

# MINUTES

## Ordinary Meeting of Council



*We're with you*

Wednesday, 17 July 2024

Council Chambers, Wingecarribee Shire Council

68 Elizabeth Street, Moss Vale

The meeting commenced at 5:00PM

<b>1</b>	<b>OPENING OF THE MEETING.....</b>	<b>6</b>
<b>2</b>	<b>ACKNOWLEDGEMENT OF COUNTRY.....</b>	<b>6</b>
<b>3</b>	<b>STATEMENT OF ETHICAL OBLIGATIONS.....</b>	<b>7</b>
<b>4</b>	<b>APOLOGIES.....</b>	<b>7</b>
<b>5</b>	<b>ADOPTION OF MINUTES OF PREVIOUS MEETING.....</b>	<b>7</b>
<b>6</b>	<b>DECLARATIONS OF INTEREST.....</b>	<b>8</b>
<b>7</b>	<b>ADMINISTRATOR MINUTES.....</b>	<b>9</b>
<b>7.1</b>	<b>ITEMS FOR CONSIDERATION BY EXCEPTION.....</b>	<b>10</b>
<b>8</b>	<b>GENERAL MANAGER.....</b>	<b>12</b>
8.1	Draft Bowral Town Centre Master Plan.....	12
8.2	Bowral South New Living Area.....	13
8.3	Southern Highlands Innovation Park.....	14
8.4	Review Of Low-Density Residential Development Controls.....	15
8.5	Planning Proposal - 35 Elizabeth Street, Burradoo - Boundary Adjustment Post Exhibition.....	16
8.6	Voluntary Planning Agreements Policy Draft For Public Exhibition.....	17
<b>9</b>	<b>REPORTS.....</b>	<b>18</b>
9.1	Aquatics Plan And Regional Aquatic Centre And Multipurpose Indoor Centre Business Cases.....	18
9.2	1A Rainbow Road, Mittagong Variation Of Lease To Illawarra Local Aboriginal Land Council - Post Exhibition Report.....	19
9.3	Quarterly Delivery Program Progress Report As At 30 June 2024.....	21
9.4	Sportsground, Park And General Community Use - Plan Of Management.....	22
9.5	Lackey Park Masterplan Revision Update.....	23
9.6	Centennial Park Concept Masterplan Draft For Public Exhibition.....	24
9.7	Jurd Park Concept Masterplan For Draft Public Exhibition.....	25
9.8	Local Orders Policy (Order 21) Draft For Public Exhibition.....	26

**MINUTES OF THE ORDINARY MEETING OF COUNCIL  
WEDNESDAY 17 JULY 2024**

---

9.9 Aboriginal And Torres Strait Islander Acknowledgement To Country Policy - Draft For Adoption.....	27
9.10 Public Art Policy - Draft For Adoption .....	28
9.11 CCTV And Portable Surveillance Cameras In Public Places Policy - Draft For Adoption .....	29
9.12 Traffic Convex Safety Mirror Policy - Draft For Adoption .....	30
9.13 Biosecurity Weed Control Program 2024-2029 - Draft For Adoption.....	31
9.14 Reflect Reconciliation Action Plan - Draft For Adoption.....	32
9.15 Community Emissions Action Plan - Draft For Adoption.....	33
9.16 Community Assistance Scheme Grants 2024/25 .....	34
9.17 Christmas 2024 - Update On Council Funded Christmas Activations .....	37
9.18 Smart Water Metering Update .....	38
9.19 Public Toilet Strategy Update .....	39
9.20 Section 138S And Approvals To Carry Out Work On Council Property (ATCOW) - Approval Process.....	40
9.21 Project Reinvigorate Moss Vale Civic Centre Internal Refurbishment - Tender Evaluation Report .....	41
9.22 Southern Villages Iconic Trail (SVIT) - Formation Of Interagency Working Group.....	42
9.23 Moss Vale - Water Trunk Main Relocation And Upsizing (Gibbons-Lytton-Berrima Road) .....	43
9.24 Wastewater Rising Main Upsizing Ellsmore Road, Bundanoon - Tender Evaluation Report .....	45
9.25 Southern Highlands Bridge Club - Termination Of Agreement To Lease Update .....	46
9.26 Part 3 Soma Avenue, Bowral - Acquisition Of Land .....	47
9.27 Visitor Centre Volunteers Discussion Paper .....	49
9.28 Monthly Financial Reports June 2024.....	50
9.29 Investments Report - June 2024.....	51
9.30 Traffic Committee Meeting Minutes - 4 June 2024 .....	52

**MINUTES OF THE ORDINARY MEETING OF COUNCIL  
WEDNESDAY 17 JULY 2024**

---

9.31 Audit, Risk And Improvement Committee Meeting Minutes - 6 June 2024.....53

**10 QUESTIONS TAKEN ON NOTICE .....54**

**11 MEETING CLOSURE.....54**

**MINUTES OF THE ORDINARY MEETING OF COUNCIL  
WEDNESDAY 17 JULY 2024**

---

**MINUTES OF THE ORDINARY MEETING OF WINGECARRIBEE SHIRE COUNCIL HELD IN COUNCIL  
CHAMBERS, CIVIC CENTRE, ELIZABETH STREET, MOSS VALE ON WEDNESDAY 17 JULY 2024  
COMMENCING AT 5:00 PM**

<b>Present:</b>	Administrator	Mr Viv May PSM
<b>In Attendance:</b>	Acting General Manager	Mr Hamish McNulty
	Acting Director Corporate Strategy and Resourcing	Mr Pav Kuzmanovski
	Director Communities and Place	Mr Michael McCabe
	Director Service and Project Delivery	Ms Karin Targa
	Executive Manager Strategic Outcomes	Mr Deniz Kilic
	Manager Assets	Mr Shaun Robinson
	Manager Governance and Corporate Performance	Ms Danielle Lidgard
	Manager Waste and Resource Management	Mr Clinton McAlister
	Manager Environment and Sustainability	Mr Barry Arthur
	Coordinator Property Services	Ms Amanda McCullagh
	Coordinator Community Development	Ms Corinne Buxton
	Team Leader Bushland and Biosecurity	Mr Tristan Simpson
	Governance Advisor	Mr Warwick Lawrence
	ICT Support Officer	Mr Marcellino Derby
	Coordinator Governance	Ms Paige Zelunzuk

## **1 OPENING OF THE MEETING**

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

## **2 ACKNOWLEDGEMENT OF COUNTRY**

The Administrator, Mr Viv May PSM, acknowledged country:

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

### **3 STATEMENT OF ETHICAL OBLIGATIONS**

The Administrator, Mr Viv May PSM, stated:

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

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

### **4 APOLOGIES**

Nil

### **5 ADOPTION OF MINUTES OF PREVIOUS MEETING**

*MN 2024/209*

**MOTION** moved by Administrator

**THAT** the minutes of the Ordinary Meeting of Council held on 19 June, 2024 MN 2024/158 to MN 2024/195, be adopted as a correct record of the proceedings of the meeting.

