

DRAFT MINUTES

Ordinary Meeting of Council



We're with you

Wednesday 20 November 2024

Council Chambers, Wingecarribee Shire Council Civic Centre
68 Elizabeth Street, Moss Vale

The meeting commenced at 3:30 pm

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WEDNESDAY 20 NOVEMBER 2024**

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**MINUTES OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 20 NOVEMBER 2024**

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

Present: Cr Jesse Fitzpatrick (Mayor)
Cr Erin Foley (Deputy Mayor)
Cr Heather Champion
Cr Therese Duffy
Cr James Farrell
Cr David Kent
Cr Sara Moylan
Cr Rachel Russell
Cr Nicole Smith

In Attendance: General Manager	Ms Lisa Miscamble
Director Corporate Strategy and Resourcing	Ms Shelley Jones
Director Communities and Place	Mr Michael McCabe
Director Service and Project Delivery	Mr Clinton McAlister
Executive Manager Strategic Outcomes	Mr Deniz Killic
Chief Financial Officer	Mr Pav Kuzmanovski
Manager Governance and Corporate Performance	Ms Danielle Lidgard
Acting Manager Business and Property Services	Mr James Borbone
Supervisor ICT Support	Mr Timothy Voegt
Coordinator Governance	Ms Paige Zelunzuk

1 OPENING OF THE MEETING

The Mayor opened the meeting.

2 ACKNOWLEDGEMENT OF COUNTRY

The Mayor acknowledged country:

"Wingecarribee Shire Council acknowledges the Gundungurra and Dharawal people as the Traditional Custodians of this land. I pay my respect to the Traditional Custodians, their Ancestors who cared for this Country for many thousands of years, and their Elders and descendants who continue to care for Country. I would also like to extend that respect to all Aboriginal and Torres Strait Islander peoples, including those here today."

3 STATEMENT OF ETHICAL OBLIGATIONS

Councillors were reminded of the Oath or Affirmation of Office made by them under Section 233A of the Local Government Act and their obligations under Council's Code of Conduct to disclose and appropriately manage conflicts of interests.

4 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

5 ADOPTION OF MINUTES OF PREVIOUS MEETING

MN 2024/317

MOTION moved by Cr Fitzpatrick, seconded by Cr Kent

THAT:

- 1. The minutes of the Ordinary Meeting of Council held on 7 August 2024 (MN 2024/252 to MN 2024/290 inclusive), be adopted as a correct record of the proceedings of the meeting.*
- 2. The minutes of the Extraordinary Meeting of Council held on 9 September 2024 (MN 2024/291 to MN 2024/298 inclusive), be adopted as a correct record of the proceedings of the meeting.*
- 3. The minutes of the Ordinary Meeting of Council held on 9 October 2024 (MN 2024/299 to MN 2024/303 inclusive), be adopted as a correct record of the proceedings of the meeting.*
- 4. The minutes of the Extraordinary Meeting of Council held on 30 October 2024 (MN 2024/304 to MN 2024/316 inclusive), be adopted as a correct record of the proceedings of the meeting.*

CARRIED UNANIMOUSLY

6 DECLARATIONS OF INTEREST

Mayor Jesse Fitzpatrick declared a non-pecuniary, non-significant interest in Item 8.11 - Complaints and Feedback Management Policy - Draft for Adoption, as a family member made a submission to the item on public exhibition.

He will remain in the Chamber for consideration of that item.

Councillor Rachel Russell declared a non-pecuniary, non significant interest in Item 8.16 - Community Circles Funding Agreement, as she has received meals from Rose at Community Circles.

She will be absent from the Chamber for consideration of that item.

Councillor Heather Champion declared a non-pecuniary, significant interest in Item 8.22 - Welby Community Centre, 14 Currockbilly Street, Welby Proposed Lease to Highlands Theatre Group, as her sister is a member of the Highlands Theatre Group.

She will be absent from the Chamber for consideration of that item.

Councillor Rachel Russell declared a non-pecuniary, significant interest in Item 8.22 - Welby Community Centre, 14 Currockbilly Street, Welby Proposed Lease to Highlands Theatre Group, as Steve Cheers, involved in the Highlands Theatre Group, donated to her campaign with a reportable political donation.

She will be absent from the Chamber for consideration of that item.

