMMENDATION

THAT the Planning Proposal (Attachment 1) to amend WLEP 2010 to include clause 5.23 farm stay accommodation into WLEP 2010 and permit with consent farm stay accommodation in the RU4 Primary Production Small Lots zone of WLEP 2010 be SUPPORTED for submission to the Department of Planning & Environment for a Gateway Determination.

LOCAL PLANNING PANEL ADVICE

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This matter was considered at the Local Planning Panel meeting of 4 May 2022 and the Panel agreed with the recommendation of the staff.

REASONS: The panel received a briefing, including background, from Council Officers regarding the planning proposal and supports the recommendations and outcomes in the Council Officer's report.

REPORT

BACKGROUND

At its Ordinary Meeting of 6 April 2022 the Wingecarribee Local Planning Panel considered a report on Council's nominations to the draft Standard Instrument (Local Environmental Plans) Amendment (Agritourism) Order 2021 (the draft Order) released by the NSW Department of Planning & Environment (the Department) in December 2021.

The report noted that there had been insufficient time between the release of the draft Order and the deadline for nominations to be provided to the Department for Council to undertake any community consultation with regard to these nominations.

The Panel's advice with regard to this report expressed concern with this lack of opportunity for community consultation and its advice included the following.

The Panel considers that it is regrettable that the timetable provided by the Department of Planning does not enable appropriate community consultation in respect of the proposed changes to Wingecarribee LEP 2010 as a consequence of the proposed changes to the standard instrument.

The matter was subsequently reported to the Ordinary Meeting of Council of 20 April 2022. In considering both the Panel's advice and staff recommendation, the Interim Administrator resolved, *inter alia*, THAT:

In relation to Farm Stay Accommodation Council maintain the existing development standards by:

- a. Continuing to allow Farm Stay Accommodation in the RU1, RU2, C3, C4 and SP3 Zones*
- b. Continuing to prohibit Farm Stay Accommodation in the RU4 Zone*
- c. Not adopting the optional Clause 5.23 – Farm Stay Accommodation*

And that Council prepare a Planning Proposal to nominate additional development standards for Farm Stay Accommodation, in consultation with the community and industry.

Because the Resolution of 24 March 2021 to establish a Local Planning Panel requires that any Planning Proposal be considered by the Panel, this report has been prepared with the draft Planning Proposal forming ATTACHMENT 1.

PLANNING PROPOSAL

The purpose of this report is to present a draft Planning Proposal to:

1. include *clause 5.23 Farm stay accommodation* in WLEP 2010, as contained in the draft Order, with nominated development standards as indicated below.
2. Propose the inclusion of *Farm stay accommodation* as permitted with consent in the RU4 Primary Production Small Lots.

It is noted that the draft Order includes an amendment to the definition of *farm stay accommodation* under the Standard Instrument. The current definition follows, with the maximum number of bedrooms under clause 5.4 of WLEP 2010 set at 8.

farm stay accommodation means a building or place that provides temporary or short-term accommodation to paying guests on a working farm as a secondary business to primary production.

Note—

See clause 5.4 for controls relating to the number of bedrooms.

The amended definition of *Farm stay accommodation* as proposed within the draft Order follows.

Farm stay accommodation means a building or place –

1. *On a farm –*
 - (i) *that is a primary production business, or*
 - (ii) *on land categorised as farmland under the Local Government Act 1995, section 515, and*
2. *Used to provide temporary accommodation to paying guests of the farm including in buildings or moveable dwellings*

Therefore, the provisions of clause 5.23, if adopted, would apply only to land which met the amended definition.

Proposed Clause 5.23 Farm Stay Accommodation

The proposed Clause 5.23 includes the following:

- Heads of consideration for the assessment of *Farm stay accommodation* which particularly focus on seeking to ensure that such development does not result in adverse amenity or environmental impacts.
- Nominated numerical standards for the maximum number of guests and the maximum size of farm stay accommodation.
 - o These could enable Council to assess any Development Application for Farm stay accommodation on a site-specific basis on the basis of potential impacts and enabling approval for a reduced number of guests or building size where appropriate.

It is further noted that the draft clause provides for *other objectives which may result from community consultation* at clause 5.23(1)(c). This enables any additional matters raised during consultation to be included in the clause.

The proposed clause with nominated development standards (highlighted) is shown below, and reflect previous extensive consultation which occurred during the preparation of Amendment 57 to WLEP 2010 made on 4 December 2020 and include setting the maximum number of bedrooms for farm stay accommodation under clause 5.4 of WLEP 2010 at 8.

5.23 Farm stay accommodation

(1) The objectives of this clause are—

(a) to diversify the uses of agricultural land without adversely impacting the principal use of the land for a primary production business, and

(b) to balance the impact of tourism and related commercial uses with the use of land for primary production, the environment, scenic values, infrastructure and adjoining land uses.

(2) Development consent must not be granted to development for the purposes of farm stay accommodation on a landholding unless the consent authority is satisfied that—

(a) the maximum number of guests accommodated in bedrooms at any 1 time will not be more than the greater of—

(i) 3 times the number of bedrooms permitted under clause 5.4(5), or

(ii) 20 guests, and

(b) the gross floor area of a building used to accommodate guests will not be more than 200 square metres, and

(c) the maximum number of guests accommodated in moveable dwellings on the landholding will not be more than 20 at any 1 time, and

(d) the maximum number of moveable dwellings used for the accommodation of guests will not be more than 6, and

(e) all buildings or moveable dwellings used to accommodate guests will be—

1. on the same lot as an existing lawful dwelling house, or

ii) on a lot—

(A) for which a minimum size is shown for a dwelling house on the Lot Size Map, and

(B) the size of which is not less than the minimum size shown.

(3) Subclause (2)(b) does not apply if the development is the change of use of an existing dwelling to farm stay accommodation.

(4) Development consent must not be granted to development for the purposes of farm stay accommodation on land unless the consent authority has considered—

(a) whether the development will result in noise or pollution that will have significant adverse impact on the following on or near the land—

(i) residential accommodation,

(ii) primary production operations,

(iii) other land uses, and

(b) whether the development will have significant adverse impact on the following on or near the land—

(i) the visual amenity, heritage or scenic values,

(ii) native or significant flora or fauna,

(iii) water quality,

(iv) traffic,

(v) the safety of persons, and

(c) whether the development is on bush fire prone land or flood prone land, and

(d) the suitability of the land for the proposed development, and

(e) the compatibility of the development with nearby land uses.

The inclusion of *Farm stay accommodation* as permitted with consent in the RU4 Primary Production Small Lots is based on the following considerations:

- *Extensive agriculture* is currently permitted without consent in the RU1 Primary Production, RU2 Rural Landscape, RU4 Primary Production Small Lots, C3 Environmental Management, C4 Environmental Living and SP3 Tourist zones under WLEP 2010
- *Farm stay accommodation* is currently permitted with consent in all of the above zones except for the RU4 Primary Production Small Lots zone.

- In view of the current permissibility of *farm stay accommodation* in other zones, particularly the C4 Environmental Living zone with its emphasis on residential development, it would seem reasonable to at least consider its inclusion in the RU4 Primary Production Small Lots zone.
- It is noted that the objectives of the RU4 Primary Production Small Lots zone include the following and that *farm stay accommodation* could be compatible with these objectives would be:
 - o To enable sustainable primary industry and other compatible land uses.
 - o To encourage and promote diversity and employment opportunities in relation to primary industry enterprises, particularly those that require smaller lots or that are more intensive in nature.
 - o To provide for a restricted range of employment-generating development opportunities that are compatible with adjacent or nearby residential and agricultural development.
- Other RU4 Primary Production Small Lots zone objectives could also be managed through *clause 5.23* as they would be in other zones, including the C4 Environmental Living zone.
- The draft *clause 5.23* provides 'heads of consideration' which afford additional protections to the assessment of *farm stay accommodation* within the RU4 Primary Production Small Lots zone.

SUSTAINABILITY ASSESSMENT

- **Environment**

The proposed new definitions and amendments to current definitions and development standards provide necessary environmental and amenity protections.

- **Social**

There are no social issues in relation to this report.

- **Broader Economic Implications**

The proposed amendments offer opportunities for a broader agritourism base.

- **Culture**

There are no cultural issues in relation to this report.

- **Governance**

The Planning Proposal has been prepared in accordance with the Local Environmental Plan Making Guideline published by the NSW Department of Planning & Environment in December 2021.

RELATIONSHIP TO CORPORATE PLANS

No Corporate Plans are affected by this Report.

COUNCIL BUDGET IMPLICATIONS

There are no budget implications associated with this report.

RELATED COUNCIL POLICY

The Wingecarribee Rural Tourism Policy was adopted by Council on 13 November 2019 and is due for review. Community and industry feedback would help inform the review of this Policy.

CONCLUSION

The proposed amendments to current definition of farm stay accommodation and consideration of draft clause 5.23 reflect Council's ongoing consultation with both agritourism stakeholders across the Shire, including the broader community. They also reflect Council's involvement with ongoing consultation and feedback provided to the Explanation of Intended Effects and other consultation. Council has made many requests to the Department since WLEP 2010 was originally introduced seeking to enable forms of agritourism which provide both opportunities for economic development together with environmental and amenity protections. These provisions will also provide a strong context within which to review the Rural Tourism Policy.

ATTACHMENTS

1. Attachment 1 - Planning Proposal - Farm stay accommodation [9.2.1 - 17 pages]

Planning Proposal

**to amend Wingecarribee Local Environmental Plan
2010 to insert clause 5.23 Farm stay
accommodation and permit Farm stay
accommodation with consent in the RU4 Primary
Production Small Lots zone**

Prepared in accordance with the Local Environmental Plan Making Guideline (December 2021)
Version 1 for Consideration by the Local Planning Advisory Panel prior to Gateway lodgement

Prepared by Wingecarribee Shire Council

The Planning Proposal is categorised as *Standard*

May 2022

Working with you

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Appendices to the main Planning Proposal report

1	Report to the Ordinary Council Meeting of 18 May 2022
2	Resolution from the Ordinary Council Meeting of 18 May 2022
3	Delegation Request Form

Part 1 - Objectives & Intended Outcomes of the Planning Proposal

The intentions of this Planning Proposal are to enable Council to implement certain amendments to Wingecarribee Local Environmental Plan (WLEP) 2010 with regard to farm stay accommodation through the introduction of clause 5.23 of the draft Standard Instrument (Local Environmental Plans) Amendment (Agritourism) Order 2021 (the draft Order) and the amendment to the RU4 Primary Production Small Lots zone to permit *farm stay accommodation* with consent.

Part 2 - Explanation of the Provisions

- To achieve the intended outcomes of the Planning Proposal the following amendments to the WLEP 2010 instrument will be required:
 - Adopt the optional clause 5.23 Farm stay accommodation as follows with Council nominations **highlighted**:

5.23 Farm stay accommodation

(1) The objectives of this clause are—

(a) to diversify the uses of agricultural land without adversely impacting the principal use of the land for a primary production business, and

(b) to balance the impact of tourism and related commercial uses with the use of land for primary production, the environment, scenic values, infrastructure and adjoining land uses.

(c) other objectives which may result from community consultation (to be confirmed during consultation)

(2) Development consent must not be granted to development for the purposes of farm stay accommodation on a landholding unless the consent authority is satisfied that—

(a) the maximum number of guests accommodated in bedrooms at any 1 time will not be more than the greater of—

- (i) 3 times the number of bedrooms permitted under clause 5.4(5), or
- (ii) 20 guests, and

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(b) the gross floor area of a building used to accommodate guests will not be more than 200 square metres, and

(c) the maximum number of guests accommodated in moveable dwellings on the landholding will not be more than 20 at any 1 time, and

(d) the maximum number of moveable dwellings used for the accommodation of guests will not be more than 6, and

(e) all buildings or moveable dwellings used to accommodate guests will be—

(i) on the same lot as an existing lawful dwelling house, or

ii) on a lot—

(A) for which a minimum size is shown for a dwelling house on the Lot Size Map, and

(B) the size of which is not less than the minimum size shown.

(3) Subclause (2)(b) does not apply if the development is the change of use of an existing dwelling to farm stay accommodation.

(4) Development consent must not be granted to development for the purposes of farm stay accommodation on land unless the consent authority has considered—

(a) whether the development will result in noise or pollution that will have significant adverse impact on the following on or near the land—

(i) residential accommodation,

(ii) primary production operations,

(iii) other land uses, and

(b) whether the development will have significant adverse impact on the following on or near the land—

(i) the visual amenity, heritage or scenic values,

(ii) native or significant flora or fauna,

(iii) water quality,

(iv) traffic,

(v) the safety of persons, and

(c) whether the development is on bush fire prone land or flood prone land, and

(d) the suitability of the land for the proposed development, and

(e) the compatibility of the development with nearby land uses.

○ Amend the RU4 Primary Production Small Lots zone land use table to permit Farm stay accommodation with consent:

- Insert *farm stay accommodation* as permitted with consent in the RU4 Primary Production Small Lots zone.
- No amendments to WLEP 2010 maps will be required.



Part 3 - Justification of Strategic & Site-specific Merit

Strategic Merit

The Planning Proposal is the result of proposed amendments to the Standard Instrument with regard to agritourism land uses and development standards as set out in the draft Standard Instrument (Local Environmental Plans) Amendment (Agritourism) Order 2021 (the draft Order) released by the NSW Department of Planning & Environment (the Department) in December 2021. The draft Order itself is in response to submissions received following the exhibition throughout March and April 2021 of an Explanation of Intended Effects (EIE) with regard to new agritourism definitions and draft clauses. This process has established a state-wide strategic approach to the development of appropriate definitions and development standards for agritourism land uses. It is noted that Wingecarribee Shire Council made a submission in response to the EIE. It is also noted that the Planning Proposal is consistent with Council's Rural Tourism Policy, adopted on 13 November 2019 with exhibition of and feedback on the Planning Proposal informing the scheduled review of this Policy.

Site-specific Merit

The Planning Proposal relates to a new Shire wide clause regarding *farm stay accommodation* and including *farm stay accommodation*. In the RU4 Primary production Small Lots zone. Both are Shire-wide proposals and so no site-specific merit assessment is required at this stage, but would occur at any future Development Application stage.

Section A – Need for the Planning Proposal

1 - Is the Planning Proposal a result of an endorsed LSPS, strategic study or report?

The Planning Proposal is the result of the drafting of Standard Instrument (Local Environmental Plans) Amendment (Agritourism) Order 2021 and the inclusion of draft clause 5.23 *Farm stay accommodation*.

2 - Is the Planning Proposal the best means of achieving the objectives or intended outcomes or is there a better way?

The intention of this Planning Proposal is to enable Council to implement certain amendments to Wingecarribee Local Environmental Plan (WLEP) 2010 with regard to agritourism land uses and development standards as proposed in the draft Standard Instrument (Local Environmental Plans) Amendment (Agritourism) Order 2021 (the draft Order) released by the NSW Department of Planning & Environment (the Department) in December 2021. The draft Order is in response to submissions received following the exhibition throughout March and April 2021 of an Explanation of

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Intended Effects (EIE) with regard to new agritourism definitions and draft clauses. It is noted that Wingecarribee Shire Council made a submission in response to the EIE and Council did make nominations in accordance with the draft Order.

It is acknowledged that Council could have avoided a Council initiated Planning Proposal by utilising the provisions of the proposed 'enabling' State Environmental Planning Policy (SEPP) to amend all relevant Local Environmental Plans to implement Council's nominations. However, the Wingecarribee Local Planning Panel (the Panel), which considered the matter at its meeting of 6 April 2022, was concerned that this would not provide any opportunity for community consultation with regard to new definitions and proposal development standards. Consequently, the Panel provided the following advice to Council:

1. *The Panel considers that it is regrettable that the timetable provided by the Department of Planning does not enable appropriate community consultation in respect of the proposed changes to Wingecarribee LEP 2010 as a consequence of the proposed changes to the standard instrument.*
2. *The Panel does not support the introduction of additional permissible uses of "Farmgate Premises" and "Farm Experience Premises" in the RU4, C3 and C4 zones and the additional permitted use of "Farm Stay Accommodation" in the RU4 zone in the absence of a formal Planning Proposal with appropriate community engagement.*
3. *The Panel does not support the full extent of nominations and changes as set out in the Council Officer's report.*
4. *The Panel recommends a Planning Proposal be prepared to nominate alternative maxima controls for these land uses and additional zones where such land uses may be considered appropriate to be permitted.*

At its Ordinary Meeting of 20 April 2022, Council resolved, *inter alia*,

THAT, in relation to the draft Standard Instrument (Local Environmental Plans) Amendment (Agritourism) Order 2021, Council prepare a Planning Proposal to nominate additional development standards for Farm Stay Accommodation, in consultation with the community and industry.

The Planning Proposal also seeks to include *Farm stay accommodation* as permitted with consent in the RU4 Primary Production Small Lots is based on the following considerations:

- *Extensive agriculture* is currently permitted without consent in the RU1 Primary Production, RU2 Rural Landscape, RU4 Primary Production Small Lots, C3 Environmental Management, C4 Environmental Living and SP3 Tourist zones under WLEP 2010
- *Farm stay accommodation* is currently permitted with consent in all of the above zones except for the RU4 Primary Production Small Lots zone.
- In view of the current permissibility of *farm stay accommodation* in other zones, particularly the C4 Environmental Living zone with its emphasis on residential development, it would seem reasonable to at least consider its inclusion in the RU4 Primary Production Small Lots zone.



- It is noted that the objectives of the RU4 Primary Production Small Lots zone include the following and that *farm stay accommodation* could be compatible with these objectives would be:
 - To enable sustainable primary industry and other compatible land uses.
 - To encourage and promote diversity and employment opportunities in relation to primary industry enterprises, particularly those that require smaller lots or that are more intensive in nature.
 - To provide for a restricted range of employment-generating development opportunities that are compatible with adjacent or nearby residential and agricultural development.
- Other RU4 Primary Production Small Lots zone objectives could also be managed through *clause 5.23* as they would be in other zones, including the C4 Environmental Living zone.
- The draft *clause 5.23* provides 'heads of consideration' which afford additional protections to the assessment of *farm stay accommodation* within the RU4 Primary Production Small Lots zone.

Section B – Relationship to the Strategic Planning Framework

3 - Will the Planning Proposal give effect to the objectives and actions of the SE & Tablelands Regional Plan (including any draft plans or strategies)?

The inclusion of optional *clause 5.23* will give effect to several aspects of the SE & Tablelands Regional Plan, specifically:

Direction 5 - Promote agricultural innovation, sustainability and value-add opportunities

Direction 8 – protect important agricultural land

Direction 9 – grow tourism in the region

Direction 14 – protect important environmental assets

Direction 23 – protect the region's heritage

Direction 28 – manage rural lifestyles

Each of these Directions addresses the need for the region to protect and enhance its agricultural, environmental and heritage assets through activities and business which attract tourist and local visitation and thereby seek to value-add to their business. The Planning Proposal provides opportunities to achieve measurable performance against each objective while implementing state led policy and initiatives.

As the Department's Agritourism and Agriculture Explanation of Intended Effects (EIE) states:

Agritourism is a tourism-related experience or product that connects agricultural products, people or places with visitors on a farm or rural land for enjoyment, education, or to participate in activities and events. Agritourism activities enable farmers to diversify their income from farming businesses while maintaining primary production on the land as the principal use.

The NSW Government is seeking comment on proposals recommended by stakeholders to:



- broaden the types of agritourism activities that can be undertaken and provide approval pathways tailored to the scale and types of activities,
- support farmers during times of hardship or following natural disaster events,
- reduce land use conflict by providing clearer rules and better managing environmental and social impacts, and
- clarify current planning controls and expand approval pathways for certain agricultural activities. The proposed amendments are underpinned by the principle of no or low environmental impact.

4 - Is the Planning Proposal consistent with Council's adopted and endorsed Local Strategic Planning Statement and Local Housing Strategy?

The Planning Proposal supports Council's adopted and endorsed Local Strategic Planning Statement. The LSPS notes that:

Almost 20% of the Shire is covered by rural land. The Wingecarribee community values its agricultural lands for their economic and environmental values, recognising that these values benefit both residents and visitors. Due to Wingecarribee's soil and climate advantages the Shire is traditionally associated with a diverse agricultural base, principally dairy and beef cattle and crops such as potatoes. However, traditional farming practices alone rarely provide the economic viability primary producers need. High rural land values present a significant challenge for the agricultural industry in the Shire, creating a financial barrier for new agricultural uses and proving an incentive for existing farming operations to 'cash out' of the farm.

Fortunately, technological advances can offer increased opportunities to support boutique agribusiness initiatives providing greater flexibility to value-add, both at the farm gate and throughout the broader community. The development of a strong cool climate wine industry with associated cellar door premises is an example of improving economic viability through a broader agri-business base. Wingecarribee's proximity to road, rail and air networks provides further opportunity to strengthen and grow existing and potential rural produce markets.

The Planning Proposal provides a solid base for the development of these priorities.

5 - Is the Planning Proposal consistent with any other applicable State and regional studies or strategies?

No other state or regional studies or strategies are relevant to this Planning Proposal. However, the Planning Proposal is consistent with Council's adopted Rural Tourism Policy which was adopted on 13 November 2019. The outcome of the Planning Proposal will inform the review of this Policy.

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6 - Is the Planning Proposal consistent with applicable SEPPs?

SEPP (Housing) 2021	<i>to deliver a sufficient supply of safe, diverse and affordable housing</i> https://legislation.nsw.gov.au/view/html/inforce/current/epi-2021-0714
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Assessment – Consistent
The provisions of this SEPP are not directly relevant to this Planning Proposal.

SEPP (Transport and Infrastructure) 2021	<i>to provide well-designed and located transport and infrastructure integrated with land use</i> https://legislation.nsw.gov.au/view/html/inforce/current/epi-2021-0732
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Assessment – Consistent
The provisions of this SEPP are not directly relevant to this Planning Proposal.

SEPP (Primary Production)	<i>To support and protect the productivity of important agricultural lands. They enhance rural and regional economies through a sustainable, diverse and dynamic primary production sector that can meet the changing needs of a growing NSW.</i> https://legislation.nsw.gov.au/view/html/inforce/current/epi-2021-0729
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Assessment – Consistent
The Planning Proposal will support this SEPP by enhancing rural and regional economies through sustainable land uses which complement and supplement traditional agricultural activities.

SEPP (Biodiversity and Conservation) 2021	<i>to preserve, conserve and manage NSW's natural environment & heritage</i> https://legislation.nsw.gov.au/view/html/inforce/current/epi-2021-0722
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Assessment – Consistent
The Planning Proposal would support the biodiversity and conservation protection by enabling additional land uses which support rural activities and thereby reduce pressure of land clearing.

SEPP (Resilience and Hazards) 2021	<i>to manage risks and building resilience in the face of hazards</i> https://legislation.nsw.gov.au/view/html/inforce/current/epi-2021-0730
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Assessment – Consistent
The provisions of Chapter 3 (Hazardous and Offensive Development) and Chapter 4 (Remediation of Land) SEPP are the only part of this SEPP applicable to Wingecarribee Shire. It is not considered that the Proposal would compromise the relevant parts of this SEPP.

SEPP (Industry and Employment) 2021 –	<i>to grow a competitive and resilient economy that is adaptive, innovative and delivers jobs</i> https://legislation.nsw.gov.au/view/html/inforce/current/epi-2021-0723
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Assessment – Consistent
The provisions of Chapter 3 (Advertising & Signage) are the only part of this SEPP applicable to land in Wingecarribee Shire. Signage would be addressed as part of any Development

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Application and it is not anticipated that the proposal would contravene these provisions of the SEPP.

SEPP (Resources and Energy) 2021	<i>to promote the sustainable use of NSW's resources and transitioning to renewable energy</i> https://legislation.nsw.gov.au/view/html/inforce/current/epi-2021-0731
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Assessment – Consistent
The provisions of this SEPP are not directly relevant to this Planning Proposal.

SEPP (Planning Systems) 2021	<i>to provide a strategic and inclusive planning system for the community & the environment</i> https://legislation.nsw.gov.au/view/html/inforce/current/epi-2021-0724
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Assessment – Consistent
The Planning Proposal seeks to provide a clear and consistent approach to the permissibility and development of farm stay accommodation within the Shire.

SEPP (Regional Precincts) 2021	<i>relates to State significant precincts, Activation precincts and other specific precincts including the Southern Highlands Regional Shooting Complex</i> https://legislation.nsw.gov.au/view/html/inforce/current/epi-2021-0727
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Assessment – Consistent
The provisions of this SEPP are not directly relevant to this Planning Proposal.

7 - Is the Planning Proposal consistent with applicable s9.1 Ministerial Directions?

1-Planning Systems	<i>The Principles for Planning Systems support the broader NSW planning framework, including its processes and collaborative approaches to strategic and land use planning and decision making. They seek to achieve long-term, evidence-based, strategically led planning that is inclusive, democratic, responsive to the community and the environment, and ensures decisions are transparent and prompt.</i>
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1.1 Implementation of the Minister's Planning Principles

Repealed

1.2 Implementation of Regional Plans (previously 5.10)

The objective of this direction is to give legal effect to the vision, land use strategy, goals, directions and actions contained in Regional Plans.

Assessment – Consistent
The Planning Proposal supports the SE & Tablelands Regional Plan by supporting both agriculture and tourism initiatives.

1.3 Development of Aboriginal Land Council land (previously 5.11)

The objective of this direction is to provide for the consideration of development delivery plans prepared under Chapter 3 of the State Environmental Planning Policy (Planning Systems) 2021 when planning proposals are prepared by a planning proposal authority.

Assessment – Consistent

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The provisions of this Direction are not directly applicable to this Planning Proposal.
1.4 Approval and Referral Requirements (previously 6.1)
<i>The objective of this direction is to ensure that LEP provisions encourage the efficient and appropriate assessment of development.</i>
Assessment – Consistent The Planning Proposal seeks to provide a clear and consistent approach to the permissibility and development of farm stay accommodation within the Shire. This enhanced strategic framework should also improve the efficiency of the development assessment process.
1.5 Site Specific Provisions (previously 6.3)
<i>The objective of this direction is to discourage unnecessarily restrictive site-specific planning controls.</i>
Assessment – Consistent The Planning Proposal seeks to provide a clear and consistent strategic approach to the permissibility and development of farm stay accommodation within the Shire. This enhanced strategic framework should reduce the need for any further site-specific planning controls.
1.6 Parramatta Road Corridor Urban Transformation Strategy
1.7 Implementation of North West Priority Growth Area Land Use and Infrastructure Implementation Plan
1.8 Implementation of Greater Parramatta Priority Growth Area Interim Land Use and Infrastructure Implementation Plan
1.9 Implementation of Wilton Priority Growth Area Interim Land Use and Infrastructure Implementation
1.10 Implementation of Glenfield to Macarthur Urban Renewal Corridor
1.11 Implementation of the Western Sydney Aerotropolis Plan
1.12 Implementation of Bayside West Precincts 2036 Plan
1.13 Implementation of Planning Principles for the Cooks Cove Precinct
1.14 Implementation of St Leonards and Crows Nest 2036 Plan
1.15 Implementation of Greater Macarthur 2040
1.16 Implementation of the Pyrmont Peninsula Place Strategy
1.17 North West Rail Link Corridor Strategy
None of these place-based Directions apply to Wingecarribee Shire

2- Design & Place	<i>The Principles for Well-designed Places establish quality design approaches for new development, public spaces and the environment. They promote the design of places that are healthy, sustainable, prosperous, and supportive of people, the community and Country.</i>
Repealed	

3- Biodiversity & Conservation	<i>The Principles for Natural Environment & Heritage recognise the fundamental importance of protecting, conserving and managing NSW's natural environment and heritage. They help balance the needs of built and natural environments, respecting both the innate and economic value of the state's biodiversity and natural assets.</i>
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3.1	Conservation Zones (previously 2.1 Environment Protection Zones)
<i>The objective of this direction is to protect and conserve environmentally sensitive areas.</i>	
Assessment – Consistent The Planning Proposal seeks to provide a clear and consistent approach to the permissibility and development of farm stay accommodation within the Shire. This enhanced strategic framework should also improve the protection of environmentally sensitive lands.	
3.2	Heritage Conservation (previously 2.3)
<i>The objective of this direction is to conserve items, areas, objects and places of environmental heritage significance and indigenous heritage significance.</i>	
Assessment – Consistent The Planning Proposal seeks to provide a clear and consistent approach to the permissibility and development of farm stay accommodation within the Shire. This enhanced strategic framework should also improve the protection of high heritage value lands.	
3.3	Sydney Drinking Water Catchments (previously 5.2)
<i>The objective of this direction is to protect water quality in the Sydney drinking water catchment.</i>	
Assessment – Consistent Most of Wingecarribee Shire is within the area covered by the Policy. Should a Gateway Determination be received, referral to WaterNSW would occur as required under this Ministerial Direction. Should the Planning Proposal proceed to public exhibition, the WaterNSW response would be included and this Assessment updated accordingly. At this stage it is not anticipated that any significant water quality issues would arise and any future DA would need to demonstrate compliance with NORBE standards.	
3.4	Application of C2 and C3 Zones and Environmental Overlays in Far North Coast LEPs
<i>Not applicable to Wingecarribee Shire</i>	
3.5	Recreation Vehicle Areas (previously 2.4)
<i>The objective of this direction is to protect sensitive land or land with significant conservation values from adverse impacts from recreation vehicles.</i>	
Assessment – Consistent The provisions of this Direction are not directly applicable to this Planning Proposal.	
4- Resilience & Hazards	<i>The Principles for resilience & Hazards aim to improve responses to natural and development-related hazards, and climate change. They support methods to consider and reduce risk. The principles promote healthy, resilient and adaptive communities, urban areas and natural environments.</i>
4.1	Flooding (previously 4.3)
<i>The objectives of this direction are to: (a) ensure that development of flood prone land is consistent with the NSW Government’s Flood Prone Land Policy and the principles of the Floodplain Development Manual 2005, and (b) ensure that the provisions of an LEP that apply to flood prone land are commensurate with flood hazard and includes consideration of the potential flood impacts both on and off the</i>	



<i>subject land.</i>
Assessment – Consistent The provisions of this Direction are not directly applicable to this Planning Proposal.
4.2 Coastal Management (previously 2.2)
<i>Not applicable to Wingecarribee Shire</i>
4.3 Planning for Bushfire Protection (previously 4.4)
<i>The objectives of this direction are to:</i> <i>(a) protect life, property and the environment from bush fire hazards, by discouraging the establishment of incompatible land uses in bush fire prone areas, and</i> <i>(b) encourage sound management of bush fire prone areas.</i>
Assessment – Consistent Referral to NSW Rural Fire Service would occur in accordance with any Gateway Determination and this assessment would be updated to reflect the RFS response prior to exhibition.
4.4 Remediation of Contaminated Land (previously 2.6)
<i>The objective of this direction is to reduce the risk of harm to human health and the environment by ensuring that contamination and remediation are considered by planning proposal authorities.</i>
Assessment – Consistent The provisions of this Direction are not directly applicable to this Planning Proposal.
4.5 Acid Sulphate Soils
<i>The objective of this direction is to avoid significant adverse environmental impacts from the use of land that has a probability of containing acid sulfate soils.</i>
Assessment – Consistent There currently appear to be no mapped acid sulphate soils within Wingecarribee Shire.
4.6 Mine Subsidence & Unstable Land
<i>The objective of this direction is to prevent damage to life, property and the environment on land identified as unstable or potentially subject to mine subsidence.</i>
Assessment – Consistent The provisions of this Direction are not directly applicable to this Planning Proposal.

5- Transport & Infrastructure	<i>The Principles for Transport & Infrastructure support innovative, integrated and coordinated transport and infrastructure, that is well-designed, accessible and enduring. They seek to optimise public benefit and value by planning for modern transport and infrastructure in the right location and at the right time.</i>
5.1 Integrating Land Use and Transport (previously 3.4)	<i>The objective of this direction is to ensure that urban structures, building forms, land use locations, development designs, subdivision and street layouts achieve the following planning objectives:</i> <i>(a) improving access to housing, jobs and services by walking, cycling and public transport, and</i> <i>(b) increasing the choice of available transport and reducing dependence on cars, and</i> <i>(c) reducing travel demand including the number of trips generated by development and the</i>



<i>distances travelled, especially by car, and (d) supporting the efficient and viable operation of public transport services, and (e) providing for the efficient movement of freight.</i>	
Assessment – Consistent The provisions of this Direction are not directly applicable to this Planning Proposal.	
5.2 Reserving Land for Public Purposes (previously 6.2)	
<i>The objectives of this direction are to: (a) facilitate the provision of public services and facilities by reserving land for public purposes, and (b) facilitate the removal of reservation</i>	
Assessment – Consistent The provisions of this Direction are not directly applicable to this Planning Proposal.	
5.3 Development Near Regulated Airports and Defence Airfields (previously 3.5)	
<i>The objectives of this direction are to: (a) ensure the effective and safe operation of regulated airports and defence airfields; (b) ensure that their operation is not compromised by development that constitutes an obstruction, hazard or potential hazard to aircraft flying in the vicinity; and (c) ensure development, if situated on noise sensitive land, incorporates appropriate mitigation measures so that the development is not adversely affected by aircraft noise.</i>	
Assessment – Consistent The provisions of this Direction are not directly applicable to this Planning Proposal.	
5.4 Shooting Ranges (previously 3.6)	
<i>The objectives are to: (a) maintain appropriate levels of public safety and amenity when rezoning land adjacent to an existing shooting range, (b) reduce land use conflict arising between existing shooting ranges and rezoning of adjacent land, (c) identify issues that must be addressed when giving consideration to rezoning land adjacent to an existing shooting range.</i>	
Assessment – Consistent The provisions of this Direction are not directly applicable to this Planning Proposal.	
6- Housing	<i>The Principles for Housing foster long-term, strategic-led and evidence-based approaches to guide a strong supply of well-located homes. They support the delivery of safe, diverse, affordable and quality designed housing that meets the needs of Aboriginal and local communities.</i>
6.1 Residential Zones (previously 3.1)	
<i>The objectives of this direction are to: (a) encourage a variety and choice of housing types to provide for existing and future housing needs, (b) make efficient use of existing infrastructure and services and ensure that new housing has appropriate access to infrastructure and services, and (c) minimise the impact of residential development on the environment and resource lands.</i>	
Assessment – Consistent	

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The provisions of this Direction are not directly applicable to this Planning Proposal.
6.2 Caravan Parks and Manufactured Home Estates (previously 3.2)
<i>The objectives of this direction are to:</i> <i>(a) provide for a variety of housing types, and</i> <i>(b) provide opportunities for caravan parks and manufactured home estates.</i>
Assessment – Consistent The provisions of this Direction are not directly applicable to this Planning Proposal.

7- Resilient Economies	<i>The Principles for Resilient Economies support diverse, inclusive and productive employment opportunities across the state to make NSW more economically competitive. They promote the supply of strategic employment lands, innovative industries and centres as a focus for activity and accessibility.</i>
7.1 Business and Industrial Zones (previously 1.1)	
<i>The objectives of this direction are to:</i> <i>(a) encourage employment growth in suitable locations,</i> <i>(b) protect employment land in business and industrial zones, and</i> <i>(c) support the viability of identified centres.</i>	
Assessment – Consistent The provisions of this Direction are not directly applicable to this Planning Proposal.	
7.2 Reduction in non-hosted short-term rental accommodation period	
<i>Not applicable to Wingecarribee Shire</i>	
7.3 Commercial and Retail Development along the Pacific Highway, North Coast	
<i>Not applicable to Wingecarribee Shire</i>	

8- Resources & Energy	<i>The Principles for Resources & Energy promote the sustainable development of resources in strategic areas and a transition to low carbon industries and energy. They support positive environmental outcomes and work towards the net zero emissions target and continued energy security, while also promoting diversified activity in regional economies.</i>
8.1 Mining, Petroleum Production & Extractive Industries	
<i>The objective of this direction is to ensure that the future extraction of State or regionally significant reserves of coal, other minerals, petroleum and extractive materials are not compromised by inappropriate development.</i>	
Assessment – Consistent The provisions of this Direction are not directly applicable to this Planning Proposal.	

9- Primary Production	<i>The Principles for Primary Production support and protect the productivity of important agricultural lands. They enhance rural and regional economies through a sustainable, diverse and dynamic primary production sector that can meet the changing needs of a growing NSW.</i>
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9.1 Rural Zones (previously 1.2)
<i>The objective of this direction is to protect the agricultural production value of rural land.</i>
Assessment – Consistent The Planning Proposal will support this Direction by enhancing rural and regional economies through sustainable land uses which complement and supplement traditional agricultural activities.
9.2 Rural Lands (previously 1.5)
<i>The objectives of this direction are to:</i> <i>(a) protect the agricultural production value of rural land,</i> <i>(b) facilitate the orderly and economic use and development of rural lands for rural and related purposes,</i> <i>(c) assist in the proper management, development and protection of rural lands to promote the social, economic and environmental welfare of the State,</i> <i>(d) minimise the potential for land fragmentation and land use conflict in rural areas, particularly between residential and other rural land uses,</i> <i>(e) encourage sustainable land use practices and ensure the ongoing viability of agriculture on rural land,</i> <i>(f) support the delivery of the actions outlined in the NSW Right to Farm Policy.</i>
Assessment – Consistent The Planning Proposal will support this Direction by enhancing rural and regional economies through sustainable land uses which complement and supplement traditional agricultural activities.
9.3 Oyster Aquaculture (previously 1.4)
<i>The objectives of this direction are to:</i> <i>(a) ensure that ‘Priority Oyster Aquaculture Areas’ and oyster aquaculture outside such an area are adequately considered when preparing a planning proposal, and</i> <i>(b) protect ‘Priority Oyster Aquaculture Areas’ and oyster aquaculture outside such an area from land uses that may result in adverse impacts on water quality and consequently, on the health of oysters and oyster consumers.</i>
Assessment – Consistent The Planning Proposal will support this Direction by enhancing rural and regional economies through sustainable land uses which complement and supplement traditional agricultural activities.
9.4 Farmland of State & Regional Significance on the NSW Far North Coast
<i>Not applicable to Wingecarribee Shire</i>

Section C – Environmental, Social & Economic Impacts

8 - Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected because of the Proposal?



It is unlikely that any critical habitat or threatened species, populations or ecological communities, or their habitats, would be adversely affected by the Proposal.

9 - Are there any other likely environmental effects of the planning proposal and how are they proposed to be managed?

It is unlikely that the Proposal would result in any other environmental effects.

10 - Has the planning proposal adequately addressed any social and economic effects?

The Planning Proposal seeks to enable land use activities which would support existing farm businesses thereby providing both economic and social benefits to those businesses and the broader community.

Section D – Infrastructure (Local, State & Commonwealth)

11- Is there adequate public infrastructure for the Planning Proposal?

The Planning proposal is not site specific and future development applications arising from it would be need to be assessed to determine site suitability and infrastructure.

Section E – State and Commonwealth Interests

12 - What are the views of state and federal authorities and government agencies consulted in order to inform the Gateway determination?

No consultation has been undertaken at this stage, but should the Planning proposal be supported, referral to at least WaterNSW, NSW Rural Fire Service and Transport for NSW.

Part 4 - Maps

No map amendments will result from the Planning Proposal.

Part 5 - Community Consultation

Council will undertake community consultation in accordance with the Gateway Determination.



Part 6 - Project Timeline

MILESTONE	INDICATIVE /ACTUAL DATE
Gateway Determination	May 2022
Agency Consultation	June 2022
Public Exhibition	July 2022
Post exhibition Report to Panel & Council	August 2022
Drafting Request	August 2022
Notification Request & approximate completion date	September 2022

END OF PLANNING PROPOSAL

10 REPORTS

10.1 Proposed Right of Carriageway over Council Property being Lot 2 DP 790406 and Lot 1 DP 738374 Station Street Bowral - further report following formal Abandonment of Minute 139/16

Report Author: Coordinator Property Services

Authoriser: Director Corporate Strategy and Resourcing

PURPOSE

To provide detail of the report to Council on 23 March 2016 relating to the Right of Carriageway over Council property being Lot 2 DP 790406 and Lot 1 DP 738374, in favour of private adjoining property being 33 – 37 Station Street, Bowral.

OFFICER'S RECOMMENDATION

THAT :

- 1. Council notes the details of the Council Report 23 March 2016 that relates to compensation payable to Council for a Right of Carriageway over Council Property being Lot 2 DP790406 and Lot 1 DP738374, 39 Station Street, Bowral.**
- 2. Council confirms provision of a Right of Carriageway in favour of Lots 33, 34 and 35 DP 1230381 being 33-37 Station Street, Bowral burdening Lot 1 DP 738374 and Lot 2 DP 790406 being Council owned property at 39 Station Street, Bowral, as provided for in MN 139/16 be formally abandoned.**

REPORT

BACKGROUND

On 20 April 2022 a report was presented to Council in relation to a previous resolution of Council MN 139/16. This minute related to the grant of a right of carriageway over Council owned land. On 20 April, 2022 Council resolved (MN 2022/80):

THAT:

- 1. Provision of a Right of Carriageway in favour of Lot 2 DP 790406 and Lot 1 DP738374, 33-37 Station Street, Bowral as provided for in MN 139/16 be formally abandoned.*
- 2. A further report to be provided to the next Ordinary Meeting providing details of the report to Council on 23 March 2016 relating to the Right of Carriageway over Council property being Lot 2 DP790406 and Lot 1 DP738374, 33-37 Station Street, Bowral.*

REPORT

As part of the Station Street Upgrade Project, it was proposed that the intersection at the corner of Boolwey Street and Station Street be signalised.

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Consequently, direct street access to the adjoining private property being 33-37 Station Street, Bowral would have been required to be closed from the existing driveways. To enable this, alternate access was required to be established for that property.

Accordingly, grant of a Right of Carriageway in favour of 33-37 Station Street Bowral over adjoining Council property was proposed.

Details in relation to the grant of the Right of Carriageway was considered by Council on several occasions between 2014 and 2016.

On Wednesday, 23 March, 2016 Council resolved (MN 139/16):

1. *THAT the owner of 33-37 Station Street, Bowral be advised in writing that Council will provide an alternative access to the owner's property, with Council's preferred option to be along the alignment of the property proposed to be acquired from ARTC AND THAT further if that is not achievable Council will grant a Right of Carriageway over Council owned property at 39 Station Street, Bowral.*
2. *THAT Council confirm that no cash contribution is to be made by the owner of 33-37 Station Street for the provision of the access over Council land.*
3. *THAT the General Manager and Mayor be delegated authority to execute any agreement, plan or Real Property Dealing or Document under the Common Seal of Council.*

It is noted that the report presented to Council on 23 March 2016 confirmed that Council had been unsuccessful in negotiations to acquire the required land forming part of the rail corridor from ARTC.