**DECLARED CARRIED BY THE ADMINISTRATOR**

*MN 2024/210*

**MOTION** moved by Administrator

**THAT** the minutes of the Extraordinary Meeting of Council held on 26 June 2024, MN 2024/196 to MN 2024/208 inclusive, be adopted as a correct record of the proceedings of the meeting.

**DECLARED CARRIED BY THE ADMINISTRATOR**

## **6 DECLARATIONS OF INTEREST**

*Acting Director Corporate Strategy and Resourcing, Pav Kuzmanovski, declared a less-than-significant, non-pecuniary interest in Item 9.1 - Aquatics Plan and Regional Aquatic Centre and Multipurpose Indoor Centre Business Cases, as he plays soccer with Ryan Elphick, a speaker at today's Public Forum, but notes the report being tabled has been compiled by consultants and approved by another directorate. Mr Kuzmanovski states he has provided commentary on the financials based on the report and not influenced the decision on how to proceed or the recommendation.*

*Mr Kuzmanovski was not absent from the Chambers for consideration of that item.*



## **7 ADMINISTRATOR MINUTES**

*MN 2024/211*

**MOTION** moved by the Administrator

**THAT:**

- 1. Council receive and note the General Manager Performance Review Panel's Report prepared by SINC Solutions Pty Ltd.***
- 2. Council note the General Manager's performance for the review period as determined by the panel was 'highly effective' in Performance Categories One (1) to Three (3), and Five (5) to Six (6) inclusive, and 'effective' in Performance Categories Four (4) and Seven (7).***
- 3. Council note that, in accordance with the NSW OLG Standard Contract for General Managers, and in recognition of an overall rating of 'better than satisfactory', that an increase to the General Manager's Total Remuneration Package of 3.75% be provided.***
- 4. The Administrator be delegated the authority to finalise and sign all relevant documentation as required.***
- 5. Ms Christine Hawkins AM be thanked for her service during the General Manager recruitment process and the three (3) subsequent General Manager performance review processes.***
- 6. Mr John Elvy be thanked for his service during the performance review process for 2023/2024 and as an Independent Panel Observer in 2022/2023 performance review.***
- 7. Mr John Elvy be appointed to the 2024/2025 General Manager Performance Review Panel as an Independent Panel Observer to ensure continuity between the 2023/2024 review period and the 2024/2025 review period. This appointment is consistent regarding an Independent Panel Observer with the Office of Local Government Guidelines for the Appointment and Oversight of General Managers (2022).***

**DECLARED CARRIED BY THE ADMINISTRATOR**



## **7.1 ITEMS FOR CONSIDERATION BY EXCEPTION**

*MN 2024/212*

**MOTION** moved by the Administrator

**THAT** Standing Orders be suspended in order to bring forward the following items for consideration by exception:

*Item 8.5 - Planning Proposal - 35 Elizabeth Street, Burradoo - Boundary Adjustment Post Exhibition*

*Item 8.6 - Voluntary Planning Agreements Policy Draft for Public Exhibition*

*Item 9.4 - Sportsground, Park and General Community Use - Plan of Management*

*Item 9.6 - Centennial Park Concept Masterplan Draft for Public Exhibition*

*Item 9.8 - Local Orders Policy (Order 21) Draft for Public Exhibition*

*Item 9.11 - CCTV and Portable Surveillance Cameras in Public Places Policy - Draft for Adoption*

*Item 9.12 - Traffic Convex Safety Mirror Policy - Draft for Adoption*

*Item 9.15 - Community Emissions Action Plan - Draft for Adoption*

*Item 9.19 - Public Toilet Strategy*

*Item 9.20 - Section 138s and Approvals to Carry Out Work on Council Property (ATCOW) - Approval Process*

*Item 9.23 - Moss Vale - Water Trunk Main Relocation and Upsizing (Gibbons-Litton-Berrima Road)*

*Item 9.24 - Wastewater Rising Main Upsizing Ellsmore Road, Bundanoon - Tender Evaluation Report*

*Item 9.27 - Visitor Centre Volunteers Discussion Paper*

*Item 9.28 - Monthly Financial Reports*

*Item 9.30 - Traffic Committee Meeting Minutes - 4 June 2024*

*Item 9.31 - Audit, Risk and Improvement Committee Meeting Minutes - 6 June 2024*

**DECLARED CARRIED BY THE ADMINISTRATOR**

*MN 2024/213*

**MOTION** moved by the Administrator

**THAT** the recommendations contained in the reports for the following items be adopted by exception:

*Item 8.5 - Planning Proposal - 35 Elizabeth Street, Burradoo - Boundary Adjustment Post Exhibition*

*Item 8.6 - Voluntary Planning Agreements Policy Draft for Public Exhibition*

*Item 9.4 - Sportsground, Park and General Community Use - Plan of Management*

*Item 9.6 - Centennial Park Concept Masterplan Draft for Public Exhibition*

*Item 9.8 - Local Orders Policy (Order 21) Draft for Public Exhibition*

---

**MINUTES OF THE ORDINARY MEETING OF COUNCIL  
WEDNESDAY 17 JULY 2024**

---

*Item 9.11 - CCTV and Portable Surveillance Cameras in Public Places Policy - Draft for Adoption*

*Item 9.12 - Traffic Convex Safety Mirror Policy - Draft for Adoption*

*Item 9.15 - Community Emissions Action Plan - Draft for Adoption*

*Item 9.19 - Public Toilet Strategy*

*Item 9.20 - Section 138s and Approvals to Carry Out Work on Council Property (ATCOW) - Approval Process*

*Item 9.23 - Moss Vale - Water Trunk Main Relocation and Upsizing (Gibbons-Litton-Berrima Road)*

*Item 9.24 - Wastewater Rising Main Upsizing Ellsmore Road, Bundanoon - Tender Evaluation Report*

*Item 9.27 - Visitor Centre Volunteers Discussion Paper*

*Item 9.28 - Monthly Financial Reports*

*Item 9.30 - Traffic Committee Meeting Minutes - 4 June 2024*

*Item 9.31 - Audit, Risk and Improvement Committee Meeting Minutes - 6 June 2024*

**DECLARED CARRIED BY THE ADMINISTRATOR**

*MN 2024/214*

**MOTION** moved by Administrator

**THAT** Standing Orders be resumed.

**DECLARED CARRIED BY THE ADMINISTRATOR**

## 8 GENERAL MANAGER

---

### 8.1 Draft Bowral Town Centre Master Plan

---

**Report of:** Rachel Murray  
Acting Coordinator Strategy and Place

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

#### OFFICER'S RECOMMENDATION

---

**THAT Council:**

1. Adopt the revised Draft Bowral Town Centre Master Plan.
2. Endorse the Supporting Evidence Report and Engagement Outcomes Report.
3. Write to all persons who made a submission through the public exhibition period and advise them of the resolution.

The Executive Manager Strategic Outcomes introduced the item.