6.1 ITEMS BY EXCEPTION

MN 2024/318

MOTION moved by Cr Fitzpatrick, seconded by Cr Duffy

THAT the order of business be changed to bring forward the following items for consideration by exception and the recommendations be adopted:

Item 8.7 - Data Breach Policy - Draft for Public Exhibition

Item 8.9 - Memorandum of Understanding - Friends of Wingecarribee Animal Shelter & Animal Shelter Donations Policy - Drafts for Public Exhibition

Item 8.10 - Electric Vehicle Charging Stations on Public Land Policy - Draft for Adoption

Item 8.11 - Complaints and Feedback Management Policy - Draft for Adoption

Item 8.12 - Managing Unreasonable Conduct by Complainants Policy - Draft for Adoption

Item 8.15 - Jurd Park Concept Masterplan Adoption

Item 8.17 - Section 355 Management Committee Report

Item 8.18 - Floodplain Risk Management Advisory Committee

Item 8.20 - T-2024-15 Pavement Stabilisation Works Tender

Item 8.23 - Stockade Street, Berrima - Proposed Lease of Road Reserve

Item 8.25 - Monthly Financial Report - As at 31 October 2024

Item 8.26 - Investments Report - October 2024

Item 8.27 - Traffic Committee Meeting Minutes - 26 September 2024

Item 8.28 - Audit, Risk and Improvement Committee Meeting Minutes - 3 & 5 September 2024

CARRIED UNANIMOUSLY

7 MAYORAL MINUTE

Bowral South Flooding Concerns

It is very clear that there remains a lot of frustration and anxiety in the community about the Bowral South development, with the biggest contributing factor being issues surrounding flooding. I am very glad to see the recommendation for the establishment of the Floodplain Risk Management Advisory Committee on the Council agenda for this meeting.

The establishment of such a Committee will play a crucial role in linking Council, state agencies, key stakeholders and the community to develop and implement a flood risk management plan by contributing ideas, professional expertise, experience, and local knowledge.

Consultant Briefs for Councillors

Councillors have a clear role in making strategic and policy decisions. One way that this can occur is through the provision of briefs for the engagement of consultants for projects that have significant and long-term strategic impacts on our community. Council engages consultants to undertake work on its behalf from time to time for work where there is a need to engage expertise not found in Council (e.g economists) and/or because of grant opportunities and/or where additional resources are required. Whilst during the period of Administration, briefs for this type of work have been put into the business paper, I would like to formalise this for both the Council and the community.

The provision of briefs provides the opportunity for the community and Councillors to understand and have input into the scope of the Brief prior to the commencement of a project. This also supports our commitment to transparency and accountability, as the public can see that decisions are based on thorough professional assessments rather than assumptions or limited information.

To ensure that our focus stays at the strategic and policy level, I propose that briefs for the engagement of professional services are presented to Council for endorsement where the:

- engagement is estimated to be over \$250K; or
- impact is long term; or
- impact on more than 10,000 people and/or Shire wide.

It is not intended that this is for technical or construction projects, however will be used for plans and studies, for example integrated transport strategies and land use planning studies.

RECOMMENDATION

THAT:

- 1. The General Manager provide briefs for consultancy services for the preparation of plans, strategies or studies to Council for endorsement where the project:**
 - **Engagement is over \$250K; or**
 - **Impact is long term; or**
 - **Outcomes impacts on more than 10,000 people and/or Shire wide.**

- 2. It be noted that this does not relate to technical or construction projects.**

MN 2024/332

MOTION moved by Cr Fitzpatrick, seconded by Cr Moylan

THAT:

- 1. The General Manager provide briefs for consultancy services for the preparation of plans, strategies or studies to Council for endorsement where the project:**
 - **Engagement is over \$250K; or**
 - **Impact is long term; or**
 - **Outcomes impacts on more than 10,000 people and/or Shire wide.**
- 2. It be noted that this does not relate to technical or construction projects.**
- 3. The General Manager provide a further report to Council providing anticipated frequency, any known projects in the pipeline, procurement process for these engagements and the average transaction value.**

CARRIED UNANIMOUSLY

8 REPORTS

8.1 Annual Report 2023/24 and State of Our Shire Report

Report of: Shayley McCracken
Coordinator Strategy & Business Improvement

Authorised by: Shelley Jones
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council:

1. Endorse the Annual Report for the financial year 2023/24 as included in Attachment 1.
2. Endorse the State of our Shire Report as included in Attachment 2 to be appended to the Annual Report 2023/24.
3. Note the 2024 Community Research Survey Results as included in Attachment 3.
4. Consider the future focus areas from the State of the Shire Report and community feedback from the 2024 Community Research Survey Report in the preparation of the priorities for the Delivery Program 2025-2029.