The report to Council on 23 March 2016 was a Confidential Report and discussed in Closed Council. Councillor HR Campbell requested that her dissenting vote be recorded in respect of the motion for the matter to be discussed in Closed Council.

The report of 23 March 2016 included details of legal advice received by Council and details of an independent valuation that has been obtained by Council setting out details of likely compensation payable. The details, under the various headings contained in that report, are outlined below.

REPORT DETAILS:

The following information was provided in the body of the report to closed Council on 23 March 2016:

"Following the resolutions of Council made Wednesday 9 December 2015, the owner of the adjoining property was informed that Council would endeavour to negotiate the acquisition of the required land in the railway corridor.

Council's Manager Projects & Contracts has liaised with representatives of the railway authority in respect of the potential to acquire part of the rail land adjacent to the Council property. An initial issue identified by the railway authority needs to be resolved before any potential negotiation for the acquisition of the rail land can occur – that is, a cable for the pedestrian signal needs to be relocated to a suitable location. Costs for this work are currently being obtained for consideration.

Negotiation has not progressed sufficiently to enable Council to confirm that the rail land can, in fact, be acquired from the railway authority. As required by resolution 4 in the Minutes (above) made Wednesday 9 December 2015, this matter is reported to Council for further consideration.

In the meantime, the requirements of the owner of the adjoining property remain as previously reported to Council, i.e., the owner of the adjoining property has the following position and requirements. These are:

- 1. That a right of carriageway be provided... over part of Council's property;*
- 2. That in exchange for the granting of the right of carriageway, the owners will surrender their legal access at the southern end of their property;*
- 3. That this be a direct swap without any payment being made by either party;*
- 4. That any costs associated with the proposal be met by Council.*

Council officers rejected the above claims made by the owners of the adjoining property.

Briefing Sessions and Legal Advice

This matter has been the subject of two Councillor briefing sessions, the most recent of which was on Wednesday 2 September 2015. Legal advice has been obtained from General Counsel and more recently from Council's panel solicitors. The legal advice was summarised at the briefing session on 2 September 2015 and in Council's report on 9 December 2015. For the purpose of transparency in decision making, the legal advice of General Counsel and Council's panel solicitors is replicated below:

Legal Advice from General Counsel

The resolutions of Council made on 10 December 2014 give authority to the General Manager to negotiate an agreement to grant the Right of Carriageway. Clause 6 of the development consent given for the subdivision in 2009 requires the preparation of a Section 88B Instrument by the developer in relation to "the proposed right of carriageway". There is no Right of Carriageway marked on the plan attached to the consent. The developer is required to submit the instrument "for approval" to Council.

A condition of consent cannot operate to pass an interest in land. *A Section 88B Instrument creates rights over a parcel of land once its terms are agreed by both parties and it is registered (as part of a deposited plan). There is no S88B instrument affecting the title to Council's land relating to this Right of Carriageway. At the time of writing this report no instrument has been submitted to Council for approval. The negotiation of its terms would be part of the agreement to grant the Right of Carriageway.*

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The conditions of consent in 2009 require the draft instrument submitted for approval to deal with two (2) matters – ongoing maintenance and management of the carriageway and legal provision for access by all emergency and other essential service organisations. The final approved instrument can deal with any necessary additional matters. The consent conditions do not prevent this. Similarly, there is nothing in the consent conditions which prevents the General Manager (in accordance with the resolution of Council made on 10 December 2014) from negotiating an agreement to grant the Right of Carriageway that include terms that properly protect Council assets and seek appropriate compensation for the grant of an interest or right over Council’s land to a private developer. The terms of an approved S88B instrument are one of the matters that the agreement will cover but not the only matter.

Legal Advice from Panel Solicitors

The advice received from Council’s panel solicitor was provided at the Councillor briefing session on Wednesday 2 September 2015. The advice is summarised as follows:

Generally in relation to Right of Carriageway rights and compensation:

- *There is nothing at law which restricts Council (as Property Owner) to negotiate compensation for the Right of Carriageway or any other easement. Where a landowner is deprived of an interest in land, compensation should be paid to ensure that the owner does not suffer a financial loss.*
- *Compensation can be either monetary or non-monetary in value. There is no requirement that the compensation be fair or reflect market value.*

Can Council remove the ‘existing right of access’ by the applicants to their property without providing alternate access to the Council Property?

- *The applicant has two subsisting rights of access under statute and common law. These rights allow the applicant to access their property from Station Street.*
- *Council would not be able to unilaterally remove the ‘right of access’ without obtaining the applicant’s consent or providing alternative access to the applicant’s property.*

Can Council retain its rights in the Council Property, if Council compensates the applicant to surrender its ‘existing right of access’ and, if compensation cannot be mutually agreed between the parties, how can the matter be resolved?

- *Council as Property Owner has no obligation to grant an interest in the Council property to the applicants if the commercial terms of the grant of the Right of Carriageway cannot be agreed to.*
- *If agreement is not made and the grant of the Right of Carriageway is deemed “reasonably necessary for the effective use and development of the land,” the applicants could seek an order from the Supreme Court for the grant of the Right of Carriageway pursuant to Sec.88K Conveyancing Act 1919. This would ordinarily require compensation to be payable to Council as property owner.*

*In summary, this means that if Council installs traffic lights at the location proposed, Council cannot deny the owner of the adjoining property the legal right to access their property. **Council as property owner is not obliged in any way to grant the Right of Carriageway over the Council property if the commercial terms of granting such a property right are not agreed to.** Ultimately the owner of the adjoining property can take action in the Supreme Court to grant the Right of Carriageway, which will require compensation to be paid to Council as property owner.*

[End of legal advice]

Formal valuations undertaken by Council

*Council officers initially obtained a valuation assessing the impact that a Right of Carriageway would have on the development potential of the Council property and its effect on the title to that land. This was with the path of the Right of Carriageway through the centre line of the Council property (Option 2 - **Attachment 2** – distributed under separate cover). The compensation payable to Council has been assessed at \$1,075,000 exclusive of G.S.T.*

*An alternate, preferred path for the Right of Carriageway was formulated and this is attached to this report (Option 1 - **Attachment 1** - distributed under separate cover). Compensation for the grant of a Right of Carriageway following this preferred option was assessed at \$440,000 exclusive of G.S.T.*

As outlined above, the owner of the adjoining property did not obtain or produce a formal valuation report. In the circumstances and, in an effort to advance the negotiations, consent of the adjoining owner was then sought and granted to enable Council to undertake a valuation to assess the impact that the loss of access would have on the adjoining property. The loss of access to 33-37 Station Street Bowral has been assessed at \$480,000 exclusive of G.S.T.

The valuation of the Council property (for the Right of Carriageway – Option 1) virtually equates to the assessed value of the loss of access to the adjoining property. Effectively this leaves Council in a position that, if the land can be acquired from the rail corridor (being essential for the preferred path of the Right of Carriageway in Option 1), Council can then grant the Right of Carriageway in favour of the adjoining property with no compensation payable.

Way forward

As outlined above, to enable Council to offer the Right of Carriageway (Option 1) over the Council property in favour of the adjoining property, it is necessary firstly for Council to acquire land from the rail corridor from the railway authority. Following its acquisition, the land could then be consolidated with the Council property which will allow sufficient room for the preferred path of the Right of Carriageway.

The land from the rail corridor is to be acquired only for the purpose of granting the Right of Carriageway in favour of the adjoining property. In the circumstances, it is considered appropriate that the adjoining owner cover all costs of such acquisition by Council of land from the railway authority.

*However, as at the date of submission of this report, negotiation of the rail land has not progressed sufficiently. As Council cannot confirm that the rail land can be negotiated for acquisition from the railway authority, Council is not in a position to be able to grant the Right of Carriageway following the preferred path (Option 1 as shown in **Attachment 1**).*

With development approval for the subdivision of the adjoining property, the owner of that property will presumably still seek a Right of Carriageway over the Council property. The only other suitable

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option is the path that is shown in **Attachment 2** as “Option 2”. If it is necessary to grant the Right of Carriageway utilising Option 2 (not recommended by Council officers) then Council needs to consider the impact on the Council property and its value against the value assessed for the loss of access to the adjoining property. This is set out below as calculated by the registered valuers:

The assessed value of impact on Council property Payable by the adjoining property owner (Option 2):	\$1,075,000
<u>Less</u> Assessed value of loss of access to adjoining property Credited to the adjoining property owner	<u>\$ 480,000</u>
Compensation payable by adjoining owner to Council For the grant of the Right of Carriageway (Option 2):	<u>\$ 595,000</u>

As at the date of submission of this report, the acquisition of the rail land has not been agreed to in-principle by the rail authority. This leaves Council in the position of not being able to confirm the acquisition of the required land in the railway corridor by 31 March 2016. Therefore this matter is referred back to Council for further consideration. In the circumstances, and in an effort to resolve this long-outstanding issue, this report recommends that Council offer the owner of the adjoining property a Right of Carriageway over the Council property with the path to be determined by final survey design (as shown in **Attachment 3**), with the General Manager delegated authority to negotiate an appropriate cash contribution from the owner of 33-37 Station Street within a 10% range of the assessed value as detailed in the report.”

BUDGETARY IMPLICATIONS

The following information was provided in relation to budgetary implications under the report of 23 March, 2016:

“There are potential significant budgetary implications arising from this report, including the significant loss of real development potential of the Council property with the ‘blot’ on the title created by the registration of a Right of Carriageway over the Council property.

The valuation obtained by Council for the grant of the Right of Carriageway following Council’s preferred Option 1 path has a significant impact on the value of the Council property (\$440,000 compensation is assessed as payable by the owner of the adjoining property); the alternative path being Option 2 – right through the centre of the Council property – is not the path preferred by Council officers and also has a significantly higher assessed value of compensation payable to Council of \$1,075,000.

A valuation has also been undertaken by Council to assess the estimated value of loss of access to the adjoining property by the construction of the traffic lights. The valuation assesses the impact as having a value of \$480,000. This effectively cancels out the value of the compensation assessed as payable to Council for the grant of the preferred path of the Right of Carriageway (Option 1).

If Council could have negotiated in-principle consent to the acquisition of land from the rail authority to enable the preferred Option 1 as the path for the Right of Carriageway, it would be recommended that the owner of the adjoining property pay all costs of such acquisition so that there is no negative impact on Council’s budget. However as in-principle agreement has not been able to be negotiated with the rail authority, Council’s fall-back position is that it must consider the grant of the alternate

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*path for the Right of Carriageway as shown in **Attachment 3**. The path of the easement is subject to final survey design. The current proposed design of Bowral Distributor Road Upgrade Project as it impacts on the Council property is shown as Option 2 in Attachment 2. This report recommends that the General Manager is delegated authority to negotiate with the owner of the adjoining property for the granting of the Right of Carriageway (as per Attachment 3) in exchange for compensation to Council within a 10% range of the assessed value of \$595,000."*

OPTIONS

The report outlined the following options:

"The options available to Council are:

Option 1

As the negotiation of acquisition of adjacent rail land from the railways authority has not been able to be secured as at the date of submission of this report, it is recommended that Council grant the Right of Carriageway using an alternate path (as shown in Attachment 3) with the General Manager delegated authority to negotiate the appropriate cash contribution (if required by Council) from the owner of 33-37 Station Street within a 10% range of the assessed value as detailed in the report.

Option 2

Refuse to grant any Right of Carriageway to the adjoining owner.

This option will almost certainly result in Supreme Court proceedings being instituted by the owner of the adjoining property.

Option 1 is the recommended option to this report."

CONCLUSION

The conclusion to the report stated:

"Given that the impact of the Right of Carriageway will significantly devalue the Council property, Council as property owner should seek to negotiate compensation for the granting of the property right sought by the adjoining owner.

To enable the Right of Carriageway to be granted with the preferred path (Option 1), it is essential that Council acquire land from the railways authority adjacent to the Council property. Council does not require the land from the rail corridor for any purpose other than to grant the Right of Carriageway to the owner of the adjoining property. Therefore, Council has sought to negotiate the acquisition of the rail land from the rail corridor.

Council has not been able to negotiate the acquisition of the rail land in accordance with resolution number 4 of the Minutes of Council made Wednesday 9 December 2015 (namely, that if negotiations by Council to confirm the acquisition of the required land in the railway corridor is not able to be achieved by 31 March 2016 this matter be referred back to Council for further consideration prior to 31 March 2016). This matter is reported to Council for further consideration and this report recommends that Council offer to grant the Right of Carriageway using an alternate path

(Attachment 3), subject to final survey design, with the General Manager delegated authority to negotiate an appropriate cash contribution from the owner of 33-37 Station Street within a 10% range of the assessed value as detailed in the report.”

RECOMMENDATION

The recommendation contained in the Council report from 23 March 2016 stated:

- “1. THAT the owner of 33-37 Station Street, Bowral be advised in writing that Council will grant a Right of Carriageway over existing Council owned property at 39 Station Street, Bowral AND THAT the General Manager be delegated authority to negotiate the final configuration of that access for inclusion in the final design for the Bowral Distributer Road.***
- 2. THAT Council confirm what if any cash contribution is to be made by the owner of 33-37 Station Street for the provision of the access over council land, after considering details of the assessed values of the affection on council’s property and the adjoining owners property at 33-37 Station Street as detailed in the report.***
- 3. THAT the General Manager and Mayor be delegated authority to execute any agreement, plan or Real Property Dealing or document under the Common Seal of the Council.”***

Notwithstanding the recommendations made in the report of 23 March 2016, Council ultimately resolved ***“THAT Council confirm that no cash contribution is to be made by the owner of 33-37 Station Street for the provision of the access over Council land.”*** **The final resolution of Council was made in closed session and ignored the staff recommendations that were based on an independent valuation that determined the value of compensation that should be payable to Council for burdening its landholding.**

A Council resolution on 12 May 2021 resolved that Council will no longer proceed with the Station Street Upgrade. Accordingly, direct street access to the privately owned properties at 33, 35 and 37 Station Street Bowral will not be severed, and access will remain available to those properties directly to Station Street in their existing locations. Therefore, the resolution of 23 March 2016 to provide a Right of Carriageway over the adjoining Council property is no longer relevant.

For the avoidance of any doubt, the resolution contained in this report has been amended to include the full legal description of the properties both benefited and burdened by the proposed Right of Carriageway.

COMMUNICATION AND CONSULTATION

Community Engagement

This is an administrative matter and no consultation has been undertaken.

Internal Communication and Consultation

WSC Executive

External Communication and Consultation

This is an administrative matter and no consultation has been undertaken.

SUSTAINABILITY ASSESSMENT

Environment

There are no environmental issues in relation to this report.

Social

There are no social issues in relation to this report.

Broader Economic Implications

There are no broader economic implications in relation to this report.

Culture

There are no cultural issues in relation to this report.

Governance

There are no governance issues in relation to this report.

COUNCIL BUDGET IMPLICATIONS

There are potential significant budgetary implications arising from granting a right of carriageway of Council land, including loss of value to the Council property by the registration of a Right of Carriageway permanently burdening the land.

RELATED COUNCIL POLICY

None identified.

CONCLUSION

Registration of a right of Carriageway would significantly burden, decreased value and restrict use of the Council property.

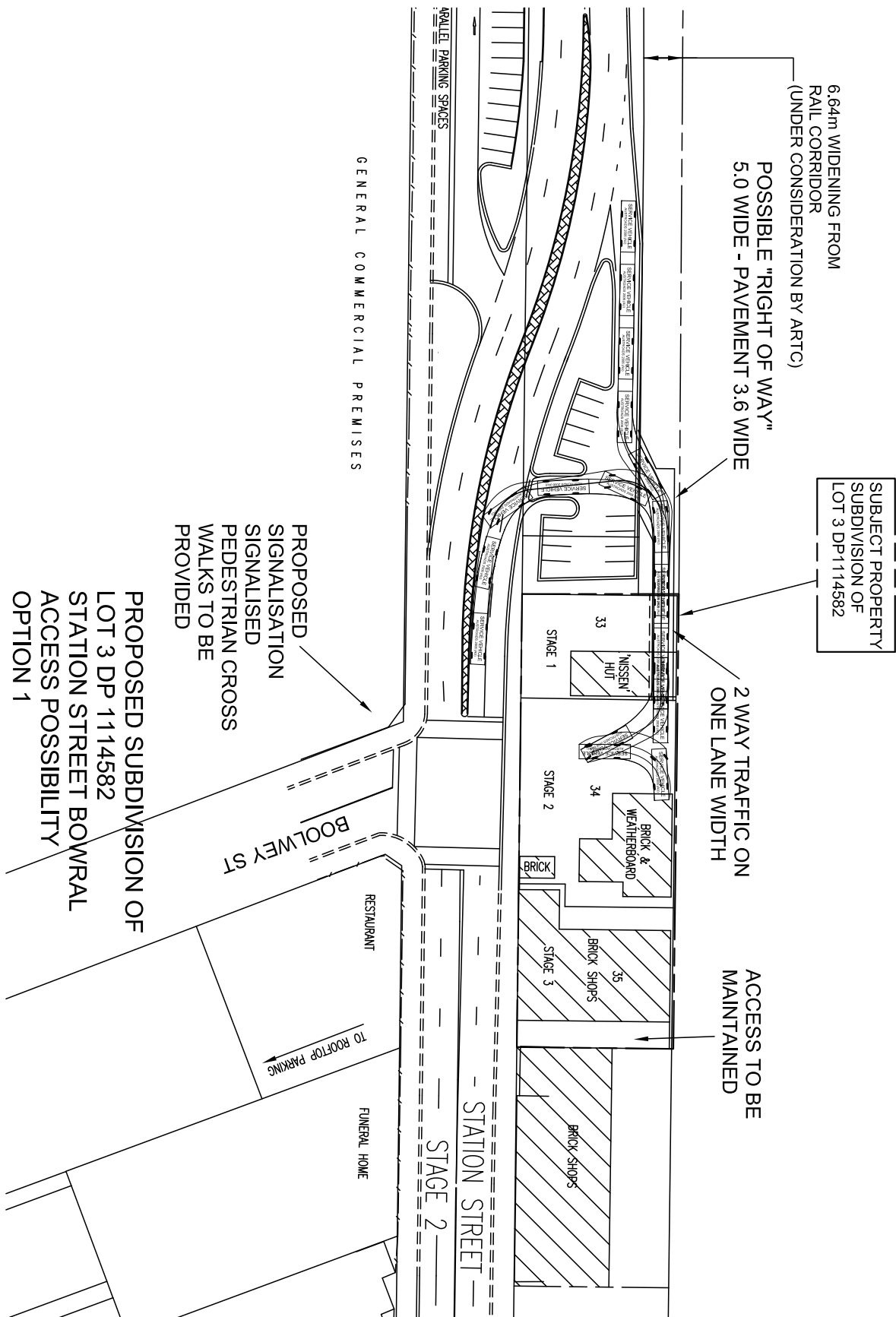
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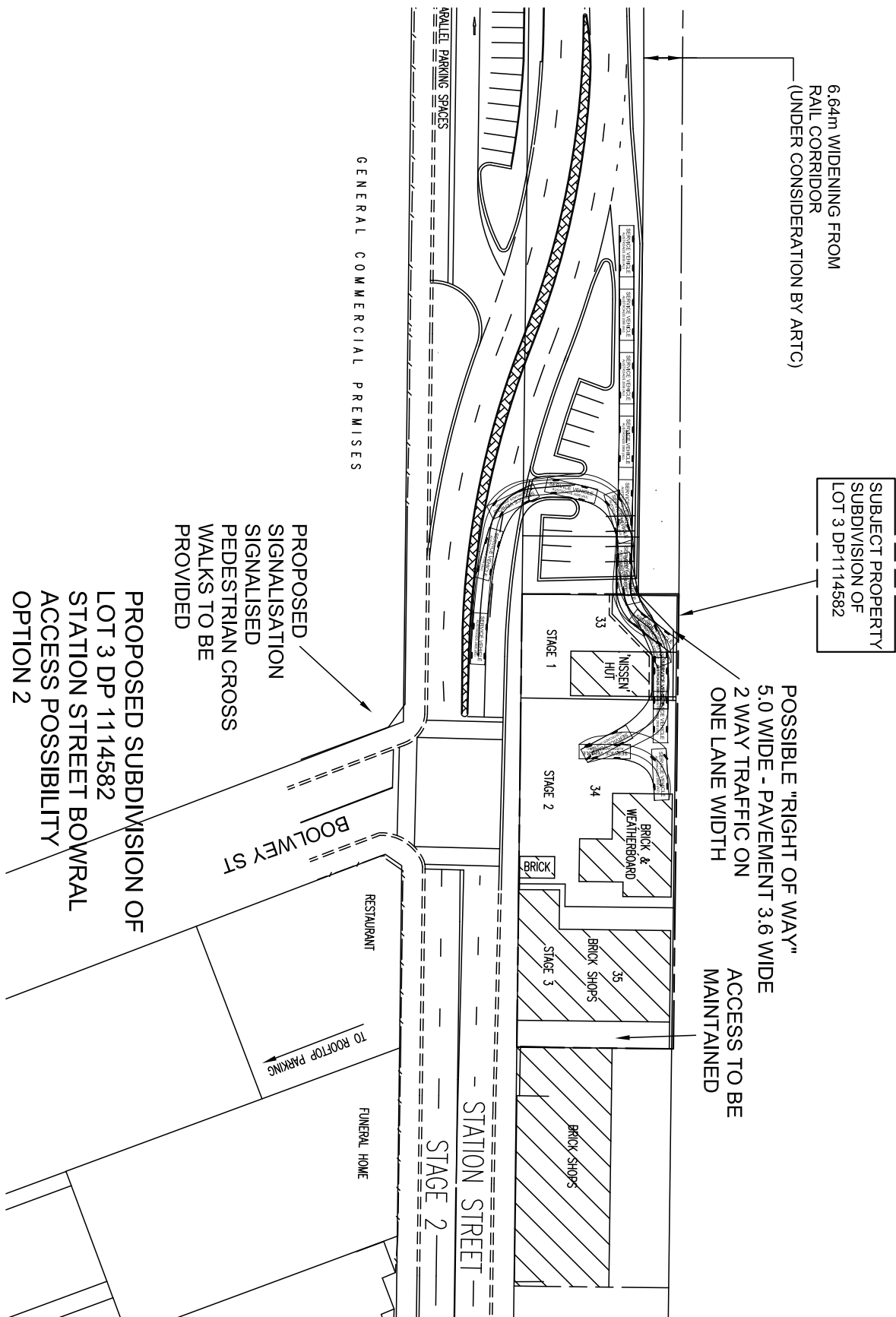
Council has resolved not to proceed with the Station Street Upgrade Project as it relates to the section of Station Street. The properties at 33, 35 and 37 Station Street, Bowral will all continue to enjoy the benefit of direct street access.

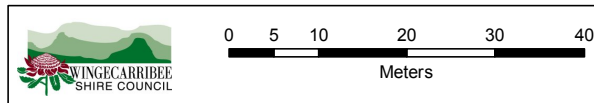
It is recommended that Council confirms its position to formally abandon the provision of a Right of Carriageway over Council property as outlined in resolution of Council *MN 139/16* from 23 March 2016.

ATTACHMENTS

1. Right of Carriageway Option 1 - Attachment 1 [**10.1.1** - 1 page]
2. Right of Carriageway Option 2 - Attachment 2 [**10.1.2** - 1 page]
3. Aerial Map - 39 Station Street Bowral - Attachment 3 [**10.1.3** - 1 page]







Wingecarribee Shire Council

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10.2 Planning Proposal to reclassify Council owned land at Lot 128 DP 1263043, 232 Oxley Drive, Bowral

Report Author: Coordinator Property Services

Authoriser: Director Corporate Strategy and Resourcing

PURPOSE

The purpose of this report is to seek a resolution of Council to proceed with a Planning Proposal to reclassify part of Council owned land being Lot 128 DP 1263043 known as Mt Gibraltar Telecommunication Tower site at 232 Oxley Drive, Bowral from “Community” land to “Operational” land.

OFFICER’S RECOMMENDATION

THAT:

- 1. A Planning Proposal be prepared and submitted to NSW Department of Planning and Environment for Gateway Determination to reclassify part of Lot 128 DP 1263043 being the site of the Mt Gibraltar Communication Tower at 232 Oxley Drive, Bowral from Community land to Operational.**
- 2. It is confirmed that the area of Lot 128 to be classified as Operational land is occupied by the tower structure and three (3) radio communication huts together with the adjoining 20 metres of land being the Asset Protection Zone and the remainder of Lot 128 will remain as Community land.**

REPORT

BACKGROUND

On 20 April 2022 a report was presented to Council requesting that an application be made to reclassify the Mt Gibraltar Telecommunication Tower facility at Mt Gibraltar as Operational land. It was resolved (*MN 2022/82*):

THAT the matter be deferred and the General Manager be delegated authority to investigate a subdivision of Lot 128 DP 1263043 to limit the area of land to be reclassified.

REPORT

Following the resolution of Council on 20 April 2022, investigations have been undertaken in relation to a subdivision of the property.

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The land is zoned C2 Environmental Conservation and is 4,145m². There is no minimum lot size which applies to C2 Environmental Conservation zoned land under WLEP 2010. Any proposed subdivision would need to be assessed to determine whether the proposal is consistent with the objectives of the C2 Environmental Conservation zone which are:

- To protect, manage, restore areas of high ecological, scientific, cultural or aesthetic values.
- To prevent development that could destroy, damage or otherwise have an adverse effect on those values.

The challenge for subdivision of C2 Environmental Conservation zoned land is to provide proof as to how a subdivision of the land would achieve these objectives.

A boundary adjustment would be permissible with consent. It is noted that a recent boundary adjustment has taken place to allow for an Asset Protection Zone around the tower and associated structures and to open a road at the lookout.

Undertaking a further boundary adjustment will require survey and legal fees and is a time consuming undertaking. As an alternative, investigations have been made into the reclassification of part of the registered lot upon which the tower is constructed ("Lot 128").

Enquiries have been made of the NSW Department of Planning and Environment who have confirmed that a lot can be partially classified as Operational land and partially classified as Community land.

This would allow Council to reclassify the section of Lot 128 that is currently required for operational purposes (associated with operation of the telecommunications tower) without the need to register a plan of boundary adjustment.

This approach would also allay any concerns that the community may have in relation to the reclassification of the whole site to Operational land enabling a potential future sale. Council can sell Operational land, however Council cannot sell property that is classified Community land. This approach would result in Lot 128 being partly classified both Operational and Community which would prohibit sale of the lot.

It is therefore proposed that, to save the expense and delays associated with a further adjustment of the boundary of Lot 128, that only part of the lot be classified as Operational, see the area highlighted in red below:



The area proposed to be classified as Operational land will incorporate the tower structure, the three (3) telecommunication huts and a 20 metre asset protection zone around the infrastructure. It is proposed that the remain area of Lot 128 shown in blue above diagram remain classified as Community land.

The total area of Lot 128 is 4,145m². It is proposed that approximately 2,424m² be classified as Operational land with the balance remaining Community land.

Subject to Council resolution, a Planning Proposal will be prepared and submitted to the Department of Planning and Environment for Gateway Determination to proceed.

COMMUNICATION AND CONSULTATION

Community Engagement

Community Engagement will occur through public exhibition of the planning Proposal and the holding of an independently facilitated Public Hearing.

Internal Communication and Consultation

Council's Strategic Planning Unit will be responsible for the Planning Proposal and reclassification process.

External Communication and Consultation

Agency consultation will occur as required under the Gateway Determination.

SUSTAINABILITY ASSESSMENT

Environment

There are no environmental issues in relation to this report.

Social

There are no social issues in relation to this report.

Broader Economic Implications

There are no broader economic implications in relation to this report.

Culture

There are no cultural issues in relation to this report.

Governance

The Planning Proposal and Public Hearing would be undertaken in accordance with legislative requirements under the *Environmental Planning and Assessment Act 1979* and the *Local Government Act 1993*.

COUNCIL BUDGET IMPLICATIONS

Costs associated with the Gateway Determination will be funded through existing budget allocations. The costs of preparing the Planning Proposal will be met by in-house resources. The costs of engaging an independent facilitator for the public hearing, should the matter proceed, will be funded through existing budget allocations.

RELATED COUNCIL POLICY

None identified.

CONCLUSION

Given the property is used for Operational purposes as the site of the Mt Gibraltar Telecommunications Tower it is recommended that Council apply to reclassify part of the property (including the structures and surrounding 20 metre asset protection zone) from “Community” to “Operational” to ensure consistency with the property’s use and that the surplus land contained within Lot 128 remain classified as Community land.

ATTACHMENTS

Nil There are no attachments to this report.

10.3 Investment Report - April 2022

Report Author: Accounting Officer - Banking and Investments
Authoriser: Director Corporate Strategy and Resourcing

PURPOSE

The purpose of this report is to present Council's Investment Portfolio held at 30 April 2022.

OFFICER'S RECOMMENDATION

THAT:

- 1. The information on Council's Investments as at 30 April 2022 be received and noted.**

REPORT

In accordance with section 212 of the Local Government (General) Regulation 2021, the Responsible Accounting Officer must provide Council with a written report setting out details of all money that Council has invested under section 625 of the Local Government Act 1993.

This report provides details of Council's Investment Portfolio as at 30 April 2022.

Attachment 1 to this report provides Council's Investment Portfolio, detailing investments held and a summary of the portfolio by the institution invested with and their credit rating.

In accordance with section 212(1)(b) of the Local Government (General) Regulation 2021, the investments listed in **Attachment 1** have been made in accordance with:

- The Local Government Act 1993,
- The Local Government (General) Regulation 2021,
- The Ministerial Investment Order 2011, and
- Council's Investment Policy.

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Interest earned from investments totalled \$825,099.36 for ten (10) months to 30 April 2022.

Interest earned is under budget by \$174,900.64 to 30 April 2022 due to consistent low interest rates in the past 11 months but the past month has seen a significant increase in rates being offered.

The interest is attributable to each fund as listed in the table below.

Fund	YTD budget	YTD actual	Variance
General fund	390,000.00	330,851.15	(59,148.85)
Water Fund	340,000.00	264,724.32	(75,275.68)
Sewer Fund	270,000.00	229,523.89	(40,476.11)
Total	1,000,000.00	825,099.36	(174,900.64)

ATTACHMENTS

1. April 2022 - Investment Report Summary [**10.3.1** - 6 pages]

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**Wingecarribee Shire Council
Investment Report Summary**

For the period ending 30 April 2022

List of Investments

Council's investment portfolio as at 30 April 2022 consists of the following investments:

INVESTMENT PORTFOLIO AS AT 30 April 2022						
Institution	Type	Amount	Interest Rate	Investment Term - Days	Maturity Date	% Investment Portfolio
ME	Term Deposit	4,000,000	0.50%	365	5/05/2022	1.97%
NAB	Term Deposit	5,000,000	0.38%	90	5/05/2022	2.46%
CBA	Term Deposit	5,000,000	0.43%	330	11/05/2022	2.46%
BDCU	Term Deposit	5,000,000	0.50%	364	20/05/2022	2.46%
BDCU	Term Deposit	5,000,000	0.50%	364	27/05/2022	2.46%
ME	Term Deposit	2,000,000	0.41%	276	6/06/2022	0.98%
CBA	Term Deposit	3,000,000	0.38%	302	15/06/2022	1.48%
CBA	Term Deposit	10,000,000	0.42%	365	23/06/2022	4.92%
Macquarie	Term Deposit	1,000,000	0.40%	302	29/06/2022	0.49%
CBA	Term Deposit	10,000,000	0.43%	364	1/07/2022	4.92%
Macquarie	Term Deposit	1,000,000	0.40%	329	1/07/2022	0.49%
ME	Term Deposit	5,000,000	0.50%	365	12/07/2022	2.46%
MyState	Term Deposit	2,500,000	0.40%	293	20/07/2022	1.23%
NAB	Term Deposit	5,000,000	0.37%	365	29/07/2022	2.46%
BOQ	Term Deposit	3,000,000	0.40%	364	5/08/2022	1.48%
Macquarie	Term Deposit	1,000,000	0.40%	364	5/08/2022	0.49%
MyState	Term Deposit	5,000,000	0.45%	322	16/08/2022	2.46%
CBA	Term Deposit	5,000,000	0.41%	365	26/08/2022	2.46%
BOQ	Term Deposit	5,000,000	0.38%	364	2/09/2022	2.46%
CBA	Term Deposit	3,000,000	0.39%	364	2/09/2022	1.48%
Macquarie	Term Deposit	1,000,000	0.40%	365	16/09/2022	0.49%
NAB	Term Deposit	5,000,000	0.35%	365	21/09/2022	2.46%
CBA	Term Deposit	5,000,000	0.39%	365	27/09/2022	2.46%
MyState	Term Deposit	3,000,000	0.45%	365	28/09/2022	1.48%
AMP	Term Deposit	2,500,000	1.00%	335	4/10/2022	1.23%
NAB	Term Deposit	2,000,000	0.60%	241	10/10/2022	0.98%
NAB	Term Deposit	2,000,000	0.60%	241	17/10/2022	0.98%
AMP	Term Deposit	2,500,000	0.80%	365	19/10/2022	1.23%
BOQ	Term Deposit	5,000,000	0.70%	273	31/10/2022	2.46%
AMP	Term Deposit	2,500,000	1.00%	365	15/11/2022	1.23%
NAB	Term Deposit	5,000,000	0.67%	271	21/11/2022	2.46%
Auswide	Term Deposit	3,000,000	0.78%	365	30/11/2022	1.48%
AMP	Term Deposit	2,500,000	1.10%	365	16/12/2022	1.23%
Judo	Term Deposit	3,000,000	1.10%	365	21/12/2022	1.48%
Judo	Term Deposit	5,000,000	1.10%	365	7/01/2023	2.46%
Judo	Term Deposit	5,000,000	0.99%	365	27/01/2023	2.46%
NAB	Term Deposit	4,000,000	0.90%	365	3/03/2023	1.97%
AMP	Term Deposit	5,000,000	1.90%	333	10/03/2023	2.46%
Judo	Term Deposit	3,000,000	1.15%	364	17/03/2023	1.48%
ING	Term Deposit	5,000,000	1.40%	364	24/03/2023	2.46%
NAB	Term Deposit	5,000,000	1.60%	365	31/03/2023	2.46%

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Investment Report Summary**
For the period ending 30 April 2022

INVESTMENT PORTFOLIO AS AT 30 April 2022						
Institution	Type	Amount	Interest Rate	Investment Term - Days	Maturity Date	% Investment Portfolio
CBA	Term Deposit	5,000,000	1.84%	364	6/04/2023	2.46%
AMP	Term Deposit	5,000,000	1.95%	360	6/04/2023	2.46%
ING	Term Deposit	5,000,000	2.21%	365	19/04/2023	2.46%
ING	Term Deposit	5,000,000	2.50%	365	26/04/2023	2.46%
ING	Term Deposit	3,000,000	2.72%	364	28/04/2023	1.48%
NAB	Term Deposit	5,000,000	0.60%	729	25/08/2023	2.46%
NAB	Term Deposit	5,000,000	0.60%	731	28/08/2023	2.46%
NAB	Call Account	5,255,100	0.00%	NA	NA	2.59%
BDCU	Call Account	3,306,103	0.15%	NA	NA	1.63%
AMP	31 day Notice A/C	17,491	0.55%	NA	NA	0.01%
Total Investments		\$203,078,694				100.00%

Institution Legend		
AMP = AMP Limited	CBA = Commonwealth Bank of Australia	ME = Members Equity Bank
ANZ = Australia & New Zealand Banking Group	CUA = Credit Union Australia	MyState = MyState Bank
Auswide = Auswide Bank	IMB = IMB Bank	NAB = National Australia Bank
BOQ = Bank of Queensland	ING = ING Direct	Newcastle = Newcastle Permanent
BDCU = Berrima District Credit Union	Judo = Judo Bank	St George = St George Bank
Bendigo = Bendigo & Adelaide Bank	Macquarie = Macquarie Bank	WBC = Westpac Banking Corporation

Wingecarribee Shire Council Investment Report Summary

For the period ending 30 April 2022

Policy Compliance

Council's Investment Policy provides clear direction for the diversification of Council's investment portfolio. This ensures credit and diversification risk is managed in accordance with the adopted risk management framework, as outlined in Council's Policy.

Individual Institution Limits

A summary of investments placed by institution is as follows:

Institution	S&P Short Term Rating	Maximum %	Actual %	Invested \$	Supports Fossil Fuels	Policy Compliance
NAB	A1+	40%	23.76%	48,255,100	YES	YES
CBA	A1+	40%	22.65%	46,000,000	YES	YES
ING	A1	25%	8.86%	18,000,000	YES	YES
Macquarie	A1	25%	1.97%	4,000,000	YES	YES
AMP	A2	15%	9.86%	20,017,491	YES	YES
BOQ	A2	15%	11.82%	13,000,000	YES	YES
ME (acquired by BOQ)	A2	Combined with BOQ %		11,000,000	YES	YES
BDCU	A2	15%	6.55%	13,306,103	NO	YES
MyState	A2	15%	5.17%	10,500,000	NO	YES
Auswide	A2	15%	1.48%	3,000,000	NO	YES
Judo	A3	10%	7.88%	16,000,000	NO	YES
Total			100.00%	203,078,694		

Portfolio Credit Limits

A summary of investments placed by credit limit is as follows:

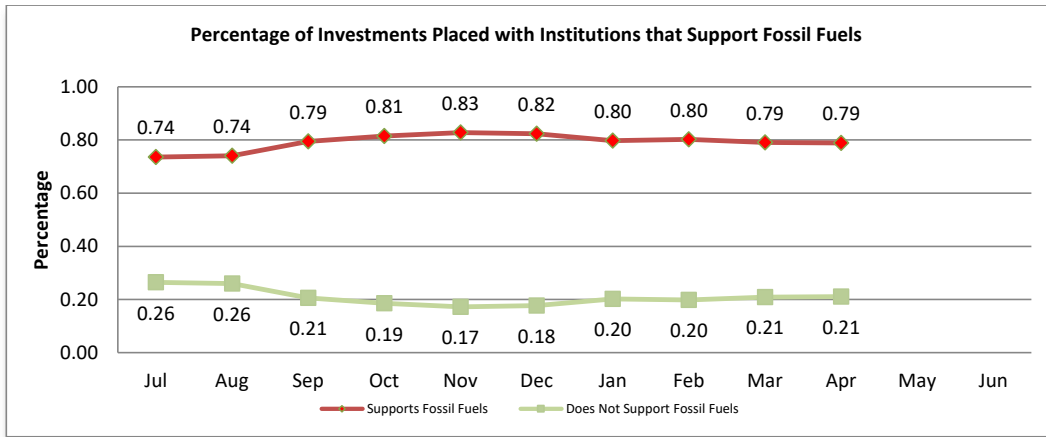
S&P Short Term Rating	Maximum %	Actual %	Invested \$	Policy Compliance
A1+	100%	46.41%	94,255,100	YES
A1	80%	10.83%	22,000,000	YES
A2	60%	34.88%	70,823,594	YES
A3	20%	7.88%	16,000,000	YES
Govt	25%	0.00%	0	YES
Total		100.00%	203,078,694	

**Wingecarribee Shire Council
Investment Report Summary**
For the period ending 30 April 2022

Non-Fossil Fuel Investment Preferring

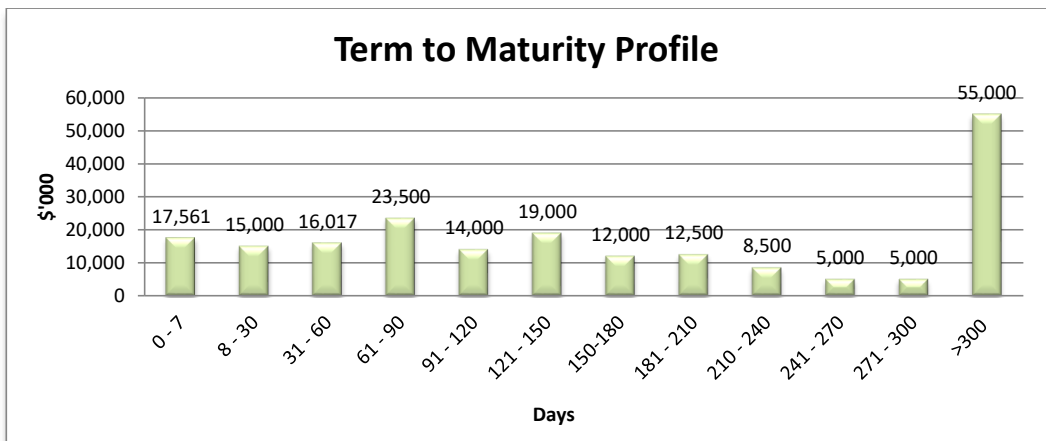
Council's adopted Investment Policy states a preference for placing funds with institutions that do not support the fossil fuel industry. The chart below identifies Council's percentage of investments placed with institutions that do not support the fossil fuel industry.

As investments mature Council will actively seek investments with institutions that do not support the fossil fuel industry, on the basis that they offer equivalent returns and are compliant with legislation and the objectives and parameters of the Investment Policy.



Term to Maturity

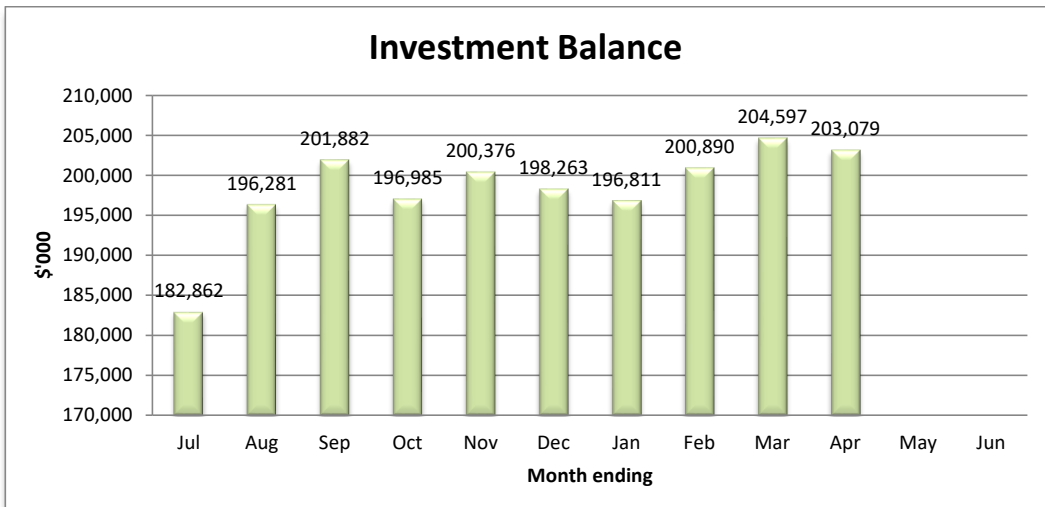
Investments have been placed giving due consideration to Council's liquidity requirements. Sufficient Working Capital is available to ensure Council continues to meet its ongoing cash flow requirements for operational and capital expenditure.