*MN 2024/215*

**MOTION** *moved by the Administrator*

**THAT Council:**

1. *Adopt the revised Draft Bowral Town Centre Master Plan.*
2. *Endorse the Supporting Evidence Report and Engagement Outcomes Report.*
3. *Write to all persons who made a submission through the public exhibition period and advise them of the resolution.*

**DECLARED CARRIED BY THE ADMINISTRATOR**

## **8.2 Bowral South New Living Area**

---

**Report of:** Garima Mendiratta  
Senior Strategic Planner

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

### **OFFICER'S RECOMMENDATION**

---

**THAT:**

1. The Draft Bowral South New Living Area Master Plan and Servicing Strategy package proceed to Public Exhibition for a period of eight (8) weeks.
2. All supporting due diligence and technical reports also be placed on Public Exhibition for the above period of eight (8) weeks.
3. A further briefing report be provided, and advice sought from the newly appointed Local Planning Panel from July 2024.
4. The Draft Bowral South New Living Area Master Plan and Servicing Strategy be reported to the Panel and then Council at the conclusion of the public exhibition period, outlining a summary of the outcomes of the public exhibition and any changes made to the draft Master Plan and Servicing Strategy.

The Executive Manager Strategic Outcomes introduced the item.

*MN 2024/216*

**MOTION** moved by the Administrator

**THAT:**

1. *The Draft Bowral South New Living Area Master Plan and Servicing Strategy package proceed to Public Exhibition for a period of eight (8) weeks.*
2. *All supporting due diligence and technical reports also be placed on Public Exhibition for the above period of eight (8) weeks.*
3. *A further briefing report be provided, and advice sought from the newly appointed Local Planning Panel from July 2024.*
4. *The Draft Bowral South New Living Area Master Plan and Servicing Strategy be reported to the Panel and then Council at the conclusion of the public exhibition period, outlining a summary of the outcomes of the public exhibition and any changes made to the draft Master Plan and Servicing Strategy.*
5. *Further work be done in relation to flooding, in particular a Flood Impact Risk Assessment and to comply with the planning circular PS 24-001 dated 1 March 2024 'Update on Addressing Flood Risk in Planning Decisions' as part of Council's statutory obligations.*
6. *During the public exhibition period, advertisements and educational material be provided in local print media for at least two (2) weeks and two (2) print editions, as well as local radio and online social media engagements.*

**DECLARED CARRIED BY THE ADMINISTRATOR**

---

### 8.3 Southern Highlands Innovation Park

---

**Report of:** Rachel Murray  
Acting Coordinator Strategy and Place

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

#### OFFICER'S RECOMMENDATION

---

**THAT:**

1. The Draft Southern Highlands Innovation Park Master Plan, Governance Strategy and Strategic Positioning Study be endorsed for public exhibition.
2. The Draft Southern Highlands Innovation Park Master Plan, Governance Strategy and Strategic Positioning Study be placed on Public Exhibition for a period of eight (8) weeks commencing 29 July 2024 and concluding on 23 September 2024.
3. Council receive and note the Engagement Outcomes Report.
4. The Draft Southern Highlands Innovation Park Master Plan and Governance Strategy be reported back to the Panel and then Council at the conclusion of the exhibition period, outlining a summary of the outcomes of the public exhibition.

The Executive Manager Strategic Outcomes introduced the item.

*MN 2024/217*

**MOTION** moved by the Administrator

**THAT:**

1. *The Draft Southern Highlands Innovation Park Master Plan, Governance Strategy and Strategic Positioning Study be endorsed for public exhibition.*
2. *The Draft Southern Highlands Innovation Park Master Plan, Governance Strategy and Strategic Positioning Study be placed on Public Exhibition for a period of eight (8) weeks commencing 29 July 2024 and concluding on 23 September 2024.*
3. *Council receive and note the Engagement Outcomes Report.*
4. *The Draft Southern Highlands Innovation Park Master Plan and Governance Strategy be reported back to the Panel and then Council at the conclusion of the exhibition period, outlining a summary of the outcomes of the public exhibition.*
5. *During the public exhibition period, advertisements and educational material be provided in local print media for at least two (2) weeks and two (2) print editions, as well as local radio and online social media engagements.*

**DECLARED CARRIED BY THE ADMINISTRATOR**

---

## 8.4 Review of Low-Density Residential Development Controls

---

**Report of:** Garima Mendiratta  
Senior Strategic Planner

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

---

### OFFICER'S RECOMMENDATION

---

**THAT:**

1. The Draft Low-Density Residential Development Control Review be adopted.
2. The Compliance Checklist and Development Application Submission Checklist for Low- Density Residential Development be endorsed.
3. Following the adoption of the Draft Low-Density Residential Development Control Review, Council makes the relevant amendments to the Low-Density chapter of the existing Development Control Plans.

The Executive Manager Strategic Outcomes introduced the item.

*MN 2024/218*

**MOTION** moved by the Administrator

**THAT:**

1. *The Draft Low-Density Residential Development Control Review be adopted.*
2. *The Compliance Checklist and Development Application Submission Checklist for Low- Density Residential Development be endorsed.*
3. *Following the adoption of the Draft Low-Density Residential Development Control Review, Council makes the relevant amendments to the Low-Density chapter of the existing Development Control Plans.*

**DECLARED CARRIED BY THE ADMINISTRATOR**

---

## 8.5 Planning Proposal - 35 Elizabeth Street, Burradoo - Boundary Adjustment Post Exhibition

---

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

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

---

### OFFICER'S RECOMMENDATION

---

**THAT:**

1. The Planning Proposal to include land at 35 Elizabeth Street and 4 Old Bong Bong Way Burradoo within Schedule 1 (Additional Permitted Uses) of Wingecarribee Local Environmental Plan (WLEP) 2010, to facilitate a boundary adjustment between two (2) lots be supported, and
2. The Planning Proposal be finalised under s.3.36 of the Environmental Planning & Assessment Act 1979.

*MN 2024/236*

**MOTION**

**THAT:**

1. *The Planning Proposal to include land at 35 Elizabeth Street and 4 Old Bong Bong Way, Burradoo within Schedule 1 (Additional Permitted Uses) of Wingecarribee Local Environmental Plan (WLEP) 2010, to facilitate a boundary adjustment between two (2) lots be supported; and*
2. *The Planning Proposal be finalised under s.3.36 of the Environmental Planning & Assessment Act 1979.*

**DECLARED CARRIED BY EXCEPTION**



---

## **8.6 Draft Voluntary Planning Agreements Policy for Public Exhibition**

---

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

**Authoriser:** Deniz Kilic  
Executive Manager Strategic Outcomes

### **OFFICER'S RECOMMENDATION**

---

**THAT:**

1. *The Draft Voluntary Planning Agreements Policy proceed to public exhibition for a period 28 days.*
2. *A further report be prepared for consideration by the Panel and Council at the conclusion of the exhibition period.*

*MN 2024/237*

**MOTION**

**THAT:**

1. *The Draft Voluntary Planning Agreements Policy proceed to public exhibition for a period 28 days.*
2. *A further report be prepared for consideration by the Panel and Council at the conclusion of the exhibition period.*

**DECLARED CARRIED BY EXCEPTION**

## 9 REPORTS

---

### 9.1 Aquatics Plan and Regional Aquatic Centre and Multipurpose Indoor Centre Business Cases

---

**Report of:** Shaun Robinson  
Manager Assets

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

#### OFFICER'S RECOMMENDATION

---

**THAT** Council endorse the following documents to be placed on Public Exhibition for a period of no less than eight weeks:

- a. Aquatics Plan
- b. Business Case for Regional Aquatic Facility
- c. Business Case for Multipurpose Indoor Sports Facility

The Manager Assets introduced the item.