MN 2024/333

MOTION moved by Cr Kent, seconded by Cr Moylan

THAT Stu Reeve of Micromex present to Council an overview of the 2024 Community Research results.

CARRIED UNANIMOUSLY

MN 2024/334

MOTION moved by Cr Kent, seconded by Cr Champion

THAT Council:

1. Endorse the Annual Report for the financial year 2023/24 as included in Attachment 1.
2. Endorse the State of our Shire Report as included in Attachment 2 to be appended to the Annual Report 2023/24.
3. Note the 2024 Community Research Survey Results as included in Attachment 3.
4. Consider the future focus areas from the State of the Shire Report and community feedback from the 2024 Community Research Survey Report in the preparation of the priorities for the Delivery Program 2025-2029.

CARRIED UNANIMOUSLY

8.2 Presentation of the Audited Financial Statements for the year ended 30 June 2024

Report of: Stephen Joss
Deputy Chief Financial Officer

Authorised by: Pav Kuzmanovski
Chief Financial Officer

OFFICER'S RECOMMENDATION

THAT:

1. Council note the Independent Auditor's Report and Report on the Conduct of the Audit for the year ended 30 June 2024.
2. Council adopt the Financial Statements for the year ended 30 June 2024.

MN 2024/335

MOTION moved by Cr Fitzpatrick, seconded by Cr Foley

THAT Furqan Yousef of Audit Office of New South Wales present to Council the Audited Financial Statements for the year ended 30 June 2024.

CARRIED UNANIMOUSLY

The Chief Financial Officer addressed the meeting.

The Director Service and Project Delivery addressed the meeting.

MN 2024/336

MOTION moved by Cr Duffy, seconded by Cr Smith

THAT:

1. Council note the Independent Auditor's Report and Report on the Conduct of the Audit for the year ended 30 June 2024.
2. Council adopt the Financial Statements for the year ended 30 June 2024.

CARRIED UNANIMOUSLY

8.3 Audit Risk and Improvement Committee Annual Report 2023/2024

Report of: Paige Zelunzuk
Coordinator Governance

Authorised by: Shelley Jones
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council note the 2023/2024 Audit, Risk and Improvement Committee Annual Report.

MN 2024/337

MOTION moved by Cr Fitzpatrick, seconded by Cr Smith

THAT Stephen Horne, Chair of the Wingecarribee Shire Audit, Risk and Improvement Committee, present to Council the 2023/24 Audit, Risk and Improvement Committee Annual Report.

CARRIED UNANIMOUSLY

MN 2024/338

MOTION moved by Cr Moylan, seconded by Cr Champion

THAT Council note the 2023/2024 Audit, Risk and Improvement Committee Annual Report.

CARRIED UNANIMOUSLY

8.4 Development Assessments Progress - October 2024

Report of: Jon Shillito
Manager Development Assessment and Regulation

Authorised by: Michael McCabe
Director Communities and Place

OFFICER'S RECOMMENDATION

THAT a report responding to the Council resolutions dated 7 August 2024 relating to development applications be presented to the Ordinary Council Meeting scheduled for 11 December 2024.

The Director Communities and Place addressed the meeting.

MN 2024/339

MOTION moved by Cr Fitzpatrick, seconded by Cr Moylan

THAT a report responding to the Council resolutions dated 7 August 2024 relating to development applications be presented to the Ordinary Council Meeting scheduled for 11 December 2024.

CARRIED UNANIMOUSLY

8.5 Water Determination Policy - Draft for Public Exhibition

Report of: David Grima
Coordinator Revenue

Authorised by: Pav Kuzmanovski
Chief Financial Officer

OFFICER'S RECOMMENDATION

THAT:

1. Council endorse the draft Water Determination Policy as included in Attachment 1 to this report to be placed on public exhibition for 28 days.
2. A further report be submitted to the 19 February 2025 Ordinary Council Meeting following the conclusion of the public exhibition period.

MN 2024/340

MOTION moved by Cr Duffy, seconded by Cr Foley

THAT:

1. Council endorse the draft Water Determination Policy as included in Attachment 1 to this report to be placed on public exhibition for 28 days.
2. A further report be submitted to the 19 February 2025 Ordinary Council Meeting following the conclusion of the public exhibition period.

CARRIED UNANIMOUSLY

8.6 Outdoor Dining and Goods on Footpath Policy - Draft for Public Exhibition

Report of: Shaun Robinson
Manager Assets

Authorised by: Clinton McAlister
Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT:

1. Council endorse the draft Outdoor Dining and Goods on Footpath Policy as included in Attachment 1 to this report to be placed on public exhibition for 28 days.
2. A further report be submitted to the 19 February 2025 Ordinary Council Meeting following the conclusion of the public exhibition period.