**Wingecarribee Shire Council
Investment Report Summary**
For the period ending 30 April 2022

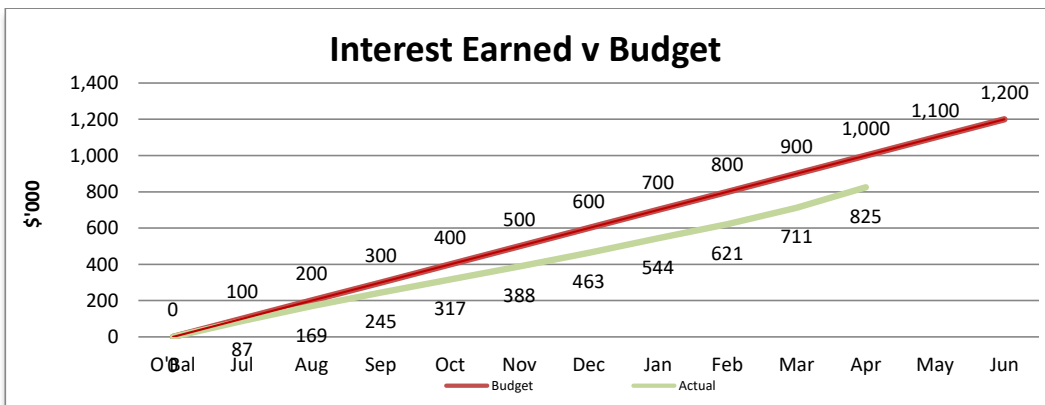
Portfolio Performance

Council's investment balance at the end of April 2022 was \$203.079 million. This has decreased by \$1.518 million since the end of March 2022.



Interest Revenue

Due to interest rates being offered by financial institutions in this protracted low interest rate environment, Council's rate of return on investments is low. Recent investments though have seen an increase in the interest rates being offered. Council continues to seek the best available returns while managing the investment portfolio in accordance with Council's investment policy.



Wingecarribee Shire Council Investment Report Summary

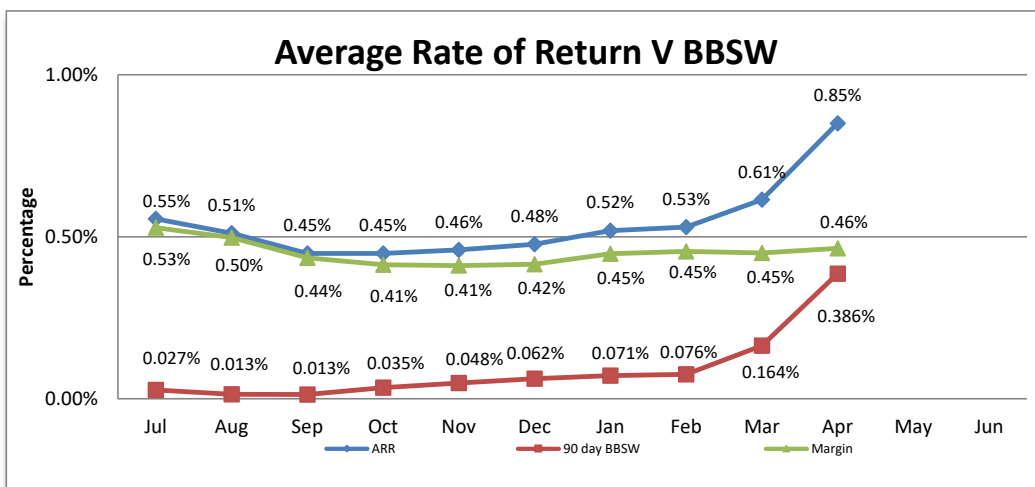
For the period ending 30 April 2022

Performance against Benchmark

Council's investment portfolio is benchmarked against the 90 day Bank Bill Swap Rate (BBSW).

The average rate of return (ARR) achieved for April 2022 was 0.85% which is an increase of 0.24% from March 2022. The BBSW increased to 0.386%.

The margin above BBSW was 0.46% for April 2022 which shows Council continues to secure favourable interest rates on term deposits.



10.4 Operational Plan 2021/22 and Budget – March Quarterly Review

Report Author: Corporate Strategy & Governance Officer

Authoriser: Director Corporate Strategy and Resourcing

PURPOSE

The purpose of this report is to provide a quarterly progress update on the implementation of the 2021/22 Operational Plan and the projections of Council's financial position for the period ending 31 March 2022. The report also seeks approval to the proposed adjustments to the 2021/22 Budget attached to this report.

The Quarterly Review of the Budget is reported to Council at the end of each quarter in accordance with Section 203 of the *Local Government (General) Regulation 2021*.

OFFICER'S RECOMMENDATION

THAT:

- 1. Council notes the updates of the annual deliverables for the 2021/22 Operational Plan contained within Attachment 1.**
- 2. Council approves the budget adjustments and the projected financial position as at 31 March 2022 outlined in Attachment 2 as a part of the March 2022 Quarterly Budget Review Statement.**

REPORT

BACKGROUND

At its meeting of 23 June 2021 Council adopted the 2021/22 Operational Plan, Budget and Revenue Policy (MN 174/21). The 2021/22 original budget was adopted by Council as a balanced cash budget.

This report presents an update on the deliverables outlined in the 2021/22 Operational Plan and the recommended budget adjustments for the third quarter of this financial year.

QUARTERLY OPERATIONAL PLAN AND BUDGET REVIEW

The 2021/22 Operational Plan contains 203 projects, programs and activities (referred to as annual deliverables) covering the five key themes outlined in the Community Strategic Plan, *Wingecarribee 2031*. The 2021/22 Operational Plan demonstrates how Council will meet its commitments as outlined in its Delivery Program.

The 2021/22 Operational Plan Quarterly Progress Report for the period ending 31 March 2022 provides an overview of Council's achievements in implementing the Operational Plan, areas that

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require future attention and programs and projects that have been placed on hold or delayed during the reporting period.

At the end of March 2022, 184 annual deliverables were on track, ten were on hold and five were delayed, four needing attention and none were considered critical. Further details are outlined in **Attachment 1**.

A summary of progress for the March quarter is outlined below:

Table 1: Annual Deliverables Progress Status

Progress Status					
W2031+ Theme	Delayed	On-hold	Critical	Needs Attention	On-Track
Leadership	1.7%	5.2%	-	3.4%	89.7%
People	2.6%	7.9%	-	2.6%	86.9%
Places	2.2%	6.5%	-	-	91.3%
Environment	2.4%	-	-	2.4%	95.2%
Economy	5%	5%	-	-	90%
Total for all annual deliverables	2.5%	4.9%	-	2%	90.6%

Some the key deliverables achieved during this quarter include:

- The Citizen of the Year and Youth Citizen of the Year announced as a part of Australia Day celebrations.
- Consultation on the Moss Vale By-Pass commenced during the quarter after and additional \$1.1M in State Government funding was secured to undertake detailed design for all three phases of the project.
- A commitment of funds in the 22/23 and 23/24 budget to fund the reconstruction of Old South Road after the completion of design works.
- The Flood Recovery Hub and Hotline established in light on the adverse weather conditions experienced throughout the Local Government Area.
- Approximately 13,000 potholes were filled during quarter as a result of deteriorating road conditions due adverse weather conditions.

This report also brings to account a range of necessary income and expenditure adjustments arising from proposed changes during the quarter. This includes an advanced payment for the Financial Assistance Grant (FAG) of approximately \$4.3m that will be used to fund the 22/23 operating budget. The funds will be restricted to the FAG reserve to be utilised in the 22/23 financial year. The proposed March 2022 Quarterly Review budget adjustments will have no net impact on Council's current working capital balance. This level of working capital will be adjusted to \$5m upon adoption of the Cash Reserve Policy when tabled at the June 2022 Council meeting.

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Council's compliance with reporting obligations in accordance with the Quarterly Budget Review Statement Guidelines (issued by the Office of Local Government) is certified in **Attachment 2**.

PROPOSED BUDGET VARIATIONS

Proposed major budget variations (greater than \$40,000) which have been submitted as part of the March 2022 Quarterly Review are set out below.

March Review - Proposed Variations	
2021/22 March Budget Review	
Income Adjustments	
Fees and Charges - Retention Monies for Civic Centre Works - Increase in Income	\$379,000
Operating Grants – Financial Assistance Grant (Advanced Payment) to be transferred to FAG Reserve- Increase in income	\$4,296,000
Capital Grants - DPIE Grant money for Bong Bong Common - Increase in Income	\$400,000
Capital Grant - Transport NSW Grant for Wombat Crossings- Increase in Income	\$72,000
Capital Grants - Local Road Construction R2R Grant - Increase in Income	\$237,000
Total Budget Variations – Income	\$5,384,000
Operating Expenditure Adjustments	
Materials and Contracts - Increased Building Maintenance works funded by SRV Reserve	\$217,000
Materials and Contracts - Mittagong Biosolids Management funded by Sewer Augmentation Reserve and additional repairs and works – Increase in Expense	\$200,000
Materials and Contracts - Southern Highland Innovation Park Master plan funded by section 7.11 reserve - Increase in Expense	\$48,000
Other Expenses - Engagement of consultants to prepare the Welby Landfill closure plan funded by waste reserves - Increase in Expense	\$120,000
Other Expenses less than \$15,000 – Decrease in expenditure	-\$6,000
Total Budget Variations – Operating Expenditure	\$579,000

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Capital Expenditure Adjustments	
Bong Bong Common Stage 1B 2 & 3 - Increase in Expense funded by additional grant funding	\$400,000
Civic Centre Refurbishment - Increase in Expense funded by additional Fees and Charge income	\$ 379,000
Local Road Construction R2R - Increase in Expense funded by additional grant funding	\$237,000
Wombat Crossing - Increase in Expense funded by additional grant funding.	\$ 72,000
MVAC Additional Change Room - Increase in Expense funded by reserves	\$265,000
Seymour Park Renewal and Lackey Park Regional Sporting Hub design – Reduction in expenditure with funds returned to reserve	-\$125,000
Increase expenditure required to install 3 RFS Station Water Storage tanks (\$50K) and install Animal Shelter Accessibility Ramp (\$25K) funded by reserves	\$75,000
Net reduction in Water and Sewer projects due to savings from completed projects with funds returned to reserve.	-\$39,000
Net reduction in Roads, Bridge and Footpaths with following large adjustments: <ul style="list-style-type: none"> - Increase Mt Boughton Rd Re-sheet – \$200K increase - Bong Bong Common Intersection - \$75K increase - Reduction in Boardman Rd Asphaltting - \$422K decrease 	
Funds will be returned to reserve to fund future works.	-\$329,000
Total Budget Variations – Capital Expenditure	\$935,000
Cash Reserve Adjustments	
Net Transfer to Reserve	\$3,870,000
Total Budget Variations – Cash Reserves	\$3,870,000
Projected 2021/22 Budget result as at 31 March 2022	0

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Further details (include commentary) of all adjustments have been included in **Attachment 2**.

Governance

This report seeks to enhance transparency and accountability by providing an overview of Council's progress towards the commitments set out in the 2021/22 Operational Plan.

COUNCIL BUDGET IMPLICATIONS

The budget adjustments listed in **Attachment 2** presents a balanced budget for the period ending 31 March 2022 as a part of this quarterly review.

RELATED COUNCIL POLICY

Not applicable.

CONCLUSION

This report provides an overview of Council's progress towards achieving the deliverable in in the 2021/22 Operational Plan. It demonstrates that Council is progressing well towards achieving the annual deliverables set out therein.

After all adjustments have been considered, Council's projected budget result for the 2021/22 financial year remains a balanced budget and presented in a format compliant with the obligations outlined by the Office of Local Government.

ATTACHMENTS

1. Update on 2021/22 Operational Plan [**10.4.1** - 94 pages]
2. QBRS March Final [**10.4.2** - 35 pages]



Quarterly Progress Report 2021-22 Operational Plan

1 January 2022 to 31 March 2022

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**Wingecarribee
SHIRE COUNCIL**



Operational Plan Progress – Summary

The following section provides an overview of Council’s progress towards delivering its annual Operational Plan 2021-22. The Operational Plan contains 203 projects, programs and activities (annual deliverables) across the five key themes from the Wingecarribee 2031 Community Strategic Plan. Table 1, below, outlines how Council is tracking at the end of the 1 January 2022 to 31 March 2022 reporting period (three-month period) to achieve the annual deliverables for each theme.

At the end of March 2022, 184 annual deliverables were on track, ten were on hold and five were delayed, four needing attention and none were considered critical. Each objective is assigned a coloured circle to signify overall progress, as per the below key:

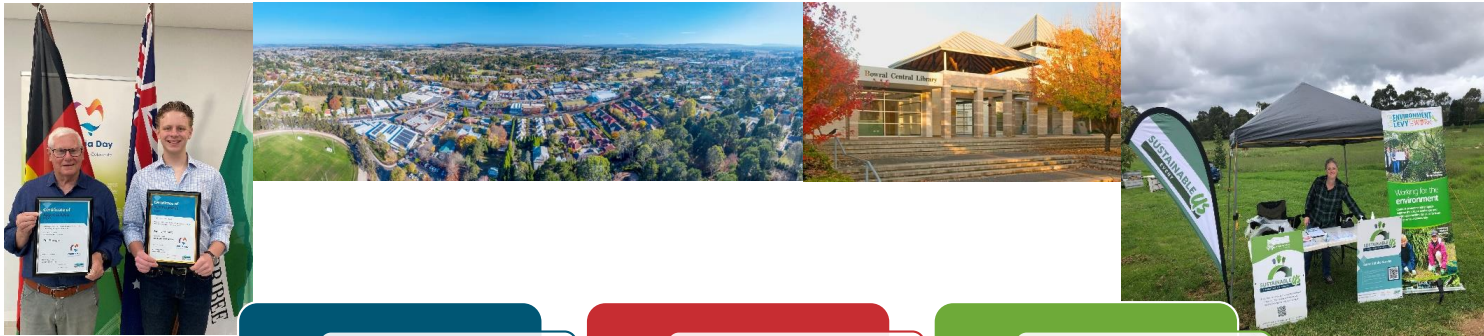
-  = On track (green)
-  = Needs attention (amber)
-  = Critical (red)
-  = On-hold (grey)
-  = Delayed (purple)

Table 1: Annual Deliverables Progress Status

Progress Status						
W2031+ Theme	Delayed	No Response Provided	On-hold	Critical	Needs Attention	On-Track
Leadership	1.7%	-	5.2%	-	3.4%	89.7%
People	2.6%	-	7.9%	-	2.6%	86.9%
Places	2.2%	-	6.5%	-	-	91.3%
Environment	2.4%	-	-	-	2.4%	95.2%
Economy	5%	-	5%	-	-	90%
Total for all annual deliverables	2.5%	-	4.9%	-	2%	90.6%



Highlights



January 2022

- Australia Day - Citizen of the Year and Youth Citizen of the Year announced
- Library click and collect service is reintroduced

February 2022

- Old South Road Refurbishment announced
- Moss Vale By-Pass consultation
- Libraries reopening

March 2022

- Flood Recovery Hub and hotline opened
- Children and Young People Wellbeing Recovery Initiative unveiled
- Seniors Festival



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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
DP001 Develop and implement an elected-member professional development program DP002 Strengthen Council's Integrated Planning and Reporting and Governance Frameworks	OP001	Coordinate an induction and professional development program for Councillors	The induction program for the new councillor was endorsed at the Council meeting on 14 July 2021. Any further action is currently on hold awaiting the outcome of the Public Inquiry and subsequent announcement regarding an election for Wingecarribee Shire Council. Undertake a review of insurance, pool membership and coverage		Governance and Legal
DP002 Strengthen Council's Integrated Planning and Reporting and Governance Frameworks	OP002	Revise the corporate performance and measurement framework	Work has commenced on the development of metrics to be reported to Executive on a quarterly basis which will provide insight into organisational performance.		Corporate Strategy
	OP003	Review and develop Council policies to ensure they are relevant and address emerging issues	Council officers have been developing a number of policies which will be reported to Council before the end of the 2022 financial year. This includes the Cash Investment Policy, Financial Reserves Policy, Grants, Donations and Sponsorship Policy and Complaints and Feedback Policy.		Governance and Legal
	OP004	Establish and administer the Audit, Risk and Improvement Committee	An Audit, Risk and Improvement Committee meeting was held on 10 March 2022 and the unconfirmed minutes of this meeting was reported to the April 2022 Council meeting.		Governance and Legal


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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
	OP005	Continue to implement and embed Council's Fraud and Corruption Control Framework and associated actions	Previously booked training in February 2022 was postponed due to the COVID-19 pandemic. New training for public interest disclosures and corruption prevention offered by the NSW Independent Commission Against Corruption has been tentatively booked for 31 May 2022.		Governance and Legal
	OP006	Coordinate the review of Council's Community Strategic Plan and Resourcing Strategy and the development of the Delivery Program 2022-2025 and Operational Plan and Budget 2022/23	Due to the postponement of the Wingecarribee Shire Local Government Election until September 2022 the review of Council's Community Strategic Plan and development of a new Delivery Program has been placed on hold.		Corporate Strategy
	OP007	Provide timely and accurate reports to the community and Council on Integrated Planning and Reporting documents	The six-monthly Delivery Program Progress Report and quarterly Operational Plan Reports were reported to the March 2022 Council meeting.		Corporate Strategy
	OP008	Administer the <i>Government Information Public (Access Act) 2009</i> and <i>Privacy and Personal Information Protection Act 1998</i> ,	Seven valid formal access applications under the Government Information (Public Access) Act 2009 (GIPA Act) were received by Council during the quarter. This volume was a decrease on the number of valid access applications received during the previous quarter, which totalled ten valid applications. Of the seven valid access applications received during the reporting period three		Governance and Legal

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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
		including determining applications for access to information	applications were finalised as at 31 March 2022, while two remained in progress. Two of the seven applications received were subsequently withdrawn and dealt with informally. Four access applications which remained outstanding at the conclusion of the previous reporting period were finalised within the current reporting period. All applications finalised within the reporting period were decided within statutory timeframes or within a timeframe agreed between Council and the applicant. One application for internal review was made, which remains in progress. 173 requests for access to information were lodged with Council under either the mandatory proactive or informal release provisions of the GIPA Act 2009. This represented an increase of 22 applications from the previous quarter. No applications were received from members of the public seeking access to their own personal information under the Privacy and Personal Information Protection Act 1998 (PPIPA) within the reporting period. Council continued to deal with requests from third parties (such as other government agencies) for access to personal information held by Council. All such requests were dealt with in accordance with the PPIPA, the Privacy Code of Practice for Local Government and Council's Privacy Management Plan.		
	OP009	Coordinate Council's preparations in the lead up to the 2021 Local Government Election	As a result of the Public Inquiry into Wingecarribee Shire Council, the 2021 Wingecarribee Shire Local Government election was postponed, at this stage until September 2022.		Governance and Legal



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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
	OP010	Implement the recommendations of the governance and statutory obligations review	Council officers continue to implement recommendations of the governance and statutory obligations review. Progress during the reporting period included commencing a review Council's policy register, updating policy development procedures, development of an integrated risk management framework and seeking feedback on the Community Advisory and Section 355 Review.		
	OP011	Establish an independent Internal Ombudsman function	Council has appointed an Internal Ombudsman (IO) to investigate complaints against Council staff and services. The IO will investigate complaints relating to any Council staff member, contractors, consultants or volunteers across four areas: Alleged corrupt conduct (the dishonest or partial exercise of official functions by a public official); Maladministration (action or inaction of a serious nature that is contrary to law, unreasonable, unjust, oppressive, improperly discriminatory, or based wholly or partly on improper motives); Serious and substantial waste of public money (the uneconomical, inefficient or ineffective use of resources that could result in the loss or waste of local government funds); Breaches of Council's Code of Conduct (that relate to alleged corrupt conduct, maladministration, or the serious and substantial waste of public money).		Governance and Legal
	OP012	Review Council's Business Continuity Plan with specific regard to natural disasters and pandemic events	Business Continuity Plan documents were loaded into Council's document management system in late December 2020 to allow Sub-Plan owners to maintain plans as COVID-19 restrictions and requirements changed rapidly. The storms of February and flood event in March 2022 provided an additional focus on the provision		Governance and Legal

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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
			of essential services in light of increasing natural disaster events and damage to infrastructure previously unaffected.		
DP003 Improve community understanding and awareness of Council decisions	OP013	Ensure the community is aware of Council initiatives using a variety of information channels, such as social media, media releases, newsletters and the Council website	Council officers continues to split resources and coverage of key Council messages between 'traditional' and 'social' media channels. During the reportable period Council issued 33 media releases to a range of media, community, service, transport and first-responder organisations. These media releases and alerts were also posted to Council's dedicated online digital Media Centre at media.wsc.nsw.gov.au and posted to Council's corporate Twitter account. Likewise, 126 Facebook posts were issued and shared 704 times with 25,905 Link Clicks reported. This resulted in an average reach of 3,003 for the three-month period. This helped lift Council's total number of Facebook followers to 8,969 as of 31 March 2022. Over the same period 27 Tweets were issued resulting in a total of 24 new Twitter followers and 10 e-newsletters were also produced and distributed. These e-newsletters joined other regular electronic newsletters issued from various Council departments.		Corporate Relations
DP004 Develop and maintain an engaged and safe workforce	OP014	Implement improvements to Council's Work Health and Safety Management System	During the reporting period WHS resourcing was impacted by resourcing issues, so no further progress.		Employee Services

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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
	OP015	Implement Work Health and Safety initiatives to reduce workplace injuries	<p>During the reporting period no further progress has been made due to resourcing issues. Change in reporting lines and recruitment expected for next period.</p> <p>The new Executive Manager People & Culture commenced late March 2022, who will focus on a renewed Health and Wellbeing strategic focus over the next reporting period. A Wellbeing event for International Women’s Day was held despite severe flooding impacts.</p>		Employee Services
DPO05 Manage Council’s WHS risk management profile to ensure risks are mitigated	OP016	Continue to implement the Statewide Risk Management Action Plan	<p>Review by the risk owners of the December Statewide Mutual CIP Benchmarking Report is pending.</p> <p>New continuous improvement program workbooks will be made available by Statewide Mutual in July. The subjects for this year's review are:</p> <ol style="list-style-type: none"> 1. Roads 2. Signs as Remote Supervision 3. Fire Management at Waste Facilities <p>The Statewide Mutual representative will arrange a workshop to complete the workbooks with the risk owners after their release in July.</p>		Employee Services

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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
	OP017	Manage risk through Council's Risk Management Framework	<p>As Council transitions to an Integrated Risk Management Framework, a general review and adaptation of current documentation is under way and includes:</p> <ul style="list-style-type: none"> • Integrated Risk Management Plan; • Integrated Risk Management Policy; • Integrated Risk Management System (Framework). <p>As Council transitions to a new management structure consultation with stakeholders is planned to develop a risk management strategy for the future and a road map to embed a culture of integrated risk management across all Council departments.</p>		Governance and Legal
	OP018	Undertake a review of insurance, pool membership and coverage	No progress this reporting period due to weather event impacting claims.		Employee Services
DP006 Develop and maintain Council's Organisational Development programs	OP019	Enhance employee performance management practices	Council Officers are evaluating last year's process to assist in refining recently developed plans to improve current processes for the following year.		Employee Services
	OP020	Manage and respond to the industrial relations needs of Council	Council has updated its award interpretation guidelines with support of Local Government NSW. The guidelines have also been communicated to employees with the view to implement the guidelines. Independent advisors were engaged to facilitate and guide the Council restructure process to ensure compliance with industrial requirements for best practice outcomes. To improve communication and consultation Council has developed a		Employee Services




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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
			restructure focus group to facilitate open communication to discuss and consider changes.		
	OP021	Improve human resources recruitment and retention processes, policies and practices, ensuring compliance with legislation and organisational needs	Updated staff forms, including staff separation check list, on-boarding and induction, are being developed. Collated and submitted Human Resources data return to Office of Local Government and Local Government NSW. Council has also reviewed processes to streamline the collection of data and has commenced the development of a whole of organisational approach to contractor compliance reporting to Department of Planning Industry and Environment.		Employee Services
	OP022	Implement the recommendations of the human resources review	Council is continuing to work through the recommendations of the human resources review and is project mapping strategies for implementation over various time frames. Progress reports are being developed that will identify progress and challenges that align with the organisational objectives. Strategic plans will be presented to the Executive on a regular basis.		Employee Services
DP008 Ensure Council's financial systems, procedures and practices are in line with industry best practice and compliant with applicable legislation	OP023	Complete Council's Annual Financial Statements within statutory timeframes with no adverse audit findings	The 2020/21 Financial Statements have been finalised and submitted to the Office of Local Government. The Audit Office of NSW presented their Engagement Closing Report to the Audit, Risk & Continuous Improvement Committee on 27 October 2021. The audited 2020/21 Financial Statements were presented to the community on 24 November 2021. The Audit Office of NSW expressed an unmodified audit opinion in their Independent Auditor's Report.		Financial Services

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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
	OP024	Undertake review of Council's Annual Budget (four- year forward estimates) and Long Term Financial Plan	The draft 22/23 budget had been prepared to be incorporated into the Operational Plan. The draft budget is to be presented to a public workshop and tabled at the Council meeting for public exhibition.		Financial Services
	OP025	Implement the recommendations of the review of Council's financial position, resourcing strategy, maintenance of basic infrastructure, depreciation schedules and capacity to deliver projects	Council's budget reporting framework is to ensure disclosure of financial results by Fund and Service and incorporate these formats into the draft 2022/23 Operational Plan. In addition to this, a draft Financial Reserves Policy and draft Cash Investment Policy have been presented to Council's Audit, Risk and Improvement Committee (ARIC) for review and endorsement. It is proposed to table the draft Financial Reserves Policy to Council in April 2022 and draft Cash Investment Policy in June 2022.		Financial Services
	OP026	Ensure rates, water and sewer accounts are levied and issued in accordance with the <i>Local Government Act 1993</i>	Rates and Charges relating to 2021/22 rating year have been levied in accordance with the Local Government Act 1993. The annual notices were issued to residents on 31 July 2021. During the quarter, the third rates instalments were issued in mid-January with a due date of 28 February 2022. Water and Sewerage accounts relating to the second billing period (for this financial year) were also issued to residents in early January 2022. Debt recovery has been postponed until the 4th quarter due to the adverse weather conditions and the impacts it has had in the area and ratepayers.		Financial Services

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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
	OP027	Ensure debt recovery activities are consistent with Council's adopted Debt Recovery Policy and guidelines	Debt Recovery has continued to be placed on hold due to the inclement weather events and the impact it has had throughout the Local Government Area. It is proposed to commence debt recovery in the 4th quarter.		Financial Services
	OP028	Undertake a review of all Farmland rating properties to ensure they comply with section 515 of the <i>Local Government Act 1993</i>	This review has continued to be on hold until the impacts from the adverse weather conditions ease.		Financial Services
	OP029	Council's financial practices for the payment of employees, suppliers, and taxation obligations achieve legislative compliance and required payment terms	The fortnightly payroll has been undertaken in an accurate and timely manner in accordance with Council policies, procedures, the award and relevant legislation. Supplier invoices that have processed are paid weekly in accordance with payment terms. Council's Business Activity Statement (BAS) has been submitted to the Australian Taxation Office the by 21st day of each month. Council staff have started preparations for the Fringe Benefits Tax (FBT) return which is due in the next quarter.		Financial Services
	OP030	Quarterly review of the Annual Budget is submitted to Council within statutory timeframes	The December 2021 Quarterly Budget Review Statement was presented to Council on the 16th of February 2022 (prior to the deadline of 28 February 2022).		Financial Services

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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
DP009 Manage Council's Fleet to ensure that all plant and equipment is appropriately utilised, fit for purpose and cost effective	OP031	Implement Council's annual plant and light vehicle replacement program in line with operational requirements and within budget	<p>After a late start to this year's replacement program in the 21/22 financial year, a significant amount of progress has been made in the third quarter.</p> <ul style="list-style-type: none"> • Out of Council's Leaseback Vehicles: 8 - Completed/Replaced; 22 - In Progress; 10 - Not Started. • Out of Council's Operational Vehicles/Plant: 2 - Completed; 22 - In Progress and 19 - Not Started. 		Financial Services
	OP032	Continue to manage Council's plant maintenance schedules to ensure plant and equipment remain safe, reliable and operationally available	<p>Council has completed 600 maintenance activities on its plant and vehicles to maintain safety and reliability in the past quarter, summarised as follows:</p> <ul style="list-style-type: none"> • Services: 141 Repairs: 303 Breakdowns: 55 Other: 20. • In addition to the 600 maintenance activities plant and vehicle registrations have been completed on the 300 plant and vehicles. • 126 of the 300 plant and vehicles have undergone a registration pink slip inspection; • Plant and Vehicles inspected internally: 117; • Plant and Vehicles inspected by the RMS: 9. <p>All plant and vehicles registrations have been successfully complete before Council's registration expiry date on the 16 April 2022.</p>		Financial Services
DP010 Council's property activities and dealings are undertaken within the community's	OP033	Manage Council's property portfolio in accordance with legislation with the	Council's Property Portfolio continues to be managed in compliance with legislative requirements. The management of the property portfolio includes the timely reporting to Council on		Property Services

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best interests and within legislative requirements		timely reporting of property matters to Council for approval	property matters for formal resolution. Council has considered a range of reports during the January - March 2022 quarter including: <ul style="list-style-type: none"> Lease to Berrima District Historical Society; Licence to pump water across council land; Acquisition Berrima Road Deviation Project; and Acquisition part10 Berrima Road, Moss Vale. 		
	OP034	Continue to monitor and investigate opportunities to maximise the financial return from surplus land	Council continues to develop the Property Investment Policy and Property Investment Strategy and workplan. Council is also currently undertaking a review of operational land for inclusion in the Property Investment Policy and Property Investment Strategy. Further, a review of Community land will also be undertaken to identify community land surplus lands with a view to identifying under-utilised land that may be easily disposed of, or to otherwise obtain resolution to start the process of reclassification/rezoning if required.		Property Services
	OP035	Ensure effective management of Crown Land in accordance with the <i>Crown Lands Management Act 2016</i> , including the management of Native Title, in line with legislative timeframes	Native title assessment continues to be undertaken by Council Officers in accordance with the requirements of the Crown Land Management Act, 2016. Confirmation has now been received that Council has been appointed as Reserve Trust Manager for the Welby Tip Site and application is being prepared for classification of the site as operational (now that Council has been appointed as manager for the whole of the site). Native title advice has been prepared and finalised for the Bushland Plan of Management which is being report to Council in April,		Property Services





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DP011 Procurement activities are undertaken to achieve best value while underpinned by a robust ethical framework which enables local supplier participation	OP036	Ensure procurement activities are undertaken in accordance with legislative requirements and Council's Policy, Guidelines and Procedures	<p>During the third quarter of 2021/22, Council started the procurement process for 28 high value/key procurement activities which are now all at varying stages. Some of the significant procurement activities started include:</p> <ul style="list-style-type: none"> • Construction of Seven Bridges Water and Sewer IT Network Upgrade; • Waste Water Reticulation System Pipe Bursting Package; • Water Main Renewal – Station Street, Bowral; • Water and Sewer Laboratory Sample Analysis; • Stormwater Drainage and Carpark Construction – Station Street, Bowral; • Colo Vale Water Main Distribution Pipework Upsizing; Supply and Installation of Venturi Aeration System; • Waste Water Reticulation System Relining Package; • Water Main Renewal – Belmore Street, Mittagong; • Asphalt Concrete Works – Old Hume Highway, Berrima; • Printing & Distribution of Notices - Rates & Water Billing. <p>Council are addressing areas of improvement following the recommendations provided by the Accounts Payable Internal Audit, conducted in the 20/21 financial year and the Finch Review. In particular, the areas of focus for improvement are around amendments to the Procurement Guidelines, procurement training and compliance reporting. Council continues to ensure that all procurement activities undertaken are in accordance with legislative requirements, policy, guidelines and procedures.</p>		Financial Services


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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
DP012 Develop and implement enhanced asset management practices	OP037	Review and update the Strategic Asset Management Plan, Asset Management Policy and Asset Improvement Plan	The loss of key resources required to undertake the review has delayed the finalisation of the documents until fourth quarter.		Asset Planning and Support
	OP038	Capture condition data on infrastructure assets for informed asset management decisions	<p>Condition data continues to be collected through both reactive and scheduled inspections.</p> <ul style="list-style-type: none"> Reactive Inspections - customer requests continues to be a regular catalyst for reactive inspections, primary in response to drainage and road matters. Inspections were also conducted on Stafford Cottage. Scheduled Inspections - Council is currently undertaking a review of the 2019 Road Network Inspection and the determination of 1-5 conditions that resulted. 		Asset Planning and Support
	OP039	Develop Plans of Management for Crown Lands, where Council is deemed to be the Crown Land Manager	<p>Plans of Management (POM) continue to be developed, publicly exhibited and submitted for Council endorsement. POMs currently in development are:</p> <ul style="list-style-type: none"> Penrose POM developed and to be considered by Council at January 2022 Meeting. – Mt Gibraltar Reserve POM currently being drafted. 		Asset Planning and Support
DP013 Develop and implement Business Transformation Program	OP040	Implement the Information and Communications Technology (ICT) Digital	As of this quarter, Council has continued to implement its Digital Strategy in line with its recommendations to continue to support and engage its customers.		Customer Service

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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
		Strategy to enable Council to engage effectively with its customers	<p>Council Officers are in the final stages for implementing the new Intranet. This portal will allow staff to quickly find the relevant information efficiently, allowing Council to pass on this information to customer quickly.</p> <p>Another aspect of the Digital Strategy is the move to implement more online and digital services.</p> <p>The current microwave upgrade project is nearing completion and will allow higher speeds across the Council sites, enabling more services and bandwidth intensive applications to be utilised at all Council's remote sites.</p> <p>The Digital Strategy's aim is also to reduce any manual and/or paper-based tasks. Reducing manual labour may result in less human errors, enabling more efficient processes and allowing staff time to be better utilised.</p> <p>Other tools currently being implemented include a bookable system which allow customers to book online services and facilities. With the push in the Digital Strategy to promote more online services (facilitating services be available anytime and anywhere) Council is more effectively engaging with its customers and provide a more comprehensive suite of services to customers any time of the day.</p>		
DP014 Enhance customer interaction with Council	OP041	Review and enhance corporate information systems and processes	Council is continuing to implement its Enterprise Content Management (ECM) by developing new quick add profiles and subject index entries, as well as further staff training. Work is being undertaken to back scan completed development applications so that they are digital files.		Corporate Information

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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
	OP042	Implement improved customer contact methods through the newly launched Council website	<p>Council has continued to make improvements in its online services with the launch of "myinspect" booking forms.</p> <p>Additionally, Council has improved its website content and ease in locating content.</p> <p>Over the next quarter Council will release its online booking system for duty planning, in addition to the ability to lodge a Customer Request Management (CRM) online.</p>		Customer Service
	OP043	Implement a digital first approach to customer service to enable customers to transact with Council when convenient	<p>During the last quarter, Council continued to progress its digital approach to enhancing customer services. Existing online services have been continually enhanced and upgraded to add functionality where possible and business operations allow. Council's website, which is continually updated, is also seeing more and more services integrated into this one area, allowing both internal and external customers to find the information they need, or lodge any requests needed with Council.</p> <p>Over the past year, and also in recent times, many new services and information that were once manual have been published and made available on the website and other electronic forms. Through further production integrations, online services, such as the e-Services, and the Rates and Water payment systems continue to be improved over time to ensure they meet the requirements and are all available for customers to use at a time suitable for them. For Council, the goal of the digital approach is to allow more efficient use of resources, minimising manual handling of work, and eliminating possible sources of error into the processes. This in</p>		Customer Service


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			effect enhances our customer service and enables access to services and resources at any time.		
	OP044	Implement Council's compliment and complaint management framework	Council have drafted a feedback and complaints management policy and procedure which is currently undergoing an internal review.		Governance and Legal
DP015 Deliver an Information and Communication Technology service that meets Council's business delivery requirements	OP045	Provide a robust, resilient, secured and accessible ICT Infrastructure to enable delivery of Council's services	<p>During the last quarter, Council continued to replace end of lease hardware with the newer desktops and laptops that were ordered for replacement.</p> <p>Council has recently signed a new Telstra agreement enabling faster 5G services, which will allow Council to further expand and increase its mobile productivity afforded by the higher speeds.</p> <p>The microwave upgrade project is now almost complete, with a final upgrade expected to be implemented at the end of April 2022, allowing the use of the full speeds. As it currently stands all upgraded sites have a two (2) to four (4) times increase in bandwidth, with the full bandwidth expected to be available to all sites by end of April 2022. Once completed, Council will be able to remove and replace the "WYSE" terminals with proper full desktop PC replacements, allowing Council staff to better utilise the capabilities.</p> <p>As part of ICT's plans, Council is also in the process of testing and planning for a Windows 11 upgrade, which will eventually replace Windows 10. Council is currently in the process of undertaking quality assurance (QA) testing on the Windows 11 operating system (OS) and compatibility with our current Standard Operating</p>		Information Services


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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
			Environment (SOE) applications to ensure it meets the needs of the business. Also, in the last quarter, the printer replacement request for tender (RFQ) has been completed and Council is currently awaiting responses.		
DP016 Deliver Corporate Systems that meet Council's business delivery requirements	OP046	Provide the Corporate System software to enable staff to effectively deliver services to the community	<ul style="list-style-type: none"> Customer Request Management system (CRM) is scheduled for release on 2 May 2022. Release delays were due to resourcing issues, however, despite the delay Council has been working on improving some of the workflows, notifications and SMS configurations. Second round training is due to commence from 18 April 2022 in readiness for the May 2022 release. The DocAssembler tool (Council Meeting & Agenda software) was released in February 2022 and is now being used in all meetings, and initial feedback has been favourable. Training has been provided to relevant Council Staff. Scope of upgrade for Geocortex (Winmap) and ESRI (GIS) have been completed and funding is now being sought through salary savings from the vacant positions while Council's new organisation structure is put in place. The upgrades will place Council's mapping and GIS systems on to current releases and will correct systems issues, which will improve functionality for Council work carried out in the field and for Council to publish selected maps to the community. 		Information Services


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			<ul style="list-style-type: none"> Bookable (Online Facilities booking system) is currently in the test environment with all financial accounts now setup and reconfiguration of receipting via Council's newly implemented Enterprise Cash Receipting (ECR) system. This will improve Council's receipting process while it awaits the implementation of a payment gateway to accept and validate all online payments. <p>Intranet development is progressing. Council is currently working on integration with Enterprise Content Management (ECM), being Council's "source of truth" for all Council records. Integration will also include other significant applications, including Council's website. Integration with ECM should be completed by end of April 2022.</p>		
DP017 Ensure council services are delivered efficiently and effectively	OP047	Implement strategies to improve development assessment timeframes	Council is actively recruiting additional Planning and Certification staff. Council's website has been upgraded to provide better development assessment (DA) information and an improved e-tracker application. Council's website has been upgraded to provide better development assessment information and an improved e-tracker application. A new duty planning booking system with reduced hours was introduced (to ensure staff have more time to deal with existing development assessments).		Development Control

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			<p>Council is considering the introduction of a temporary fast track DA team to reduce / eliminate the backlog of residential DAs and is also reviewing processes and resourcing.</p> <p>Council is considering the introduction of a temporary fast track council staff to reduce / eliminate the backlog of residential development assessments and is also reviewing processes and resourcing. Council has engaged the services of additional external town planners and approached adjoining Councils and the NSW State Government to assist with the assessment of development application assessments.</p>		
DPO18 Identify opportunities for regional collaboration	OP048	Participate in the Canberra Region Joint Organisation and other regional collaborative approaches, where appropriate	<p>The Interim Administrator and General Manager attended the Canberra Region Joint Organisation Board Meeting in late February 2022. This was the first Board meeting post the 2021 December elections and as such focussed on the Induction of the new Mayors to the Board. In this quarter the GM also attended the General Manager's Advisory Group meeting. Key projects of focusing this quarter included:</p> <ul style="list-style-type: none"> • feedback on the discussion paper on the ACT Food and Fibre discussion paper - with a report due to be provided to Council's meeting in March 2022; • progression of the Resilience Blue Print project with community consultation sessions to commence in the first 6 months of 2022; - preparation of the Canberra Region Economic Development Strategy, which provides a 		Civic Leadership



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			<p>framework for collaboration and shared priorities across the region</p> <ul style="list-style-type: none"> preparing responses to the various Office of Local Government discussion papers and reviews including: Discussion paper on Councillor conduct; review of Animal Re-homing Policies; Review of the management of onsite sewer systems; and review of accounting standards. 		
DP019 Provide quality, timely and accessible information to the community	OP049	OP049 Implement Council's Media Policy, including the Social Media Guidelines	<p>On 8 December 2021 the revised Media and Social Media Policies were adopted by Council. Council continues to progressively roll-out actions within these policies across the organisation.</p> <p>Both policies are available on both Council's Intranet and Internet websites.</p> <p>Staff are reminded of their responsibilities and obligations under the respective policies via team meetings and staff newsletters.</p>		Corporate Relations
	OP050	Implement the updated Corporate Visual Style Guide and promote the Written Style Guide	<p>Council Staff conducted a review of Council's existing Communications Strategy in 2021 (exhibition period closed on 29 March 2021) and the organisation's Visual and Written Style Guides.</p> <p>The roll-out of Visual Style Guide elements, which began in early 2020, continues to be progressively implemented across the organisation as existing stationery is exhausted and new stock is ordered.</p>		Corporate Relations


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	OP051	Implement key initiatives from the Communications Strategy	<p>Noting previous work into Council's Communications Strategy undertaken in 2021, including a formal internal review, a second review was requested by the Interim Administrator (IA) and undertaken by KPMG. This final review report was considered and adopted at the 10 November 2021 Council Meeting and Council's revised Media and Social Media Policies were formally adopted on 8 December 2021.</p> <p>Council's pre-existing Communications Strategy will be applied pending the outcome of a tender evaluation into Communications advice relating to the Public Inquiry.</p>		Corporate Relations
DP020 Implement an effective Community Engagement Framework	OP052	Implement Council's Community Engagement Strategy	<p>There was an active program of community engagement for Council during this reporting period, ranging from informal community feedback to structured consultation. A number of tailored approaches were included:</p> <ul style="list-style-type: none"> • Information Sessions; • Drop in events; • Surveys; • Online consultation hub www.yoursaywingecarribee.com.au and Online consultation hub www.yoursaywingecarribee.com.au and • Community Meetings. 		Corporate Relations


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			All community engagement is advertised via social media, the Weekly Community Update, Council's weekly newsletter, and is also listed on the Council's website.		
	OP053	Engage with the community on a regular basis regarding Council projects, plans and proposals	<p>During this reporting period, Council engaged with the community on a number of projects, plans and proposals including:</p> <ul style="list-style-type: none"> • Christmas in the Highlands Review • Community Advisory and Section 355 Review - • Moss Vale Bypass Information Sessions • Colo Vale Village Improvements • Disability Inclusion Access Plan Survey - • Plasrefine Community Meeting • Community and Recreational Facilities Strategy • Environment and Sustainability <p>The following proposals were exhibited for community feedback:</p> <ul style="list-style-type: none"> • Medway Community Funding Request; • Code of Meeting Practice amended; • Proposal to waive fees and charges for the hire of Council Facilities for Christmas Celebrations in the Shire Villages; • Proposal to waive "gap fees" of children who are unable to attend Wingecarribee Out of School Hours Service (operating from Mittagong Public School), because they or a member of their immediate household, is a close contact or tested positive to COVID-19, for a total of 5 days. • Old South Road, Bowral, • Retford Farm - Classification of Land for Detention Basin 		Corporate Relations

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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
			<ul style="list-style-type: none"> Proposed lease to Berrima District Historical and Family History Society Incorporated Proposed Road Lease - Part Wilson Street, Balaclava Proposed Licence Agreement to Pump Water over Council property being Lot 3 in Deposited Plan 258454 Moss Vale Road, Burradoo- Proposed Licence Agreement - Bundanoon Community Garden. Burradoo Proposed Licence Agreement - Bundanoon Community Garden. <p>The Your Say Wingecarribee website received 6,400 visits during the reporting period. 2,200 of the visitors took action to explore the detail of specific consultations and 541 visitors actively participated in the online platform by completing surveys and submission forms, contributing to forum topics or sharing information in mapping tools.</p>		
	OP054	Implement actions to address the outcomes of the 2021 Community Research	<p>Of the 11 actions adopted in the 2021 Community Research action plan, four are now complete and seven are underway. An outline of significant progress made during the 30 March 2022 quarter is provided below:</p> <p>Action 3 - Explore opportunities for utilisation of place making approach -Target date: June 2022 Status: Underway; Action 3</p>		Corporate Relations

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			<ul style="list-style-type: none"> • Explore opportunities for utilisation of place making approach - Target date: June 2022 Status: Underway; • Robertson Place Plan:· Photograph competition closed and was awarded.· Robertson Place Plan: • Photograph competition closed and was awarded.· Continue to receive feedback via Council’s online engagement hub Your Say Wingecarribee.· Staff prepare to revisit Robertson early in the next reporting period to share feedback and build on themes of the place plan. <p>Other initiatives:</p> <ul style="list-style-type: none"> • A Place Liaison Officer was appointed was appointed in February 2022 to be conduit between Council and residents to progress the needs of villages and localities.· The Executive team and the Place Liaison Officer commenced the Listening Tour in March 2022 visiting 18 towns and villages across the Shire to understand the opportunities and challenges facing residents. <p>Action 10</p> <ul style="list-style-type: none"> • Continue implementation of Digital Strategy to improve customer experience and service delivery and enable further business insights - Revised Target Date: March 2022 - Status: Delayed, with a revised target date for May 2022. • Implementation of a Customer Request Management (CRM) - SystemGo live for the CRM has been scheduled for 2 May 2022. Training of Council Staff is underway. 		