*MN 2024/219*

**MOTION** moved by the Administrator

**THAT:**

1. ***Council endorse the following documents to be placed on Public Exhibition for a period of no less than eight weeks:***
  - a. ***Aquatics Plan, which recommends:***
    - i. ***Continued operation of Moss Vale War Memorial Pool***
    - ii. ***Construction of Regional Aquatic Facility in Mittagong***
    - iii. ***Closure of Bowral Swimming Centre and Bundanoon Pool upon opening of Regional Aquatic Facility***
  - b. ***Business Case for Regional Aquatic Facility, which recommends:***
    - i. ***Construction of Regional Aquatic Facility at the Mittagong Oval Precinct***
  - c. ***Business Case for Multipurpose Indoor Sports Facility, which recommends:***
    - i. ***Construction of Multipurpose Indoor Sports Facility at the Mittagong Oval Precinct***
2. ***During the public exhibition period, advertisements and educational material be provided in local print media for at least two (2) weeks and two (2) print editions, as well as local radio and online social media engagements.***

**DECLARED CARRIED BY THE ADMINISTRATOR**

---

---

## 9.2 1A Rainbow Road, Mittagong Variation of Lease to Illawarra Local Aboriginal Land Council - Post Exhibition Report

---

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

**Authorised by:** Pav Kuzmanovski  
Acting Director Corporate Strategy and Resourcing

---

### OFFICER'S RECOMMENDATION

#### THAT:

1. Council endorse the updated variation to Clause 28 of the Lease to Illawarra Local Aboriginal Land Council as follows:

#### Clause 28

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

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

*The Lessee, in consultation with the Local Aboriginal Advisory Group, must develop the terms of reference for the Local Aboriginal Advisory Group.*

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

*The Aboriginal representatives shall consist of:*

- *Two (2) recognised and accepted Elders from the Aboriginal community;*
- *Four (4) local Aboriginal community members;*
- *Two (2) Aboriginal youth community members.*

*Meetings of the Local Aboriginal Advisory Group shall be held quarterly each year for the term of the Lease.*

2. The General Manager and Mayor/Administrator be delegated authority to execute under the Common Seal of Council the Variation of Lease referred to in Item 1 above.

**MINUTES OF THE ORDINARY MEETING OF COUNCIL  
WEDNESDAY 17 JULY 2024**

---

The Acting Director Corporate Strategy and Resourcing introduced the item.

*MN 2024/220*

**MOTION** moved by the Administrator

**THAT:**

1. ***Council endorse the updated variation to Clause 28 of the Lease to Illawarra Local Aboriginal Land Council as follows:***

**Clause 28**

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

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

***The Lessee, in consultation with the Local Aboriginal Advisory Group, must develop the terms of reference for the Local Aboriginal Advisory Group.***

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

***The Aboriginal representatives shall consist of:***

- ***Two (2) Gundungarra Elders (or their nominated representative if they cannot attend);***
- ***Four (4) local Aboriginal community members;***
- ***Two (2) Aboriginal youth community members.***

***Meetings of the Local Aboriginal Advisory Group shall be held quarterly each year for the term of the Lease.***

2. ***The General Manager and Mayor/Administrator be delegated authority to execute under the Common Seal of Council the Variation of Lease referred to in Item 1 above.***

**DECLARED CARRIED BY THE ADMINISTRATOR**

---

**9.3 Quarterly Delivery Program Progress Report as at 30 June 2024**

---

**Report of:** Shaun Sang  
Corporate Strategy Officer

**Authorised by:** Pav Kuzmanovski  
Acting Director Corporate Strategy and Resourcing

**OFFICER'S RECOMMENDATION**

---

**THAT** Council note the Quarterly Progress Report on the Delivery Program and Operational Plan for the period ended 30 June 2024 in Attachment 1.

The Acting Director Corporate Strategy and Resourcing introduced the item and made the [attached presentation](#).

*MN 2024/221*

**MOTION** moved by the Administrator

**THAT**

- 1. Council note the Quarterly Progress Report on the Delivery Program and Operational Plan for the period ended 30 June 2024 in Attachment 1.***
- 2. A report be presented to the 7 August 2024 Council meeting on the outcomes and general discussion at the 2024 Wingecarribee Youth Forum.***

**DECLARED CARRIED BY THE ADMINISTRATOR**

---

## 9.4 Sportsground, Park and General Community Use - Plan of Management

---

Report of: Shaun Robinson  
Manager Assets

Authorised by: Karin Targa  
Director Service and Project Delivery

---

### OFFICER'S RECOMMENDATION

#### THAT Council:

1. Authorise the General Manager to submit the *Draft Plan of Management for Community Land and Crown Reserves (Sportsground, Park and General Community Use)* to the Department of Planning, Housing and Infrastructure – Crown Lands for endorsement prior to giving public notice of this draft Plan.
2. Proceed to public exhibition of the *Draft Plan of Management for Community Land and Crown Reserves (Sportsground, Park and General Community Use)* following endorsement by the Department of Planning, Housing and Infrastructure – Crown Lands unless there are any substantial changes to the draft Plan required by the Department that would require further consideration by Council.

MN 2024/238

#### MOTION

#### THAT Council:

1. Authorise the General Manager to submit the *Draft Plan of Management for Community Land and Crown Reserves (Sportsground, Park and General Community Use)* to the Department of Planning, Housing and Infrastructure – Crown Lands for endorsement prior to giving public notice of this draft Plan.
2. Proceed to public exhibition of the *Draft Plan of Management for Community Land and Crown Reserves (Sportsground, Park and General Community Use)* following endorsement by the Department of Planning, Housing and Infrastructure – Crown Lands unless there are any substantial changes to the draft Plan required by the Department that would require further consideration by Council.

DECLARED CARRIED BY EXCEPTION

---

## 9.5 Lackey Park Masterplan Revision Update

---

**Report of:** Michael Hamilton  
Recreation Planner

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

### OFFICER'S RECOMMENDATION

---

**THAT** Council proceed with the revision of the Lackey Park Masterplan within the parameters of:

- a. Formalisation and upgrade of sporting fields
- b. Provision of sports field lighting
- c. Renewal and upgrade of amenities and public toilets and inclusion of clubroom
- d. Provision of upgraded cricket facilities
- e. Improved spectator seating
- f. No works to encroach on the existing drainage channel

The Director Service and Project Delivery introduced the item.

The Manager Assets addressed the meeting.