MOTION moved by Cr Russell, seconded by Cr Foley

THAT:

1. Council endorse the draft Outdoor Dining and Goods on Footpath Policy as included in Attachment 1 to this report to be placed on public exhibition for 28 days.
2. A further report be submitted to the 19 February 2025 Ordinary Council Meeting following the conclusion of the public exhibition period.

AMENDMENT moved by Cr Moylan, seconded by Cr Farrell

THAT:

1. Council endorse the draft Outdoor Dining and Goods on Footpath Policy as included in Attachment 1 to this report to be placed on public exhibition for 28 days.
2. A further report be submitted to the 19 February 2025 Ordinary Council Meeting following the conclusion of the public exhibition period.
3. To progress with this policy with the addition of a change to a seven year time limit, a monthly fee as opposed to an annual fee for the application and for the policy review to be scheduled for six (6) months time to consider the City of Sydney style policy.

For: Cr Champion, Cr Duffy, Cr Farrell, Cr Fitzpatrick, Cr Foley, Cr Moylan, Cr Russell and Cr Smith

Against Cr Kent

CARRIED

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THE AMENDMENT WAS CARRIED AND BECAME THE MOTION

MN 2024/341

MOTION moved by Cr Moylan, seconded by Cr Farrell

THAT:

- 1. Council endorse the draft Outdoor Dining and Goods on Footpath Policy as included in Attachment 1 to this report to be placed on public exhibition for 28 days.***
- 2. A further report be submitted to the 19 February 2025 Ordinary Council Meeting following the conclusion of the public exhibition period.***
- 3. To progress with this policy with the addition of a change to a seven year time limit, a monthly fee as opposed to an annual fee for the application and for the policy review to be scheduled for six (6) months time to consider the City of Sydney style policy.***

For: Cr Champion, Cr Duffy, Cr Farrell, Cr Fitzpatrick, Cr Foley, Cr Moylan, Cr Russell and Cr Smith

Against Cr Kent

CARRIED

8.7 Data Breach Policy - Draft for Public Exhibition

Report of: George Harb
Chief Information Officer

Authorised by: Shelley Jones
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. Council endorse the Data Breach Policy as included in Attachment 1 to this report to be placed on public exhibition for 28 days.
2. A further report be submitted to the 19 February 2025 Ordinary Council Meeting following the conclusion of the public exhibition period.

MN 2024/319

MOTION moved by Cr Fitzpatrick, seconded by Cr Duffy

THAT:

1. Council endorse the Data Breach Policy as included in Attachment 1 to this report to be placed on public exhibition for 28 days.
2. A further report be submitted to the 19 February 2025 Ordinary Council Meeting following the conclusion of the public exhibition period.

CARRIED BY EXCEPTION

8.8 Code Meeting Practice - Draft for Public Exhibition

Report of: Warwick Lawrence
Governance Advisor

Authorised by: Shelley Jones
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. Council endorse the draft Code of Meeting Practice included in Attachment 1 to this report to be placed on public exhibition for 28 days, allowing submissions from the public for up to 42 days.
2. A further report be submitted to the 19 February 2025 Ordinary Council Meeting addressing matters raised during the public exhibition process.

MN 2024/342

MOTION moved by Cr Foley, seconded by Cr Farrell

THAT:

1. ***Council endorse the draft Code of Meeting Practice included in Attachment 1 to this report to be placed on public exhibition for 28 days, allowing submissions from the public for up to 42 days, with the following changes:***
 - a. ***Council meetings to commence at 3.30pm***
 - b. ***Public Forum to be held on the day of the Council meeting at 3.00pm***
2. ***A further report be submitted to the 19 February 2025 Ordinary Council Meeting addressing matters raised during the public exhibition process.***

For: Cr Champion, Cr Duffy, Cr Farrell, Cr Foley, Cr Kent, Cr Moylan and Cr Smith

Against Cr Fitzpatrick and Cr Russell

CARRIED

8.9 Memorandum of Understanding - Friends of Wingecarribee Animal Shelter & Animal Shelter Donations Policy - Drafts for Public Exhibition

Report of: James Borbone
Supervisor Pools and Facilities

Authorised by: Shelley Jones
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. Council endorse the draft Memorandum of Understanding between Council and the Friends of Wingecarribee Animal Shelter as included in Attachment 1 to this report to be placed on public exhibition for a period of 28 days.
2. Council endorse the draft Animal Shelter Donations Policy as included in Attachment 2 to this report to be placed on public exhibition for a period of 28 days.
3. A further report be submitted to the 19 February 2025 Ordinary Council Meeting following the conclusion of the public exhibition period for both the draft Memorandum of Understanding and draft Animal Shelter Donations Policy to consider any feedback received.