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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
			<ul style="list-style-type: none"> Scoping of Works Management and Scheduling Systems - Revised Target Date: March 2022 - Status: Delayed, revised target date September 2022. Re-prioritised to follow on from Enterprise Content Management (ECM) and CRM implementation as part of the Digital Strategy. Staff will work with Executive to ensure appropriate sequencing of software modules to meet organisational needs. 		
DP021 Support Council committees and working groups	OP055	Coordinate the review of Council's advisory committee framework and induction of new committee members	The review of Council's Community Advisory and Section 355 Committees was placed on public exhibition, closing on 28 February. The outcomes of the public exhibition will be reported to Council in the fourth quarter 2022.		Governance and Legal
DP022 Actively build capacity for community participation in leadership including mentoring and support	OP056	Liaise with organisations developing and providing mentoring and support services for local business operators	Development of an Industry Expert Showcase as an event in Small Business Month. This initiative facilitated one to one consultation between businesses and a range of experts.		Economic Development
DP023 Develop partnerships and networking with community, government and business	OP057	Establish and implement initiatives for sector partnerships	Collaborate with Business Southern Highlands in the delivery of events for Small Business Month, and events under the Festival of Place Summer Night program. Facilitate workshops with Argyle Housing and NSW government to investigate opportunities to increase the stock of social and community housing throughout the Shire. Coordinate Bowral Classic debrief and initiation meeting for the 2022 event.		Economic Development

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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
	OP058	Facilitate bushfire community recovery and resilience efforts across the Shire	<ul style="list-style-type: none"> The Social Recovery Subcommittee is continuing and is facilitated and chaired by Council monthly. There was one scheduled meeting this reporting period. The Subcommittee remains actively engaged and continues to advocate for the needs of impacted individuals and communities more broadly. The next meeting scheduled in May 2022 will be focussed on the future direction of the subcommittee through the review of its Terms of Reference. Community Stakeholder Mapping Project - Council uploaded the tool to Council's corporate website this reporting period. Feedback has been sought from local recovery agencies to ensure this tool is easy to navigate and useful for the community. Black Summer Bushfire Recovery (BSBR) grant - Council's application for a Community Resilience Officer for two years to allow Council to continue the work in social recovery and resilience planning and projects for the Wingecarribee was approved, with recruitment expected to be completed by June 2022. An application for a 'Community Resilience Van' was submitted under the 'Preparing Australia' grants, but was not successful. Council has also been working with Resilience NSW by attending workshops to assist with the creation and roll-out of Preparedness and Risk Mitigation and Resilience funding opportunities for Councils and communities to apply for in 2022. 		Community Wellbeing



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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
			<ul style="list-style-type: none"> EPA Green Waste Grant - Council continues to support eligible bushfire impacted residents in the roll out of the EPA green waste program. In January 2022 a breakfast BBQ was held for the contractors carrying the works out on private property across the Wingecarribee Shire. This BBQ created an opportunity for the contractors to connect with those within Council and 'Community Links Wellbeing' who have been working closely with these impacted residents over the past two years. This was very well received, and contractors were able to gain a deeper understanding of the trauma of these residents and also know where to seek help and assistance for residents, if required, when working onsite at these properties. Resilience Character Competition: Council held a 'Resilience Character Competition' where school aged students were asked to create a character that represented Resilience in their community. There were 6 characters submitted for voting. The winning entry is to work with a local artist to build on the character. The character will be used for future Council communications and promotions for recovery and resilience programs and projects available across the Shire throughout 2022/23. Bushfire Review Council continues to work through the 44 recommendations from the 2021 Wingecarribee Bushfire Review. In March 2022 a community information session was held to update the community on the progress of these recommendations. 		

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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
			<ul style="list-style-type: none"> Flood Recovery: March 2022 saw the Shire declared a natural disaster local government area. The recovery efforts included the creation of the 'Recovery hub' at Council's Civic Centre. Resilience NSW and Council staff visited impacted streets within the Shire to assess the needs of those most impacted by the flood event. A 'Flood Recovery Form' was also created online to capture the needs of impacted residents. This included household item collections, Greenwaste, Wellbeing support, Financial assistance, Legal & Insurance support, Economic recovery and the need of any donations to assist in recovery. Council continues to work closely with those impacted across the Wingecarribee. 		
DP024 Advocate for improved health services in the Shire	OP059	Participate in various community health sector forums to ensure local service delivery is enhanced	South West Sydney Primary Health Network (SWSPHN) held a Healthy Ageing at Home forum at Mittagong RSL that was attended by Council staff. The forum looked at the services needed locally to support people to maintain their independence through the delivery of identified additional services. Demand for permanent residential care services is expected to double over the next 15 years, some people enter aged care earlier than required to seek daily support and management of health conditions. SWSPHN will be commissioning services to support people to live in their own homes for longer.		Community Wellbeing
DP025 Partner with community-based	OP060	Collaborate with the community sector to secure funds for	in October 2021 the NSW State Government announced the provision of additional funding to provide emergency accommodation for women and children escaping family and		Community Wellbeing

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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
organisations in provision of services		enhanced service delivery	<p>domestic violence. In March 2022 Council facilitated a meeting of services and individuals who have specific interest in the planning and developing a Core and Cluster Domestic and Family Violence Housing model in the Shire. Council partnered with "Touched by Olivia Foundation" to submit an Expression of Interest (EOI) for the Social Cohesion Grants for Local Government, available through the Department of Communities and Justice. Council will submit a full funding submission if the Department approves the Expression of Interest.</p> <p>Council continues to write letters of support to community organisations and groups who are applying for funding that aligns with Council's Community Strategic Plan.</p> <p>A Grant writing workshop was held in February 2022 targeting community groups, organisations and Council staff. The free workshop had 27 people registered to attend.</p>		
DP026 Partner with State and community organisations to provide a broad range of health and wellness programs to target specific needs of the community	OP061	Implement programs to support the Five Ways to Wellbeing framework	Council's Youth Opportunities funding application was successful. FUN 'da MENTAL focuses on the health and wellbeing of young people through interactive engagement in creative arts. The funding application was designed around the Five Ways to Wellbeing framework - to connect, to give, to learn, to keep active and to stop and take notice. This is a twelve-month project that will be delivered by Council in partnership with young people and community youth services.		Community Wellbeing
	OP062	Deliver community services expo and	Wingecarribee Community Services Expo is scheduled to be held during Mental Health month on 13 October 2022. Planning will commence in the next quarter.		Community Wellbeing


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		explore opportunities to engage young people			
DP027 Provide access to sport, recreation and leisure services	OP063	Provide an affordable and accessible swimming pool service, including managing the contract for Moss Vale War Memorial Aquatic Centre	<p>Wingecarribee Shire Council Pools Report Moss Vale War Memorial Aquatic</p> <p>This has been a challenging year, balancing community safety and Covid19 restrictions. Nevertheless, the facility continues to prove to be an asset for the community, with the following key milestones and highlights for the reporting period: ·</p> <ul style="list-style-type: none"> • Health Club expansion grant has been approved with works scheduled to commence in the coming weeks. • Moss Vale War Memorial Aquatic Centre (MVWMAC) had 51,150 visitations in the third quarter compared to 57,073 the previous year. • Swimming peaked at 949 students enrolled during the quarter with 234 classes being run. Attendance reached 7,242 visitors compared to 7,257 visitors the same quarter the previous year. • First Lap Vouchers have been accepted and implemented within the swim school. • Health Club peaked at 802 members and ran 42 group fitness classes on the timetable. • Health Club saw attendance reach 13,277 compared to 15,150 in the same quarter of the previous year. <p>The outdoor pool season concluded in March 2022 with the following operational milestones and highlights: ·</p>		Aquatic Services

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			<ul style="list-style-type: none"> Bowral and Bundanoon Pool were open to the public throughout the season with only 4 hours lost due to weather incident on 2 March 2022 The appearance, cleanliness and customer service drew positive feedback both verbally and written at both pools through the season Disability hoist was installed at Bowral pool to increase pool accessibility for people with reduced mobility. This received positive community feedback Bowral Pool Attendance for the season - 20,851 (N.B. Bad weather has had an impact on attendance to both pools throughout the season) Bundanoon Pool Attendance - 2,766 Mittagong Pool was flooded on 2nd March, assessment of damage is yet to be determined with a clean-up and assessment report being organised. 		
	OP064	Develop Aquatic Strategy	<p>The working brief for the Aquatic Strategy has been developed as part of an overall Community and Recreational Facilities Strategy. This strategy is proposed to be prepared as one integrated document instead of developing separate strategy documents (Sports Facility Strategy and the Aquatics Facilities Strategy). The purpose of this strategy is to:</p> <ul style="list-style-type: none"> assess the supply and demand of Council owned community and recreational facilities in the Wingecarribee Shire against the needs of the current and future community; 		Aquatic Services






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			<ul style="list-style-type: none"> inform decisions on the need for and provision of community and recreational facilities; guide decision making for the delivery of a sustainable and equitable network of facilities located in strategic and accessible positions across the LGA; be a critical document to guide the design and delivery of social infrastructure across the Wingecarribee Shire; and provide Council with a framework for the development, management and funding of community and recreational facilities over the next 20 years. This work will be undertaken in consultation with key stakeholders. <p>This Strategy will be complimented by Council's recreation planning and grants management work to support local groups.</p>		
	OP065	Provide sport and recreation facilities and equipment as per capital works program	<p>Council's open space and sports capital delivery program is progressing with the following milestones completed:</p> <ul style="list-style-type: none"> Loseby Park Bowral sports field lighting renewal; Tender awarded, commencement 16 May 2022 completion with variation for Australian made steel light poles by June 2022 Eridge Park Burradoo - Net ball courts lighting upgrade; Tender awarded, commencement 10 October, completion November Mittagong Oval accessible ramp - Out for quotation 16 March closes 12 April completion June 2022 		Parks and Recreation



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	OP066	Maintain existing sport and recreational facilities to operating service standards	Council staff has not been able to achieve service level standards for the maintenance of sports fields and open space areas due to wet weather conditions. When conditions dry, Council staff will endeavour to achieve maintenance services levels again. Council has concentrated on flood emergency and recovery works over the past month of this reporting period.		Parks and Recreation
	OP067	Undertake the forward design of open spaces projects in the four-year capital works program	The Mittagong oval access ramp and car park space is the only open space forward design project for Council's 2021/22 capital program. The Mittagong Oval Accessible ramp and parking design brief for design is out with consultants.		Parks and Recreation
	OP068	Develop Sports Facilities Strategy	Tredwell Consulting was awarded the tender for the Community and Recreational Facilities strategy (CRFS) at Ordinary Council Meeting January 2022. The CRFS will be a critical document in guiding the design and delivery of social infrastructure across the Wingecarribee Shire. The strategy will inform decisions on the need for and approval of all community facilities in light of the growing and changing demographics of the Wingecarribee Shire. As a potential outcome of the CRFS, a dedicated Sports Facilities Strategy may be developed.		Asset Planning and Support
	OP069	Complete Lackey Park Sporting Hub Design	The Lackey Park Regional Sporting Hub project is still on hold pending the completion of the Sporting Field Strategy		Asset Planning and Support
	OP070	OP070 Deliver major capital works program for sport, recreation and leisure facilities	Council is committed to the renewal and upgrade of the sport, recreation & leisure facilities of the Wingecarribee Shire. This commitment is shown through the allocation of \$14M within the		Asset Planning and Support

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			<p>21/22 Capital Program for Parks & Buildings related projects, highlights being: -</p> <ul style="list-style-type: none"> • Berrima Campground Amenities Building Renewal (design phase) • Lions Park Amenities Building Renewal (design phase) • Loseby Park Sportsfield Lighting Renewal • Eridge Park Netball Court Lighting Renewal • Casburn Park Wingello Upgrade 		
DPO28 Partner with Police, business and community representatives to implement the Community Safety Plan	OP071	Finalise the review of the Community Safety Plan	Due to resourcing issues the review and update of Council's Community Safety Plan has not commenced. In preparation for the review of the Community Safety Plan staff have attended training in Community Prevention Through Environmental Design (CPTED). CPTED strategies aim to reduce victimisation, deter offender decisions that precede criminal acts, and build a sense of community among inhabitants so they can gain territorial control of areas and reduce opportunities for crime and fear of crime.		Community Wellbeing
	OP072	Participate in forums and interagency groups that enhance the capacity of vulnerable community members	<p>Council staff have participated in a number of forums and inter-agency meetings during this quarter.</p> <ul style="list-style-type: none"> • Highlands Child Youth and Family Network • Southern Highlands Domestic Violence Forum • Southern Highlands Suicide Prevention Network • Wingecarribee Aboriginal Network • Wingecarribee Community Services Forum • Council have been working with Touched by Olivia Foundation to develop a partnership to deliver a pilot 		Community Wellbeing

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			<p>project called Community Circles to support isolated community members.</p> <ul style="list-style-type: none"> Council has been negotiating a new service agreement with South West Community Transport that has recently taken over to manage Southern Highlands Community transport which provides a vital transport service to local residents. 		
DP029 Partner with agencies to ensure emergency management processes and procedures are in place	OP073	Coordinate the Wingecarribee Shire Emergency Management Committee	<p>Local Emergency Management Committee first meeting for Calendar Year 2022 was held on 15 February with the primary focus for this quarter being a review of all current Emergency Plans. A new Draft Recovery Plan was distributed to the committee for final review before endorsement at second meeting on 17 May 2022.</p> <p>Following the fires, COVID-19, storms and floods, the Local Emergency Management Committee welcomed Council's Recovery Officer as a non-voting member to the committee to facilitate better consultation and coordination of the recovery function post disasters events.</p> <p>A Dam failure desk top exercise was a timely choice for 2022, as Wingecarribee Reservoir over-topped its spillways for the first time in 13 years during the March East Coast Low which also saw the Mittagong Rivulet flood nearby properties. The SES, ahead of predicted heavy storms, instigated the provision of community sand-bagging stations at Moss Vale, Bowral, Mittagong, Robertson and Hill Top for residents, promoting a shared responsibility for</p>		Emergency Management

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			safety and preparedness. The community has responded well to this initiative.		
DP030 Implement public health and safety regulatory programs	OP074	Manage bushfire risk in bushfire prone land under Council's care and control	<p>Planning was completed for hazard reduction burns scheduled for Spring 2022. Asset Protection Zone (APZ) maintenance planning is occurring in preparation for next fire season.</p> <p>Upgrade works has been scheduled for major improvements to Fire Access and Fire Trails. Storm and flooding events at the end of March 2022 have caused significant damage to a number of trails. An audit of trails has commenced, and damage is being itemised. Damage is being flagged with the Rural Fire Service and Bushfire Management Committee.</p> <p>Additionally, some lesser priority trails have received significant damage. Potential funding options are being explored.</p>		Natural Area Management
	OP075	Conduct bushfire community awareness programs	Lead agency is the Rural Fire Service with Council providing a supporting role. Council's website and physical resources continue to be maintained.		Natural Area Management
	OP076	Undertake public health and safety inspections to ensure compliance with regulations and implement programs to raise industry awareness of food safety	<p>76 primary food premises inspections were undertaken this quarter, which included five (5) inspections of the premises with two (2) or more food preparation areas. The following ratings were assigned:</p> <ul style="list-style-type: none"> • Five (5) star - to 35 premises • Four (4)-star - to 15 premises; and • Three (3)-star - to seven (7) premises • Four (4) premises scored below the minimal requirements for a three (3) star rating 		Regulatory Compliance

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			<ul style="list-style-type: none"> 15 of the inspected premises was of a type not covered by the 'Scores on Doors' program. <p>Note: The food premises inspection program was affected by the COVID pandemic, especially in January 2022, however the situation is improving. There have also been some temporary closures of food premises due to the heavy rainfall.</p>		
DP031 Assess the changing profile of the Shire and prioritise services accordingly	OP077	Commence implementation of the Community Wellbeing service delivery review recommendations	Recommendations will be actioned following Council's organisational realignment.		Community Wellbeing
DP032 Provide children services to support family life	OP078	Provide out of school hours and family day care service	<p>Staff continue to manage the impacts of COVID on the Out of School Hours Service.</p> <p>Family Day Care Educators are managing COVID in their environments as per NSW Department of Health and Department of Education requirements.</p> <p>Family Day Care is just finalising training requirements with a new Educator who will commence five (5) days per week in the Moss Vale area at the end of April 2022.</p> <p>A review of the Children's Services has commenced as per the Council resolution in November 2019. The review is expected to be completed prior to the end of this financial year.</p>		Children's Services
	OP079	Develop Self-Assessment Tools for Family Day Care and	There have been no significant developments during the current reporting period. Identified quality improvements for both Out of		Children's Services

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		Vacation Care against the seven National Quality Standards	School Hours Care and Family Day Care continue to be identified and implemented.		
	OP080	Implement the Family Day Care Business and Marketing Plan to promote and build educator numbers across the Shire	The majority of the suggested marketing strategies identified in the Family Day Care (FDC) Business and Marketing Plan have been initiated since its development in 2019. Children's Services is currently undertaking a Service Delivery Review as per the Council's November 2019 resolution. It is anticipated that the review will be completed prior to the end of this financial year.		Children's Services
DP033 Support agencies to implement community programs and initiatives	OP081	Provide financial assistance to community projects through the Wingecarribee Community Assistance Scheme	2021-2022 grant recipients are finalising their funded projects before the end of this financial year. The 2022-2023 Community Assistance Scheme has been put on hold until the Grants, Donations and Sponsorship Policy has been adopted by Council.		Community Wellbeing
DP034 Provide companion animal services	OP082	Encourage responsible companion animal management through the application of statutory provisions and local strategies	Ranges continue to conduct high visibility patrols and impound or return stray animal's to owners. Education in the form of face book and other social media platform are being used to remind customers of responsibilities, During Covid Council Rangers have not issued 10b notices specifically, these are notices sent for the registering of animals over the age of 6 months.		Regulatory Compliance


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	OP083	Implement Council's position for the capital replacement of the animal shelter	The animal shelter capital replacement project is progressing. Draft plans are in place, landscaping plan is complete, and approval will now need to be sought.		Regulatory Compliance
DP035 Support initiatives which enhance opportunities for learning and skill development	OP084	Continue to foster a relationship of collaboration and cooperation between Council, TAFE NSW, the University of Wollongong and schools	Ongoing engagement is occurring with Careers Advisors Southern Highlands, TAFE and University of Wollongong. Council is promoting the University of Wollongong Entrepreneurs program.		Economic Development
	OP085	Support community-based services to provide a range of opportunities for learning and skill development	Council met with regional employment program staff as part of the Community Industry Group. The Care Force Local Jobs Program project will bring together aged care and disability service employers to a round table to look at promotion of employment opportunities in these sectors in the local area.		Community Wellbeing
DP036 Provide a range of services and programs through Council Library service	OP086	Deliver library services that meet the information, recreation, literacy and participation needs of the community	Services continued to be affected by COVID-19 lockdowns and restrictions in this quarter. Issues, visits and new members continue to trend well, however, it may take some time before the library returns to pre COVID levels of usage. The main points of note for the library in this quarter include: <ul style="list-style-type: none"> Continued Management of Library under COVID 19 Public Health Order 		Library Services



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			<ul style="list-style-type: none"> • Contribution to the new Disability Inclusion Action Plan (DIAP)· Completed draft for the Mobile Library Survey· • Promoted and participated in the Westwords Living Stories Writing Competition 2022, including three free Living Stories workshops at the Bowral Old Town Hall on 21 April 22· • The Library stocktake now complete with Moss Vale Library collections reviewed· • Investigations continue into new a Mobile Library and Library Caddy· • New place, directional and street signage review is underway for Bowral and Mittagong Libraries 		
	OP087	Develop and deliver a range of programs, events and activities to engage the community	<p>The Library has begun the resumption of programs and events that had been temporary stopped due to COVID-19 restrictions. Main points of note for this quarter include: ·</p> <ul style="list-style-type: none"> • QUIZZZ January School Holiday Trivia competition 11 - 20 January 22. 102 children participate· • Summer Reading Club Program 13 December 21 - 18 January 22. 210 attendees registered with 33 children returning reading logs. Random prize winners were contacted to collect prizes from their preferred branch library. • Library Lovers Day promotions were well received with 22 people participating in the Library Lovers Day Online Trivia for Adults. 15 children entered the Library Lovers Day Kids Colouring Competition. Winners from the Colouring 		Library Services

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			competition across three age divisions received a Bookshop Voucher. <ul style="list-style-type: none"> • Preschool Storytime, Baby Rhyme Time and Lego Sessions resumed in March 2022. 		
	OP088	Manage, preserve and provide access to archives and local history including State Archives held in trust	The Local Studies Collections located in the Old Town Hall Bowral was re-open to the public from February 2022. Customers can visit and use this specialised collection between 2-4 pm each Tuesday and Thursday afternoon. Other points of note for this quarter include: <ul style="list-style-type: none"> • The purchase of 50 archival boxes to store donations, legacy documents and other archival material. • The Extreme Weather Event on 8 March 2022 created minor leaks in the small vacant alcove located in the Local Studies area. 		Library Services
DP037 Implement sector plans that address key barriers to participation in community life	OP089	Continue to implement Youth Strategy including supporting initiatives such as Youth Week and Biennial Youth Forum	An application for funding from the Office Regional Youth was successful with a \$10,000 grant obtained to run 15 activities over the January 2022 school holiday period. COVID-19 and recent weather events impacted the delivery of events and activities this quarter. The grant was successfully expended and acquitted. The application for Youth Week funding was successful, with activities and events for Youth week developed in partnership with local service providers. The Youth Opportunities funding provided by Department of Communities and Justice was announced and Council has been successful in securing a \$50,000 grant for youth programs.		Community Wellbeing

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	OP090	Continue implementation of Positive Ageing Strategy	The new Seniors Directory was launched during this period. The Directory is available in hard copy and online via Council's website. The Seniors Festival (25 March 2022 - 3 April 2022) focussed on connection. There were numerous opportunities for seniors to attend a broad range of events, workshops and performances.		Community Wellbeing
DP038 Develop and implement initiatives that support new residents participating in community life	OP091	Provide information for new residents that encourages participation in Shire life	The 2022 Seniors Directory was published in time for the Seniors Festival held 25 March 2022 - 3 April 2022. Hard copies were printed and distributed to Seniors Festival participants and have been made available through the Civic Centre, library branches community centres.		Community Wellbeing
DP039 Support intergenerational programs and projects	OP092	Investigate and provide opportunities that support intergenerational programs and projects in Council activities	The prevalence of COVID in our community has restricted the opportunity to provide intergenerational projects and programs.		Community Wellbeing
DP040 Support and coordinate a diverse range of community festivals and celebrations	OP093	OP093 Deliver a program for key community celebrations including Australia Day, Seniors Festival, International Day of People with Disability, NAIDOC Week and National Youth Week	Seniors Festival 25 March 2022 - 3 April 2022. Council organised and promoted over 60 events, workshops and experiences for seniors. The aim of the Seniors Festival was to connect, keep learning, keep active and most of all, have fun. Council engaged Elder Aunty Sharyn Halls and Earth, Seed & Fire to deliver a Bush Tucker demonstration, morning tea and introduction to Guula Ngurra National park. The Senior's Festival also provided the opportunity for Dashanti Carr, 17-year-old local First Nations artist to share her skills facilitating at an art workshop at the Ngugunugulla Regional Art Gallery. The Seniors Festival ended with		Community Wellbeing

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			<p>the popular Southern Highlands Concert Band that entertained a sell-out crowd at the Mittagong RSL.</p> <p>Youth Week commenced 4 April 2022. Collaborative planning for Youth Week occurred with local service providers and young people to deliver a range of opportunities for young people.</p> <p>The Women's Week Council applied for funding to deliver an event for Women's Week in March 2022, but the application was not successful resulting in the event not proceeding.</p> <p>The International Women's Day Breakfast was a partnership between community, business and Council. Planning involved Moss Vale Evening Country Womens' Association (CWA) Branch, BDCU Alliance Bank and Council. Heavy rains and flooding the day before the event resulted in it being cancelled, with the 125 tickets having to be reimbursed.</p>		
DP041 Promote and deliver initiatives which enhance community understanding of Aboriginal cultural heritage	OP094	OP094 Continue to support the Wingecarribee Aboriginal Network Priority Actions	<p>In 2022 the Wingecarribee Aboriginal Network (WAN) involving service providers and community members will continue to meet bi-monthly, Aboriginal workers will meet on the alternate month for a new yarning and support network group. The WAN members agree this is an opportunity for Aboriginal workers to get together, yarn and provide guidance to services and organisations. The Chair will be lead by a rotating Aboriginal worker, with secretarial support from an agency or service.</p> <p>Aboriginal workers and community members of the wider WAN met for the first Wingecarribee Aboriginal workers and community members only yarn meeting on Tuesday, 29 March 2022.</p>		Community Wellbeing

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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
DP042 Facilitate the promotion of community arts, emerging artists and cultural awareness and activities	OP095	OP095 Continue implementation of the Arts and Cultural Plan, including to plan and manage the annual Arts Festival	<p>The Atrium Gallery at the Moss Vale Civic Centre has had two exhibitions during this period:</p> <ul style="list-style-type: none"> • Create and Thriving Exhibition of artworks provided by people living with a disability and • Community Portraits Project. <p>The Seniors Festival (25 March 2022- 3 April 2022) included a wide variety of Arts and Culture based programs including film, live theatre performances, art workshops, gallery exhibits, literature workshops and musical performances.</p>		Community Wellbeing
	OP096	OP096 Support the establishment of the Regional Art Gallery in accordance with Council resolutions	The Regional Art Gallery opened on 12 October 2021. Council will support art initiatives on ad-hoc basis, with Council staff assisting applicants where possible.		Community Wellbeing
DP043 Undertake advocacy activities to further the development of an integrated public transport network	OP097	Work with key agencies and utilise road network modelling and existing strategic documents to develop an integrated Transport Strategy	<p>The development of a Wingecarribee Shire Transport Strategy has been identified as a critical requirement in ensuring the effective and sustainable management of the Wingecarribee Shire's transport network. The Transport Strategy will integrate with the recently adopted Wingecarribee Local Housing Strategy and will also involve liaison with other transport authorities.</p> <p>Due to Council resourcing issues this item has not progressed this quarter, however, Council remains on track for the engagement of a suitably qualified and experienced consultant for the preparation of the Strategy by Q4.</p>		Transport


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DP044 Provide infrastructure linkages between public transport hubs	OP098	Develop the capital works program and where practicable include projects that improve links between public transport hubs	<p>Through the 2021/22 Capital Program, Council is investing in the renewal and upgrade of the road and footpath network. Projects that are improving links between transport hubs include:</p> <ul style="list-style-type: none"> • Penrose Road, Penrose footpath link • Wilson Drive, Balmoral footpath link • Station Street, Bowral pavement rehabilitation • Old South Road Renewal & Upgrade. <p>The 22/23 Capital Program is to be developed throughout the second & third quarters and the inclusion of additional transport links will be considered.</p>		Transport
DP045 Promote public transport options and linkages across the Shire	OP099	Plan and implement the Recreational Pathways Strategy	On hold- Funding has been allocated to the 22/23 FY		Transport
DP046 Expand our network of footpaths and cycle ways to improve connectivity of the Shire	OP100	Review Council's Pedestrian Access Mobility Plans	Council has Pedestrian Access & Mobility Plans (PAMP) prepared for all towns and villages in the Wingecarribee Shire. These plans are over ten years old and so a review and update of the documents is required. Due to staff resourcing, no progress has been made on this item. Council is however on track for the engagement of a suitably qualified and experienced consultant in the fourth quarter.		Transport
	OP101	Implement footpaths, shared paths and cycle ways construction and renewal capital works program	<p>Projects completed:</p> <ul style="list-style-type: none"> • Hill Top, Madeline Street Pathway Construction; Hill Top, Madeline Street Pathway Construction; 		Transport

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			<ul style="list-style-type: none"> Penrose, Penrose Road Pathway Penrose, Penrose Road Pathway Construction <p>Projects currently underway:</p> <ul style="list-style-type: none"> Bowral, Mittagong Road Pathway Construction; Colo Vale, Railway Avenue Pathway Construction; <p>Remaining projects to start April/May</p> <ul style="list-style-type: none"> Robertson, Robertson Caalong Street Missing Link Pathway Construction; Berrima, Oxley Street Pathway Construction 		
	OP102	Maintain footpaths, cycleways and shared pathways	<p>Council is undertaking programmed and reactive maintenance on its road networks. Most of the major footpath works were completed in 2021.</p> <p>In this 3-month period of 2022, the work consisted of minor repairs. Pathway Maintenance Customer requests in this 3-month period alone totalled 30. These requests are now being actioned within 14 days (KPI) to the effect that the request is inspected, made safe and where applicable maintenance programmed or a capital works request submitted for project scoping and prioritisation.</p> <p>Works undertaken include maintenance on:</p> <ul style="list-style-type: none"> Victoria Street Mittagong Mona Road Bowral Elizabeth Street Moss Vale Baker Street Moss Vale, Station Street Bowral and Bong Bong Street Bowral 		Transport

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	OP103	Undertake the forward design of footpaths, shared paths and cycle ways projects in the four-year capital works program	At present no projects have been identified for the 22/23 and future 4 year works program.		Transport
DPO47 Partner with agencies to advocate for improved transport services	OP104	Participate in the Canberra Regional Working Group Infrastructure Delivery and advocate for the development of an integrated public transport network	The Canberra Regional Working Group - Infrastructure Delivery did not meet in the third quarter, however Council will continue to attend and advocate for an Integrated Public Transport Network as opportunities present.		Transport
DPO48 Provide a rigorous planning assessment framework which reflects State legislation and Council's adopted land use strategy to ensure appropriate development outcomes	OP105	Develop, implement and monitor a local housing strategy to strategically address the future housing needs of the Shire	<p>Council adopted the Wingecarribee Local Housing Strategy in June 2020, and work has commenced on implementing the Strategy, including developing a housing monitor, commencing infrastructure assessments for the new living areas, reviewing Development Control Plan (DCP) provisions, and working with local housing providers to increase the stock of social and affordable housing in the Shire.</p> <p>Council prepared two (2) amendments to the strategies, which were publicly exhibited during 2020 and 2021. The amendments were considered at the Council meeting of 14 July 2021, where the strategy was re-adopted with minor amendments.</p>		Strategic and Land Use Planning

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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
			The implementation of the Local Housing Strategy will ensure that the communities housing needs are met in the short and longer terms.		
	OP106	Assess planning proposals in accordance with statutory frameworks and the adopted strategies of Council	Planning proposals are now considered as required by the applicable Local Planning Panels Direction by the Local Planning Panel. This has proved to be a highly rigorous and effective way of assessing the proposals and garnering recommendations. The Wingecarribee Local Planning Panel (WLPP) considered five (5) x planning proposals in the last quarter.		Strategic and Land Use Planning
DP049 Review and prepare planning strategies, policies and studies that retain the character of the Shire's towns and villages	OP107	Undertake a comprehensive review of Council's Development Control Plan (DCP) documents in accordance with the Department of Planning, Industry and Environment's template DCP requirements	The Development Control Plan (DCP) review is under way. Council is also waiting for the implementation of the State wide standardised DCP. This has been due to be rolled out by the Department of Planning for a number of years and a draft has been circulated to Council's. Medium density and standard residential control review underway. Sections will be updated periodically at this stage. The aim is to simplify the process for those building houses or undertaking residential renovations.		Strategic and Land Use Planning
DP050 Implement initiatives that promote and protect cultural heritage	OP108	Prepare and implement a heritage assistance policy and education and recognition program	Council's Heritage Assistance Grants Scheme 2021/22 is in progress with five (5) local heritage projects that were offered funding. The Heritage and Urban Design Awards are temporarily on hold while Council focuses on the review of its existing and proposed heritage items. The information and education package is currently on hold due to competing priorities.		Strategic and Land Use Planning

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	OP109	Contribute to the annual National Trust Heritage Festival to build awareness of Council's heritage activities	Destination Southern Highlands and Council staff are collaborating with community groups to establish a unique Wingecarribee Heritage Festival in conjunction with the National Trust Heritage Festival. However, as a result of the current COVID-19 pandemic, the festival is unlikely to proceed in the near future. Council runs biennial Heritage and Urban Design Awards to celebrate positive heritage and urban design projects and build awareness about heritage in the Shire. The awards are intended to be held in 2022.		Strategic and Land Use Planning
	OP110	Commence preparation of a Planning Proposal to review the current list of heritage items and potential heritage items	A draft Heritage Study, including a review of the deferred heritage items will be reported to the Local Planning Panel as soon as practicable for public exhibition. Following the adoption of the Heritage Study, a Planning Proposal will be prepared to implement the outcomes of the adopted study as well as a review of existing heritage item descriptions in Schedule 5 and mapping of items in the Wingecarribee Local Environmental Plan 2010.		Strategic and Land Use Planning
DPO51 Implement a program of town and village centre improvements	OP111	Continue to develop the Bowral CBD Master Plan	No progress has been made on this matter in the third quarter.		Asset Planning and Support
	OP112	Maintain existing CBD towns and village	Service levels to town and village centres including street sweeping, empty public garbage bins, cleaning amenities, roadside garden		Asset Planning and Support

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		precincts to operating service standards	maintenance, removal of dumped waste, pavement washing, repairs to street furniture, foot path repairs and graffiti removal.		
DP052 Deliver the Urban Street Tree Implementation Plan	OP113	Implement the street tree planting program	Over this reporting period Council has planted the following: 22 trees were planted Moss Vale, Bowral, Burradoo, Bundanoon, Renwick. The species of trees planted are Crabapple, Cherry trees, Oak trees, Tulip trees, sally wattles, pear trees, October Glory, urbanite Ash trees and acer palmatum.		Parks and Recreation
DP053 Provide and maintain high quality community facilities across the Shire	OP114	Manage community facilities in partnership with licensees and community groups	As from 15 December 2021 in line with NSW Public Health Orders, Council further reopened its Community facilities to the vaccinated and unvaccinated.		Community Facilities
	OP115	Implement minor capital works program for buildings	Council minor capital works for the 21/22 delivery year includes the following: Moss Vale depot Moss Vale Shed renewal; project completed January. Defect repairs to be completed prior to final payment to Contractor.		Community Facilities
	OP116	Undertake building maintenance works	Building maintenance works undertaken and planned over the reporting period: COMPLETED - Minor and Major Maintenance Projects · <ul style="list-style-type: none"> Mittagong Police & Community Youth Club (PCYC) - Asbestos removal now completed. Removed asbestos from failing ceiling in ladies and mens toilets and installed new lights and ceiling. Removed asbestos from beneath 		Community Facilities

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			<p>building. Mittagong PCYC Drainage works - Installing subsoil drainage behind the retaining wall along the rear emergency exit footpath. Works to commence Monday, 4 April 2022.</p> <ul style="list-style-type: none"> • Clarence Street Toilet Block Moss Vale - Public toilets refurb in progress. Roof replaced, Internal walls, ceilings and plumbing fixtures removed. Tiler to begin April. • Berrima Market Place - Repaint toilet block. Statement of Heritage impact and heritage consultancy completed for Toilet Block and Boules Shelter. Painting works ready, waiting on Statement of Heritage Impact approval. · Bowral Preschool - Contractor replaced broken sewer pipes on west side and relined pipes under concrete. <p>Berrima Hume Highway Toilet Block (Oxley Street) - Refurbishment completed including the re-design of cubicles to create larger areas. Replacement of basin tapware and paint internal walls.</p> <p>PLANNED MAINTENANCE AND COMPLIANCE PROGRAMS</p> <p>Compliance Works</p> <ul style="list-style-type: none"> • Stage 2 Residual Current Device (RCD) Electrical Testing and Switchboard Audit contract for remaining Council buildings has commenced. • Switchboard compliance upgrade works to a further 45 buildings completed. • Fire Safety Servicing Contract - Inspected and tested fire safety systems to 75%. 		