*MN 2024/222*

**MOTION** moved by the Administrator

***THAT the matter be deferred until the 7 August 2024 Council meeting to allow Cricket NSW the opportunity to provide further advice to Council on the funding of its academy concept.***

**DECLARED CARRIED BY THE ADMINISTRATOR**



---

## 9.6 Centennial Park Concept Masterplan Draft for Public Exhibition

---

**Report of:** Michael Hamilton  
Recreation Planner

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

### OFFICER'S RECOMMENDATION

---

**THAT:**

1. The Centennial Park Concept Masterplan be endorsed for public exhibition for a period of twenty-eight (28) days.
2. The final Centennial Park Concept Masterplan incorporating community submissions be submitted to Council for adoption following the public exhibition.

*MN 2024/239*

**MOTION**

**THAT:**

1. *The Centennial Park Concept Masterplan be endorsed for public exhibition for a period of twenty-eight (28) days.*
2. *The final Centennial Park Concept Masterplan incorporating community submissions be submitted to Council for adoption following the public exhibition.*

**DECLARED CARRIED BY EXCEPTION**

---

## 9.7 Jurd Park Concept Masterplan for Draft Public Exhibition

---

**Report of:** Michael Hamilton  
Recreation Planner

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

### OFFICER'S RECOMMENDATION

---

**THAT:**

1. The Jurd Park Concept Masterplan be endorsed for public exhibition for a period of twenty-eight (28) days.
2. The final Jurd Park Concept Masterplan incorporating community submissions be submitted to Council for adoption following the public exhibition.

The Director Service and Project Delivery addressed the meeting.

*MN 2024/223*

**MOTION** moved by the Administrator

**THAT:**

1. *The Jurd Park Concept Masterplan be endorsed for public exhibition for a period of twenty-eight (28) days.*
2. *The final Jurd Park Concept Masterplan incorporating community submissions be submitted to Council for adoption following the public exhibition period.*

**DECLARED CARRIED BY THE ADMINISTRATOR**

---

**9.8 Local Orders Policy (Order 21) Draft for Public Exhibition**

---

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

**Authorised by:** Michael McCabe  
Director Communities and Place

**OFFICER'S RECOMMENDATION**

---

**THAT:**

1. Council endorse the Draft Local Orders Policy (Order 21) to be placed public exhibition for 42 days.
2. A further report be submitted to Council following the conclusion of the public exhibition period.

*MN 2024/240*

**MOTION**

**THAT:**

1. Council endorse the Draft Local Orders Policy (Order 21) to be placed public exhibition for 42 days.
2. A further report be submitted to Council following the conclusion of the public exhibition period.

**DECLARED CARRIED BY EXCEPTION**

---

## 9.9 Aboriginal and Torres Strait Islander Acknowledgement to Country Policy - Draft for Adoption

---

**Report of:** Corinne Buxton  
Coordinator Community Development

**Authorised by:** Michael McCabe  
Director Communities and Place

---

### OFFICER'S RECOMMENDATION

---

**THAT Council:**

1. Adopt the Aboriginal and Torres Strait Islander Acknowledgement to Country Policy.
2. Write to the people who lodged a submission advising them of the outcome and thanking them for their feedback on the Aboriginal and Torres Strait Islander Acknowledgment to Country Policy.

The Acting General Manager addressed the meeting.

*MN 2024/224*

**MOTION** moved by the Administrator

***THAT Council defer the report on the Aboriginal and Torres Strait Islander Acknowledgement to Country Policy – Draft for Exhibition until the 7 August 2024 Ordinary Meeting of Council to allow for the report to be updated to include all submissions received during the public exhibition period.***

**DECLARED CARRIED BY THE ADMINISTRATOR**

---

## **9.10 Public Art Policy - Draft for Adoption**

---

**Report of:** Corinne Buxton  
Coordinator Community Development

**Authorised by:** Michael McCabe  
Director Communities and Place

### **OFFICER'S RECOMMENDATION**

---

**THAT Council:**

- 1. Adopt the Public Art Policy.**
- 2. Write to the residents who lodged a submission advising them of the outcome and thanking them for their feedback on the Public Art Policy.**

*MN 2024/225*

**MOTION** *moved by the Administrator*

**THAT Council:**

- 1. Adopt the Public Art Policy.**
- 2. Write to the residents who lodged a submission advising them of the outcome and thanking them for their feedback on the Public Art Policy.**

**DECLARED CARRIED BY THE ADMINISTRATOR**

**9.11 CCTV and Portable Surveillance Cameras in Public Places Policy - Draft for Adoption**

---

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

**Authorised by:** Pav Kuzmanovski  
Acting Director Corporate Strategy and Resourcing

**OFFICER'S RECOMMENDATION**

---

**THAT Council adopt the CCTV and Portable Surveillance Cameras in Public Places Policy.**

*MN 2024/241*

**MOTION**

**THAT Council adopt the CCTV and Portable Surveillance Cameras in Public Places Policy.**

**DECLARED CARRIED BY EXCEPTION**

---

**9.12 Traffic Convex Safety Mirror Policy - Draft for Adoption**

---

**Report of:** Michael Rayner  
Senior Traffic Engineer

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

**OFFICER'S RECOMMENDATION**

---

**THAT Council adopt the Traffic Convex Safety Mirror Policy.**

*MN 2024/242*

**MOTION**

**THAT Council adopt the Traffic Convex Safety Mirror Policy.**

**DECLARED CARRIED BY EXCEPTION**



---

### 9.13 Biosecurity Weed Control Program 2024-2029 - Draft for Adoption

---

**Report of:** Tristan Simpson  
Team Leader Bushland and Biosecurity

**Authorised by:** Michael McCabe  
Acting Director Communities and Place

---

#### OFFICER'S RECOMMENDATION

---

**THAT Council:**

1. Adopt the amended Biosecurity Weed Control Program 2024 – 2029
2. Write to the people who made a submission advising them of the outcome and thanking them for their contribution.

The Director Communities and Place introduced the item.

*MN 2024/226*

**MOTION** moved by the Administrator

**THAT Council:**

1. *Adopt the amended Biosecurity Weed Control Program 2024 – 2029.*
2. *Write to the people who made a submission advising them of the outcome and thanking them for their contribution.*

**DECLARED CARRIED BY THE ADMINISTRATOR**

---

## 9.14 Reflect Reconciliation Action Plan - Draft for Adoption

---

Report of:                   Meredith Lea  
                                  Community Development Officer

Authorised by:           Michael McCabe  
                                  Director Communities and Place

### OFFICER'S RECOMMENDATION

---

**THAT** Council adopt the Draft Reflect Reconciliation Action Plan 2024-2025.

The Director Communities and Place introduced the item.

*MN 2024/227*

**MOTION** moved by the Administrator

**THAT** Council adopt the Draft Reflect Reconciliation Action Plan 2024-2025 and, in response to correspondence from the NSW Department of Communities and Justice, a copy of the plan be forwarded.

**DECLARED CARRIED BY THE ADMINISTRATOR**

---

**9.15 Community Emissions Action Plan - Draft for Adoption**

---

**Report of:** Karen Thorogood  
Coordinator Sustainability Services

**Authorised by:** Michael McCabe  
Director Communities and Place

**OFFICER'S RECOMMENDATION**

---

**THAT Council:**

1. Adopt the Community Emissions Action Plan as per Attachment 1 of this report.
2. Advise the people who made a submission of the outcome and thank them for their contribution.