MN 2024/320

MOTION moved by Cr Fitzpatrick, seconded by Cr Duffy

THAT:

1. Council endorse the draft Memorandum of Understanding between Council and the Friends of Wingecarribee Animal Shelter as included in Attachment 1 to this report to be placed on public exhibition for a period of 28 days.
2. Council endorse the draft Animal Shelter Donations Policy as included in Attachment 2 to this report to be placed on public exhibition for a period of 28 days.
3. A further report be submitted to the 19 February 2025 Ordinary Council Meeting following the conclusion of the public exhibition period for both the draft Memorandum of Understanding and draft Animal Shelter Donations Policy to consider any feedback received.

CARRIED BY EXCEPTION

8.10 Electric Vehicle Charging Stations on Public Land Policy - 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 Electric Vehicle Charging Stations on Public Land Policy as included in Attachment 1 to this report.
2. Advise the people who made a submission of the outcome and thank them for their contribution.

MN 2024/321

MOTION moved by Cr Fitzpatrick, seconded by Cr Duffy

THAT Council:

1. *Adopt the Electric Vehicle Charging Stations on Public Land Policy as included in Attachment 1 to this report.*
2. *Advise the people who made a submission of the outcome and thank them for their contribution.*

CARRIED BY EXCEPTION

8.11 Complaints and Feedback Management Policy - Draft for Adoption

Report of: Warwick Lawrence
Governance Advisor

Authorised by: Shelley Jones
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council adopt the revised Complaints and Feedback Management Policy as included in Attachment 1 to this report.

MN 2024/322

MOTION moved by Cr Fitzpatrick, seconded by Cr Duffy

THAT Council adopt the revised Complaints and Feedback Management Policy as included in Attachment 1 to this report.

CARRIED BY EXCEPTION

8.12 Managing Unreasonable Conduct by Complainants - Draft for Adoption

Report of: Warwick Lawrence
Governance Advisor

Authorised by: Shelley Jones
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council adopt the Draft Managing Unreasonable Conduct by Complainants Policy as included in Attachment 1 to this report.

MN 2024/323

MOTION moved by Cr Fitzpatrick, seconded by Cr Duffy

THAT Council adopt the Draft Managing Unreasonable Conduct by Complainants Policy as included in Attachment 1 to this report.

CARRIED BY EXCEPTION

8.13 Appointment to Statutory and External Committees

Report of: Danielle Lidgard
Manager Governance and Corporate Performance

Authorised by: Shelley Jones
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council:

1. Note that the Mayor is Council's delegate of the following committees:
 - a. Wollondilly/Wingecarribee Bush Fire Management Committee
 - b. Canberra Region Joint Organisation
 - c. Country Mayors Association
2. Note that the Mayor and Deputy Mayor are members of the General Manager Performance Review Panel.
3. Appoint one Councillor nominated member of the General Manager Performance Review Panel until September 2026.
4. Appoint two Councillors as members of the Floodplain Management Advisory Committee until September 2026.
5. Appoint the Mayor or a Councillor delegate to the Illawarra Academy of Sport until September 2026.
6. Appoint one Councillor representative NSW Public Libraries Association – South East Zone until September 2026.
7. Appoint one Councillor representative Southern Tablelands Arts Regional Advisory Panel until September 2026.

MN 2024/343

MOTION moved by Cr Fitzpatrick, seconded by Cr Foley

THAT Council:

1. Note that the Mayor is Council's delegate of the following committees:
 - a. Wollondilly/Wingecarribee Bush Fire Management Committee
 - b. Canberra Region Joint Organisation
 - c. Country Mayors Association
2. Note that the Mayor and Deputy Mayor are members of the General Manager Performance Review Panel.
3. Appoint Councillor Moylan nominated member of the General Manager Performance Review Panel until September 2026.
4. Appoint Councillor Duffy and Councillor Kent as members of the Floodplain Management

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Advisory Committee until September 2026.