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			<p>REACTIVE MAINTENANCE PROGRAM:</p> <ul style="list-style-type: none"> • 185 conquest requests received from 1 January to 31 March. • 168 completed, 17 in progress. Roughly 84% completed. Weather is slowing completion rate. 		
	OP117	Undertake the forward design of building projects in the four-year capital works program	<p>The building forward design projects for the 2021/22 Capital Program include:</p> <ul style="list-style-type: none"> • Berrima camping park, conceptual design public toilet upgrade; Brief out with consultant. • Lions Park Bowral public toilet Detailed Design - Consultant engaged, design started. 		Community Facilities
	OP118	Deliver major capital works program for community facilities	<p>Council is committed to the renewal and upgrade of the community facilities of the Shire. This commitment is shown through the allocation of \$14 million within the 21/22 Capital Program for Parks and Buildings related projects, highlights being:</p> <ul style="list-style-type: none"> • Moss Vale SES Building • Southern Highlands Animal Shelter Building • Bowral Memorial Hall Refurbishment • Mittagong Memorial Playhouse Refurbishment 		Asset Planning and Support
DP054 Undertake the redevelopment of Bowral Memorial Hall	OP119	Deliver the Bowral Memorial Hall refurbishment works	<p>The Bowral Memorial Hall project continues to progress whilst still contending with numerous latent site conditions. Structural inadequacies are being addressed as they arise. Finalisation of the pricing for the stage redesign is underway which will present financial impacts. Project position will be reported to Council in the</p>		Asset Planning and Support

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			<p>coming weeks demonstrating the challenges faced and the likely impacts to the budget.</p> <p>Based on significant issues relating to the hydrology and water table at the site, the stage lift has been removed from the scope. The engineering solution to enable the construction of the stage lift proved to be overly extensive and would come at a huge cost to both time and financial position. Engagement with the relevant stakeholders was undertaken to conclude that the stage lift would not be required.</p> <p>The project is now considered to be "out of the ground" with all structural concrete elements and floor slabs completed.</p>		
DPO55 Effectively plan for and deliver on the diverse needs of people with a disability	OP120	Continue to implement the Disability Inclusion Action Plan	<p>The development of the draft Disability Inclusion Action Plan (DIAP) 2022 - 2026 has continued during this period. 146 surveys were completed through Your Say Wingecarribee, an additional 41 surveys were completed during face to face consultations held at disability services, group homes and a pop-up stall in Bowral. 15 people participated in community focus groups. All this data has contributed to the development of a draft DIAP outlining Councils commitment to improving the level of inclusion and access to Councils services, facilities, information and programs over the next four years. The draft report will be presented at the Council meeting in April.</p> <p>Creating and Thriving Art Exhibition was displayed in the new Atrium Gallery in the Civic Centre. The art works were submitted by people living with disabilities.</p>		Community Wellbeing



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DP056 Ensure planning controls allow for diversity of housing choice	OP121	Implement the recommendations of the local housing strategy to ensure diversity of housing choice within the Shire	The recommendations are considered during the assessment by the Wingecarribee Local Planning Panel of any planning proposal. This has enabled the recommendations to be well supported by a rigorous planning assessment and process. Standard residential controls under review. New living areas identified and strategy being developed. Working with local housing provider to increase local housing stock - social and affordable housing.		Strategic Land Use Planning
DP057 Partner with agencies to plan and deliver a program of road upgrades, renewals and maintenance	OP122	Deliver roads capital works program	<p>Projects underway:</p> <ul style="list-style-type: none"> • Eridge Park Road Safety Improvements, Bowral; • Old Hume Highway Safety Improvements, Woodlands; • Mt Broughton Road Safety Improvements. <p>Projects to Commence Shortly:</p> <ul style="list-style-type: none"> • Old Hume Highway Reconstruction, New Berrima; • Boardman Road Reconstruction, Bowral. 		Transport
	OP123	Deliver roads maintenance program	<p>Council is undertaking programmed and reactive maintenance on its road networks. Road Maintenance Customer requests in this 3-month period alone totalled 1997. These requests are now being actioned within 28 days to the effect that the request is inspected, made safe and where applicable maintenance programmed or a capital works request submitted for project scoping and prioritisation. The action time frame has increased due to the volume of customer requests received directly related to extended rain periods destroying the road network.</p> <p>The following roads were maintenance graded: Wombeyan Caves Road, Railway Parade, Bangadilly Road, Canyonleigh Road,</p>		Transport



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			Foxgrove Road, Inverary Road, Nandi Road, High Range Lane, Wanganderry Road, Eucalypt Lane, Wattle Ridge Road, Diamond Fields Road, Buckmans Lane, Mount Alexandra Lookout Road, Meryla Road, Oldbury Road, Belmore Falls Road, Village Road, Kells Creek Road, Mundego Street, Park Street, Bibbys Lane, Stonequarry Creek Road, Langs Road, Tallygang Mountain Road, Belanglo Road.		
	OP124	Develop and implement road safety initiatives in conjunction with Transport for NSW	<p>Council continues to work with Transport for NSW for the delivery of several road projects that are part funded by various funding programs, including:</p> <ul style="list-style-type: none"> • Old South Road Renewal & Upgrade - part funded by Fixing Local Roads Program & Safer Roads Program • Wombeyan Caves Road Renewal - funded by Bushfire Local Economic Recovery Fund and Disaster Recovery Funding Agreement • Burrawang Creek Bridge Renewal - Fixing Country Bridges Program • Ritters Creek Bridge Renewal - Fixing Country Bridges Program • Diamond Fields Creek Bridge Renewal - Fixing Country Bridges Program • Merrigang Street Bridge Renewal - Fixing Country Bridges Program 		Transport
	OP125	Undertake the forward design of road projects in the four-year capital works program	Projects for future years undergoing design and preconstruction include: Glenquarry Range Road Rehabilitation delivery 22/23; Moss Vale Kirkham Street Rehabilitation delivery 22/23; Sutton		Transport



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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
			Forest Exeter Road near Ellsmore Road Reconstruction delivery 23/24.		
DP058 Implement a long term solution for the use and disposal of roadside spoil	OP126	Investigate and develop options for the reduction, reuse and disposal of roadside spoil	<p>Drapers Road Site - Due to Water and Sewer proposed operational expansions, the Drapers road site is no longer considered a viable site for the stock piling of excavated road material.</p> <p>Berrima Road Site - On 16 November 2018 Council was advised that Aboriginal land claim 40953 over site was granted which means land is transferred to Illawarra Local Aboriginal Land Council. Council now has a lease agreement with ILALC renewed yearly. The duration of this lease is not practical to explore the option of creating a reuse facility. Council will engage in further negotiations for a long-term lease or to buy the site.</p> <p>General - Council staff continually reviews the unsealed road network with a view to finding locations where cuttings can be overlaid with reuse material from road reconstruction works.</p> <p>Council is currently consulting with the Environment Protection Authority (EPA) for further advice related to temporary stock pile exemptions for excavated road materials.</p>		Transport
DP059 Review and implement Water Master Plan	OP127	Implement projects that support the delivery of the Integrated Water Cycle Management Strategy	As part of the 2021/22 Capital Program, Council is investing over \$30 million in the water supply network. Through the development of the 2022/23 Capital Program, further projects will be implemented to support the delivery of the Integrated Water Cycle Management Strategy.		Water and Sewer

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	OP128	Deliver capital works program for the Water Master Plan	As part of the 2021/22 Capital Program, Council is investing over \$30 million in the water supply network. Through the development of the 2022/23 Capital Program, further projects will be implemented to support the delivery of the Water Master Plan.		Water and Sewer
DP060 Review and implement Sewage Treatment Plant Upgrade Strategy	OP129	Plan for the upgrade of Moss Vale, Bowral and Mittagong Sewage Treatment Plants	<p>Bowral Sewage Treatment Plant Upgrade:</p> <p>As resolved at the October 2021 Council meeting, the Review of Environmental Factors was placed on public display and concurrence has been obtained from the Environment Protection Authority for the Bowral Sewer Treatment Plant upgrade.</p> <p>A funding strategy has been developed for the three treatment plants and a construction tender for Bowral has been released to the market. Contract award is expected to be provided in September/October with works anticipated to commence shortly thereafter.</p> <p>Moss Vale Sewage Treatment Plant Upgrade:</p> <p>Similar to the proposed Bowral Sewage Treatment Plant Upgrade, there have been significant changes to the treatment processes being designed from what was proposed in the original concept.</p> <p>Concurrence for the revised site layout has allowed for the Review of Environmental Factors to proceed. Designs are currently at 75% and have been submitted to the Department of Planning and Environment to obtain Section 60 approval. Final design reviews are anticipated by June 2022.</p> <p>Mittagong Sewage Treatment Plant Upgrade:</p>		Asset Planning and Support

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			Similar to the Bowral & Moss Vale Sewage Treatment Plant Upgrade projects, there have been significant changes to the treatment process being designed from what was proposed in the original concept providing consistency across all three Sewage Treatment Plants (with benefits of standardising equipment and operator familiarity). Current expectation for the design completion (and approval/concurrence from the regulators) is late 2022.		
DP061 Improve stormwater management across the Shire	OP130	Review and implement floodplain management strategies	Review of the Wingecarribee River Flood Study is 90% complete. Draft flood study report completed in May 2021 and circulated internally. Council report for public exhibition permission drafted. Public exhibition and then completion of final report in early 2022.		Stormwater
	OP131	Deliver stormwater drainage works as per capital works program	Projects Completed: <ul style="list-style-type: none"> Spring Street Drainage construction, Mittagong; Mt Broughton Road Culvert Renewal, Moss Vale. Projects Underway: <ul style="list-style-type: none"> Dangar Street Drainage reconstruction, Moss Vale; Jasmine Street Drainage construction, Colo Vale. 		Stormwater
	OP132	Undertake the forward design of drainage projects in the four-year capital works program	Projects currently being designed for the 22/23 year and 4 year works program include: <ul style="list-style-type: none"> Mittagong/Cavendish to be delivery 23/24, Berrima/Lytton to be delivered 23/24, and Mittagong Post Office to be cancelled. 		Stormwater

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	OP133	Maintain stormwater assets	<p>Council is undertaking programmed and reactive maintenance on its drainage network. Drainage Maintenance Customer Requests in this 3-month period alone totalled 310. These requests are now being actioned within 28 days to the effect that the request is inspected, made safe and where applicable maintenance programmed or a capital works request submitted for project scoping and prioritisation. The 28-day timeframe to action this request has extended as a result of recent extended wet weather period.</p> <p>The following drainage requests were attended to: Wanganderry Road High Range, Myra Vale Road Wildes Meadow, Pine Street Moss Vale and Albert Street Mittagong</p>		Stormwater
DP062 Undertake drinking water quality management	OP134	Manage and deliver operational programs to ensure water quality compliance within the water supply network as per NSW Health requirements and the adopted Drinking Water Management System protocols	<p>An extensive program of operational water quality sampling is carried out within the water supply network by both the water head works and water reticulation teams at all storage reservoirs and a proportion of widespread distribution network sampling points on a weekly basis.</p> <p>This proactive operation sampling is carried out to ensure water quality compliance with the Australian Drinking Water Guidelines (ADWG) and NSW Health requirements. System performance sampling is then carried out by the environment team, the results being directly reported to NSW Health as an official record.</p> <p>A total of 56 sample points at 28 storage reservoirs sites are sampled for headworks water quality analyses in the water supply network in the third quarter. Additionally, the water reticulation</p>		Water and Sewer

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			<p>team collected operational water quality field samples, from locations spread across the water supply network; resulting in a further water quality analyses, with a compliance rate of 99.5%. Lab analysis of the operational reticulation sampling is also used to pro-actively check for biological compliance.</p> <p>The results of these field samples are used to trigger operational improvement actions if required.</p> <p>The NSW Health database records that in the first quarter there were 924 analyses carried out. The water quality compliance rate was 98.6% against Health guideline values.</p>		
DP063 Ensure the integrity of water and sewer infrastructure	OP135	Deliver water treatment plants electrical and mechanical maintenance programs	<p>Both Treatment Plants Electrical and Mechanical preventive maintenance completed including following tasks.</p> <ul style="list-style-type: none"> • Blowers and compressors preventive maintenance carried out as per the preventive maintenance schedule. • Water pumping stations electrical preventive inspections completed. • Lime dosing panel has been replaced to comply with current standards. • Flow meter calibration has been scheduled for the next month. 		Water and Sewer
	OP136	Deliver sewer treatment plants electrical and mechanical maintenance programs	Planned electrical and mechanical preventive maintenance completed as per the schedule.		Water and Sewer

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			<ul style="list-style-type: none"> Bundanoon Sewage Treatment Plant and pump stations electrical and mechanical schedule maintenance completed. External service maintenance of filtration process compressors. UV system six (6) monthly external service maintenance carried out. Testing and tagging of the electrical equipment's at Bowral and Robertson Sewage Treatment Plants completed. 		
	OP137	Manage the trade waste management policy and associated protocols and standards	Trade waste management post pandemic has seen a return to site inspections with over 120 carried out by Council. There have been no major non-compliances during the period.		Water and Sewer
	OP138	Manage and deliver treatment plant operational protocols as per regulatory and adopted Drinking Water Management System requirements	<p>Water quality and plant chemistry are monitored and recorded at every stage through the water treatment process: raw water, clarified water, filtered water and treated water stages. There are 23 parameters measured daily and a further 20 parameters measured weekly within the process stream at each plant. This enables trends to be observed and iterative adjustments to be made to treatment chemistry as raw water quality changes.</p> <p>Due the heavy rain events during the month of March, raw water turbidity has increased up to 10 folds, however, both treatment plants were able to keep treated water quality within the Australian Drinking Water Guidelines (ADWG).</p>		Water and Sewer

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			New water quality analysis has been introduced to both plant, those additional measure will allow better optimisation of organic compound removal, disinfection and disinfection by products.		
	OP139	Manage raw water storage availability and dam safety compliance	<p>Dam storage levels for both the Council Bundanoon and Medway Dams are over 100% i.e. spilling due to recent ongoing wet weather.</p> <p>Weekly inspection reports are carried out by Council every week for both Bundanoon and Medway dams as per regulatory requirements.</p> <p>The Dam Safety Emergency plan is currently being drafted. Other tasks to be continued are a comprehensive dam safety review, Dam break and consequence assessment modelling, and emergency storage evacuation draw-down curve.</p> <p>Some of these specialist tasks require Council departments collaboration to progress some of these strategic areas.</p>		Water and Sewer
DP064 Ensure regulatory compliance of sewerage infrastructure	OP140	Manage and operate sewage treatment plants to meet license and regulatory standards	Councils Sewage Treatment Plants are monitored with an in-depth sampling schedule that involves the collation of 51 samples at councils 6 STPs which are each then checked for 14 different chemical parameters by the Sydney Water Labs who are a National Association of Testing Authorities accredited laboratory. This results in a total of 714 analyses conducted each quarter at our various sites. During this reporting period, an excessive amount of wet weather, flooding and storms have resulted in reportable non-compliance events at five (5) of the six (6) Sewage Treatment Plants.		Water and Sewer



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			<p>Out of the 714 analyses completed only 14 analyses were reported non-compliant during this period. The breaches were in Faecal Coliforms, Total Suspended Solids, Total Nitrogen and Total Phosphorous which are indicative of severe wet weather events where the STPs experience high inflows. The high inflows result in some processes being incapable of keeping up resulting in the non-compliant sample results. Since these weather events have passed, the treatment process has returned to meeting licence requirements. Ongoing communication with the Environment Protection Authority (EPA), optimisation and monitoring of the process is being conducted to ensure minimum environmental impact to the receiving waterways.</p> <p>Based on the sampling schedule and accompanying results, the STPs are performing well within their operational capacity and producing a 98.04% compliance rate of the quality of effluent being released into the catchment waterways.</p>		
	OP141	Deliver sewer network distribution operational programs to manage environmental risk and meet regulatory requirements	<p>Planned maintenance programs and infrastructure upgrades have been completed as per the sewer network operational plan.</p> <p>This amounts to 2075m of sewer main cleaning and CCTV survey's in the third quarter, including night works focused in Moss Vale CBD.</p> <p>Approximately 80 known overflow locations have had preventative maintenance completed, which has significantly decreased dry weather overflows.</p> <p>Network Maintenance staff have cleaned all 77 sewer pumps stations.</p>		Water and Sewer

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			<p>Sewer Vent Shaft renewals have now been completed for this financial year. Construction of private works has been made difficult by ongoing wet weather and we are currently experiencing a back log, but we are completing works as opportunities arise.</p> <p>Recent floods have identified wet weather overflow locations where we can focus on implementing infiltration and inundation management strategies.</p>		
DP065 Facilitate and advocate for enhanced access to telecommunication networks	OP142	Advocate for improved telecommunications across the Shire	Host NBN presentation at the launch of the Visitor Economy Digital Marketing campaign. Participate in a Regional Telecommunications Forum Steering Committee facilitated by Regional Development Australia Southern Inland.		Economic Development
DP066 Manage public natural assets	OP143	Undertake coordinated actions to manage vertebrate pest and weed biosecurity threats to the Shire	<p>East Bowral reserves rabbit control programs being prepared in collaboration with South East Local Land Services. Locations include Hammock Hill Reserve, Mansfield Reserve, and a part of David Woods Playing Field reserve. The population was initially assessed for its susceptibility to calicivirus control. Unfortunately, the population will require a baiting program.</p> <p>A Review of Environmental Factors has been completed to complete the program. The baiting program has been delayed due to ongoing rain during this period.</p> <p>The poisoning required a sufficient window of dry weather to be effectively undertaken. Also, two of the reserves will require some furrows to be dug with the baiting and at the moment the ground</p>		Natural Area Management

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			<p>conditions are too wet to get the equipment on site without significantly damaging the reserves.</p> <p>The baiting program for Hammocks Hill Reserve is now scheduled to be implemented at the end of April / beginning of May. Weather conditions and ground conditions at Mansfield Reserves and David Wood Reserves (part) are being monitored for suitable conditions to be implemented.</p> <p>Council continues to be represented on the Southern Highlands /Taralga Wild Dog Working Group.</p>		
	OP144	Identify high value natural assets and develop and implement management actions	<p>This program is supported by the Environment Levy.</p> <p>Council implements an active Bushcare program across 59 reserves and management sites. This program focuses on bush regeneration and control of environmental weeds at Council managed. The Bushcare Volunteer Program recommenced in February after the program was on hold due to COVID-19.</p> <p>Threatened Species Recovery Projects</p> <p>Council is working with the NSW Government on recovery projects for important Threatened Species in the Shire. These projects include: ·</p> <ul style="list-style-type: none"> • Southern Highlands Koala Conservation project· • Southern Highlands Glossy Black Cockatoo Conservation “Glossies in the Mist” • Eucalyptus macarthurii • Persoonia glaucescens • Phyllota humifusa 		Natural Area Management


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			<ul style="list-style-type: none"> Eucalyptus aquatica <p>The Southern Highlands Koala Conservation Project (SHKCP) supported a community tree planting day aimed to restore habitat and engage the community at the Guula Ngura National Park. 2000 koala feed trees were planted during this stage of plantings. Council has completed its second rounds of Koala Karaoke bioacoustics monitoring programs. Between the two (2) years, koala occupancy was estimated to be 23% and 30% respectively. A third year of monitoring is planned for 2022.</p>		
	OP145	Undertake works to facilitate flora and fauna recovery from the impacts of the 2019/2020 bushfires	<p>This program is supported by funding from the Environment Levy and the Commonwealth Disaster Recovery Funding. Council continues to implement the flora and fauna bushfire recovery program across three reserves. Major control works for invasive acacia species has been undertaken at Balmoral reserve.</p> <p>The Private Land Conservation Bushfire Recovery website is still running and enables fire affected properties to sign up to free enhanced versions of Councils Land for Wildlife (LFW) and Habitat for Wildlife Programs.</p>		Natural Area Management
	OP146	Support an active Bush Care Volunteer and Citizen Science program	<p>This program is supported by the Environment Levy. COVID-19 protocols are currently in place for volunteers in Council's Community Bushcare and Rivercare Program. The Bushcare and Rivercare volunteer program remained on hold due to COVID-19 protocols throughout January.</p> <p>A survey of volunteers was undertaken to look at needs and improvements to the program. Council is responsible for managing</p>		Natural Area Management

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			<p>nearly 3000 hectares of bushland and waterways within 30 reserves, and new reserves are likely to be added to the Bushcare Program in the future. Given the complexity, size and distribution of Council bushland reserves, and to provide sufficient time for Council to deliver outcomes in each priority reserve, few changes have had to be made on how Council supports volunteer Bushcare and Rivercare Groups. As a result all Bushcare groups are currently supported by Council at a monthly working bee.</p> <p>The Citizen Science program continues to be implemented, and the data collection tool, NatureMapr, continues to be promoted and used by the community Southern Highlands Nature News E-Newsletter. Southern Highlands Nature News focuses on nature, biodiversity conservation, citizen science, Bushcare, Rivercare or Landcare programs in the Shire. All editions are available online at Council's website as well as being emailed direct to subscribers.</p>		
DP067 Maintain and build high value environmental lands and corridors	OP147	Encourage conservation on private land	<p>This program is supported by the Environment Levy. Council's Private Land Biodiversity Conservation Strategic Plan continues to be implemented. Council encourages conservation on private land through a three-tiered program to support different types of landholders and conservation values. The three programs are open to the community are Land for Wildlife (for large landholders), Habitat and Wildlife, and Private Conservation Agreements.</p> <p>The Land for Wildlife network has currently 186 active properties conserving 3763 hectares voluntarily for wildlife conservation. This represents about 7% of all koala habitat found on private land in</p>		Natural Area Management


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			the shire. Over 2200 koala habitat trees (local provenance) given away to Land for Wildlife properties to create new habitat (approx. 22 hectares of habitat reconstruction).		
DP068 Ensure the impacts of development on biodiversity are assessed, monitored and mitigated	OP148	Review and implement initiatives to minimise impacts on biodiversity from Council operations	Council undertakes environmental assessments of the potential impact from Council works, utilising Council's adopted procedure and assessment tool for this function. Controls to minimise and mitigate environmental impacts are identified through this process.		Environmental Services
	OP149	Assess development applications in accordance with the statutory provisions of the <i>Environmental Planning and Assessment Act 1979</i> to ensure that environmental impacts are appropriately managed and mitigated	<p>In this quarter the following outcomes are noted:</p> <ul style="list-style-type: none"> January - 105 Development Applications lodged vs 176 Development Applications Determined February - 107 Development Applications lodged vs 222 Development Applications Determined March - 185 Development Applications lodged vs 339 Development Applications Determined. <p>The net result is that 397 were lodged and 737 were determined and more Development Applications were determined than lodged.</p> <p>Development Applications are assessed with rigour under the Environmental Planning and Assessment (EPA) Act and Regulation.</p>		Development Control
DP069 Build community partnerships and education programs to reduce pollution	OP150	Implement community education programs to reduce pollution	January 2022 saw the soft launch of Wingecarribee Shire's first annual sustainable living program - Sustainable Us. Sustainable living initiatives have been delivered in the past but not as part of a greater framework or within a long term coordinated program.		Environmental Services

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			<p>The framework was developed in response to the results of the consultation done around the Environment and Climate Change Strategy in early 2021, and feeds directly into the Community Climate Action Plan that is being developed as part of Council’s Climate Emergency Declaration response for the community.</p> <p>January through March saw the delivery of four events:</p> <ul style="list-style-type: none"> • Future Proofing Your Garden - 45 people attended; booked out over a week before • Tour of Duck Foot Farm - 20 people attended; booked out over a week before (15 people on waiting list) • Clean Up Australia Day (cancelled due to rain) • Earth Hour - ca 300 pax attended <p>Further events have been planned and costed. The events in the fourth quarter are:</p> <ul style="list-style-type: none"> • 23 April - ‘Recycle Right!’ workshop (Robertson School of Arts) • 20 May - National Walk Safely to School Day (Robertson PS) • 5 June - World Environment Day/Shire Sustainability Festival (Robertson) 		
	OP151	Develop and implement programs and initiatives which specifically target environmental pollution associated with construction	The Report Illegal Dumping (RID) programme is still underway and the Weeds Management Strategy is in the process of being drafted.		Regulatory Compliance



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DP070 Reduce the impact from Council infrastructure and operations	OP152	Review and implement initiatives to minimise the impact of pollution from Council operations	<p>Council undertakes environmental assessments of the potential impact from Council works, utilising Council's adopted procedure and assessment tool for this function.</p> <p>Controls to minimise and mitigate environmental impacts are identified through this process.</p> <p>Changes to the NSW State Environmental Planning Policy (Biodiversity and Conservation) 2021 have also been identified which has triggered a review of the internal environmental assessment process. This will be undertaken in fourth quarter.</p>		Environmental Services
DP071 Develop and implement policies that support health, environment and sustainability outcomes within Council and across the Shire	OP153	Maintain up to date environment and sustainability strategies, policies and plans that are adequate and appropriate to address Council and community needs	<p>Work has been re-commenced on the Environment and Climate Change Strategy which is the overarching document that will set the focus of environmental and sustainability work in the next ten (10) years.</p> <p>Plans that sit under this strategy include the Emissions Reduction Plan and the Community Climate Action Plan, both of which are being drafted with the assistance of a graphic designer.</p>		Environmental Services
DP072 Implement planning controls that protect the Shire's natural resources	OP154	Continually monitor local plans and strategies to ensure relevance in the protection of local natural resources	<p>Council staff are working to ensure the planning framework provides adequate protection for local natural resources.</p> <p>The adopted Local Strategic Planning Statement provides an important strategic framework for land use management and the protection of natural resources.</p>		Strategic Land Use Planning
DP073 Advocate to State and Federal government	OP155	Advocate and respond to State and Federal	Ongoing discussions continually with Department of Planning and Environment in regard to local controls and requirements and		Strategic Land Use Planning

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to ensure planning controls, plans and proposals reflect community priorities		Government to ensure that planning controls, plans and priorities reflect community priorities and expectations, including the provision of submissions to key government initiatives	continual review of local planning documentation and requirements under way. Council are currently working with Department of Planning and Environment on the review of the South Eastern Tablelands Regional Strategic Plan to ensure that the concerns of the community are addressed, and their priorities are reflected in the updated plan.		
DP074 Develop partnerships with community and agencies to identify, update and maintain awareness of key natural resources	OP156	Maintain Council's mapping and other information sources and tools for key natural resources	Council's webpages relating to environmental information are regularly reviewed with amendments made to ensure the currency and reliability of information. Council maintains a number of Geographic Information System environmental datasets for environmental assessments of Council projects, development assessment, and planning considerations. Processes are in place to ensure the currency of this information. Key datasets include fire management units, weed management units, roadside management plan vegetation model, koala habitat and environmental assessment layers.		Natural Area Management
	OP157	Engage with the Rural stakeholders for natural resource conservation	Council's Private Land Biodiversity Conservation Strategic Plan continues to be implemented. Council encourages and recruits conservation on private land through a three tiered program to support different types of landholders and conservation values. Council's Land for Wildlife program is aimed specifically for rural properties. Property assessments, property information and advice are provided when landholders join the program.		Natural Area Management



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	OP158	Undertake education programs and initiatives for natural resource management	<p>Wingecarribee Web E-Newsletter</p> <p>The latest edition of this e-newsletter was published. Wingecarribee Web is a free newsletter keeping the community up to date with local environmental and sustainability news, notices and events. All editions are available online at Council's website as well as being emailed direct to subscribers. Southern Highlands Nature News E-Newsletter.</p> <p>The latest edition of this e-newsletter has been published. Southern Highlands Nature News focuses on nature, biodiversity conservation, citizen science, Bushcare, Rivercare or Landcare programs in the Shire. All editions are available online at Council's website as well as being emailed direct to subscribers.</p>		Natural Area Management
	OP159	Undertake and facilitate environmental monitoring and reporting to support better data-based decision making	<p>Council Waterwatch Program</p> <p>Monitoring activities were undertaken at Mittagong Creek, Whites Creek, Medway Rivulet, Lake Alexandra and Caalong Creek. The monitoring program is providing data on catchment health.</p> <p>During this quarter, macro invertebrate sampling completed in Whites Creek, Moss Vale. This data is sent to the Atlas of Living Australia, and is publicly available online.</p>		Natural Area Management
DP075 Implement community awareness programs that promote sustainable living	OP160	Implement sustainable living projects and programs, including running community events, programs in	<p>Through Sustainable Us a program of 12 events have been planned for 2022. Three of those have already been undertaken with good feedback.</p> <p>A more rigorous school engagement program has also been developed. Quarterly emails get sent to the schools which outline what services Council can offer schools.</p>		Environmental Services

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		schools and broader education campaigns	In the third quarter a presentation was delivered to Oxley College on the local water cycle, finish touches applied to the planning of Schools Environment Day (May 2022), EnviroMentor program advertised (fourth quarter roll out), Solar My School promotions and engagement with Moss Vale High. Moss Vale High will be the first local school to participate in the Solar My School program and will be a great case study of how a school can adopt solar.		
DP076 Develop partnerships and networks to leverage off existing programs	OP161	Participate in and promote existing networks and programs that advance environmental and sustainability objectives of the Shire	Council staff actively participate in local community networks and contribute to the monthly Green Drinks and support local environmental initiatives. The past quarter has seen Council represented at the Food and Wine Festival, at Innovate to Regenerate launch at the Empire Cinema and hosting regular catch ups with local contacts. Council regularly also participates in the Climate Officer Group set up by Local Government NSW and Department of Planning and Environment, as well as Sustainability Advantage and Cities Power Partnership webinars and events.		Environmental Services
	OP162	Provide financial assistance through the Environment Levy-funded component of the Community Assistance Scheme	Council is reviewing is grant donations and sponsorship activities with a policy being drafted to manage activities into the future.		Environmental Services

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DP077 Implement State Government regulations	OP163	Assess and certify applications related to development	During this quarter Council approved 350 Certificate applications. These applications are processed rigorously under applicable legislation.		Development Control
	OP164	Implement the recommendations of the review of planning, development and compliance	The recommendations are being implemented gradually - this is because the new structure has not been finalised and roles may yet be redistributed throughout the wider organisation. The website update is well underway and duty for planners/certifiers and engineers has been reduced to refocus resources back to assessment and outcomes.		Development Control
	OP165	Administer the Local Planning Panel	The Wingecarribee Local Planning Panel is well established and the number of reports put to the panel during the period is as follows: <ul style="list-style-type: none"> • January - Meeting Break • February - two (2) Development Applications, two (2) Planning Proposals • March - one (1) Development Application, three (3) Planning Proposals The panel are assessing and determining the reports as required with new members adjusting to the role of panellist well. The panel is an effective body providing rigorous assessment and feedback to staff.		Development Control
DP078 Advocate and educate for improved development outcomes	OP166	Work in partnership with State Government, development/building industry and the community to achieve	Council staff are in constant contact with Department of Planning and Environment and advocating for the Council. Department of Planning and Environment have offered to help Council improve systems and implement better and more efficient processes.		Development Control



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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
		improved development outcomes	The staff all work with the industry as they process their applications as effectively as they are able within the current resourcing and process constraints. To this end, Department of Planning and Environment flying Squad have agreed to assess six (6) Development Applications (via external consultants) for Council to assist. Council had sent more than 30 applications to ease the number of dwellings the current backlog. The Planning Delivery Unit still help Council where requested to speed up State level responses to referrals for applications.		
DP079 Support the establishment and expansion of businesses that produce goods locally	OP167	Facilitate networks that support and promote businesses that produce goods locally	Investigate relevant networks and individuals and promote the Creative Industries Cluster survey. Fund and coordinate two videos of the Southern Highlands Food and Wine Festival; a visitor destination promotion and local producers' promotion. Visit Duck Foot Farm ventures. Prepare a response to the ACT Government Discussion Paper on the Capital Food and Fibre Strategy.		Economic Development
DP080 Promote and encourage waste minimisation and recycling	OP168	Provide waste education programs to promote waste avoidance and resource recovery and meet the State Government's Waste Strategy targets once released	Preschool composting and waste reduction interactive workshop held. Workshops held for Senior's Festival including What's Up in Waste and Resource Recovery Centre (RRC) Tour and Plastic Free Living. · The focus for social media and e-newsletter posts centred on Bulky Waste education and the Green Caffeen project promoting re-use and recycling.		Waste Management
	OP169	Implement waste reduction and waste management practices	Plastic Free Places Program launched on Wednesday, 30 April in Bundanoon. This is a trial program to provide free assistance to food retailers, helping them transition from single-use plastics		Waste Management

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			<p>(with the goal to expand across the Shire and more businesses in the future). This is a nationally run program of the Boomerang Alliance and links in with NSW implementation of the single-use plastic bans. Seven (7) local businesses have signed up and have undertaken initial inductions.</p> <p>Green Caffein launched on Friday, 1 April. This is a swap and go reusable coffee cup system to transition away from single-use coffee cups. Cups have been distributed to over 20 cafés across the Shire, branded with WSC logo and a shared regional logo. The official launch was held at Rush, Moss Vale where representatives from Green Caffein and Council chatted with customers about the program. An extensive communication program was undertaken pre-launch including social media, e-newsletter, direct emails and door knocking.</p>		
DP081 Implement strategies to reduce illegal dumping	OP170	Participate in the Regional Illegal Dumping (RID) program to facilitate a reduction in the amount of illegally dumped waste	The program is proving highly effective in the Wingecarribee Shire and is highly likely to be expanded and this may be mandated in the future.		Regulatory Compliance
DP082 Manage the Resource Recovery Centre in accordance with Environmental Protection Authority licence and ensure	OP171	Implement the Asset Management Strategy for the Resource Recovery Centre	A meeting with the NSW Department of Planning and Environment and Environment Protection Authority has driven the need to review and update the Water Management Plan. This updated plan will be completed in the coming two (2) months and may impact the current planned asset works under the Environment Protection		Waste Management

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efficient and cost effective operations			Authority requirement. Other Assets works needs to be considered in-line with the development of a site master plan.		
	OP172	Continue to seek alternative cost-effective recycling programs to encourage waste diversion from landfill	Signed up with a new partner to provide a collection unit for textile waste. As one of the largest growing waste forms this collection unit will provide a solution for end of life textiles that can no longer be donated or re-used, such as clothes, shoes, ties, hats, scarfs, hand bags and small backpacks, bed sheets, towels and blankets. Units proposed to be delivered week of 4 April and a Communication Strategy will then be developed. Mobile Community Recycling Centre trailer construction has finished and signage designed and approved by Environment Protection Authority. Working on locations for collection and dates, printing signage for trailer and educational material.		Waste Management
DP083 Develop and implement a Council Waste Strategy and Policy	OP173	Finalise Council's Waste Strategy following the release of the State Government's Waste Strategy	The Waste Management Strategy needs to be updated to better reflect the needs of the community and Council in the provision of waste management services over the coming 10-15 year period. It is proposed to undertake this review as part of the formalisation of the requirements for the Domestic Waste Policy and Domestic Collections Contract.		Waste Management
DP084 Implement strategies to improve energy management	OP174	OP174 Scope and implement energy management actions across Council facilities including projects funded through	Council continue to identify energy saving opportunities. Both the Moss Vale Depot and the Bundanoon Pool were identified as having unusual energy use trends, and studies have been undertaken to improve the performance of these facilities. With the development of the Emissions Reduction Plan a list of actions will be identified that will increase Council's energy		Environmental Services

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		Council's Revolving Energy Fund, capital works, and maintenance program	<p>efficiency. The water and sewer assets, as well as the pools, are Council's largest electricity users.</p> <p>The upgrades of the Sewage Treatment Plants will improve the efficiencies significantly and we continue to advocate for the installation of large scale solar at the three township Sewage Treatment Plants to reduce the electricity consumption of these facilities.</p>		
	OP175	OP175 Implement energy management actions identified in Council's Greenhouse Gas Reduction Plan	<p>As the Greenhouse Gas Reduction Plan isn't complete, scoping of projects have been prioritised according to the electricity/gas used at specific facilities. This includes Moss Vale and Mittagong Depots, the pools and sewage and water treatment facilities.</p> <p>The scoping will create business cases which we can use to implement projects in 2022 using both the ReFund as well as capital budgets.</p>		Environmental Services
DP085 Undertake initiatives that increase awareness and encourage water, energy and waste reduction	OP176	OP176 Raise community awareness of the impacts of climate change and actions to build resilience to the changing climate	<p>Council departments collaboration has commenced on the roll out of a program called Climate Wise which will accompany the SIM table, a resource co-funded through the Canberra Region Joint Organisation.</p> <p>The table is an education tool which will be used in conjunction with the education program to assist community members develop emergency response plans.</p> <p>Further the events in the Sustainable Us program of events will all feature discussions about the importance of future proofing different aspects of our lives such as gardens and homes.</p>		Environmental Services

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	OP177	OP177 Encourage increased resource efficiency with local residents and businesses	<p>The Sustainable Us web page and supporting content is now live, as well as the Event Education Program.</p> <p>The focus of the program is to assist residents in reducing their resource use.</p> <p>Extra support for the community will be provided through the resources made available through our Smart Water membership.</p> <p>The website will have a number of tools embedded and social media campaigns launched in 2022.</p>		Environmental Services
DP086 Implement strategies to address the impacts of climate change	OP178	OP178 Implement and monitor Council's Climate Change Adaptation Plan	<p>The role and position of the Council's Climate Change Adaptation Plan was evaluated in the second quarter and plans are afoot to review how the reporting of the actions in the plan are implemented and reported on.</p> <p>Council have been instrumental in developing the business case for the adoption of Climate Wise, a climate change adaptation tool for the community.</p> <p>Engagement with staff that have actions in the plan is planned for the fourth quarter to remind each area of operations what they have committed to in the plan.</p>		Environmental Services
	OP179	OP179 Implement and monitor Council's response to the Climate Change Emergency declaration	<p>In order for Council to develop a rigorous response to the declaration the first step has been to develop a new Environment and Climate Change Strategy.</p> <p>Despite a hiatus of six (6) months the development of the strategy is now back on track and thorough consultation with the organisation will commence in the fourth quarter.</p>		Environmental Services

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			The Emissions Reduction Plan and Community Climate Action Plan are currently being drafted and will sit under the strategy. The plans will be released following the adoption of the strategy. These three (3) strategic documents form the basis of the response with the Sustainable Us framework which is being rolled out throughout 2022 as a key part of the community climate action plan.		
	OP180	OP180 Complete and implement Council's Environment and Climate Change Strategy and monitor progress	Having received the all clear to continue the development of the strategy the development is now back on track with JOC Consulting having been contracted to drive the development of the strategy. The fourth quarter will include a series of internal workshops to engage with key staff on the development of the strategy.		Environmental Services
DP087 Improve resource and energy efficiency at Council facilities and monitor carbon emission	OP181	OP181 Undertake annual monitoring and reporting on Council's carbon emissions	The results are regularly monitored and will be reported on at the end of financial year.		Environmental Services
DP088 Encourage carbon reduction across the Shire	OP182	OP182 Support and participate in national and State initiatives which aim to reduce carbon emissions across the Shire	Through Sustainability Advantage and the Climate Professional Officers Group of the Local Government NSW and State Governments Department of Planning and Environment we remain across the State Government initiatives.		Environmental Services
	OP183	Investigate and develop opportunities that	Beyond the work that is being done on the development of the energy management schedule of the Emission Reduction Plan and the scoping and implementing of energy efficiency projects, work		Environmental Services

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		facilitate carbon emissions reduction	has also been done on an electric vehicle transition plan as well as assisting the scoping of renewable energy opportunities for the sewage plant upgrades. Further recommending technology choices to better monitor and reduce the direct fugitive emissions from the Sewage Treatment Plants.		
DP089 Support regional activities and partnerships to broaden and promote the range business and industry investment	OP184	Respond to business and investment enquiries	Responses are routinely provided to enquiries from various sources. Two (2) manufacturing leads were identified this quarter.		Economic Development
DP090 Build on partnerships that increase and broaden local employment opportunities	OP185	Explore partnership opportunities that increase and broaden local employment opportunities	Inception meetings were held for the Wingecarribee Local Jobs Program project. Ongoing engagement with Careers Advisors Southern Highlands, TAFE and University of Wollongong, Training Services NSW and Regional Industry Education Partnership.		Economic Development
DP091 Ensure tourism development assessment is based on quadruple bottom line principles (i.e. considers environmental, economic, social and governance factors)	OP186	Assess tourism development applications in accordance with statutory provisions, ensuring outcomes are consistent with Council's	Applications for tourist uses are continually being processed using the triple bottom line approach with protective environmental measures being put in place. An increase in such applications has been noted with a view to reinvigorate the area post COVID-19 lockdown. One (1) application was approved for farm stay accommodation during this last quarter.		Development Control

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		adopted Rural Tourism Strategy			
DP092 Promote the Southern Highlands as a world class tourist destination	OP187	Develop promotional strategies that align with the Southern Highlands Destination Strategy 2020-2030	The Southern Highlands Destination Strategy 2020-2030 was adopted by Council. Destination Southern Highlands will be working collaboratively with Council and industry stakeholders to develop ongoing promotional strategies. The first of these has been the digital marketing campaign being undertaken January to April (inc) in collaboration with The Life Style Edit agency.		Tourism
	OP188	Develop appropriate tourist information programs to ensure the delivery of high quality information to meet visitor requirements.	The Welcome Centre operates in accordance with Accredited Visitor Information Centres (AVICs) standards. Stock at the Welcome Centre continues to be a mixture of local produce and products that can further promote our region, e.g. towns & villages collection of sought-after items, local produce, local wines, etc. Services offered continue to include: <ul style="list-style-type: none"> • Accommodation booking service • Ticketing for local events • Map sales • Distribution of information material, etc. Additional local stock is currently being sourced for inclusion as saleable product through the Visitor Information Centre (VIC). Figures represent totals - January / February / March 2022. <ul style="list-style-type: none"> • Merchandise/Retail Sales Income - \$23,914 		Tourism

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			<ul style="list-style-type: none"> • Value of accommodation bookings through VIC - Commission - \$18,884 • Value of conference - Commission - \$0 • Number of events ticketed through VIC – 3 • Value of ticketing commission through VIC - \$465 • Visitation to VIC - 6,310 • Web-Site Visits - 137,838 • Membership - \$0 		
	OP189	Continue to enhance and maintain websites for Tourism and Economic Development: <ul style="list-style-type: none"> ○ Consumer Site ○ Corporate Site 	An initial meeting has been held in relation to a new visitor website, i.e. the visitsouthernhighlands regional site. Ongoing investigation by Council continues. Ongoing maintenance, enhancements and updates continue on all current sites as required: <ol style="list-style-type: none"> 1. Corporate Site - a website for Industry www.shcorporate.com.au 2. Consumer Site - website for Consumers www.visitsouthernhighlands.com.au 3. Southern Highlands website portal www.southern-highlands.com.au includes: <ul style="list-style-type: none"> • Visit - www.visitsouthernhighlands.com.au Visit - www.visitsouthernhighlands.com.au • Council - www.wsc.nsw.gov.au · • Live & Work - https://www.southern-highlands.com.au/live-work/ · • Do Business - incorporating Economic Development https://www.southern-highlands.com.au/do-business/ 		Tourism

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			<ul style="list-style-type: none"> • Weddings - https://www.visitsouthernhighlands.com.au/see-do/weddings/ • Conferencing - https://www.southern-highlands.com.au/conferencing/ • Southern Highlands Businesses - https://www.southern-highlands.com.au/southern-highlands-businesses/ • SHCorporate - http://www.shcorporate.com.au 		
	OP190	Develop and market Business Event Tourism	<p>Destination Southern Highlands endeavours to continue to enhance and add product to the southern-highlands web-site portal to enhance Business Event Tourism in the Southern Highlands, particularly in the conference space. https://www.southern-highlands.com.au/conferencing/</p> <p>This web-site portal is used to market Business Event tourism.</p> <p>Destination Southern Highlands attended the Get Local Business Events trade event held in February 2022.</p>		Tourism
	OP191	Deliver the annual Tulip Time Festival	<p>Tulip Time planning for the 2022 Festival is well underway, with the dates of 16 September to 3 October.</p> <p>This year's charity partner has been confirmed by Council and announced - it will be Harbison and meetings are already underway to assist the charity partner to maximise its fundraising opportunities.</p> <p>The new component of this year's Tulip Time - Tulips After Dark, is confirmed to take place on Friday & Saturday evenings throughout the festival period, and planning is well underway.</p>		Tourism

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			Sponsorship is tracking well to date, with confirmations from Ramsay Health, Austral Bricks and McDonalds Mittagong.		
DP093 Develop and implement marketing and promotional activities to promote the Southern Highlands	OP192	Provide an enhanced partnership and services program to the local community	Destination Southern Highlands fees and charges were put on public exhibition until 21 July 2021 and were adopted by Council on 28 July 2021. To date, partnerships have not been pursued.		Tourism
	OP193	Develop and implement Destination Marketing Campaigns for the Southern Highlands	Destination Southern Highlands in conjunction with the Visitor Economy Group appointed The Life Style Edit agency to undertake a four-month digital social media campaign in conjunction with Destination Southern Highlands from January to April 2022. This digital social media strategy/strategy, content calendar and new colour palette are still currently in market and monthly reports show that the overall campaign continues to track well.		Tourism
	OP194	Enhance and refine the 2022 Southern Highlands Publication and Map	The 2021-22 Southern Highlands Escape was published in July and distributed throughout NSW Visitor Information centres and beyond. Distribution continues as requested. This publication will continue to be in market until December 2022. Distribution continues to local businesses, operators and visitors. Discussions have taken place with Highlife Magazine to determine the future of this publication published in conjunction with Destination Southern Highlands (DSH), and if it continues, the 2023 edition would be published in January 2023 with a 12-month lifespan, bringing it into the calendar year rather than financial year.		Tourism

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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
DP094 Explore options to progress Moss Vale Enterprise Zone	OP195	Progress the promotion and development of the Southern Highlands Innovation Park (formerly Moss Vale Enterprise Zone)	Participate in Council’s community engagement forums presenting plans for the Moss Vale Bypass.		Economic Development
DP095 Support the establishment and expansion of clean industries	OP196	Promote opportunities for the establishment and expansion of clean industries	Monitor government and industry announcements and initiatives which may have implications for the Shire.		Economic Development
DP096 Manage the operation of the Southern Region Livestock Exchange	OP197	Continue to progress the planning and procurement processes for the lease of the Southern Regional Livestock Exchange	The upgrade works is progressing well at the Southern Regional Livestock Exchange and is due for completion in September 2022. A number of meetings have been held with other Local Government Area's respective livestock facilities. The Process to have the Southern Regional Livestock Exchange formally appraised has commenced.		Southern Regional Livestock Exchange
	OP198	Undertake the Southern Regional Livestock Exchange Facility Upgrade	Due to the variety of items proposed to be delivered under the obtained grant funding agreement, it was determined that it would be necessary to procure the works via multiple contracts. The discrete work packages have been progressed as follows: Work Package number One: New Load Cells to the Selling Arena Weighbridge – Completed Work Package Number Two: Selling Arena Seating Replacement – Completed		Southern Regional Livestock Exchange


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Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
			<p>Work Package Number Three: Livestock Yards & Animal Handling Facilities Replacement - 'Design & Construct' - Progressing. Progress since contract award was been slow due to resolving legacy Building Code Australia (BCA) compliance matters associated with the existing roof structure necessary, in order to obtain the Construction Certificate (CC) for the proposed grant funded works.</p> <p>With the fire safety services design completed and concurrence obtained from NSW Fire & Rescue, the Private Certifier finally issued the CC on 28/1/22 to allow the Principal Contractor's site establishment, and commencement of the staged demolition of the yards. This is noting that the works will be undertaken in 9 stages (in order to allow the continued operation of the facility with minimal disruption to the weekly sale day activities).</p> <p>As at the end of March 2022, Stage 1 and 2 have been significantly completed, with Stage 3 demolition scheduled to commence in early April 2022.</p> <p>Current anticipated completion date for this work package is November 2022 (noting that the progress of work was impacted by wet weather experienced in early 2022). The funding partner has been regularly updated on delays associated to this major component of the project.</p> <p>Work Package Number Four: CCTV Installation – Completed</p> <p>Work Package Number Five a: Power Supply Upgrade to Southern Regional Livestock Exchange (SRLX) Facility - Completed (necessary for additional electrical loads associated with the lift installation)</p>		

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			<p>Work Package Number Five b: Installation of Lift Access to the Selling Arena: 'Design & Construct' - Progressing.</p> <p>The progress of work on the lift shaft were impacted by wet weather experienced in early 2022 but have now been significantly completed to allow the installation of the passenger lift car. Installation is scheduled for early April, with an installation/commissioning period of approximately 3 -4 weeks.</p> <p>Work Package Number Six: New Driveway Access to SRLX Off Abattoir Road - Completed [but will not become operational until the main livestock yard replacement work package (N°3) is completed]. The scope of the project will be expanded to undertake an additional contract for the installation of an automated gate at this entry.</p>		
DP097 Ensure development does not impact on viable primary production and food security	OP199	Assess Planning Proposals submitted on Rural Lands to ensure that impacts on primary production and food security are mitigated	All planning proposals are being rigorously assessed by the Wingecarribee Local Planning Panel (WLPP) with the benefit of the knowledge and professionalism of the panel. Council continues to see an increased pressure of the 'green between' in regard to the Regional Plan and fringe developments that will gradually erode the character of the area. The balance between housing demand and rural character and primary production needs and protection will be and is becoming an increasingly pressured debate. When the New Living areas were identified - specific high value agricultural areas and 40 hectares or above were protected and ruled out.		Development Control

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DP098 Facilitate programs and networks that support and strengthen business development	OP200	Progress the implementation of the Southern Highlands Destination Strategy 2020-2030	Align projects, opportunities and work plan to each of the Major Industries, Key Catalytic Projects and Four Pillars.		Economic Development
	OP201	Support industry and business in COVID-19 recovery initiatives	Continue communications with business groups and networks re bushfire and COVID-19 support and funding opportunities. Coordinate the first of three events for the Festival of Place Summer Night program. Develop a creative for the construction hoarding in Bowral in support of the visitor economy and local businesses.		Economic Development
DP099 Support initiatives that provide opportunities for business mentoring and connection	OP202	Participate in Business Forums and work with Business Chambers	Promote and attend drop in session with Federal MP Stephen Jones. Deliver the Small Business Month program via a group marketing campaign and delivery of a signature event in partnership with Business Southern Highlands - the Industry Expert Showcase. Prepare and deliver a presentation for the BDCU Business Springboard Webinar.		Economic Development
DP100 Support regional economic development initiatives	OP203	Participate in regional economic development initiatives	Routine engagement with Regional NSW South East, Regional Development Australia Southern Inland, Canberra Region Joint Organisation, Destination Sydney Surrounds South, Business NSW, AusIndustry, Business Australia, Southern Region Business Enterprise Centre, Southern Tablelands Arts, Business NSW Business Facilitator, Local Jobs Program Illawarra South Coast. Facilitate informal monthly online meetings of key partners across three levels of government working in the region. Connect Council		Economic Development

**AGENDA OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 18 MAY 2022**



Delivery Plan Action	Operational Plan Number	Annual Deliverable	Q3 Comment	Status	Responsible area
			with a new Senior Regional Coordinator for Aboriginal Partnerships South East.		