*MN 2024/243*

**MOTION**

**THAT Council:**

1. *Adopt the Community Emissions Action Plan as per Attachment 1 of this report.*
2. *Advise the people who made a submission of the outcome and thank them for their contribution.*

**DECLARED CARRIED BY EXCEPTION**

---

## **9.16 Community Assistance Scheme Grants 2024/25**

---

**Report of:** Corinne Buxton  
Coordinator Community Development

**Authorised by:** Michael McCabe  
Director Communities and Place

---

### **OFFICER'S RECOMMENDATION**

---

#### **THAT Council:**

1. Provide Community Assistance Scheme 2024/25 Grants to the following community organisations for the following amounts:
    - a) Highlands Pipes and Drums \$7,000
    - b) Southern Highlands Botanic Gardens Limited \$7,000
    - c) Bundanoon Folk Festival \$1,791.20
    - d) Highlands Community Centres \$7,000
    - e) Bundanoon Community Association \$7,000
    - f) CTC Robertson Inc. \$7,000
    - g) Burrawang Wildes Meadow Community Association \$7,000
    - h) Highland Grace Incorporated \$6,718.89
    - i) Highland FM 107.1 Co-operative Limited \$5,821
    - j) Challenge Southern Highlands \$1,500
    - k) The Hill Top Men's Shed Inc. \$1,177
    - l) Moss Vale Football Club Inc \$7,000
    - m) Bundanoon Tennis Club Inc \$7,000
    - n) Moss Vale Tennis Club Inc \$5000
    - o) Bowral Tennis Club Incorporated \$3,500
  
  2. Provide Community Assistance Scheme 2024/25 Donations to the following community organisation for the following amounts:
    - a) Southern Highlands Symphony Orchestra Inc. \$600
    - b) St Judes Music Association \$600
    - c) Wingello Village Association \$600
    - d) Bowral-Mittagong Uniting Church \$600
    - e) Hill Top War Memorial Hall \$600
    - f) Bowral Butterflies Netball Club \$600
    - g) Moss Vale Hockey Club \$600
    - h) Yerrinbool-Bargo Soccer Club \$600
  
  3. Provide Community Assistance Scheme 2024/25 Grants for Environment and Sustainability projects to the following community organisation for the following amount:
    - a) WinZero \$2000
    - b) Southern Highlands Australian Plant Society \$600
  
  4. Successful applicants be advised in writing and invited to attend a formal cheque presentation held in August 2024.
  
  5. Unsuccessful applicants be advised in writing of the outcome of their application and provided feedback for the next round of applications.
-

**MINUTES OF THE ORDINARY MEETING OF COUNCIL  
WEDNESDAY 17 JULY 2024**

---

The Director Communities and Place introduced the item.

*MN 2024/228*

**MOTION** moved by the Administrator

**THAT** Council:

1. ***Provide Community Assistance Scheme 2024/25 Grants to the following community organisations for the following amounts:***
  - a) ***Highlands Pipes and Drums \$7,000***
  - b) ***Southern Highlands Botanic Gardens Limited \$7,000***
  - c) ***Bundanoon Folk Festival \$1,791.20***
  - d) ***Highlands Community Centres \$7,000***
  - e) ***Bundanoon Community Association \$7,000***
  - f) ***CTC Robertson Inc. \$7,000***
  - g) ***Burrawang Wildes Meadow Community Association \$7,000***
  - h) ***Highland Grace Incorporated \$6,718.89***
  - i) ***Highland FM 107.1 Co-operative Limited \$5,821***
  - j) ***Challenge Southern Highlands \$1,500***
  - k) ***The Hill Top Men's Shed Inc. \$1,177***
  - l) ***Moss Vale Football Club Inc \$7,000***
  - m) ***Bundanoon Tennis Club Inc \$7,000***
  - n) ***Moss Vale Tennis Club Inc \$5000***
  - o) ***Bowral Tennis Club Incorporated \$3,500***
  
2. ***Provide Community Assistance Scheme 2024/25 Donations to the following community organisation for the following amounts:***
  - a) ***Southern Highlands Symphony Orchestra Inc. \$600***
  - b) ***St Judes Music Association \$600***
  - c) ***Wingello Village Association \$600***
  - d) ***Bowral-Mittagong Uniting Church \$600***
  - e) ***Hill Top War Memorial Hall \$600***
  - f) ***Bowral Butterflies Netball Club \$600***
  - g) ***Moss Vale Hockey Club \$600***
  - h) ***Yerrinbool-Bargo Soccer Club \$600***
  
3. ***Provide Community Assistance Scheme 2024/25 Grants for Environment and Sustainability projects to the following community organisation for the following amount:***

**MINUTES OF THE ORDINARY MEETING OF COUNCIL  
WEDNESDAY 17 JULY 2024**

---

*a) WinZero \$2000*

*b) Southern Highlands Australian Plant Society \$600*

- 4. Successful applicants be advised in writing and invited to attend a formal cheque presentation held in August 2024.*
  
- 5. Unsuccessful applicants be advised in writing of the outcome of their application and provided feedback for the next round of applications.*

**DECLARED CARRIED BY THE ADMINISTRATOR**

---

## 9.17 Christmas 2024 - Update on Council Funded Christmas Activations

---

**Report of:** Corinne Buxton  
Coordinator Community Development

**Authorised by:** Michael McCabe  
Director Communities and Place

---

### OFFICER'S RECOMMENDATION

---

**THAT Council:**

1. Endorse the 2024 Christmas Program.
2. Allocate \$25,000 from within the 2024 Christmas budget to the Festival of Lights Ltd to continue light displays in Corbett Gardens and in the event Festival of Lights does not proceed, the \$25,000 be allocated to the main town centres for Council installations.
3. Undertake a 28-day public notification period in relation the contribution of \$25,000 towards the Festival of Lights in accordance with Section 356 of the Local Government Act 1993, if the Festival of Lights proceeds.
4. Undertake a 28-day public notification period in relation the contribution for waiving of fees and charges for the use of the Senior Citizens rooms in Corbett Gardens to conduct the Festival of Lights Christmas activities up to an amount of \$7,000, in accordance with Section 610(F) of the Local Government Act 1993, if the Festival of Lights proceeds.

The Director Communities and Place introduced the item.

*MN 2024/229*

**MOTION** moved by the Administrator

**THAT Council:**

1. *Endorse the 2024 Christmas Program.*
2. *Allocate \$25,000 from within the 2024 Christmas budget to the Festival of Lights Ltd to continue light displays in Corbett Gardens and in the event Festival of Lights does not proceed, the \$25,000 be allocated to the main town centres for Council installations.*
3. *Undertake a 28-day public notification period in relation the contribution of \$25,000 towards the Festival of Lights in accordance with Section 356 of the Local Government Act 1993, if the Festival of Lights proceeds.*
4. *Undertake a 28-day public notification period in relation the contribution for waiving of fees and charges for the use of the Senior Citizens rooms in Corbett Gardens to conduct the Festival of Lights Christmas activities up to an amount of \$7,000, in accordance with Section 610(F) of the Local Government Act 1993, if the Festival of Lights proceeds.*

**DECLARED CARRIED BY THE ADMINISTRATOR**



---

## 9.18 Smart Water Metering Update

---

**Report of:** Tim Bell  
Coordinator Assets - Water, Sewerage and Drainage

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

### OFFICER'S RECOMMENDATION

---

**THAT** the report be received and noted.

The Manager Assets addressed the meeting.