- 5. Appoint the Mayor or Council delegate to the Illawarra Academy of Sport until September 2026.*
- 6. Appoint Councillor Champion representative NSW Public Libraries Association – South East Zone until September 2026.*
- 7. Appoint Councillor Smith representative Southern Tablelands Arts Regional Advisory Panel until September 2026.*

CARRIED UNANIMOUSLY

8.14 Centennial Park Concept Masterplan Adoption

Report of: Michael Hamilton
Recreation Planner

Authorised by: Clinton McAlister
Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT:

1. Council adopt the Centennial Park Concept Masterplan as included as Attachment 1.
2. The feedback received in response to the public exhibition (Attachment 2) of the Centennial Park Masterplan be noted.
3. Council write to those community members who made submissions during the public exhibition period and thank them for their participation.

The Director Service and Project Delivery addressed the meeting.

MN 2024/344

MOTION moved by Cr Smith, seconded by Cr Duffy

THAT:

1. Council adopt the Centennial Park Concept Masterplan as included as Attachment 1.
2. The feedback received in response to the public exhibition (Attachment 2) of the Centennial Park Masterplan be noted.
3. Council write to those community members who made submissions during the public exhibition period and thank them for their participation.

CARRIED UNANIMOUSLY

8.15 Jurd Park Concept Masterplan Adoption

Report of: Michael Hamilton
Recreation Planner

Authorised by: Clinton McAlister
Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT:

1. Council adopt the Jurd Park Concept Masterplan as included as Attachment 1.
2. The feedback received in response to the public exhibition of the Jurd Park Concept Masterplan be noted.
3. Council write to those community members who made submissions during the Public Exhibition period and thank them for their participation.

MN 2024/324

MOTION moved by Cr Fitzpatrick, seconded by Cr Duffy

THAT:

1. Council adopt the Jurd Park Concept Masterplan as included as Attachment 1.
2. The feedback received in response to the public exhibition of the Jurd Park Concept Masterplan be noted.
3. Council write to those community members who made submissions during the Public Exhibition period and thank them for their participation.

CARRIED BY EXCEPTION

8.16 Community Circles Funding Agreement

Report of: Corinne Buxton
Coordinator Community Development

Authorised by: Michael McCabe
Director Communities and Place

OFFICER'S RECOMMENDATION

THAT Council:

1. Consider the submissions made during the public exhibition period.
2. Endorse the one-off payment of \$15,000 to Touched by Olivia Foundation for the continuation of Community Circles in Wingecarribee Shire.
3. Write to the residents who lodged a submission advising them of the outcome and thanking them for their feedback.

Councillor Russell left the Chamber at 4.59PM

MN 2024/345

MOTION moved by Cr Champion, seconded by Cr Farrell

THAT Council:

1. Consider the submissions made during the public exhibition period.
2. Endorse the one-off payment of \$15,000 to Touched by Olivia Foundation for the continuation of Community Circles in Wingecarribee Shire.
3. Write to the residents who lodged a submission advising them of the outcome and thanking them for their feedback.

For: Cr Champion, Cr Duffy, Cr Farrell, Cr Fitzpatrick, Cr Foley, Cr Kent and Cr Smith

Against Cr Moylan

CARRIED

8.17 Section 355 Management Committee Report

Report of: Amelia Pignatelli
Building Maintenance Facilities Officer

Authorised by: Shelley Jones
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council:

1. Appoint Jo Thomson and Noni Staggs to the Canyonleigh Hall Management Committee.
2. Write to the newly appointed Section 355 Committee Members to congratulate them on their appointment and to all outgoing committee members to thank them for their service to the community.

MN 2024/324

MOTION moved by Cr Fitzpatrick, seconded by Cr Duffy

THAT Council:

1. Appoint Jo Thomson and Noni Staggs to the Canyonleigh Hall Management Committee.
2. Write to the newly appointed Section 355 Committee Members to congratulate them on their appointment and to all outgoing committee members to thank them for their service to the community.

CARRIED BY EXCEPTION

8.18 Floodplain Risk Management Advisory Committee

Report of: Shaun Robinson
Manager Assets

Authorised by: Clinton McAlister
Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT Council:

1. Endorse the Terms of Reference (2024) for the Floodplain Risk Management Advisory Committee.
2. Endorse the calling of community representatives for the Floodplain Risk Management Advisory Committee, with final appointments to be made at 19 February 2025 Ordinary Council Meeting.