Quarterly Budget Review Statement 2021/22

March Quarter

Working with you

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**AGENDA OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 18 MAY 2022**

**WINGECARRIBEE SHIRE COUNCIL
QUARTERLY BUDGET REVIEW STATEMENT**
for the 2021/22 financial year

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This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBRs.

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

WINGECARRIBEE SHIRE COUNCIL QUARTERLY BUDGET REVIEW STATEMENT for the 2021/22 financial year

Introduction

Clause 203(1) of the Local Government (General) Regulation 2005 (the Regulation) requires Council's Responsible Accounting Officer to prepare and submit a Quarterly Budget Review Statement (QBR) to Council. The QBR must show, by reference to the estimated income and expenditure that is set out in the Operational Plan, a revised estimate of income and expenditure for the year.

Council's Operational Plan sets out the achievements, goals and revenue policy, including estimates of income and expenditure. The QBR plays an important role in monitoring Council's progress against the plan and ongoing management of the annual budget.

The QBR is the mechanism whereby Councillors and the community are informed of Council's progress against the Operational Plan (original budget) and the recommended changes and reasons for major variances.

The QBR is composed of the following Statements:

- 1 Responsible Accounting Officer Statement
- 2 Income and Expenses Budget Review Statement
- 3 Capital Budget Review Statement
- 4 Cash and Investments Budget Review Statement
- 5 Net Cost of Services Statement
- 6 Budget Review Contracts and Other Expenses

A standard set of budget review statements will assist Council in meeting its charter with regard to its finances and related responsibilities in respect of its Operational Plan. Further information on these statements are set out below.

1. Responsible Accounting Officer Statement

The Regulation requires that a budget review statement must include or be accompanied by a report as to whether or not the Responsible Accounting Officer believes that the QBR indicates that Council's financial position is satisfactory, having regard to the original estimate of income and expenditure. If Council's financial position is considered by the Responsible Accounting Officer to be unsatisfactory, then recommendations for remedial action must be included.

2. Income and Expenses Budget Review Statement

This statement sets out the details of variations between Council's revised operating budget and the proposed budget as part of the March Quarterly Budget Review.

3. Capital Budget Review Statement

This statement sets out the details of variations between Council's revised capital budget and the March Quarterly Budget Review.

4. Cash and Investments Budget Review Statement

This statement shows the original budgeted cash and investment position and projected year-end position. This statement also includes detail on the transfers to and from Council's reserves.

This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBR.

1

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

WINGECARRIBEE SHIRE COUNCIL QUARTERLY BUDGET REVIEW STATEMENT for the 2021/22 financial year

5. Net Cost of Services Statement

This statement sets out the details of variations between Council's revised budget and the proposed budget as part of the March Quarterly Budget Review, by Activity of Council.

6. Budget Review Contracts and Other Expenses

Councillors are provided with information regarding tenders in the Annual Report. However, Councillors should be made aware of other material contracts entered into by Council and details of other expenses that are of particular interest. To this end a contract listing and details of legal fees and consultancy expenses are included in the QBRs.

This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBRs.

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

WINGECARRIBEE SHIRE COUNCIL QUARTERLY BUDGET REVIEW STATEMENT for the 2021/22 financial year

1. Responsible Accounting Officer Statement

Budget Review for The Quarter Ended 31 March 2022

The following statement is made in accordance with clause 203(2) of the Local Government (General) Regulation 2021.

It is my opinion that the Quarterly Budget Review Statement for Wingecarribee Shire Council for the quarter ending 31 March 2022 indicates that Council's projected financial position at 30 June 2022 will be satisfactory, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Name: Pav Kuzmanovski
Responsible Accounting Officer, Wingecarribee Shire Council

This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBRs.

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

WINGECARRIBEE SHIRE COUNCIL QUARTERLY BUDGET REVIEW STATEMENT for the 2021/22 financial year

2. Income & Expenses Budget Review Statement Budget Review for The Quarter Ended 31 March 2022 Income & Expenses - Council Consolidated

	Original Budget 2021/22 ¹	Approved Changes			Revised Budget ²	Recommended changes for Council Resolution	Projected Year End Result 2021/22 ³
		Budget Carryovers	Sept Review	Dec Review			
Income							
Rates and Annual Charges	85,151,044	-	-	-	85,151,044	-	85,151,044
User Charges and Fees	24,149,161	-	(531,588)	856,862	24,474,435	378,758	24,853,193
Interest and Investment Revenues	1,330,348	-	-	-	1,330,348	-	1,330,348
Other Revenue from Ordinary Activities	1,670,728	-	9,600	(224,700)	1,455,628	-	1,455,628
Grants & Contributions - Operating	8,266,776	-	(2,484,474)	4,950,022	10,732,324	4,296,496	15,028,820
Grants & Contributions - Capital	26,361,409	150,000	(1,665,991)	2,117,064	26,962,482	708,808	27,671,290
Rental Income	758,190	-	-	62,029	820,219	-	820,219
Total Income	147,687,656	150,000	(4,672,453)	7,761,277	150,926,480	5,384,062	156,310,542
Expenses							
Employee Costs	42,253,098	-	(563,482)	(568,253)	41,121,363	-	41,121,363
Borrowing Costs	702,656	-	-	-	702,656	-	702,656
Materials & Contracts	44,756,821	1,040,354	(774,062)	6,618,116	51,641,229	459,201	52,100,430
Depreciation	30,408,000	-	-	-	30,408,000	-	30,408,000
Other Expenses	3,122,416	63,782	(326,779)	508,624	3,368,043	120,000	3,488,043
Loss / (Gain) on Disposal of Assets	-	-	-	-	-	-	-
Total Expenses	121,242,991	1,104,136	(1,664,323)	6,558,487	127,241,291	579,199	127,820,492
Net Operating Result	26,444,665	(954,136)	(3,008,130)	1,202,790	23,685,189	4,804,863	28,490,050
Net Operating Result before Capital Items	83,255	(1,104,136)	(1,342,139)	(914,274)	(3,277,293)	4,096,055	818,760
Reconciliation to Budget							
Net Operating Result for the year (as above)	26,444,664	(954,136)	(3,008,130)	1,202,790	23,685,189	4,804,863	28,490,050
Less:							
Capital Purchases	68,630,558	35,895,455	(23,352,731)	(1,594,932)	79,578,350	935,778	80,514,128
Loan Principal Repayments	3,277,502	-	-	-	3,277,502	-	3,277,502
Transfer to Reserve	37,511,446	-	136,200	17,167	37,664,813	4,533,304	42,198,117
Add:							
Net Disposal Assets	-	-	-	-	-	-	-
Proceeds from sale of assets	1,651,189	-	-	-	1,651,189	-	1,651,189
Transfer from Reserve	48,915,653	34,849,593	(16,208,401)	(2,780,555)	64,776,290	664,221	65,440,511
New Borrowings	2,000,000	2,000,000	(4,000,000)	-	-	-	-
Depreciation Expense	30,408,000	-	-	-	30,408,000	-	30,408,000
Budget Surplus/Deficit Result	-	-	-	-	-	-	-

Notes:

1. Original Budget was adopted by Council on 23 June 2021 MN 174/21
2. Revised Budget = Original Budget +/- approved budget changes in previous Quarterly Budget Reviews
3. Projected Year End Result = Revised Budget +/- recommended changes for Council resolution as part of this Quarterly Budget Review

This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBR. 4

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

WINGECARRIBEE SHIRE COUNCIL QUARTERLY BUDGET REVIEW STATEMENT for the 2021/22 financial year

2. Income & Expenses Budget Review Statement Budget Review for The Quarter Ended 31 March 2022 Income & Expenses - General Fund

	Original Budget 2021/22 ¹	Approved Changes			Revised Budget ²	Recommended changes for Council Resolution	Projected Year End Result 2021/22 ³
		Budget Carryovers	Sept Review	Dec Review			
Income							
Rates and Annual Charges	63,514,335	-	-	-	63,514,335	-	63,514,335
User Charges and Fees	13,171,402	-	(531,588)	856,862	13,496,676	378,758	13,875,434
Interest and Investment Revenues	564,900	-	-	-	564,900	-	564,900
Other Revenue from Ordinary Activities	1,616,073	-	9,600	(224,700)	1,400,973	-	1,400,973
Grants & Contributions - Operating	8,266,776	-	(2,484,474)	4,950,022	10,732,324	4,296,496	15,028,820
Grants & Contributions - Capital	19,986,087	150,000	2,334,009	2,117,064	24,587,160	708,808	25,295,968
Rental Income	555,852	-	-	62,029	617,881	-	617,881
Total Income	107,675,425	150,000	(672,453)	7,761,277	114,914,249	5,384,062	120,298,311
Expenses							
Employee Costs	34,942,152	-	(563,482)	(568,253)	33,810,417	-	33,810,417
Borrowing Costs	466,866	-	-	-	466,866	-	466,866
Materials & Contracts	31,393,524	961,354	(774,062)	6,502,182	38,082,998	249,201	38,332,199
Depreciation	19,451,000	-	-	-	19,451,000	-	19,451,000
Other Expenses	3,097,888	63,782	(326,779)	508,624	3,343,515	120,000	3,463,515
Loss / (Gain) on Disposal of Assets	-	-	-	-	-	-	-
Total Expenses	89,351,430	1,025,136	(1,664,323)	6,442,553	95,154,796	369,201	95,523,997
Net Operating Result	18,323,995	(875,136)	991,870	1,318,724	19,759,453	5,014,861	24,774,314
Net Operating Result before Capital Items	(1,662,092)	(1,025,136)	(1,342,139)	(798,340)	(4,827,707)	4,306,054	(521,654)
Reconciliation to Budget							
Net Operating Result for the year (as above)	18,323,995	-	875,136	991,870	1,318,724	19,759,453	5,014,861
Less:							
Capital Purchases	38,439,321	22,604,515	(6,547,566)	(1,064,546)	53,431,724	974,778	54,406,502
Loan Principal Repayments	1,643,009	-	-	-	1,643,009	-	1,643,009
Transfer to Reserve	24,068,272	-	136,200	133,100	24,337,572	4,533,304	28,870,876
Add:							
Net Disposal Assets	-	-	-	-	-	-	-
Proceeds from sale of assets	1,235,030	-	-	-	1,235,030	-	1,235,030
Transfer from Reserve	23,140,575	21,479,653	(3,403,236)	(2,250,169)	38,966,823	493,221	39,460,044
New Borrowings	2,000,000	2,000,000	(4,000,000)	-	-	-	-
Depreciation Expense	19,451,000	-	-	-	19,451,000	-	19,451,000
Budget Surplus/Deficit Result	-	-	-	-	-	-	-

Notes:

1. Original Budget was adopted by Council on 23 June 2021 MN 174/21
2. Revised Budget = Original Budget +/- approved budget changes in previous Quarterly Budget Reviews
3. Projected Year End Result = Revised Budget +/- recommended changes for Council resolution as part of this Quarterly Budget Review

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

WINGECARRIBEE SHIRE COUNCIL QUARTERLY BUDGET REVIEW STATEMENT for the 2021/22 financial year

2. Income & Expenses Budget Review Statement

Budget Review for The Quarter Ended 31 March 2022

Income & Expenses - General Fund

This statement sets out the details of variations between Council's Revised Budget and the Projected Year End Result as part of the Quarterly Budget Review.

Note that for budgetary changes: **F** = favourable budget change, **U** = unfavourable budget change.

	Budget Change	
		F/U
<u>Income</u>		
User Charges and Fees	378,758	F
The increase is due to the utilisation of Contractors Retention monies to complete the Civic Centre Project \$378,758		
Grants & Contributions - Operating	4,296,496	F
This increase is due to the advance payment for Financial Assistance Grant FAG for Year 2022/23		
Grants & Contributions - Capital	708,808	F
This increase is due to the following grants being brought to account; Wombat Crossing - TfNSW Safe School Zone Program \$72,000 budget split across two year. New Funding for Bong Bong Common Stage from DPIE \$400,000, Increase in Local Road Construction by R2R \$236,808.		
<u>Expenses</u>		
Materials & Contracts	249,201	U
There have been numerous adjustments to Materials and Services across the organisation, including Building Compliance \$217,423, Southern Highlands Innovation Park Masterplan \$48,300, Renwick Community Centre \$15,000. Offsetting this there has been a decrease in animal shelter (\$25,000), and Signage (\$6,522).		
Other Expenses	120,000	U
This increase is due to the engagement of consultants to prepare the Welby Landfill closure plan \$120,000		

This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBRs.

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

WINGECARRIBEE SHIRE COUNCIL QUARTERLY BUDGET REVIEW STATEMENT for the 2021/22 financial year

2. Income & Expenses Budget Review Statement Budget Review for The Quarter Ended 31 March 2022 Income & Expenses - Water Fund

	Original Budget 2021/22 ¹	Approved Changes			Revised Budget ²	Recommended changes for Council Resolution	Projected Year End Result 2021/22 ³
		Budget Carryovers	Sept Review	Dec Review			
Income							
Rates and Annual Charges	3,701,256	-	-	-	3,701,256	-	3,701,256
User Charges and Fees	9,788,292	-	-	-	9,788,292	-	9,788,292
Interest and Investment Revenues	428,069	-	-	-	428,069	-	428,069
Other Revenue from Ordinary Activities	47,190	-	-	-	47,190	-	47,190
Grants & Contributions - Operating	-	-	-	-	-	-	-
Grants & Contributions - Capital	1,045,082	-	-	-	1,045,082	-	1,045,082
Rental Income	202,338	-	-	-	202,338	-	202,338
Total Income	15,212,227	-	-	-	15,212,227	-	15,212,227
Expenses							
Employee Costs	3,541,679	-	-	-	3,541,679	-	3,541,679
Borrowing Costs	-	-	-	-	-	-	-
Materials & Contracts	6,683,705	44,000	-	57,967	6,785,672	10,000	6,795,672
Depreciation	5,102,000	-	-	-	5,102,000	-	5,102,000
Other Expenses	12,264	-	-	-	12,264	-	12,264
Loss / (Gain) on Disposal of Assets	-	-	-	-	-	-	-
Total Expenses	15,339,648	44,000	-	57,967	15,441,615	10,000	15,451,615
Net Operating Result	(127,421)	(44,000)	-	(57,967)	(229,388)	(10,000)	(239,388)
Net Operating Result before Capital Items	(1,172,503)	(44,000)	-	(57,967)	(1,274,470)	(10,000)	(1,284,470)
Reconciliation to Budget							
Net Operating Result for the year (as above)	(127,421)	(44,000)	-	-	57,967	(229,388)	(239,388)
Less:							
Capital Purchases	8,757,791	8,457,916	(3,433,004)	645,000	14,427,703	(149,000)	14,278,703
Loan Principal Repayments	-	-	-	-	-	-	-
Transfer to Reserve	4,974,577	-	-	(57,967)	4,916,610	-	4,916,610
Add:							
Net Disposal Assets							
Proceeds from sale of assets	114,588	-	-	-	114,588	-	114,588
Transfer from Reserve	8,643,203	8,501,916	(3,433,004)	645,000	14,357,115	(139,000)	14,218,115
New Borrowings	-	-	-	-	-	-	-
Depreciation Expense	5,102,000	-	-	-	5,102,000	-	5,102,000
Budget Surplus/Deficit Result	-	-	-	-	-	-	-

Notes:

1. Original Budget was adopted by Council on 23 June 2021 MN 174/21
2. Revised Budget = Original Budget +/- approved budget changes in previous Quarterly Budget Reviews
3. Projected Year End Result = Revised Budget +/- recommended changes for Council resolution as part of this Quarterly Budget Review

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

WINGECARRIBEE SHIRE COUNCIL QUARTERLY BUDGET REVIEW STATEMENT for the 2021/22 financial year

2. Income & Expenses Budget Review Statement Budget Review for The Quarter Ended 31 March 2022 Income & Expenses - Water Fund

This statement sets out the details of variations between Council's Revised Budget and the Projected Year End Result as part of the Quarterly Budget Review.

Note that for budgetary changes: **F** = favourable budget change, **U** = unfavourable budget change.

	Budget Change	
	F/U	
<u>Income</u>		
Nil		
<u>Expenses</u>		
Materials & Contracts	10,000	U
This increase relates to the contribution from water fund to backfill the GIS officer position.		

This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBRs.

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

WINGECARRIBEE SHIRE COUNCIL QUARTERLY BUDGET REVIEW STATEMENT for the 2021/22 financial year

2. Income & Expenses Budget Review Statement Budget Review for The Quarter Ended 31 March 2022 Income & Expenses - Sewer Fund

	Original Budget	Approved Changes			Revised Budget ²	Recommended changes for Council	Projected Year End Result
	2021/22 ¹	Budget Carryovers	Sept Review	Dec Review		Resolution	
Income							
Rates and Annual Charges	17,935,453	-	-	-	17,935,453	-	17,935,453
User Charges and Fees	1,189,466	-	-	-	1,189,466	-	1,189,466
Interest and Investment Revenues	337,379	-	-	-	337,379	-	337,379
Other Revenue from Ordinary Activities	7,465	-	-	-	7,465	-	7,465
Grants & Contributions - Operating	-	-	-	-	-	-	-
Grants & Contributions - Capital	5,330,240	-	(4,000,000)	-	1,330,240	-	1,330,240
Rental Income	-	-	-	-	-	-	-
Total Income	24,800,003	-	(4,000,000)	-	20,800,003	-	20,800,003
Expenses							
Employee Costs	3,769,267	-	-	-	3,769,267	-	3,769,267
Borrowing Costs	235,790	-	-	-	235,790	-	235,790
Materials & Contracts	6,679,592	35,000	-	57,967	6,772,559	200,000	6,972,559
Depreciation	5,855,000	-	-	-	5,855,000	-	5,855,000
Other Expenses	12,264	-	-	-	12,264	-	12,264
Loss / (Gain) on Disposal of Assets	-	-	-	-	-	-	-
Total Expenses	16,551,913	35,000	-	57,967	16,644,880	200,000	16,844,880
Net Operating Result	8,248,090	(35,000)	(4,000,000)	(57,967)	4,155,123	(200,000)	3,955,123
Net Operating Result before Capital Items	2,917,850	(35,000)	-	(57,967)	2,824,883	(200,000)	2,624,883
Reconciliation to Budget							
Net Operating Result for the year (as above)	8,248,090	-	35,000	-	4,000,000	(57,967)	4,155,123
Less:							
Capital Purchases	21,433,446	4,833,024	(13,372,161)	(1,175,386)	11,718,923	(100,000)	11,618,923
Loan Principal Repayments	1,634,493	-	-	-	1,634,493	-	1,634,493
Transfer to Reserve	8,468,597	-	-	(57,966)	8,410,631	-	8,410,631
Add:							
Net Disposal Assets	-	-	-	-	-	-	-
Proceeds from sale of assets	301,571	-	-	-	301,571	-	301,571
Transfer from Reserve	17,131,875	4,868,024	(9,372,161)	(1,175,386)	11,452,352	100,000	11,552,352
New Borrowings	-	-	-	-	-	-	-
Depreciation Expense	5,855,000	-	-	-	5,855,000	-	5,855,000
Budget Surplus/Deficit Result	-	-	-	-	-	-	-

Notes:

1. Original Budget was adopted by Council on 23 June 2021 MN 174/21
2. Revised Budget = Original Budget + approved budget changes in previous Quarterly Budget Reviews
3. Projected Year End Result = Revised Budget +/- recommended changes for Council resolution as part of this Quarterly Budget Review

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

WINGECARRIBEE SHIRE COUNCIL QUARTERLY BUDGET REVIEW STATEMENT for the 2021/22 financial year

2. Income & Expenses Budget Review Statement Budget Review for The Quarter Ended 31 March 2022 Income & Expenses - Sewer Fund

This statement sets out the details of variations between Council's Revised Budget and the Projected Year End Result as part of the Quarterly Budget Review.

Note that for budgetary changes: **F** = favourable budget change, **U** = unfavourable budget change.

Budget Change
F/U

Income

Nil

Expenses

Materials & Contracts

200,000 U

This increase relates to the budgetary requirement in Mittagong Biosolids Management for mechanical de-watering, due to wet summer which is impacting the STP drying beds \$150,000. Mittagong Pumping Station urgent repair work due to pump failure \$40,000. Contribution from Sewer fund to backfill GIS officer position \$10,000.

This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBRS.

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

WINGECARRIBEE SHIRE COUNCIL QUARTERLY BUDGET REVIEW STATEMENT for the 2021/22 financial year

3. Capital Budget Review Statement Budget Review for The Quarter Ended 31 March 2022 Capital Budget - Council Consolidated

	Original Budget 2021/22 ¹	Approved Changes			Revised Budget ²	Recommended changes for Council Resolution	Projected Year End Result 2021/22 ³
		Budget	Sept	Dec			
		Carryovers	Review	Review			
Capital Expenditure							
<i>New Assets</i>							
Plant & Equipment	5,519	-	12,700	106,000	124,219	-	124,219
Furniture & Fittings	-	42,913	-	-	42,913	-	42,913
Office Equipment	4,405	243,474	98,950	207,000	553,829	-	553,829
Land - Operational Land	-	-	-	-	-	-	-
Buildings - Specialised	5,685,022	9,732,475	(4,732,206)	(1,543,395)	9,141,896	340,000	9,481,896
Other Structures	1,200,032	3,152,713	(1,997,367)	(199,839)	2,155,539	275,000	2,430,539
Infrastructure - Roads	16,543,529	5,441,990	1,701,258	395,003	24,081,780	961,020	25,042,800
Infrastructure - Bridges	3,649,170	90,746	(1,620,000)	25,000	2,144,916	-	2,144,916
Infrastructure - Footpaths	216,154	109,312	500,000	(134,000)	691,466	10,000	701,466
Infrastructure - Stormwater Drainage	3,780,282	1,548,903	(523,000)	59,685	4,865,870	-	4,865,870
Infrastructure - Water Supply Network	6,405,000	7,417,311	(3,173,004)	645,000	11,294,307	(89,000)	11,205,307
Infrastructure - Sewerage Network	18,063,339	980,748	(13,381,255)	(1,175,386)	4,487,446	50,000	4,537,446
Other Assets - Open Space Recreation	-	60,000	12,000	-	72,000	-	72,000
<i>Renewal Assets</i>							
Plant & Equipment	4,152,325	-	48,593	-	4,200,918	-	4,200,918
Office Equipment	97,097	-	-	-	97,097	-	97,097
Land - Operational Land	-	-	-	-	-	-	-
Buildings - Specialised	-	1,113,280	-	-	1,113,280	378,758	1,492,038
Other Structures	217,310	-	(39,400)	20,000	197,910	-	197,910
Infrastructure - Roads	3,907,374	-	-	-	3,907,374	(990,000)	2,917,374
Infrastructure - Bridges	-	1,068,709	-	-	1,068,709	-	1,068,709
Infrastructure - Footpaths	-	-	-	-	-	-	-
Infrastructure - Stormwater Drainage	-	-	-	-	-	-	-
Infrastructure - Water Supply Network	2,050,000	1,040,605	(260,000)	-	2,830,605	-	2,830,605
Infrastructure - Sewerage Network	2,470,000	3,852,276	-	-	6,322,276	-	6,322,276
Other Assets - Library Books	184,000	-	-	-	184,000	-	184,000
Total Capital Expenditure	68,630,558	35,895,455	(23,352,731)	(1,594,932)	79,578,350	935,778	80,514,128
Capital Funding							
General Revenue	(5,171,002)	-	9,096	212,151	(4,949,755)	(403,758)	(5,353,513)
Sale of Assets	(1,651,189)	-	-	-	(1,651,189)	-	(1,651,189)
Grants & Contributions	(21,566,138)	(8,939,572)	3,485,239	(558,000)	(27,578,471)	(715,331)	(28,293,802)
Special rate Variation (SRV)	(8,452,149)	(4,828,055)	3,630,855	220,000	(9,429,349)	409,311	(9,020,038)
Other Reserves	(2,041,897)	(6,106,115)	(1,577,875)	1,190,394	(8,535,493)	(265,000)	(8,800,493)
Developer Contributions	(11,764,284)	(5,667,480)	5,150,079	126,800	(12,154,885)	39,000	(12,115,885)
Stormwater Management Charge	(248,000)	-	92,000	-	(156,000)	-	(156,000)
Borrowings	(2,000,000)	(2,000,000)	4,000,000	-	-	-	-
Water Fund	(5,043,203)	(5,430,393)	2,121,083	(720,000)	(9,072,513)	-	(9,072,513)
Sewer Fund	(10,692,696)	(2,923,840)	6,442,254	1,123,586	(6,050,696)	-	(6,050,696)
Total Capital Funding	(68,630,558)	(35,895,455)	23,352,731	1,594,932	(79,578,350)	(935,778)	(80,514,128)
Net Capital Funding - Surplus/(Deficit)	-	-	-	-	-	-	-

Notes:

1. Original Budget was adopted by Council on 23 June 2021 MN 174/21
2. Revised Budget = Original Budget +/- approved budget changes in previous Quarterly Budget Reviews
3. Projected Year End Result = Revised Budget +/- recommended changes for Council resolution as part of this Quarterly Budget Review

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

WINGECARRIBEE SHIRE COUNCIL QUARTERLY BUDGET REVIEW STATEMENT for the 2021/22 financial year

3. Capital Budget Review Statement

Budget Review for The Quarter Ended 31 March 2022
Capital Budget - Council Consolidated

This statement sets out the details of variations between Council's Revised Budget and the Projected Year End Result as part of the Quarterly Budget Review.

Note that for budgetary changes: **F** = favourable budget change, **U** = unfavourable budget change.

	Budget Change	
	\$	F/U
Buildings	718,758	U
The increase in the budget for Buildings is due to the following; Animal Shelter Accessibility Ramp \$25,000, MVAC additional change room \$265,000, 3 RFS Station Water Storage tanks \$50,000, Civic Centre refurbishment \$378,758		
Other Structures	275,000	U
This budget adjustment is for; Seymour park playground renewal with reduction of (\$34,000), Lackey Park Regional Sporting Hub Design reduction of (\$91,000), With adjustment in budget for Bong Bong Common Stage 1B,2&3 \$400,000		
Roads, Bridges and Footpaths	(18,980)	F
The adjustment for Roads and Bridges is due to increased budget allocations for the following projects; Change in Scope "Madeline St Hill Top Pathway Construction "additional \$10,000 required. Balmoral & HillTop Village Sign \$6,522. Upgrade Seal Mt Broughton Rd \$200,000, various Wombat Crossing \$72,000, Bong Bong Common Intersection upgrade \$75,000. offsetting this budget allocation have been reduced for Local Roads Gravel Resheeting Program \$(990,000), Boardman Rd Asphalt Resheeting (\$422,502).		
Water Supply Network	(89,000)	F
The increase in the budget for Water Supply is due to an allocation for Design Bundanoon Dam to Exter Reservoir \$60,000. Counterbalancing this by reducing Queen St Water Supply construction (\$59,000), Master Plan West Bowral Transfer Duplication (\$30,000), Critical Main Upgrade Werai WPS to Exeter Reservoir (\$60,000)		
Sewerage Network	50,000	U
The increase in the budget for Sewerage Network is due to Critical main upgrade - Throsby Street \$50,000		

This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBRs.

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

WINGECARRIBEE SHIRE COUNCIL QUARTERLY BUDGET REVIEW STATEMENT for the 2021/22 financial year

4. Cash & Investment Budget Review Statement

Budget Review for The Quarter Ended 31 March 2022

Statements

Investments

Investments have been made in accordance with Council's Investment Policy.

Cash

This cash at bank amount has been reconciled to Council's physical bank statements.

The date of completion of this bank reconciliation is 31/03/2022.

Reconciliation Status

The year to date cash & investment figure reconciles to the actual balances held as follows:

		\$
Cash at Bank (as per bank statements)		405,786
Investments on Hand		204,596,909
less: Unpresented Cheques	(Timing Difference)	(66,821)
add: Undeposited Funds	(Timing Difference)	73,070
 Reconciled Cash at Bank & Investments		 205,008,943

This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBR.

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

WINGECARRIBEE SHIRE COUNCIL QUARTERLY BUDGET REVIEW STATEMENT for the 2021/22 financial year

4. Cash & Investment Budget Review Statement Budget Review for The Quarter Ended 31 March 2022

	Original Budget 2021/22 ¹	Approved Changes			Revised Budget ²	Recommended changes for Council Resolution	Projected Year End Result 2021/22 ³
		Budget Carryovers	Sept Review	Dec Review			
External Restrictions							
s7.11 Developer Contributions	20,210,272	(468,710)	46,250	(140,000)	19,647,812	(48,300)	19,599,512
s64 Developer Contributions	28,790,166	(5,198,770)	5,103,828	126,800	28,822,024	39,000	28,861,024
Domestic Waste Management	5,275,953		883,000	21,424	6,180,377	(60,000)	6,120,377
Environment Levy	797,685	(147,068)	(26,000)	-	624,617		624,617
Unexpended Grants	1,118,400	(885,975)	1,902,752	1,621,453	3,756,630	(1)	3,756,629
Stormwater Management	283,983		92,000	-	375,983		375,983
Water Sales Fluctuation Reserve	12,087,494				12,087,494		12,087,494
Augmentation - Water	29,928,510	(5,430,393)	2,121,083	(777,967)	25,841,233	(10,000)	25,831,233
Augmentation - Sewer	35,050,028	(2,923,840)	6,451,348	1,065,620	39,643,156	(200,000)	39,443,156
Total External Restrictions	133,542,491	(15,054,756)	16,574,261	1,917,330	136,979,326	(279,301)	136,700,025
Internal Restrictions							
Animal Shelter Building Reserve	3,429,606		-	(176,000)	3,253,606		3,253,606
Bong Bong Common	50,000		(50,000)	-	-		-
Bowral Memorial Hall	52,886	(52,886)		-	-		-
Bridges	132,677	(40,000)			92,677		92,677
Budget Equalisation Reserve	454,500				454,500		454,500
Business Transformation	539,566	(236,375)	(7,099)	(207,000)			89,092
Capital Projects	1,467,899	(556,687)	(62,000)		849,212		849,212
Cemeteries	160,481		(50,000)		110,481		110,481
Civic Centre Refurbishment Reserve	1,243,984	(1,113,280)	(104,675)	104,675	130,704		130,704
Contribution to Works	69,519				69,519		69,519
Emergency Assistance Fund	10,000				10,000		10,000
Employee Leave Entitlements	1,569,940				1,569,940		1,569,940
Election Reserve	117,300		375,000		492,300		492,300
Family Day Care	439,969				439,969		439,969
Financial Assistance Grant	2,696,491		(2,696,491)			4,296,496	4,296,496
Investing in our future (SRV)	8,451,161	(4,828,055)	3,663,355	150,000	7,436,461	191,888	7,628,349
Land Rental Charge	5,768,685	(2,130,309)		700,000	4,338,376	(100,000)	4,238,376
Mittagong Pool	48,989				48,989		48,989
MVWMAC Reserve	178,160		(12,700)		165,460	(165,000)	460
Plant	3,858,566		(9,094)		3,849,472		3,849,472
Property Development Reserve	4,810,591	(675,700)		500,000	4,634,891		4,634,891
Quarry Road Maintenance Reserve	1,059,509				1,059,509		1,059,509
Regional Art Gallery	-				-		-
Renwick Asset Management	175,672	(23,050)			152,622	(15,000)	137,622
Revolving Energy Fund	337,243	(110,421)		18,719	245,541		245,541
Risk Management Reserve	284,398				284,398		284,398
Saleyards (SRLX) Reserve	159,068				159,068		159,068
SRLX Capital Improvement Fund	415,614				415,614		415,614
Southern Phone Share Sales Reserve	810,563		(400,000)		410,563		410,563
Tourism	63,656		(63,656)		-		-
Waste Facilities (General Fund) Reserve	2,783,497			(450,000)	2,333,497	(60,000)	2,273,497
Works in Progress	2,716,557	(1,517,013)	(812,300)	240,000	627,244		627,244
Total Internal Restrictions	44,356,747	(11,283,776)	(229,660)	880,394	33,723,705	4,148,384	37,872,089
Total Cash & Investments	177,899,238	(26,338,532)	16,344,601	2,797,724	170,703,031	3,869,083	174,572,114

Notes:

External restrictions are funds that must be spent for a specific purpose and cannot be used by Council for general operations. Internal restrictions are funds that council has determined will be used for a specific future purpose.

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

WINGECARRIBEE SHIRE COUNCIL
QUARTERLY BUDGET REVIEW STATEMENT
for the 2021/22 financial year

5. Net Cost of Services Statement Budget Review for the Quarter ended 31 March 2021 Income & Expenses - Council Consolidated

	Original ⁽¹⁾	Approved Changes			Revised ⁽²⁾	Recommended changes for Council Resolution	Projected ⁽³⁾	Reasons for Budget Variations
	Budget 2021/22	Budget Carrrovers	Sept Review	Dec Review	Budget		Year End Result 2021/22	
02 - Corporate Strategy & Resourcing								
02 - Corporate & Community								
005 - Corp & Community Admin								
Income	(8,467)	0	0	0	(8,467)	0	(8,467)	
Expenses	665,699	0	(101,859)	(68,766)	495,074	0	495,074	
Sub-Total Corp & Community Admin	657,232	0	(101,859)	(68,766)	486,607	0	486,607	
020 - Family Day Care								
Income	(867,481)	0	0	0	(867,481)	0	(867,481)	
Expenses	1,005,169	(0)	0	0	1,005,169	0	1,005,169	
Reserves	(81,688)	0	0	0	(81,688)	0	(81,688)	
Sub-Total Family Day Care	56,000	(0)	0	0	56,000	0	56,000	
023 - Community Development								
Income	(112,128)	0	0	(25,728)	(137,856)	0	(137,856)	
Expenses	1,349,396	136,861	20,000	(17,654)	1,488,603	0	1,488,603	
Reserves	(100,000)	(136,861)	0	(851)	(237,712)	0	(237,712)	
Sub-Total Community Development	1,137,268	0	20,000	(44,233)	1,113,035	0	1,113,035	
026 - Community Engagement								
Expenses	155,452	0	0	0	155,452	0	155,452	
Sub-Total Community Engagement	155,452	0	0	0	155,452	0	155,452	
032 - Corporate Strategy & Governance								
Expenses	606,994	0	8,700	(30,000)	585,694	0	585,694	
Sub-Total Corporate Strategy & Governance	606,994	0	8,700	(30,000)	585,694	0	585,694	
058 - Donations & Civic Events								
Income	0	0	0	(20,000)	(20,000)	0	(20,000)	
Expenses	336,701	0	0	20,000	356,701	0	356,701	
Sub-Total Donations & Civic Events	336,701	0	0	0	336,701	0	336,701	
062 - Legal								
Expenses	242,856	(0)	(143,234)	(47,498)	52,124	0	52,124	
Sub-Total Legal	242,856	(0)	(143,234)	(47,498)	52,124	0	52,124	
101 - Risk Management								
Income	0	0	0	0	0	0	0	
Expenses	1,684,063	1	(0)	(32,377)	1,651,687	0	1,651,687	
Sub-Total Risk Management	1,684,063	1	(0)	(32,377)	1,651,687	0	1,651,687	
170 - WHS								
Income	(216,000)	0	0	0	(216,000)	0	(216,000)	
Expenses	476,608	0	(0)	(35,276)	441,332	0	441,332	
Sub-Total WHS	260,608	0	(0)	(35,276)	225,332	0	225,332	
179 - Internal Audit								
Expenses	113,362	0	0	(42,498)	70,864	0	70,864	
Sub-Total Internal Audit	113,362	0	0	(42,498)	70,864	0	70,864	
187 - Out of School Hours Care								
Income	(304,604)	0	0	0	(304,604)	0	(304,604)	
Expenses	306,677	0	0	0	306,677	0	306,677	
Reserves	(2,073)	0	0	0	(2,073)	0	(2,073)	
Sub-Total Out of School Hours Care	(0)	0	0	0	(0)	0	(0)	
195 - Corporate Planning								
Expenses	21,047	53,336	114,000	0	188,383	0	188,383	
Reserves	0	(53,336)	0	0	(53,336)	0	(53,336)	
Sub-Total Corporate Planning	21,047	0	114,000	0	135,047	0	135,047	

This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBRs.