*MN 2024/230*

**MOTION** moved by the Administrator

***THAT*** the General Manager arrange for a detailed report on the provision of residential smart meters across the Shire to be presented in conjunction with the 2025/26 Draft Budget, such report to include timeline, financial implications (including funding by loans and amortisation) and estimated water and financial savings to residents.

**DECLARED CARRIED BY THE ADMINISTRATOR**

---

**9.19 Public Toilet Strategy Update**

---

**Report of:** Elina Quigley  
Senior Asset Officer

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

**OFFICER'S RECOMMENDATION**

---

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

*MN 2024/244*

**MOTION**

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

**DECLARED CARRIED BY EXCEPTION**

**9.20 Section 138s and Approvals To Carry out Work on Council Property  
(ATCOW) - Approval Process**

---

**Report of:** Ashraf Anwar  
Coordinator Park and Building Assets

**Authorised by:** Shaun Robinson  
Manager Assets

**OFFICER'S RECOMMENDATION**

---

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

*MN 2024/245*

**MOTION**

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

**DECLARED CARRIED BY EXCEPTION**

---

## 9.21 Project Reinvigorate Moss Vale Civic Centre Internal Refurbishment - Tender Evaluation Report

---

Report of: Heba Eletr  
Acting Manager Project Delivery

Authorised by: Karin Targa  
Director Service and Project Delivery

### OFFICER'S RECOMMENDATION

---

**THAT Council:**

1. Accept the Tender from Trinity Quality Interiors Pty Ltd at a lump sum price of \$4,323,949.30 (inclusive of GST).
2. Delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.
3. Endorse the additional loan borrowings of \$1,370,000 to fund the project, noting that the total loan borrowings for the project will be \$5,370,000.

The Director Service and Project Delivery addressed the meeting and provided the [attached costs breakdown](#) in relation to Project Reinvigorate.

*MN 2024/231*

**MOTION** moved by the Administrator

**THAT Council:**

1. *Accept the Tender from Trinity Quality Interiors Pty Ltd at a lump sum price of \$4,323,949.30 (inclusive of GST).*
2. *Delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.*
3. *Endorse the additional loan borrowings of \$1,370,000 to fund the project, noting that the total loan borrowings for the project will be \$5,370,000.*

**DECLARED CARRIED BY THE ADMINISTRATOR**

---

## **9.22 Southern Villages Iconic Trail (SVIT) - Formation of Interagency Working Group**

---

**Report of:** Michael Hamilton  
Recreation Planner

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

---

### **OFFICER'S RECOMMENDATION**

**THAT Council:**

1. Endorse the Southern Villages Iconic Trail concept.
2. Endorse the formation of an inter-agency working group to progress the Southern Villages Iconic Trail project.

The Director Service and Project Delivery introduced the item.

*MN 2024/232*

**MOTION** moved by the Administrator

**THAT Council:**

1. Endorse the Southern Villages Iconic Trail concept.
2. Endorse the formation of an inter-agency working group to progress the Southern Villages Iconic Trail project.

**DECLARED CARRIED BY THE ADMINISTRATOR**

## 9.23 Moss Vale - Water Trunk Main Relocation and Upsizing (Gibbons-Lytton-Berrima Road)

---

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

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

### OFFICER'S RECOMMENDATION

---

**THAT Council:**

1. Resolves in accordance with Section 55(3)(i) of the Local Government Act 1993, not to invite tenders as because of extenuating circumstances, a satisfactory result would not be achieved by inviting tenders, for the following extenuating circumstances:
  - a) Killard Infrastructure has been engaged through a tender process to undertake the water main upsizing project along Lytton Road (junction with the trunk main on Berrima Road) in Moss Vale in April 2024 and that inviting new tenders for the additional required scope will not result in a competitive outcome.
  - b) to facilitate integration and the sequencing of the work required for the water main relocation and upsizing in this intersection ahead of the proposed stormwater system upgrade in the same intersection which will provide value for money in delivering these outcomes and mitigating any site risks with different contractors undertaking the works.
2. Council delegate to the General Manager the authority to negotiate directly with Killard Infrastructure Pty Ltd with a view to enter into a contract (subject to appropriate terms and conditions) for the additional watermain works required at the intersection of Lytton Road and Berrima Road, Moss Vale, noting the estimated value of the additional works to be \$389,623 (Including GST).
3. Delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.

MN 2024/246

**MOTION**

**THAT Council:**

1. Resolves in accordance with Section 55(3)(i) of the Local Government Act 1993, not to invite tenders as because of extenuating circumstances, a satisfactory result would not be achieved by inviting tenders, for the following extenuating circumstances:
    - a) Killard Infrastructure has been engaged through a tender process to undertake the water main upsizing project along Lytton Road (junction with the trunk main on Berrima Road) in
-

**MINUTES OF THE ORDINARY MEETING OF COUNCIL  
WEDNESDAY 17 JULY 2024**

---

*Moss Vale in April 2024 and that inviting new tenders for the additional required scope will not result in a competitive outcome.*

- b) To facilitate integration and the sequencing of the work required for the water main relocation and upsizing in this intersection ahead of the proposed stormwater system upgrade in the same intersection which will provide value for money in delivering these outcomes and mitigating any site risks with different contractors undertaking the works.*
- 2. Council delegate to the General Manager the authority to negotiate directly with Killard Infrastructure Pty Ltd with a view to enter into a contract (subject to appropriate terms and conditions) for the additional watermain works required at the intersection of Lytton Road and Berrima Road, Moss Vale, noting the estimated value of the additional works to be \$389,623 (Including GST).**
- 3. Delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.**

**DECLARED CARRIED BY EXCEPTION**

---

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

---

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

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

---

### OFFICER'S RECOMMENDATION

---

**THAT Council:**

1. Accept the Tender for Wastewater Rising Main Upsizing from Dannik Civil at a lump sum price of \$349,748 (inclusive of GST)
2. Note the tenders received ranged from \$349,748.00 to \$896,005.29.
3. Delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.

*MN 2024/247*

**MOTION**

**THAT Council:**

1. *Accept the Tender for Wastewater Rising Main Upsizing from Dannik Civil at a lump sum price of \$349,748 (inclusive of GST)*
2. *Note the tenders received ranged from \$349,748.00 to \$896,005.29.*
3. *Delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.*

**DECLARED CARRIED BY EXCEPTION**



---

## 9.25 Southern Highlands Bridge Club - Termination of Agreement to Lease Update

---

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

**Authorised by:** Pav Kuzmanovski  
Acting Director Corporate Strategy and Resourcing

### OFFICER'S RECOMMENDATION

---

**THAT** Council note the update provided in relation to the Termination of Agreement to Lease – Southern Highlands Bridge Club report.