MN 2024/325

MOTION moved by Cr Fitzpatrick, seconded by Cr Duffy

THAT Council:

1. *Endorse the Terms of Reference (2024) for the Floodplain Risk Management Advisory Committee.*
2. *Endorse the calling of community representatives for the Floodplain Risk Management Advisory Committee, with final appointments to be made at 19 February 2025 Ordinary Council Meeting.*

CARRIED BY EXCEPTION

8.19 Project Reinvigorate - Civic Centre Back of House Refurbishment

Report of: Mark Watling
Project Manager

Authorised by: Clinton McAlister
Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT the report be received and noted.

Councillor Russell returned to the Chamber at 5.11pm

MN 2024/346

MOTION moved by Cr Smith, seconded by Cr Russell

THAT the report be received and noted.

CARRIED UNANIMOUSLY

8.20 T-2024-15 Pavement Stabilisation Works Tender

Report of: David Ellison
Maintenance & Contracts Engineer

Authorised by: Clinton McAlister
Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT Council:

1. Accept the Tenders from the successful contractors as outlined in this report to establish a panel contract for the provision of providing Pavement Stabilisation Services to Council for the period of twelve (12) months, with provision for 2 (two) x one (1) year extension options (possible combined total of three (3) years), to be exercised at Council's discretion under the following categories:
 - a. Pavement Stabilisation Services – Part Service
 - i. Denrith Pty Ltd
 - ii. Downer EDI Works Pty Ltd
 - iii. Fenworx Pty Ltd
 - iv. First Choice Earthworks Pty Ltd
 - v. Fulton Hogan Industries Pty Ltd
 - vi. Roadworx Surfacing Pty Ltd
 - vii. Stabilcorp Pty Ltd
 - viii. Stabilised Pavements Australia Pty Ltd
 - b. Pavement Stabilisation Services – Full Service
 - i. Denrith Pty Ltd
 - ii. Downer EDI Works Pty Ltd
 - iii. Fenworx Pty Ltd
 - iv. First Choice Earthworks Pty Ltd
 - v. Fulton Hogan Industries Pty Ltd
 - vi. Roadworx Surfacing Pty Ltd
 - vii. Stabilcorp Pty Ltd
 - viii. Stabilised Pavements Australia Pty Ltd
2. Note that the awarded contractors under this contract will be engaged in accordance with their tendered schedule of rates.
3. Delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.

MN 2024/326

MOTION moved by Cr Fitzpatrick, seconded by Cr Duffy

THAT Council:

1. ***Accept the Tenders from the successful contractors as outlined in this report to establish a panel contract for the provision of providing Pavement Stabilisation Services to Council for the period of twelve (12) months, with provision for 2 (two) x one (1) year extension options (possible combined total of three (3) years), to be exercised at Council's discretion under the following categories:***
 - a. ***Pavement Stabilisation Services – Part Service***
 - I. ***Denrith Pty Ltd***
 - II. ***Downer EDI Works Pty Ltd***
 - III. ***Fenworx Pty Ltd***
 - IV. ***First Choice Earthworks Pty Ltd***
 - V. ***Fulton Hogan Industries Pty Ltd***
 - VI. ***Roadworx Surfacing Pty Ltd***
 - VII. ***Stabilcorp Pty Ltd***
 - VIII. ***Stabilised Pavements Australia Pty Ltd***
 - b. ***Pavement Stabilisation Services – Full Service***
 - I. ***Denrith Pty Ltd***
 - II. ***Downer EDI Works Pty Ltd***
 - III. ***Fenworx Pty Ltd***
 - IV. ***First Choice Earthworks Pty Ltd***
 - V. ***Fulton Hogan Industries Pty Ltd***
 - VI. ***Roadworx Surfacing Pty Ltd***
 - VII. ***Stabilcorp Pty Ltd***
 - VIII. ***Stabilised Pavements Australia Pty Ltd***
2. ***Note that the awarded contractors under this contract will be engaged in accordance with their tendered schedule of rates.***
3. ***Delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.***

CARRIED BY EXCEPTION

8.21 Moss Vale Trunk Main Duplication - Tender Evaluation Report

Report of: Karin Targa
Director Service and Project Delivery

Authorised by: Clinton McAlister
Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT Council:

1. Accept the Tender for the Moss Vale Trunk Main Duplication – Design from Stantec Australia Pty Ltd at a lump sum price of 554,104.05 (inclusive of GST)
2. Note the tenders received ranged from \$243,045.00 to \$1,345,054.07.
3. Delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.

The Director Service and Project Delivery addressed the meeting.