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

5. Net Cost of Services Statement
Budget Review for the Quarter ended 31 March 2021
Income & Expenses - Council Consolidated

	Original ⁽¹⁾	Approved Changes			Revised ⁽²⁾	Recommended changes for Council Resolution	Projected ⁽³⁾	Reasons for Budget Variations
	Budget 2021/22	Budget Carryovers	Sept Review	Dec Review	Budget		Year End Result 2021/22	
Sub-Total Corporate & Community	5,271,583	1	(102,394)	(300,648)	4,868,543	0	4,868,543	
03 - Information Services								
006 - Corporate Information								
Expenses	738,079	(0)	(0)	(15,000)	723,078	0	723,078	
Sub-Total Corporate Information	738,079	(0)	(0)	(15,000)	723,078	0	723,078	
033 - Corporate Systems								
Income	(26,331)	0	0	0	(26,331)	(20,000)	(46,331)	Increase in Employment cost to cover backfill position of GIS officer
Expenses	791,479	(0)	9,531	0	801,010	20,000	821,010	
Sub-Total Corporate Systems	765,148	(0)	9,531	0	774,679	0	774,679	
034 - Information Services								
Expenses	234,644	0	0	0	234,645	0	234,645	
Capital Purchases	97,097	0	98,950	0	196,047	0	196,047	
Sub-Total Information Services	331,742	0	98,950	0	430,692	0	430,692	
055 - Customer Service								
Income	(1,626)	0	0	0	(1,626)	0	(1,626)	
Expenses	1,220,380	(0)	0	0	1,220,380	(0)	1,220,380	
Sub-Total Customer Service	1,218,754	0	0	0	1,218,754	(0)	1,218,754	
061 - ICT Operations								
Income	(88,362)	0	0	(15,500)	(103,862)	0	(103,862)	Grant fund to be utilised for computer lease
Expenses	1,443,824	(1)	0	240,000	1,683,823	26,340	1,710,163	
Reserves	0	0	0	0	0	(26,340)	(26,340)	
Sub-Total ICT Operations	1,355,462	(1)	0	224,500	1,579,961	0	1,579,961	
064 - Library Services								
Income	(144,437)	(0)	0	(52,000)	(196,437)	0	(196,437)	
Expenses	1,651,127	(0)	0	(63,718)	1,587,408	0	1,587,408	
Capital Purchases	184,000	19,863	0	0	203,863	0	203,863	
Reserves	0	(19,863)	0	52,000	32,137	0	32,137	
Sub-Total Library Services	1,690,690	(1)	0	(63,718)	1,626,971	0	1,626,971	
183 - Website Development								
Expenses	49,722	1	(1)	(5,000)	44,723	0	44,723	
Sub-Total Website Development	49,722	1	(1)	(5,000)	44,723	0	44,723	
189 - Business Transformation								
Income	0	0	0	0	0	0	0	
Expenses	180,394	(180,394)	180,393	0	180,393	0	180,393	
Capital Purchases	0	243,474	0	207,000	450,474	0	450,474	
Reserves	(180,393)	(63,081)	(180,393)	(207,000)	(630,867)	0	(630,867)	
Sub-Total Business Transformation	0	(0)	0	0	0	0	0	
Sub-Total Information Services	6,149,598	(1)	108,481	140,782	6,398,859	(0)	6,398,859	
05 - Finance Procurement & Fleet Services								
014 - Bushfire Services								
Income	(293,760)	0	0	0	(293,760)	0	(293,760)	
Expenses	1,319,526	0	(280,766)	0	1,038,760	0	1,038,760	
Capital Purchases	0	0	0	0	0	0	0	
Sub-Total Bushfire Services	1,025,766	0	(280,766)	0	745,000	0	745,000	
042 - Accounting Services								
Income	(6,555)	0	0	0	(6,555)	0	(6,555)	
Expenses	1,141,124	0	67,347	(37,828)	1,170,643	0	1,170,643	
Sub-Total Accounting Services	1,134,569	0	67,347	(37,828)	1,164,088	0	1,164,088	
044 - Financial Services								
Income	(387,276)	0	0	0	(387,276)	0	(387,276)	
Expenses	442,506	0	0	0	442,506	0	442,506	
Sub-Total Financial Services	55,230	0	0	0	55,230	0	55,230	

This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBRs.

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

5. Net Cost of Services Statement Budget Review for the Quarter ended 31 March 2021 Income & Expenses - Council Consolidated

	Original ⁽¹⁾ Budget 2021/22	Approved Changes			Revised ⁽²⁾ Budget	Recommended changes for Council Resolution	Projected ⁽³⁾ Year End Result 2021/22	Reasons for Budget Variations
		Budget Carryovers	Sept Review	Dec Review				
045 - Corporate Finance								
Income	(9,952,000)	0	2,514,474	0	(7,437,526)	(4,296,496)	(11,734,022)	Advance payment for FAG 2022/23 received
Expenses	(395,659)	0	0	686,750	291,091	0	291,091	
Loan Repayment	246,434	0	0	0	246,434	0	246,434	
Reserves	790,332	0	(2,696,491)	0	(1,906,159)	4,296,496	2,390,337	
Sub-Total Corporate Finance	(9,310,893)	0	(182,017)	686,750	(8,806,160)	0	(8,806,160)	
046 - Fleet and Supply Admin (Sewer Fund)								
Income	(456,365)	0	0	0	(456,365)	0	(456,365)	
Expenses	318,561	0	0	0	318,561	0	318,561	
Capital Purchases	900,108	0	9,094	0	909,202	0	909,202	
Reserves	(762,304)	0	(9,094)	0	(771,398)	0	(771,398)	
Sub-Total Fleet and Supply Admin (Sewer Fund)	(0)	0	0	0	(0)	0	(0)	
047 - Fleet and Supply Admin (Water Fund)								
Income	(459,768)	0	0	0	(459,768)	0	(459,768)	
Expenses	347,521	0	0	0	347,521	0	347,521	
Capital Purchases	302,791	0	0	0	302,791	0	302,791	
Reserves	(190,544)	0	0	0	(190,544)	0	(190,544)	
Sub-Total Fleet and Supply Admin (Water Fund)	0	0	0	0	0	0	0	
048 - Leased Vehicles								
Income	(957,330)	0	0	0	(957,330)	0	(957,330)	
Expenses	557,330	0	0	0	557,330	0	557,330	
Capital Purchases	800,000	0	0	0	800,000	0	800,000	
Reserves	(400,000)	0	0	0	(400,000)	0	(400,000)	
Sub-Total Leased Vehicles	(0)	0	0	0	(0)	0	(0)	
049 - Plant								
Income	(3,403,351)	0	0	0	(3,403,351)	0	(3,403,351)	
Expenses	2,260,609	0	0	0	2,260,609	0	2,260,609	
Capital Purchases	2,149,426	0	39,500	0	2,188,926	0	2,188,926	
Reserves	(1,006,684)	0	(32,500)	0	(1,039,184)	0	(1,039,184)	
Sub-Total Plant	(0)	0	7,000	0	7,000	0	7,000	
050 - Supply								
Expenses	5,000	0	0	0	5,000	0	5,000	
Sub-Total Supply	5,000	0	0	0	5,000	0	5,000	
051 - Workshops								
Income	(391,969)	0	0	(7,000)	(398,969)	0	(398,969)	
Expenses	386,450	0	0	7,000	393,450	0	393,450	
Capital Purchases	5,519	0	0	0	5,519	0	5,519	
Sub-Total Workshops	(0)	0	0	(0)	(0)	0	(0)	
092 - Property Services								
Income	(538,816)	0	(30,000)	(62,029)	(630,845)	0	(630,845)	Increase in activity Crown land plans of Management to be covered from Bushfire recovery grant
Expenses	420,091	0	30,000	904	450,995	30,000	480,995	
Capital Purchases	0	0	0	0	0	0	0	
Loan Repayment	0	0	0	0	0	0	0	
Reserves	100,000	0	0	0	100,000	(30,000)	70,000	
Sub-Total Property Services	(18,725)	0	0	(61,125)	(79,850)	0	(79,850)	
099 - IRS Programme								
Expenses	0	0	0	0	0	0	0	
Sub-Total IRS Programme	0	0	0	0	0	0	0	
100 - Revenue Accounting								
Income	(54,939,460)	0	0	160,200	(54,779,260)	0	(54,779,260)	
Expenses	1,334,689	0	0	(160,200)	1,174,489	0	1,174,489	
Reserves	13,383,400	0	0	0	13,383,400	0	13,383,400	
Sub-Total Revenue Accounting	(40,221,371)	0	0	0	(40,221,371)	0	(40,221,371)	
177 - State Emergency Services								
Expenses	102,900	0	(27,576)	0	75,324	0	75,324	
Sub-Total State Emergency Services	102,900	0	(27,576)	0	75,324	0	75,324	

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

5. Net Cost of Services Statement Budget Review for the Quarter ended 31 March 2021 Income & Expenses - Council Consolidated

	Original ⁽¹⁾	Approved Changes			Revised ⁽²⁾	Recommended changes for Council Resolution	Projected ⁽³⁾ Year End Result 2021/22	Reasons for Budget Variations
	Budget 2021/22	Budget Carryovers	Sept Review	Dec Review	Budget			
178 - Fire & Rescue NSW								
Expenses	157,700	0	(18,438)	0	139,262	0	139,262	
Sub-Total Fire & Rescue NSW	157,700	0	(18,438)	0	139,262	0	139,262	
181 - Procurement								
Income	0	0	0	(1,295)	(1,295)	0	(1,295)	
Expenses	252,178	0	0	(50,705)	201,473	0	201,473	
Sub-Total Procurement	252,178	0	0	(52,000)	200,178	0	200,178	
184 - Lease of Land (Water Fund)								
Income	(202,338)	0	0	0	(202,338)	0	(202,338)	
Expenses	0	0	0	0	0	0	0	
Reserves	202,338	0	0	0	202,338	0	202,338	
Sub-Total Lease of Land (Water Fund)	0	0	0	0	0	0	0	
Sub-Total Finance Procurement & Fleet Services	(46,817,647)	0	(434,450)	535,796	(46,716,301)	0	(46,716,301)	
08 - Tourism and Economic Development								
037 - Economic Development								
Income	0	0	0	(44,872)	(44,872)	0	(44,872)	
Expenses	209,806	11,627	0	33,245	254,678	0	254,678	
Reserves	0	(11,627)	0	11,627	0	0	0	
Sub-Total Economic Development	209,806	(0)	0	0	209,806	0	209,806	
040 - Events								
Income	(367,000)	0	340,000	(59,676)	(86,676)	0	(86,676)	
Expenses	397,321	0	(182,981)	0	214,340	0	214,340	
Reserves	(30,321)	0	(63,656)	59,676	(34,301)	0	(34,301)	
Sub-Total Events	0	0	93,363	0	93,363	0	93,363	
144 - Tourism								
Income	(451,412)	0	22,000	129,799	(299,614)	0	(299,614)	
Expenses	1,386,890	35,000	(22,000)	(60,935)	1,338,955	0	1,338,955	
Capital Purchases	2,176	0	0	0	2,176	0	2,176	
Reserves	0	(35,000)	0	0	(35,000)	0	(35,000)	
Sub-Total Tourism	937,653	(0)	(0)	68,864	1,006,516	0	1,006,516	
Sub-Total Tourism and Economic Development	1,147,459	(0)	93,363	68,864	1,309,686	0	1,309,686	
16 - Media & Communication								
069 - Media & Communications								
Expenses	299,912	0	50,000	(2,994)	346,918	0	346,918	
Sub-Total Media & Communications	299,912	0	50,000	(2,994)	346,918	0	346,918	
Sub-Total Media & Communication	299,912	0	50,000	(2,994)	346,918	0	346,918	
18 - Corporate Strategy and Resources								
031 - Director Corporate Strategy & Resourcing								
Expenses	382,326	0	34,072	(1,535)	414,863	0	414,863	
Sub-Total Director Corporate Strategy & Resourcing	382,326	0	34,072	(1,535)	414,863	0	414,863	
Sub-Total Corporate Strategy and Resources	382,326	0	34,072	(1,535)	414,863	0	414,863	
Total Corporate Strategy & Resourcing	(33,566,769)	0	(250,927)	440,265	(33,377,431)	(0)	(33,377,431)	
03 - Service & Project Delivery								
07 - Assets								
013 - Built Assets								
Income	(6,120)	0	0	0	(6,120)	0	(6,120)	
Expenses	432,075	30,000	70,000	(50,000)	482,075	0	482,075	
Capital Purchases	(0)	40,250	0	0	40,250	6,522	46,772	Increase in Material budget for Hill Top Entry Signs to be funded from Bushfire Recovery Fund
Reserves	(93,150)	(70,250)	0	0	(163,400)	(6,522)	(169,922)	
Sub-Total Built Assets	332,805	0	70,000	(50,000)	352,805	0	352,805	
025 - Management Committees								

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

5. Net Cost of Services Statement
Budget Review for the Quarter ended 31 March 2021
Income & Expenses - Council Consolidated

	Original ⁽¹⁾ Budget 2021/22	Approved Changes			Revised ⁽²⁾ Budget	Recommended changes for Council Resolution	Projected ⁽³⁾ Year End Result 2021/22	Reasons for Budget Variations
		Budget Carryovers	Sept Review	Dec Review				
Income	(1,681)	0	0	0	(1,681)	0	(1,681)	
Expenses	61,817	63,782	1	0	125,599	0	125,599	
Reserves	0	(63,782)	0	0	(63,782)	0	(63,782)	
Sub-Total Management Committees	60,136	0	1	0	60,137	0	60,137	
054 - Floodplain & Stormwater Engineering								
Income	(5,100)	0	0	(6,900)	(12,000)	0	(12,000)	
Expenses	228,689	0	0	(20,000)	208,689	0	208,689	
Reserves	(95,036)	0	0	0	(95,036)	0	(95,036)	
Sub-Total Floodplain & Stormwater Engineering	128,553	0	0	(26,900)	101,653	0	101,653	
084 - Parks Assets								
Income	0	0	0	0	0	0	0	
Expenses	450,419	63,304	0	267,154	780,877	0	780,877	
Capital Purchases	1	88,000	26,000	(70,001)	44,000	0	44,000	
Reserves	0	(151,304)	(26,000)	(0)	(177,304)	0	(177,304)	
Sub-Total Parks Assets	450,420	0	0	197,153	647,573	0	647,573	
094 - Public Cemeteries								
Income	(231,243)	0	0	0	(231,243)	0	(231,243)	
Expenses	341,451	(0)	0	(10,000)	331,451	(0)	331,451	
Capital Purchases	26,780	0	0	0	26,780	0	26,780	
Sub-Total Public Cemeteries	136,987	(0)	0	(10,000)	126,987	(0)	126,987	
106 - Roads & Drainage Engineering								
Income	(30,965)	0	0	0	(30,965)	0	(30,965)	
Expenses	1,159,850	0	0	(238,144)	921,706	0	921,706	
Capital Purchases	0	0	112,000	0	112,000	0	112,000	
Reserves	0	0	(112,000)	0	(112,000)	0	(112,000)	
Sub-Total Roads & Drainage Engineering	1,128,885	0	0	(238,144)	890,741	0	890,741	
146 - Traffic								
Income	(6,221)	0	0	0	(6,221)	0	(6,221)	
Expenses	110,850	0	0	(25,000)	85,850	0	85,850	
Sub-Total Traffic	104,630	0	0	(25,000)	79,630	0	79,630	
147 - Road Safety Officer								
Income	(47,151)	0	0	(4,900)	(52,051)	0	(52,051)	
Expenses	128,213	0	0	4,900	133,112	0	133,112	
Sub-Total Road Safety Officer	81,062	0	0	(0)	81,062	0	81,062	
150 - Street Lighting								
Income	(109,862)	0	0	0	(109,862)	0	(109,862)	
Expenses	744,124	0	0	0	744,124	0	744,124	
Sub-Total Street Lighting	634,262	0	0	0	634,262	0	634,262	
155 - Section 64 Contributions (Sewer)								
Income	(1,450,240)	0	0	0	(1,450,240)	0	(1,450,240)	
Reserves	1,450,240	0	0	0	1,450,240	0	1,450,240	
Sub-Total Section 64 Contributions (Sewer)	0	0	0	0	0	0	0	
156 - Section 64 Contributions (Water)								
Income	(1,167,082)	0	0	0	(1,167,082)	0	(1,167,082)	
Reserves	1,167,082	0	0	0	1,167,082	0	1,167,082	
Sub-Total Section 64 Contributions (Water)	0	0	0	0	0	0	0	
157 - Sewer Engineering Admin								
Income	(19,137,457)	0	0	0	(19,137,457)	0	(19,137,457)	
Expenses	2,842,662	(29,298)	0	57,967	2,871,331	10,000	2,881,331	
Loan Repayment	1,634,493	0	0	0	1,634,493	0	1,634,493	
Reserves	6,880,553	(35,000)	0	(57,966)	6,787,587	(10,000)	6,777,587	
Sub-Total Sewer Engineering Admin	(7,779,750)	(64,298)	0	1	(7,844,046)	0	(7,844,046)	Contribution to cover the Employment cost for GIS Supervisor position
158 - Water Engineering Admin								
Income	(13,818,332)	0	0	0	(13,818,332)	0	(13,818,332)	
Expenses	2,881,180	(21,648)	0	57,967	2,917,499	10,000	2,927,499	

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

5. Net Cost of Services Statement
Budget Review for the Quarter ended 31 March 2021
Income & Expenses - Council Consolidated

	Original ⁽¹⁾ Budget 2021/22	Approved Changes			Revised ⁽²⁾ Budget	Recommended changes for Council Resolution	Projected ⁽³⁾ Year End Result 2021/22	Reasons for Budget Variations
		Budget Carryovers	Sept Review	Dec Review				
Capital Purchases	0	145,813	0	0	145,813	0	145,813	Contribution to cover the Employment cost for GIS Supervisor position
Reserves	3,492,910	(189,813)	0	(57,967)	3,245,131	(10,000)	3,235,131	
Sub-Total Water Engineering Admin	(7,444,243)	(65,648)	0	0	(7,509,890)	0	(7,509,890)	
174 - Asset Support								
Expenses	0	0	0	0	0	0	0	
Sub-Total Asset Support	0	0	0	0	0	0	0	
Sub-Total Assets	(12,166,251)	(129,946)	70,001	(152,889)	(12,379,086)	(0)	(12,379,086)	
10 - Business Services								
107 - Commercial Waste Management								
Income	(432,836)	0	0	0	(432,836)	0	(432,836)	
Expenses	246,373	0	0	0	246,373	0	246,373	
Capital Purchases	0	0	0	0	0	0	0	
Sub-Total Commercial Waste Management	(186,463)	0	0	0	(186,463)	0	(186,463)	
108 - Domestic Waste Management								
Income	(9,194,727)	0	0	0	(9,194,727)	0	(9,194,727)	
Expenses	10,294,704	(0)	(883,000)	(1,726)	9,409,978	(0)	9,409,978	
Reserves	(1,099,977)	0	883,000	1,726	(215,251)	0	(215,251)	
Sub-Total Domestic Waste Management	(0)	(0)	0	(0)	(0)	(0)	(0)	
109 - Hazardous Waste								
Income	(55,767)	0	0	0	(55,767)	0	(55,767)	
Expenses	44,502	0	0	0	44,502	0	44,502	
Sub-Total Hazardous Waste	(11,265)	0	0	0	(11,265)	0	(11,265)	
111 - Inert Waste								
Income	(1,541,267)	0	0	0	(1,541,267)	0	(1,541,267)	
Expenses	1,163,421	0	0	0	1,163,421	0	1,163,421	
Sub-Total Inert Waste	(377,846)	0	0	0	(377,846)	0	(377,846)	
112 - Better Waste & Recycling Fund								
Income	0	0	0	(86,792)	(86,792)	0	(86,792)	
Expenses	0	0	0	93,020	93,020	0	93,020	
Capital Purchases	0	0	0	106,000	106,000	0	106,000	
Reserves	0	0	0	(112,228)	(112,228)	0	(112,228)	
Sub-Total Better Waste & Recycling Fund	0	0	0	0	0	0	0	
113 - Organic Product & Waste								
Income	(1,593,886)	0	0	0	(1,593,886)	0	(1,593,886)	
Expenses	976,526	0	0	0	976,526	0	976,526	
Sub-Total Organic Product & Waste	(617,360)	0	0	0	(617,360)	0	(617,360)	
114 - Putrescible Waste								
Income	(3,997,673)	0	0	0	(3,997,673)	0	(3,997,673)	
Expenses	2,442,474	0	0	0	2,442,474	0	2,442,474	
Sub-Total Putrescible Waste	(1,555,199)	0	0	0	(1,555,199)	0	(1,555,199)	
115 - Recycling								
Income	(1,254,907)	0	0	0	(1,254,907)	0	(1,254,907)	
Expenses	890,344	0	0	0	890,344	0	890,344	
Sub-Total Recycling	(364,563)	0	0	0	(364,563)	0	(364,563)	
116 - RRC Operations								
Income	(40,952)	0	0	0	(40,952)	0	(40,952)	
Expenses	2,810,097	(0)	189,000	450,000	3,449,097	(0)	3,449,097	
Capital Purchases	189,000	0	(189,000)	0	0	0	0	
Loan Repayment	206,571	0	0	0	206,571	0	206,571	
Reserves	(52,020)	0	0	(450,000)	(502,020)	0	(502,020)	
Sub-Total RRC Operations	3,112,696	(0)	0	0	3,112,696	(0)	3,112,696	
117 - Welby Rehabilitation								
Expenses	20,022	0	0	0	20,022	120,000	140,022	Increase in other expenditure under Welby Rehabilitation for
Capital Purchases	0	0	0	0	0	0	0	

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

5. Net Cost of Services Statement
Budget Review for the Quarter ended 31 March 2021
Income & Expenses - Council Consolidated

	Original ⁽¹⁾	Approved Changes			Revised ⁽²⁾	Recommended changes for Council Resolution	Projected ⁽³⁾	Reasons for Budget Variations
	Budget 2021/22	Budget Carryovers	Sept Review	Dec Review	Budget		Year End Result 2021/22	
Reserves	(20,022)	0	0	0	(20,022)	(120,000)	(140,022)	landfill closure to be covered from Waster facilities & Domestic waste equally
Sub-Total Welby Rehabilitation	0	0	0	0	0	0	0	
141 - Operations SRLE								
Income	(1,071,677)	0	0	0	(1,071,677)	0	(1,071,677)	
Expenses	871,131	0	0	0	871,131	0	871,131	
Capital Purchases	127,500	0	0	0	127,500	0	127,500	
Reserves	73,046	0	0	0	73,046	0	73,046	
Sub-Total Operations SRLE	(0)	0	0	0	(0)	0	(0)	
Sub-Total Business Services	(0)	(0)	0	(0)	(0)	(0)	(0)	
11 - Infrastructure Services								
002 - Cyclepaths								
Expenses	153,168	(0)	0	0	153,168	0	153,168	
Sub-Total Cyclepaths	153,168	(0)	0	0	153,168	0	153,168	
003 - Footpaths								
Expenses	289,009	0	0	0	289,009	0	289,009	
Sub-Total Footpaths	289,009	0	0	0	289,009	0	289,009	
007 - Bridge Construction								
Income	0	0	0	0	0	0	0	
Capital Purchases	0	0	0	(0)	0	0	0	
Sub-Total Bridge Construction	0	0	0	(0)	0	0	0	
016 - Other Ancillaries								
Expenses	0	0	0	0	0	0	0	
Capital Purchases	0	0	0	0	0	0	0	
Sub-Total Other Ancillaries	0	0	0	0	0	0	0	
022 - Civil Design & Projects								
Expenses	0	0	0	0	0	0	0	
Capital Purchases	136,575	0	533,424	20,001	690,000	10,000	700,000	Additional fund required for Design Centennial Rd Creek Stability Works
Reserves	(50,000)	0	(533,424)	(20,000)	(603,424)	(10,000)	(613,424)	
Sub-Total Civil Design & Projects	86,575	0	0	1	86,576	0	86,576	
027 - Concrete								
Capital Purchases	216,154	109,312	500,000	(134,000)	691,466	10,000	701,466	Additional funds required to cover the cost due to Scope increased to create additional footpath connectivity in Madeline St Hill Top Pathway Construction
Reserves	(200,000)	(109,312)	(500,000)	134,000	(675,312)	(10,000)	(685,312)	
Sub-Total Concrete	16,154	0	0	0	16,154	0	16,154	
028 - Construction								
Income	0	0	0	0	0	(72,000)	(72,000)	TNSW Safe School Zone Program, budget split between FY21/22 1& FY22/23, grant funded total \$150k for Wombat Crossing
Expenses	193,463	0	0	0	193,463	0	193,463	
Capital Purchases	16,153	0	0	1	16,154	72,000	88,154	
Sub-Total Construction	209,615	0	0	1	209,616	0	209,616	
029 - Private Works								
Expenses	0	0	0	0	0	0	0	
Sub-Total Private Works	0	0	0	0	0	0	0	
035 - Design and Construction Admin								
Income	(40,800)	0	0	0	(40,800)	0	(40,800)	
Expenses	1,542,871	0	0	137,258	1,680,129	0	1,680,129	
Sub-Total Design and Construction Admin	1,502,071	0	0	137,258	1,639,329	0	1,639,329	
052 - Operations Support Admin								
Income	0	0	0	0	0	0	0	
Expenses	557,924	0	0	0	557,924	0	557,924	
Sub-Total Operations Support Admin	557,924	0	0	0	557,924	0	557,924	

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

5. Net Cost of Services Statement
Budget Review for the Quarter ended 31 March 2021
Income & Expenses - Council Consolidated

	Original ⁽¹⁾	Approved Changes			Revised ⁽²⁾	Recommended changes for Council Resolution	Projected ⁽³⁾	Reasons for Budget Variations
	Budget 2021/22	Budget Carryovers	Sept Review	Dec Review	Budget		Year End Result 2021/22	
053 - Floodplain & Stormwater Construction								
Expenses	0	0	0	0	0	0	0	
Capital Purchases	3,780,282	1,406,840	(1,766,000)	45,000	3,466,122	0	3,466,122	
Reserves	(3,780,282)	(1,406,840)	1,766,000	(45,000)	(3,466,122)	0	(3,466,122)	
Sub-Total Floodplain & Stormwater Construction	0	0	(0)	0	0	0	0	
065 - Bridge M&R								
Expenses	30,243	0	20,000	0	50,243	0	50,243	
Reserves	0	0	(20,000)	0	(20,000)	0	(20,000)	
Sub-Total Bridge M&R	30,243	0	0	0	30,243	0	30,243	
066 - Drainage								
Expenses	412,986	0	0	0	412,986	0	412,986	
Capital Purchases	0	0	0	0	0	0	0	
Reserves	(261,140)	0	0	0	(261,140)	0	(261,140)	
Sub-Total Drainage	151,846	0	0	0	151,846	0	151,846	
067 - Floodplain & Stormwater Maintenance								
Expenses	294,299	0	0	0	294,299	0	294,299	
Reserves	(177,914)	0	0	0	(177,914)	0	(177,914)	
Sub-Total Floodplain & Stormwater Maintenance	116,385	0	0	0	116,385	0	116,385	
068 - Kerb & Guttering								
Expenses	197,579	0	0	0	197,579	0	197,579	
Capital Purchases	16,154	0	0	(0)	16,153	0	16,153	
Sub-Total Kerb & Guttering	213,732	0	0	(0)	213,732	0	213,732	
079 - Operations Management Admin								
Income	(48,960)	0	0	0	(48,960)	0	(48,960)	
Expenses	1,095,059	0	(210,394)	0	884,665	0	884,665	
Sub-Total Operations Management Admin	1,046,099	0	(210,394)	0	835,705	0	835,705	
097 - Moss Vale Depot								
Expenses	0	0	0	0	0	0	0	
Sub-Total Moss Vale Depot	0	0	0	0	0	0	0	
102 - Local Roads Construction								
Income	(3,973,833)	0	(1,758,512)	(1,223,397)	(6,955,742)	(236,808)	(7,192,550)	Local Road Construction Increase in R2R Grant Income by \$236k
Expenses	70,047	0	0	0	70,047	0	70,047	
Capital Purchases	8,571,678	1,514,867	2,858,512	375,002	13,320,060	(347,502)	12,972,558	Reallocation Gravel resheet budget allocated from program to specific projects
Loan Repayment	423,173	0	0	0	423,173	0	423,173	
Reserves	(1,597,558)	(1,514,867)	(1,100,000)	848,397	(3,364,028)	334,310	(3,029,718)	
Sub-Total Local Roads Construction	3,493,507	0	0	2	3,493,510	(250,000)	3,243,510	
103 - Regional Roads Construction								
Income	(3,056,323)	0	(50,000)	(401,588)	(3,507,911)	0	(3,507,911)	
Capital Purchases	2,825,323	2,755,970	50,000	0	5,631,294	230,000	5,861,294	
Reserves	231,000	(2,755,970)	0	401,588	(2,123,382)	(30,000)	(2,153,382)	
Sub-Total Regional Roads Construction	0	0	0	0	0	200,000	200,000	
104 - Local Roads Maintenance								
Income	0	0	0	0	0	0	0	
Expenses	4,756,749	(0)	(52,500)	0	4,704,249	(0)	4,704,249	
Reserves	(1,346,278)	0	52,500	0	(1,293,778)	0	(1,293,778)	
Sub-Total Local Roads Maintenance	3,410,471	(0)	0	0	3,410,471	(0)	3,410,471	
105 - Regional Roads Maintenance								
Income	0	0	0	0	0	0	0	
Expenses	585,040	0	0	0	585,040	0	585,040	
Reserves	(585,040)	0	0	0	(585,040)	0	(585,040)	
Sub-Total Regional Roads Maintenance	(0)	0	0	0	(0)	0	(0)	
148 - Shire Signs & Markings								
Expenses	59,762	0	0	0	59,762	0	59,762	
Capital Purchases	0	0	0	0	0	0	0	
Sub-Total Shire Signs & Markings	59,762	0	0	0	59,762	0	59,762	

This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBRs.

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

5. Net Cost of Services Statement Budget Review for the Quarter ended 31 March 2021 Income & Expenses - Council Consolidated

	Original ⁽¹⁾ Budget 2021/22	Approved Changes			Revised ⁽²⁾ Budget	Recommended changes for Council Resolution	Projected ⁽³⁾ Year End Result 2021/22	Reasons for Budget Variations
		Budget Carryovers	Sept Review	Dec Review				
151 - Traffic Facilities								
Income	(210,120)	0	0	0	(210,120)	0	(210,120)	
Expenses	406,524	0	0	0	406,524	0	406,524	
Sub-Total Traffic Facilities	196,404	0	0	0	196,404	0	196,404	
188 - Natural Disaster Management								
Income	0	0	(5,397,000)	0	(5,397,000)	0	(5,397,000)	
Expenses	0	0	0	0	0	0	0	
Capital Purchases	0	0	5,397,000	0	5,397,000	0	5,397,000	
Sub-Total Natural Disaster Management	0	0	0	0	0	0	0	
190 - Infrastructure Services Roads (Water Fund)								
Capital Purchases	0	573,182	190,000	720,000	1,483,182	0	1,483,182	
Reserves	0	(573,182)	(190,000)	(720,000)	(1,483,182)	0	(1,483,182)	
Sub-Total Infrastructure Services Roads (Water F	0	0	0	0	0	0	0	
191 - Infrastructure Services Roads (Sewer Fund)								
Capital Purchases	0	97,555	0	0	97,555	50,000	147,555	Critical Main Upgrade Reinstatement works due to sewer main division at Throsby / Spring St roundabout Moss vale
Reserves	0	(97,555)	0	0	(97,555)	(50,000)	(147,555)	
Sub-Total Infrastructure Services Roads (Sewer F	0	0	0	0	0	0	0	
Sub-Total Infrastructure Services	11,532,968	0	(210,394)	137,261	11,459,835	(50,000)	11,409,835	
12 - Projects & Contracts								
091 - Projects & Contracts (General Fund)								
Income	(11,066,412)	(140,000)	4,871,503	(410,079)	(6,744,987)	(778,758)	(7,523,745)	Bong Bong Common Stage New fudging DPIE. Civic centre refurbishment retention monies brought to complete project. Few project delivered under budget. Lackey Park Regional Sporting Hub Design project deferred until completion of Community and Recreational Facilities Strategy
Expenses	167,880	0	0	0	167,880	0	167,880	
Capital Purchases	17,910,843	15,927,504	(14,011,471)	(1,626,674)	18,200,202	703,758	18,903,960	
Loan Repayment	(2,000,000)	(2,000,000)	4,000,000	0	0	0	0	
Reserves	(3,339,250)	(13,787,504)	5,139,967	2,036,754	(9,950,033)	125,000	(9,825,033)	
Sub-Total Projects & Contracts (General Fund)	1,673,061	0	(0)	1	1,673,062	50,000	1,723,062	
182 - Assets and Projects								
Expenses	235,511	0	0	(1,656)	233,855	0	233,855	
Sub-Total Assets and Projects	235,511	0	0	(1,656)	233,855	0	233,855	
185 - Projects & Contracts (Water Fund)								
Income	0	0	0	0	0	0	0	Queen St Water Supply Construction & Master Plan West Bowral Transfer Duplication Project delivered under budget
Expenses	10,900	0	0	0	10,900	0	10,900	
Capital Purchases	4,800,000	5,397,387	(3,058,319)	(75,000)	7,064,068	(89,000)	6,975,068	
Reserves	(4,800,000)	(5,397,387)	3,058,319	75,000	(7,064,068)	89,000	(6,975,068)	
Sub-Total Projects & Contracts (Water Fund)	10,900	(0)	0	0	10,900	0	10,900	
186 - Projects & Contracts (Sewer Fund)								
Income	(4,000,000)	0	4,000,000	0	0	0	0	
Expenses	30,500	0	0	0	30,500	0	30,500	
Capital Purchases	17,128,338	350,069	(13,101,255)	(1,175,386)	3,201,766	0	3,201,766	
Reserves	(13,128,338)	(350,069)	9,101,255	1,175,386	(3,201,766)	0	(3,201,766)	
Sub-Total Projects & Contracts (Sewer Fund)	30,500	0	(0)	0	30,500	0	30,500	
Sub-Total Projects & Contracts	1,949,973	0	(0)	(1,655)	1,948,317	50,000	1,998,317	
13 - Water and Sewer								
118 - Berrima Pumping Station								
Expenses	82,675	(0)	0	0	82,675	(0)	82,675	
Sub-Total Berrima Pumping Station	82,675	(0)	0	0	82,675	(0)	82,675	
119 - Berrima Sewerage Network								
Expenses	85,501	0	0	0	85,501	0	85,501	
Sub-Total Berrima Sewerage Network	85,501	0	0	0	85,501	0	85,501	

This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBRs.

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

5. Net Cost of Services Statement Budget Review for the Quarter ended 31 March 2021 Income & Expenses - Council Consolidated

	Original ⁽¹⁾ Budget 2021/22	Approved Changes			Revised ⁽²⁾ Budget	Recommended changes for Council Resolution	Projected ⁽³⁾ Year End Result 2021/22	Reasons for Budget Variations
		Budget Carryovers	Sept Review	Dec Review				
120 - Berrima Treatment Plant								
Expenses	241,069	0	0	0	241,069	0	241,069	
Sub-Total Berrima Treatment Plant	241,069	0	0	0	241,069	0	241,069	
121 - Bowral Pumping Station								
Expenses	148,025	0	0	0	148,025	0	148,025	
Sub-Total Bowral Pumping Station	148,025	0	0	0	148,025	0	148,025	
122 - Bowral Sewerage Network								
Income	0	0	0	0	0	0	0	
Expenses	277,702	(0)	0	0	277,702	(0)	277,702	
Sub-Total Bowral Sewerage Network	277,702	(0)	0	0	277,702	(0)	277,702	
123 - Bowral Treatment Plant								
Expenses	813,008	0	0	0	813,008	0	813,008	
Sub-Total Bowral Treatment Plant	813,008	0	0	0	813,008	0	813,008	
124 - Bundanoon Pumping Station								
Expenses	158,509	0	0	0	158,509	0	158,509	
Sub-Total Bundanoon Pumping Station	158,509	0	0	0	158,509	0	158,509	
125 - Bundanoon Sewerage Network								
Expenses	127,515	0	0	0	127,515	0	127,515	
Sub-Total Bundanoon Sewerage Network	127,515	0	0	0	127,515	0	127,515	
126 - Bundanoon Treatment Plant								
Expenses	327,597	0	0	0	327,597	0	327,597	
Sub-Total Bundanoon Treatment Plant	327,597	0	0	0	327,597	0	327,597	
127 - Mittagong Pumping Station								
Expenses	438,310	0	0	0	438,310	40,000	478,310	Increase in budget Mittagong pumping station due to pump failure to be funded from augmentation reserve.
Reserves	0	0	0	0	0	(40,000)	(40,000)	
Sub-Total Mittagong Pumping Station	438,310	0	0	0	438,310	0	438,310	
128 - Mittagong Sewerage Network								
Expenses	298,158	(0)	0	0	298,158	(0)	298,158	
Sub-Total Mittagong Sewerage Network	298,158	(0)	0	0	298,158	(0)	298,158	
129 - Mittagong Treatment Plant								
Expenses	783,462	0	(0)	0	783,462	150,000	933,462	Budget required for "Mittagong Biosolids management", due to the wet summer impacting the STP drying beds, so mechanical de-watering is required.
Reserves	0	0	0	0	0	(150,000)	(150,000)	
Sub-Total Mittagong Treatment Plant	783,462	0	(0)	0	783,462	0	783,462	
130 - Moss Vale Pumping Station								
Expenses	242,733	(0)	0	0	242,733	(0)	242,733	
Sub-Total Moss Vale Pumping Station	242,733	(0)	0	0	242,733	(0)	242,733	
131 - Moss Vale Sewerage Network								
Income	0	0	0	0	0	0	0	
Expenses	264,624	0	0	0	264,624	0	264,624	
Sub-Total Moss Vale Sewerage Network	264,624	0	0	0	264,624	0	264,624	
132 - Moss Vale Treatment Plant								
Expenses	697,328	0	0	0	697,328	0	697,328	
Sub-Total Moss Vale Treatment Plant	697,328	0	0	0	697,328	0	697,328	
133 - Robertson Treatment Plant								
Income	0	0	0	0	0	0	0	
Expenses	458,893	0	0	0	458,893	0	458,893	
Sub-Total Robertson Treatment Plant	458,893	0	0	0	458,893	0	458,893	
134 - Sewer Capital Works								

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

5. Net Cost of Services Statement
Budget Review for the Quarter ended 31 March 2021
Income & Expenses - Council Consolidated

	Original ⁽¹⁾ Budget 2021/22	Approved Changes			Revised ⁽²⁾ Budget	Recommended changes for Council Resolution	Projected ⁽³⁾ Year End Result 2021/22	Reasons for Budget Variations
		Budget Carryovers	Sept Review	Dec Review				
Expenses	0	0	0	0	0	0	0	
Capital Purchases	3,330,000	4,385,400	(280,000)	0	7,435,400	0	7,435,400	
Reserves	(3,330,000)	(4,385,400)	280,000	(0)	(7,435,400)	0	(7,435,400)	
Sub-Total Sewer Capital Works	0	0	0	(0)	0	0	0	
135 - Sewer Depot Operating								
Expenses	572,451	(0)	0	0	572,451	(0)	572,451	
Sub-Total Sewer Depot Operating	572,451	(0)	0	0	572,451	(0)	572,451	
137 - Trade Waste								
Income	(165,819)	0	0	0	(165,819)	0	(165,819)	
Expenses	5,575	0	0	0	5,575	0	5,575	
Sub-Total Trade Waste	(160,244)	0	0	0	(160,244)	0	(160,244)	
138 - Sewer Planned Maintenance								
Expenses	831,463	0	0	0	831,463	0	831,463	
Sub-Total Sewer Planned Maintenance	831,463	0	0	0	831,463	0	831,463	
139 - Sewer Reticulation Private Works								
Income	(39,022)	0	0	0	(39,022)	0	(39,022)	
Expenses	0	0	0	0	0	0	0	
Capital Purchases	75,000	0	0	0	75,000	0	75,000	
Reserves	(75,000)	0	0	0	(75,000)	0	(75,000)	
Sub-Total Sewer Reticulation Private Works	(39,022)	0	0	0	(39,022)	0	(39,022)	
159 - Treatment Plants								
Expenses	3,180,869	0	0	0	3,180,869	0	3,180,869	
Sub-Total Treatment Plants	3,180,869	0	0	0	3,180,869	0	3,180,869	
160 - Dams								
Expenses	78,666	0	0	0	78,666	0	78,666	
Sub-Total Dams	78,666	0	0	0	78,666	0	78,666	
161 - Flouridation Plants								
Expenses	80,786	0	0	0	80,786	0	80,786	
Sub-Total Flouiridation Plants	80,786	0	0	0	80,786	0	80,786	
162 - Pumping Stations								
Expenses	292,439	0	0	0	292,439	0	292,439	
Sub-Total Pumping Stations	292,439	0	0	0	292,439	0	292,439	
163 - Reservoirs								
Income	0	0	0	0	0	0	0	
Expenses	302,262	0	0	0	302,262	0	302,262	
Sub-Total Reservoirs	302,262	0	0	0	302,262	0	302,262	
164 - Water Capital Works								
Income	(22,299)	0	0	0	(22,299)	0	(22,299)	
Expenses	0	0	0	0	0	0	0	
Capital Purchases	3,455,000	2,341,534	(564,685)	0	5,231,849	0	5,231,849	
Reserves	(3,455,000)	(2,341,534)	564,685	0	(5,231,849)	0	(5,231,849)	
Sub-Total Water Capital Works	(22,299)	(0)	0	0	(22,299)	0	(22,299)	
165 - Water Depot Operating								
Expenses	308,442	0	0	0	308,442	0	308,442	
Sub-Total Water Depot Operating	308,442	0	0	0	308,442	0	308,442	
166 - Water Mains Planned Maintenance								
Income	0	0	0	0	0	0	0	
Expenses	1,214,958	(0)	0	0	1,214,958	(0)	1,214,958	
Sub-Total Water Mains Planned Maintenance	1,214,958	(0)	0	0	1,214,958	(0)	1,214,958	
167 - Water Meter Planned Maintenance								
Income	0	0	0	0	0	0	0	
Expenses	717,397	(0)	0	0	717,397	(0)	717,397	
Sub-Total Water Meter Planned Maintenance	717,397	(0)	0	0	717,397	(0)	717,397	

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

5. Net Cost of Services Statement Budget Review for the Quarter ended 31 March 2021 Income & Expenses - Council Consolidated