The Acting Director Corporate Strategy and Resourcing introduced the item.

*MN 2024/233*

**MOTION** moved by the Administrator

***THAT*** Council note the update provided in relation to the Termination of Agreement to Lease – Southern Highlands Bridge Club report.

**DECLARED CARRIED BY THE ADMINISTRATOR**

---

## **9.26 Part 3 Soma Avenue, Bowral - Acquisition of Land**

---

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

**Authorised by:** Pav Kuzmanovski  
Acting Director Corporate Strategy and Resourcing

### **OFFICER'S RECOMMENDATION**

---

**THAT Council:**

1. Acquire land being part 3 Soma Avenue, Bowral (being Lot 4 in Deposited Plan of Acquisition DP 1307017) for the purpose of public reserve by Compulsory Acquisition under Sections 186 and 187 of the *Local Government Act, 1993* and in accordance with the requirements of the *Land Acquisition (Just Terms Compensation) Act, 1991 (NSW)*.
2. Approve the making of an application to the Minister for Local Government for the issue of a proposed Acquisition Notice under the *Land Acquisition (Just Terms Compensation) Act 1991 (NSW)* with respect to the Land referred to in item 1 above AND THAT Council request that the Minister for Local Government approve a reduction in the notification period from ninety (90) days to sixty (60) days.
3. Approve the making of an application to the Governor for the publication of an Acquisition Notice in the NSW Government Gazette under *Land Acquisition (Just Terms Compensation) Act, 1991 (NSW)* with respect to the land outlined in Item 1 above.
4. Fund acquisition of the land referred to Item 1 above through Council's Developer Contributions Reserve – Section 7.11 Developer Contributions Plan – Open Space, Recreational Community and Cultural Facilities.
5. Affix the Common Seal of Council to any documents required to be sealed for acquisition of the land referred to in Item 1 above AND THAT authority be delegated to the General Manager and Mayor/Administrator to execute those documents.
6. Authorise delegation to the General Manager and Mayor/Administrator to execute on behalf of Council any documents associated with the acquisition of land referred to in Item 1 above that does not require the Common Seal of Council.
7. Upon acquisition of the land referred to Item 1 above the land be classified as Community land.

**MINUTES OF THE ORDINARY MEETING OF COUNCIL  
WEDNESDAY 17 JULY 2024**

---

The Acting Director Corporate Strategy and Resourcing addressed the meeting.

*MN 2024/234*

**MOTION** moved by the Administrator

**THAT** Council:

1. ***Acquire land being part 3 Soma Avenue, Bowral (being Lot 4 in Deposited Plan of Acquisition DP 1307017) for the purpose of public reserve by Compulsory Acquisition under Sections 186 and 187 of the Local Government Act, 1993 and in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act, 1991 (NSW).***
2. ***Approve the making of an application to the Minister for Local Government for the issue of a proposed Acquisition Notice under the Land Acquisition (Just Terms Compensation) Act 1991 (NSW) with respect to the Land referred to in item 1 above AND THAT Council request that the Minister for Local Government approve a reduction in the notification period from ninety (90) days to sixty (60) days.***
3. ***Approve the making of an application to the Governor for the publication of an Acquisition Notice in the NSW Government Gazette under Land Acquisition (Just Terms Compensation) Act, 1991 (NSW) with respect to the land outlined in Item 1 above.***
4. ***Fund acquisition of the land referred to Item 1 above through Council's Developer Contributions Reserve – Section 7.11 Developer Contributions Plan – Open Space, Recreational Community and Cultural Facilities.***
5. ***Affix the Common Seal of Council to any documents required to be sealed for acquisition of the land referred to in Item 1 above AND THAT authority be delegated to the General Manager and Mayor/Administrator to execute those documents.***
6. ***Authorise delegation to the General Manager and Mayor/Administrator to execute on behalf of Council any documents associated with the acquisition of land referred to in Item 1 above that does not require the Common Seal of Council.***
7. ***Upon acquisition of the land referred to Item 1 above the land be classified as Community land.***

**DECLARED CARRIED BY THE ADMINISTRATOR**

---

**9.27 Visitor Centre Volunteers Discussion Paper**

---

**Report of:** James Borbone  
Supervisor Pools and Facilities

**Authorised by:** Pav Kuzmanovski  
Acting Director Corporate Strategy and Resourcing

**OFFICER'S RECOMMENDATION**

---

**THAT Council endorse the proposal for the engagement of volunteers at the Visitor Information Centre.**

*MN 2024/248*

**MOTION**

***THAT Council endorse the proposal for the engagement of volunteers at the Visitor Information Centre.***

**DECLARED CARRIED BY EXCEPTION**

---

**9.28 Monthly Financial Reports June 2024**

---

**Report of:** Margaret Cusak  
Acting Chief Financial Officer

**Authorised by:** Pav Kuzmanovski  
Acting Director Corporate Strategy and Resourcing

**OFFICER'S RECOMMENDATION**

---

**THAT Council receive the monthly financial report for June 2024.**

*MN 2024/249*

**MOTION**

**THAT Council receive the monthly financial report for June 2024.**

**DECLARED CARRIED BY EXCEPTION**

---

**9.29 Investments Report - June 2024**

---

**Report of:** Margaret Cusak  
Acting Chief Financial Officer

**Authorised by:** Pav Kuzmanovski  
Acting Director Corporate Strategy and Resourcing

**OFFICER'S RECOMMENDATION**

---

**THAT Council receive and note this Cash Investment Report as at 30 June 2024.**

*MN 2024/235*

**MOTION** *moved by the Administrator*

**THAT Council receive and note this Cash Investment Report as at 30 June 2024.**

**DECLARED CARRIED BY THE ADMINISTRATOR**

---

**9.30 Traffic Committee Meeting Minutes - 4 June 2024**

---

**Report of:** Elizabeth de Graaf  
Administration Officer

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

**OFFICER'S RECOMMENDATION**

---

**THAT** Council receive and note the Minutes of the Out of Session, Local Traffic Committee meeting held on 4 June 2024.

*MN 2024/250*

**MOTION**

***THAT*** Council receive and note the Minutes of the Out of Session, Local Traffic Committee meeting held on 4 June 2024.

**DECLARED CARRIED BY EXCEPTION**

---

**9.31 Audit, Risk and Improvement Committee Meeting Minutes - 6 June 2024**

---

**Report of:** Warwick Lawrence  
Coordinator Governance

**Authorised by:** Pav Kuzmanovski  
Acting Director Corporate Strategy and Resourcing

**OFFICER'S RECOMMENDATION**

---

**THAT** the Minutes of the Audit, Risk and Improvement Committee Meeting held on Thursday, 6 June 2024 be received and noted.

*MN 2024/251*

**MOTION**

***THAT the Minutes of the Audit, Risk and Improvement Committee Meeting held on Thursday, 6 June 2024 be received and noted.***

**DECLARED CARRIED BY EXCEPTION**



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

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 7.01PM