	Original ⁽¹⁾ Budget 2021/22	Approved Changes			Revised ⁽²⁾ Budget	Recommended changes for Council Resolution	Projected ⁽³⁾ Year End Result 2021/22	Reasons for Budget Variations
		Budget Carryovers	Sept Review	Dec Review				
168 - Water Planned Maintenance								
Income	0	0	0	0	0	0	0	
Expenses	308,364	(0)	0	0	308,364	(0)	308,364	
Sub-Total Water Planned Maintenance	308,364	(0)	0	0	308,364	(0)	308,364	
169 - Water Reticulation Private Works								
Income	0	0	0	0	0	0	0	
Expenses	0	0	0	0	0	0	0	
Capital Purchases	200,000	0	0	0	200,000	0	200,000	
Reserves	(200,000)	0	0	0	(200,000)	0	(200,000)	
Sub-Total Water Reticulation Private Works	0	0	0	0	0	0	0	
173 - Robertson Sewerage Network								
Expenses	109,271	0	0	0	109,271	0	109,271	
Sub-Total Robertson Sewerage Network	109,271	0	0	0	109,271	0	109,271	
175 - Water Headworks Administration								
Expenses	971,456	65,648	0	0	1,037,104	(0)	1,037,104	
Sub-Total Water Headworks Administration	971,456	65,648	0	0	1,037,104	(0)	1,037,104	
176 - Sewer Headworks Administration								
Expenses	882,637	64,298	0	0	946,935	(0)	946,934	
Sub-Total Sewer Headworks Administration	882,637	64,298	0	0	946,935	(0)	946,934	
Sub-Total Water and Sewer	15,075,007	129,945	1	(0)	15,204,953	(1)	15,204,952	
17 - Open Space Buildings & Pools								
004 - Outdoor Dining								
Income	(58,711)	0	0	0	(58,711)	0	(58,711)	
Expenses	277,854	(0)	0	0	277,854	0	277,854	
Capital Purchases	10,768	0	0	0	10,768	0	10,768	
Sub-Total Outdoor Dining	229,910	(0)	0	0	229,910	0	229,910	
008 - Civic Centre								
Expenses	508,916	0	0	0	508,916	(52,020)	456,896	Increase in budget for Civic Centre landscape maintenance
Capital Purchases	0	0	0	0	0	0	0	
Reserves	(52,020)	0	0	0	(52,020)	52,020	0	
Sub-Total Civic Centre	456,896	0	0	0	456,896	0	456,896	
009 - Land & Buildings								
Income	(15,000)	0	0	0	(15,000)	0	(15,000)	
Expenses	596,543	0	0	22,883	619,227	0	619,227	
Capital Purchases	238,098	144,541	132,586	25,000	540,225	0	540,225	
Reserves	0	(144,541)	(132,586)	(125,000)	(402,127)	0	(402,127)	
Sub-Total Land & Buildings	819,641	0	0	(77,317)	742,325	0	742,325	
010 - Public Halls								
Income	(18,967)	0	0	0	(18,967)	0	(18,967)	
Expenses	1,374,079	0	0	0	1,374,079	284,443	1,658,522	Increase in Expense for Statutory Compliance & Risk Project to be spent on Fire Compliance
Capital Purchases	0	0	0	0	0	0	0	
Reserves	(611,017)	0	0	0	(611,017)	(284,443)	(895,460)	
Sub-Total Public Halls	744,096	0	0	0	744,096	0	744,096	
011 - Public Toilets								
Income	0	0	0	0	0	0	0	
Expenses	477,563	0	0	0	477,563	0	477,563	
Capital Purchases	50,000	0	0	30,000	80,000	0	80,000	
Reserves	(10,000)	0	0	(30,000)	(40,000)	0	(40,000)	
Sub-Total Public Toilets	517,564	0	0	(0)	517,563	0	517,563	
012 - Senior Citizens Centres								
Expenses	12,766	0	0	0	12,766	0	12,766	
Sub-Total Senior Citizens Centres	12,766	0	0	0	12,766	0	12,766	

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

5. Net Cost of Services Statement Budget Review for the Quarter ended 31 March 2021 Income & Expenses - Council Consolidated

	Original ⁽¹⁾ Budget 2021/22	Approved Changes			Revised ⁽²⁾ Budget	Recommended changes for Council Resolution	Projected ⁽³⁾ Year End Result 2021/22	Reasons for Budget Variations
		Budget Carryovers	Sept Review	Dec Review				
015 - Car Parks								
Expenses	43,913	0	0	0	43,913	0	43,913	
Sub-Total Car Parks	43,913	0	0	0	43,913	0	43,913	
017 - Roads Ancillaries Cleaning								
Income	(2,007)	0	0	0	(2,007)	0	(2,007)	
Expenses	762,293	0	0	0	762,293	0	762,293	
Sub-Total Roads Ancillaries Cleaning	760,286	0	0	0	760,286	0	760,286	
080 - Parks & Open Space Admin								
Income	(1,120)	0	0	0	(1,120)	0	(1,120)	
Expenses	605,017	(0)	0	0	605,017	0	605,017	
Capital Purchases	0	0	0	0	0	0	0	
Sub-Total Parks & Open Space Admin	603,897	(0)	0	0	603,897	0	603,897	
081 - Parks & Reserves								
Income	(60,000)	0	0	0	(60,000)	0	(60,000)	
Expenses	1,601,174	20,950	0	0	1,622,124	(0)	1,622,124	
Capital Purchases	329,402	51,013	(164,798)	0	215,618	0	215,618	
Reserves	(629,719)	(71,963)	164,798	0	(536,884)	0	(536,884)	
Sub-Total Parks & Reserves	1,240,857	(0)	0	0	1,240,858	(0)	1,240,858	
082 - Parks Town Approaches								
Expenses	198,793	0	(7,000)	0	191,793	0	191,793	
Sub-Total Parks Town Approaches	198,793	0	(7,000)	0	191,793	0	191,793	
083 - Sports Fields								
Income	(58,092)	(10,000)	0	(30,000)	(98,092)	0	(98,092)	
Expenses	1,291,521	(0)	0	0	1,291,521	(0)	1,291,521	
Capital Purchases	597,000	166,800	(337,123)	137,000	563,677	0	563,677	
Reserves	(393,583)	(156,800)	337,123	(107,000)	(320,260)	0	(320,260)	
Sub-Total Sports Fields	1,436,847	(0)	0	(0)	1,436,846	(0)	1,436,846	
085 - Bowral Pool								
Income	(178,704)	0	0	0	(178,704)	0	(178,704)	
Expenses	544,421	(0)	0	0	544,421	0	544,421	
Sub-Total Bowral Pool	365,717	(0)	0	0	365,717	0	365,717	
086 - Bundanoon Pool								
Income	(27,787)	0	0	0	(27,787)	0	(27,787)	
Expenses	217,380	0	0	0	217,380	0	217,380	
Sub-Total Bundanoon Pool	189,594	0	0	0	189,594	0	189,594	
087 - MVWMAC Construction								
Expenses	208,016	0	0	0	208,016	0	208,016	
Loan Repayment	494,004	0	0	0	494,004	0	494,004	
Sub-Total MVWMAC Construction	702,020	0	0	0	702,020	0	702,020	
088 - Mittagong Pool								
Income	(208,698)	0	191,588	0	(17,110)	0	(17,110)	
Expenses	515,458	0	(351,744)	0	163,714	0	163,714	
Loan Repayment	272,827	0	0	0	272,827	0	272,827	
Sub-Total Mittagong Pool	579,586	0	(160,156)	0	419,430	0	419,430	
089 - MVWMAC Operations								
Income	(1,925,900)	0	0	0	(1,925,900)	0	(1,925,900)	
Expenses	2,523,785	0	0	0	2,523,785	0	2,523,785	
Capital Purchases	0	0	12,700	0	12,700	265,000	277,700	MVAC Additional Change Room, New Project Expenditure
Reserves	100,000	0	(12,700)	0	87,300	(265,000)	(177,700)	Council Report date 16 March 2022.
Sub-Total MVWMAC Operations	697,885	0	0	0	697,885	0	697,885	
090 - Pools & Facilities								
Expenses	232,076	0	0	0	232,076	0	232,076	
Capital Purchases	157,160	0	160,154	(160,154)	157,160	0	157,160	
Reserves	(29,000)	0	0	0	(29,000)	0	(29,000)	
Sub-Total Pools & Facilities	360,236	0	160,154	(160,154)	360,236	0	360,236	

This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBRs.

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

5. Net Cost of Services Statement Budget Review for the Quarter ended 31 March 2021 Income & Expenses - Council Consolidated

	Original ⁽¹⁾ Budget 2021/22	Approved Changes			Revised ⁽²⁾ Budget	Recommended changes for Council Resolution	Projected ⁽³⁾ Year End Result 2021/22	Reasons for Budget Variations
		Budget Carryovers	Sept Review	Dec Review				
149 - Street Furniture								
Expenses	20,534	0	0	0	20,534	0	20,534	
Sub-Total Street Furniture	20,534	0	0	0	20,534	0	20,534	
153 - Roadside Mowing								
Expenses	155,392	0	0	0	155,392	0	155,392	
Sub-Total Roadside Mowing	155,392	0	0	0	155,392	0	155,392	
154 - Vegetation Management								
Income	(6,912)	0	0	(4,592,054)	(4,598,966)	0	(4,598,966)	
Expenses	1,008,141	(0)	0	4,592,054	5,600,195	(0)	5,600,195	
Capital Purchases	(0)	0	0	0	0	0	0	
Sub-Total Vegetation Management	1,001,229	(0)	0	0	1,001,229	(0)	1,001,229	
193 - WSUD Maintenance								
Expenses	53,078	0	0	0	53,078	0	53,078	
Reserves	(13,550)	0	0	0	(13,550)	0	(13,550)	
Sub-Total WSUD Maintenance	39,528	0	0	0	39,528	0	39,528	
Sub-Total Open Space Buildings & Pools	11,177,187	(1)	(7,002)	(237,471)	10,932,714	(0)	10,932,713	
19 - Service and Project Delivery								
078 - Director Service & Project Delivery								
Expenses	410,453	0	35,280	(3,383)	442,351	0	442,351	
Sub-Total Director Service & Project Delivery	410,453	0	35,280	(3,383)	442,351	0	442,351	
Sub-Total Service and Project Delivery	410,453	0	35,280	(3,383)	442,351	0	442,351	
Total Service & Project Delivery	27,979,336	(1)	(112,115)	(258,137)	27,609,083	(2)	27,609,081	
04 - General Manager								
06 - People and Culture								
060 - Human Resources								
Income	(1,705,100)	0	0	(585,000)	(2,290,100)	0	(2,290,100)	
Expenses	3,285,320	(2)	48,250	474,233	3,807,801	0	3,807,801	
Sub-Total Human Resources	1,580,220	(2)	48,250	(110,767)	1,517,701	0	1,517,701	
196 - Workers Compensation Wellbeing								
Sub-Total Workers Compensation Wellbeing	0	0	0	0	0	0	0	
Sub-Total People and Culture	1,580,220	(2)	48,250	(110,767)	1,517,701	0	1,517,701	
14 - Strategic Outcomes								
142 - Development Contrib. (\$7.11,VPA & WIK)								
Income	(3,111,948)	0	0	0	(3,111,948)	0	(3,111,948)	
Expenses	0	0	0	0	0	0	0	
Reserves	3,111,948	0	0	0	3,111,948	0	3,111,948	
Sub-Total Development Contrib. (\$7.11,VPA & WIK)	0	0	0	0	0	0	0	
143 - Strategic Planning								
Income	(60,804)	0	0	0	(60,804)	0	(60,804)	
Expenses	854,388	0	101,475	137,105	1,092,969	48,300	1,141,269	Strategic Planning request for Budget under Southern Highland Innovation Park Master plan
Capital Purchases	0	0	0	0	0	0	0	
Reserves	(61,000)	0	0	(140,000)	(201,000)	(48,300)	(249,300)	
Sub-Total Strategic Planning	732,584	0	101,475	(2,895)	831,165	0	831,165	
Sub-Total Strategic Outcomes	732,584	0	101,475	(2,895)	831,165	0	831,165	
15 - General Managers Office								
056 - Councillors								
Income	0	0	(9,600)	0	(9,600)	0	(9,600)	
Expenses	824,900	15,000	(224,067)	9,103	624,936	0	624,936	
Reserves	(257,700)	(15,000)	375,000	0	102,300	0	102,300	
Sub-Total Councillors	567,200	0	141,333	9,103	717,636	0	717,636	

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

5. Net Cost of Services Statement Budget Review for the Quarter ended 31 March 2021 Income & Expenses - Council Consolidated

	Original ⁽¹⁾ Budget 2021/22	Approved Changes			Revised ⁽²⁾ Budget	Recommended changes for Council Resolution	Projected ⁽³⁾ Year End Result 2021/22	Reasons for Budget Variations
		Budget Carryovers	Sept Review	Dec Review				
057 - General Manager								
Income	0	0	0	0	0	0	0	
Expenses	585,578	0	(25,721)	8,180	568,037	0	568,037	
Sub-Total General Manager	585,578	0	(25,721)	8,180	568,037	0	568,037	
192 - Commonwealth Government Disaster Recovery Program								
Expenses	0	273,465	0	(125,000)	148,465	(36,522)	111,943	Budget Movement from POM for bushfire impact area to POM Crown Land 22587
Capital Purchases	0	21,010	0	0	21,010	0	21,010	
Reserves	0	(294,475)	0	125,000	(169,475)	36,522	(132,953)	
Sub-Total Commonwealth Government Disaster R	0	0	0	0	0	0	0	
Sub-Total General Managers Office	1,152,778	0	115,612	17,283	1,285,673	0	1,285,673	
Total General Manager	3,465,582	(2)	265,337	(96,379)	3,634,539	0	3,634,539	
05 - Communities and Place								
04 - Environment & Sustainability								
038 - Environment & Sustainability Admin								
Income	(48,768)	0	0	28,275	(20,493)	0	(20,493)	
Expenses	631,813	0	0	(29,560)	602,252	0	602,252	
Capital Purchases	2,230	110,421	0	(18,719)	93,931	0	93,931	
Reserves	0	(110,421)	0	18,719	(91,702)	0	(91,702)	
Sub-Total Environment & Sustainability Admin	585,274	0	0	(1,286)	583,989	0	583,989	
071 - Biodiversity Conservation (EL)								
Income	0	0	0	(104,000)	(104,000)	0	(104,000)	
Expenses	863,215	174,065	(57,504)	104,000	1,083,776	(0)	1,083,776	
Reserves	(863,214)	(174,065)	57,504	0	(979,775)	0	(979,775)	
Sub-Total Biodiversity Conservation (EL)	0	(0)	0	0	1	(0)	1	
072 - Community Capacity & Commitment (EL)								
Expenses	252,093	104,848	0	0	356,941	(0)	356,941	
Reserves	(252,093)	(104,848)	0	0	(356,941)	0	(356,941)	
Sub-Total Community Capacity & Commitment (E	0	(0)	0	0	0	(0)	(0)	
073 - Environment Levy Management (EL)								
Income	(8,160)	0	0	0	(8,160)	0	(8,160)	
Expenses	240,477	0	0	0	240,477	0	240,477	
Reserves	(232,317)	0	0	0	(232,317)	0	(232,317)	
Sub-Total Environment Levy Management (EL)	0	0	0	0	0	0	0	
074 - Environmental Systems (EL)								
Income	(168,382)	0	0	0	(168,382)	0	(168,382)	
Expenses	303,158	0	0	0	303,158	0	303,158	
Reserves	(7,140)	0	0	0	(7,140)	0	(7,140)	
Sub-Total Environmental Systems (EL)	127,636	0	0	0	127,636	0	127,636	
076 - River Health & Wetlands (EL)								
Expenses	67,217	0	0	0	67,217	0	67,217	
Capital Purchases	0	4,650	0	0	4,650	0	4,650	
Reserves	(67,217)	(4,650)	0	0	(71,867)	0	(71,867)	
Sub-Total River Health & Wetlands (EL)	0	0	0	0	0	0	0	
077 - Sustainable Living (EL)								
Expenses	54,852	0	0	0	54,852	0	54,852	
Reserves	(54,852)	0	0	0	(54,852)	0	(54,852)	
Sub-Total Sustainable Living (EL)	0	0	0	0	0	0	0	
Sub-Total Environment & Sustainability	712,911	(0)	0	(1,286)	711,625	(0)	711,625	
09 - Development & Compliance								
036 - Development Services								
Income	(1,115)	0	0	0	(1,115)	0	(1,115)	
Expenses	767,426	0	0	491,683	1,259,109	0	1,259,109	

This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBRs.

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

5. Net Cost of Services Statement Budget Review for the Quarter ended 31 March 2021 Income & Expenses - Council Consolidated

	Original ⁽¹⁾ Budget 2021/22	Approved Changes			Revised ⁽²⁾ Budget	Recommended changes for Council Resolution	Projected ⁽³⁾ Year End Result 2021/22	Reasons for Budget Variations
		Budget Carryovers	Sept Review	Dec Review				
Sub-Total Development Services	766,311	0	0	491,683	1,257,994	0	1,257,994	
095 - Rangers								
Income	(361,015)	0	0	70,003	(291,012)	0	(291,012)	Increase budget to build an accessibility ramp at animal shelter
Expenses	1,265,285	50,000	0	(297,659)	1,017,626	(25,000)	992,626	
Capital Purchases	0	0	0	0	0	25,000	25,000	
Reserves	0	(50,000)	0	0	(50,000)	0	(50,000)	
Sub-Total Rangers	904,270	0	0	(227,656)	676,615	0	676,615	
096 - Weeds								
Income	(58,894)	0	0	0	(58,894)	0	(58,894)	
Expenses	201,979	0	0	19,139	221,118	0	221,118	
Reserves	(18,812)	0	0	(19,139)	(37,951)	0	(37,951)	
Sub-Total Weeds	124,273	0	0	(0)	124,273	0	124,273	
098 - Regulatory Services								
Income	(17,500)	0	0	(28,275)	(45,775)	0	(45,775)	
Expenses	236,372	0	0	0	236,372	0	236,372	
Sub-Total Regulatory Services	218,872	0	0	(28,275)	190,597	0	190,597	
145 - Town Planning								
Income	(4,120,192)	0	0	(968,468)	(5,088,660)	0	(5,088,660)	Transfer grant funding budget \$26,340 to 10044 Computer Lease Expenditure.
Expenses	3,560,406	0	(205,224)	693,347	4,048,528	(26,340)	4,022,188	
Reserves	(45,000)	0	0	(50,000)	(95,000)	26,340	(68,660)	
Sub-Total Town Planning	(604,786)	0	(205,224)	(325,122)	(1,135,132)	0	(1,135,132)	
171 - RID								
Income	0	0	0	(5,000)	(5,000)	0	(5,000)	
Expenses	0	0	0	5,000	5,000	0	5,000	
Sub-Total RID	0	0	0	0	0	0	0	
Sub-Total Development & Compliance	1,408,940	0	(205,224)	(89,369)	1,114,346	0	1,114,346	
20 - Communities and Place								
194 - Director Communities & Place								
Expenses	0	0	302,929	4,908	307,837	0	307,837	
Sub-Total Director Communities & Place	0	0	302,929	4,908	307,837	0	307,837	
Sub-Total Communities and Place	0	0	302,929	4,908	307,837	0	307,837	
Total Communities and Place	2,121,851	(0)	97,705	(85,747)	2,133,808	(0)	2,133,808	
Total Council Budget (Surplus)/Deficit Result	0	0	(0)	(0)	0	(0)	0	

Notes:

1. Original Budget was adopted by Council on 8 June 2016
2. Revised Budget = Original Budget +/- approved budget changes in previous Quarterly Budget Reviews
3. Projected Year End Result = Revised Budget +/- recommended changes for Council resolution as part of this Quarterly Budget

**AGENDA OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 18 MAY 2022**

**WINGECARRIBEE SHIRE COUNCIL
QUARTERLY BUDGET REVIEW STATEMENT
for the 2021/22 financial year**

6. Budget Review Contracts and Other Expenses

Budget Review for The Quarter Ended 31 March 2022

Councillors are provided with information regarding tenders in the Annual Report. However, Councillors should be made aware of other material contracts entered into by Council and details of other expenses that are of particular interest. To this end a contract listing and details of legal fees and consultancy expenses are included in the QBRs.

Part A lists contracts (other than employment contracts and contracts entered into from Council's preferred suppliers list) that:

- were entered into during the quarter ending 31 March 2022; and
- have a value equal to or greater than \$50,000.

Part B of the report shows expenditure as at 31 March 2022 for:

- consultancies; and
- legal fees.

Part A - Contracts Listing - contracts entered into during the quarter

Contractor	Contract detail and purpose	Contract Value	Start Date	Duration of Contract	Budgeted (Y/N)
Complete Urban Pty Ltd	Lions Park Amenities – Design and Documentation	\$ 62,896.90	14/03/2022	4 months	y
Skilltech Consulting Services Pty Ltd	Scheduled Water Meter Reads for the 3rd 2021/22 Billing Period	\$ 56,334.00	28/03/2022	2 weeks	y
Douglas Partners Pty Ltd	Range Road Geotechnical Investigation	\$ 66,115.50	21/02/2022	2 months	y
WSP Australia Pty Ltd	Welby Landfill Closure Plan	\$ 75,097.00	11/02/2022	5 months	y
Well Done International Pty Ltd	After Hours Contact Centre	\$ 135,000.00	1/03/2022	3 Yr Plus 2 x 1 year extensions	y
Roadworx Surfacing Pty Ltd	Asphalt Concrete Works – Mt Broughton Road, Werai	\$ 185,392.15	21/02/2022	5 weeks	y
Roadworx Surfacing Pty Ltd	Asphalt Concrete Works – Old Hume Highway, Berrima	\$ 520,789.79	1/03/2022	3 months	y

This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBRs.

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**AGENDA OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 18 MAY 2022**

WINGECARRIBEE SHIRE COUNCIL QUARTERLY BUDGET REVIEW STATEMENT for the 2021/22 financial year					
Kawalewski Plumbing Pty Ltd	Sewer Reline – Mack Street, Moss Vale	\$ 137,325.00	23/03/2022	2 months	y
Killard Infrastructure Pty Ltd	Water Main Renewal - Victoria Street, Bundanoon	\$ 121,626.40	21/02/2022	5 weeks	y
Infrastructure Renewal Services Pty Ltd	Water Main Renewal - Wallangunda Street, Robertson	\$ 73,452.50	21/02/2022	5 weeks	y
Fulton Hogan Industries Pty Ltd	Asphalt Concrete Works – Eridge Park Road, Burradoo	\$ 758,284.89	21/02/2022	7 months	y
Vergan Enterprises Pty Ltd	Mt Gibraltar Security Fence Upgrade	\$ 96,602.00	1/03/2022	1 month	y
D Digian Company Pty Ltd	Footpath Construction – Railway Avenue, Colo Vale	\$ 60,154.60	21/02/2022	2 months	y
Zivil Earthmoving Pty Ltd	Drainage Construction – Dangar Street, Moss Vale	\$ 149,612.73	21/02/2022	2 months	y
MakerENG Pty Ltd	Centennial Road Creek Channel - Detailed Design	\$ 68,310.00	3/02/2022	4 months	y
Adaptive Pty Ltd t/a Deziign	Upgrade of Clarence Street Public Toilets, Moss Vale	\$ 98,708.50	17/01/2022	16 weeks	y
Vinindex Pty Ltd	Station Street Drainage Project, Bowral - Pipes	\$ 105,471.30	8/02/2022	3 months	y
BCP	Station Street Drainage Project, Bowral - Box Culverts	\$ 96,695.50	8/02/2022	3 months	y
Southern Highland Hyundai	2022 Hyundai Santa Fe Highlander 2.2D	\$ 60,673.90	3/03/2022	6 months	y
Harrigan Moss Vale	2022 Isuzu MUX LST 4x4 Wagon	\$ 58,347.50	3/03/2022	6 months	y

Notes:

1. Minimum reporting level is the lesser of 1% of estimated income from continuing operations of Council or \$50,000.
2. Contracts listed are those entered into during the quarter being reported and exclude contractors on Council's Preferred Suppliers List.

This document forms part of Wingecarribee Shire Council's Quarterly Budget Review Statement and should be read in conjunction with other documents in the QBRs.

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AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

WINGECARRIBEE SHIRE COUNCIL QUARTERLY BUDGET REVIEW STATEMENT for the 2021/22 financial year

6. Budget Review Contracts and Other Expenses

Part B - Consultancy & Legal expenses

Expense	Original Budget 2021/22 ¹	Budget Carryovers	Approved Changes		Revised Budget ²	Recommended changes for Council Resolution	Projected Year End Result 2021/22 ³	Actual YTD 2021/22
			Sept Review	Dec Review				
Consultancies	1,729,508			-	1,729,508	-	1,729,508	1,337,971
Legal Fees	832,831		152,000	(15,253)	969,578	-	969,578	854,635

Definition of a consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

Legal Fees includes legal services relating to planning and development, regulatory compliance and general administrative matters. This figure also includes costs associated with debt recovery activities.

Notes:

1. Original Budget was adopted by Council on 23 June 2021 MN 174/21
2. Revised Budget = Original Budget +/- approved budget changes in previous Quarterly Budget Reviews
3. Projected Year End Result = Revised Budget +/- recommended changes for Council resolution as part of this Quarterly Budget Review

10.5 Waste Water Reticulation System Pipe Bursting Package

Report Author:

Senior Operational Program Engineer

Authoriser:

Director Service and Project Delivery

PURPOSE

This report presents the evaluation of the Request for Tender for the waste water reticulation system pipe bursting package. This package of work includes various sections of sewer mains identified as suitable for renewal by pipe bursting. Work locations include Mittagong, Welby and Bundanoon.

OFFICER'S RECOMMENDATION

THAT:

- 1. Council accepts the Tender for the waste water reticulation system pipe bursting package 2022 as proposed by Benex Group at the lump sum price of \$662,279.75 (inclusive of GST).**
- 2. Council notes the tenders received ranged from \$662,279.75 to \$2,118,832.10 (inclusive of GST).**
- 3. Council delegate authority to the Mayor/Interim Administrator and General Manager to execute the contract and any other documentation required to give effect to this resolution.**

REPORT

BACKGROUND

Council operates a network of over 500 km of sewer gravity mains across its six (6) sewer schemes. These mains are used to convey raw sewage from residential, commercial and industrial properties. The gravity sewer mains to be renewed or upgraded in this project are constructed from 150 mm vitrified clay. There are various sections of pipeline totalling 1,225 m requiring renewal, including forty-four (44) junctions and sidelines.

The renewal project identified as *S014 – Bundanoon (Ebury Street and Hill Street)* is an upsizing of the original 150 mm vitrified clay pipe to a PE PN8 DN280 pipe. The total length to be renewed is 175 m. This section should be completed *first* in the package of work as there is another associated sewer augmentation in this sewer scheme that requires this work to be completed prior. Hence this section should be at practical completion by Friday, 1 July 2022.

The other associated work is not part of this tender. This has been advertised separately as it involves manhole construction and horizontal directional drilling. These two elements of work combined, create a sewer relief main for the Ellsmore Road sewer trunk main.

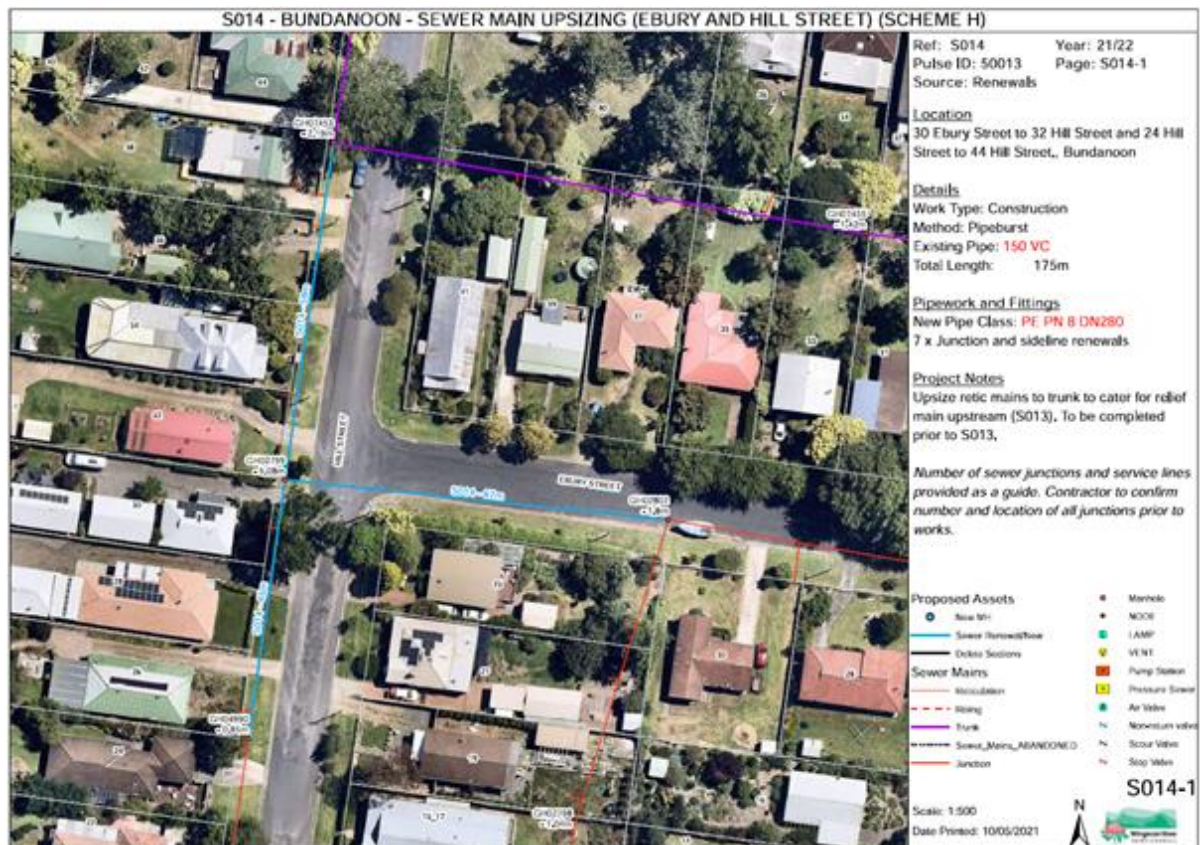


Figure 1. Overview of the S014 - Bundanoon (Ebury Street and Hill Street) section for upsizing.

The renewal project identified as *S176 – Mittagong - Cavendish Street (Priestly Street to Old Hume Highway)* consists of fourteen (14) sections along 680 m, plus twenty (20) junction and sideline renewals. This renewal was triggered by some sections of the main being identified as being in poor condition during routine CCTV condition monitoring.

Some of the sidelines are on the western side of Cavendish Street. Cavendish Street is a busy thoroughfare in the light industrial area of Mittagong and hence a comprehensive traffic management plan (TMP) and traffic control plan (TCP) is required.

Contractors are to consider a temporary road closure with a traffic diversion around Lyell Street. Extensive storm water drainage works are planned for Cavendish Street in the near future. Coordination with the Council Infrastructure Services Branch has confirmed that the construction schedules will not overlap.



Figure 2. Overview of the S176 – Mittagong – Cavendish Street section for upsizing and renewal.

The renewal project identified as *S175 – Welby - Jellore Street to Currockbilly Street* consists of seven (7) sections along Bowral Lane totalling 370 m, including seventeen (17) junctions and sideline renewals. The renewal is required due to the poor condition of the existing main.

This main exists mostly within a Crown Road. Council has sought permission under licence to conduct this work. This renewal will be done last in the sequence of work in this package.

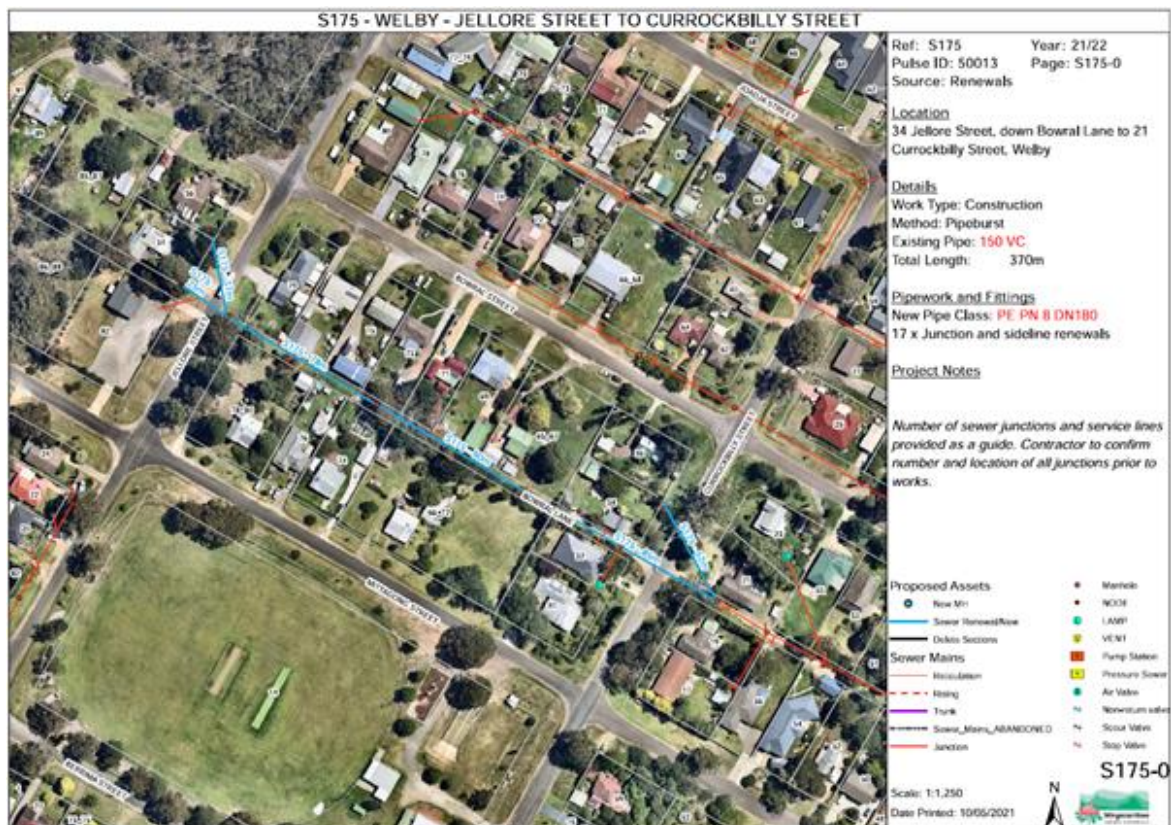


Figure 3. Overview of the S175 – Welby – Bowral Lane (Jellore Steet to Currockbilly Street) section.

REPORT

Council sought tenders for suitable and qualified contractors to provide a lump sum tender for the scope of works. The full scope of works was detailed in the design drawings and tender documents.

In accordance with the *Local Government Act 1993* part 3, section 55(3)(n), Council is required to invite tenders where estimated expenditure is greater than \$250,000 (GST inclusive).

ADVERTISING

The tender advertising period was from the 22 March 2022 to 19 April 2022 (28 days).

The tender was advertised as follows:

Newspaper / Website	Date Advertised
Newspaper – Sydney Morning Herald	22 March 2022
Newspaper – Southern Highlands News	23 March 2022
Newspaper – Southern Highlands News	30 March 2022
Council’s Website	For the duration of the advertising period
Council’s eTendering Website	For the duration of the advertising period

**AGENDA OF THE ORDINARY MEETING OF COUNCIL
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TENDERS RECEIVED

A total of four (4) tender submissions were received:

Company Name	Location	Postcode
Benex Group Pty Ltd	Queanbeyan NSW	2620
Infrastructure Renewal Services Pty Ltd	Glenorie NSW	2157
Kawalewski Plumbing Pty Ltd	Mittagong NSW	2575
Killard Infrastructure Services Pty Ltd	Goulburn NSW	2580

LATE TENDERS

A total of zero (0) late tender submissions were received (therefore non-conforming):

TENDER EVALUATION

A Procurement Evaluation Plan was developed which outlined the pre-determined selection criteria, the criteria weightings, and members of the tender evaluation panel.

The tender evaluation panel consisted of Senior Operational Programs Engineer (Chairperson), Assets Officer (Independent Panel Member), and Assets Officer #2 (Independent Panel Member).

Each submission was evaluated against the specified criteria by the tender evaluation panel with a scoring system based, 0 to 10 and weighted according to the pre-determined criteria.

SELECTION CRITERIA

The pre-determined criteria used to evaluate the tender were as follows:

Mandatory Criteria:

Mandatory Criteria
Public Liability - \$20 million
Workers Compensation OR [Self Employed] Personal Accident and Illness Insurance or Personal Income Protection
Motor Vehicle Comprehensive Insurance
Compliance with third party accredited Quality Management System (QMS) accreditation
Bank Guarantees – 2 x 2.5% of Contract value

Tenderers were required to meet the mandatory criteria to be eligible to be shortlisted and progress any further in the evaluation process.

**AGENDA OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 18 MAY 2022**

Non-Cost Selection Criteria & Weighting:

Non-Cost Criteria	Weighting
Capability & Experience	10%
Specifications, Service & Support, Fit for Purpose	20%
Community & Social (including local content)	10%
Work Health and Safety, Environment & Sustainability	10%
Total	50%

Summary of Selection Criteria & Weighting:

Criteria	Weighting
Total Non-Cost Criteria	50%
Total Cost Criteria	50%
Total	100%

NON-COMPLIANT TENDERS

Upon evaluation a total of one (1) tender submission was determined to be non-compliant:

Company Name	Reason for Non-Compliance
Kawalewski Plumbing Pty Ltd	Mandatory Items

TENDERED SUBMISSION PRICES

The total package tendered prices vary extensively between contractors. The relative prices of the three locations (Bundanoon, Mittagong and Welby), however, are consistent for each contractor, i.e., the Cavendish Street work is the most expensive and it is about twice the cost of the other two locations. Hence, each contractor appears to have a good appreciation of the relative complexity and magnitude of each of the job sites in the package.

COMMENTS ON OVERALL EVALUATION OUTCOME

It will benefit Council to award a new contractor (Benex Group) a substantial contract such as this as it will enhance the competitiveness in future packages of works that the Council puts out to Tender and RFQ.

Benex Group have previously conducted work in the Wingecarribee Shire Council under a subcontract agreement with Carve Earthworks. Carve Earthworks no longer operates as a pipeline infrastructure renewal and construction company since the business was closed in December 2021.

COMMENTS ON RECOMMENDED TENDER SUBMISSION

The tender submission presented by Benex Group is both comprehensive and of a high quality. The prices offered are consistently better than either of the other tenderers, i.e., the prices quoted in their schedule of rates for potential variations are as good as or better than the others.

COMMUNICATION AND CONSULTATION

Community Engagement

N/A

Internal Communication and Consultation

Consultation with Coordinator Assets to clarify the functionality of the relief main to be constructed at the Bundanoon location.

Consultation with Coordinator Assets to request that junctions and sidelines may be renewed by relining (using a felt-epoxy relining system) where it is not practical to renew the service by excavation and replacement due to the damage excavation will do to established trees, private gardens, and structures (such as driveways, walls, or fences). Coordinator Assets approved the request.

Consultation with coordinator Property Services with regards to applying for a permit to conduct construction works on Crown Land at the Welby location.

External Communication and Consultation

N/A

SUSTAINABILITY ASSESSMENT

Environment

Pipe bursting was selected as the most appropriate method available to enable the renewal and upsizing of these sections of sewer main to ensure the least possible impact on the environment. Further to this, sidelines and junctions have been approved by Assets to be renewed by relining wherever there is potential to cause environmental damage. Pipe bursting does require the excavation of launch and receive pits to introduce the new pipe and to recover the bursting head. This may require trees to be removed or pruned – particularly when manhole access requires deep excavation.

Social

There are no social issues in relation to this report.

Broader Economic Implications

There are no broader economic implications in relation to this report.

Culture

There are no cultural issues in relation to this report.

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 18 MAY 2022

Governance

This tender has been conducted in accordance with Part 7 of the *Local Government (General) Regulation 2005*.

COUNCIL BUDGET IMPLICATIONS

This program of works is funded from the Shire-wide - Sewer Main Upgrades and Renewals (Annual Program) [3-64078]. As there are insufficient funds remaining in the 2021-2022 budget allocation, this program will require funds from the 2022-2023 budget allocation.

Clarification has been gained from CFO, Manager Assets and Coordinator Assets to confirm that for annual program budgets (like the renewal program) where the budget has previously been approved by Council as part of the 4-year program, next year's budget can be relied upon in a current tender.

RELATED COUNCIL POLICY

Council's Procurement Guidelines have been used to inform the tender process.

CONCLUSION

The tender evaluation summary and recommendation are documented in the report to Council's Closed Committee.

ATTACHMENTS

There are no attachments to this report.

10.6 Department of Planning and Environment Grant - Wingello

Report Author: **Recreational Planner**
Authoriser: Director Service and Project Delivery

PURPOSE

The purpose of this report is to inform Council that it has been successful in obtaining grant funding of \$440,000 from the NSW Department of Planning through the Places to Play Program for adventure play at Wingello State Forest. This is a joint project of Wingecarribee Shire Council and NSW Forestry Corporation.

OFFICER'S RECOMMENDATION

THAT:

- 1. Council receive and note the contents of this report.**
- 2. Authorise the General Manager, Mayor/Interim Administrator to sign and affix the seal**

REPORT

BACKGROUND

Wingello State Forest was the most popular mountain bike area for the Southern Highlands, but the forest was devastated during the Black Summer bush fires. The mountain bike trails and campground were destroyed. The forest has been closed since then as salvage operations were carried out to remove the destroyed and damaged trees. Volunteers from Southern Highland Trails have been working to repair some of the mountain bike trails but the trails are not yet open to the public.

REPORT

Council has successfully obtained \$440,000 in funding through the NSW Department of Planning's Places to Play Program for Wingello Adventure Play. This is a joint project between Wingecarribee Shire Council and NSW Forestry Corporation for the development of adventure play aspects to the existing mountain bike trails in Wingello State Forest.

The purpose of the Places to Play Program is to create inclusive public spaces for adventure and play through better spaces that support adventure sport and recreation including mountain biking.

NSW Forestry Corporation has recently prepared a landscape concept plan for the redevelopment of the campground and other visitor infrastructure. The Wingello Adventure Play project will build on this concept plan to add adventure play elements to the central circuit track around the campground and picnic area. Adding the adventure play elements will broaden the activities that the mountain bike track can be used for. Participants of all skills and abilities will be able to use the facility and will be encouraged to broaden their skills and abilities. The adventure play structures will be built in association with replanting.

This funding provides the opportunity to rebuild the facilities to include adventure play and more inclusive elements to make the Wingello State Forest mountain bike area a great regional facility for the Southern Highlands.

The project will support the local Wingello and broader Highlands communities who were devastated by the Black Summer bush fires and the COVID pandemic. The local communities rely on the mountain bikers to support the local businesses but rebuilding of the recreation facilities at the campground and bike trails has been slow. Rebuilding the mountain bike trails with the additional inclusive adventure play elements will go a long way in supporting these communities.

Expertise will be sought from specialist designers for the design and construction of the mountain bike track and the adventure play elements, which will be the key feature of the project.

COMMUNICATION AND CONSULTATION

Community Engagement

A Communication and Consultation Plan will be finalised and stakeholder workshops will be held with the Wingello Village community and the mountain bike / cycling community.

Internal Communication and Consultation

The project has been developed by the Assets team.

External Communication and Consultation

NSW Forestry Corporation staff have been working in partnership with Council staff on the development of this project.

SUSTAINABILITY ASSESSMENT

Environment

There are no environmental issues in relation to this report.

Social

The social issues are addressed in the body of this report.

Broader Economic Implications

There are no broader economic implications in relation to this report.

Culture

There are no cultural issues in relation to this report.

Governance

There are no governance issues in relation to this report.

COUNCIL BUDGET IMPLICATIONS

This project is funded through the NSW Department of Planning's Places to Play Program to a total of \$440,000.

RELATED COUNCIL POLICY

The Wingello and mountain bike / cycling communities will be able to have input into the design of this project, consistent with Council's Community Engagement Policy.

CONCLUSION

The funding provided by the NSW Department of Planning through its Places to Play Program will be used to create a space for inclusive adventure play at Wingello State Forest as part of the rebuilding of the existing mountain bike trails.

ATTACHMENTS

Nil There are no attachments to this report.

11 MEETING CLOSURE