MN 2024/347

MOTION moved by Cr Kent, seconded by Cr Foley

THAT Council:

1. *Accept the Tender for the Moss Vale Trunk Main Duplication – Design from Stantec Australia Pty Ltd at a lump sum price of 554,104.05 (inclusive of GST)*
2. *Note the tenders received ranged from \$243,045.00 to \$1,345,054.07.*
3. *Delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.*

CARRIED UNANIMOUSLY

8.22 Welby Community Centre, 14 Currockbilly Street, Welby Proposed Lease to Highlands Theatre Group

Report of: **Natasha Woods**
Acting Coordinator Property Services

Authorised by: **Shelley Jones**
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. The General Manager be delegated authority to negotiate the terms and conditions of the Lease with Highlands Theatre Group Inc for occupation of Welby Community Hall, 14 Currockbilly Street, Welby (being Lot 1 Section 10 in Deposited Plan 759070) **AND THAT** it be noted that the total term of the Lease be for five (5) years.
2. Authority be delegated to the General Manager and Mayor to execute under the Common Seal of Council the Lease referred to in Item 1 above.
3. Authority be delegated to the General Manager to execute on behalf of Council any documents associated with the Lease referred to in Item 1 above which does not require the affixing of the Common Seal of Council.
4. Council dissolve the Welby Hall 355 Management Committee and work with the outgoing members in transferring the operational management of bookings at Welby Hall to The Highlands Theatre Group Inc.
5. Council allocate the funds of the Welby Hall Reserve toward future maintenance and/or capital works at the Welby Hall.

Councillor Champion left the Chamber at 5.18pm

Councillor Russell left the Chamber at 5.19pm

The Director Corporate Strategy and Resourcing addressed the meeting and took a question on notice from Deputy Mayor Foley regarding the end of term lease provisions.

MN 2024/348

MOTION moved by Cr Smith, seconded by Cr Foley

THAT:

1. ***The General Manager be delegated authority to negotiate the terms and conditions of the Lease with Highlands Theatre Group Inc for occupation of Welby Community Hall, 14 Currockbilly Street, Welby (being Lot 1 Section 10 in Deposited Plan 759070) AND THAT it be noted that the total term of the Lease be for five (5) years.***

**MINUTES OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 20 NOVEMBER 2024**

- 2. Authority be delegated to the General Manager and Mayor to execute under the Common Seal of Council the Lease referred to in Item 1 above.*
- 3. Authority be delegated to the General Manager to execute on behalf of Council any documents associated with the Lease referred to in Item 1 above which does not require the affixing of the Common Seal of Council.*
- 4. Council dissolve the Welby Hall 355 Management Committee and work with the outgoing members in transferring the operational management of bookings at Welby Hall to The Highlands Theatre Group Inc.*
- 5. Council allocate the funds of the Welby Hall Reserve toward future maintenance and/or capital works at the Welby Hall.*

For: Cr Duffy, Cr Farrell, Cr Fitzpatrick, Cr Foley, Cr Kent, Cr Moylan and Cr Smith

Against Nil

CARRIED

8.23 Stockade Street, Berrima - Proposed Lease of Road Reserve

Report of: Amanda McCullagh
Coordinator Property Services

Authorised by: Shelley Jones
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. Council approve a five (5) year Road Lease of part of the unformed road reserve at Stockade Street, Berrima with commencement rental of \$1,220.00 per annum.
2. Authority be delegated to the General Manager to execute the Road Lease.

MN 2024/327

MOTION moved by Cr Fitzpatrick, seconded by Cr Duffy

THAT:

1. Council approve a five (5) year Road Lease of part of the unformed road reserve at Stockade Street, Berrima with commencement rental of \$1,220.00 per annum.
2. Authority be delegated to the General Manager to execute the Road Lease.

CARRIED BY EXCEPTION

8.24 Rates, Water & Sewerage Access Subsidy Programme 2024/25

Report of: David Grima
Coordinator Revenue

Authorised by: Pav Kuzmanovski
Chief Financial Officer

OFFICER'S RECOMMENDATION

THAT Council:

1. Endorse the outcome of the 2024/25 Rates, Water and Sewerage Access Subsidy Scheme totalling \$44,689.02.
2. Endorse a 100% Rates subsidy for the Glenquarry Peace Memorial Hall for the amount of \$2,160.94 for 2023/24 financial year and \$2,261.64 for 2024/25 financial year.

Councillors Champion and Russell returned to the Chamber at 5.22pm.

MN 2024/349

MOTION moved by Cr Smith, seconded by Cr Foley

THAT Council:

1. *Endorse the outcome of the 2024/25 Rates, Water and Sewerage Access Subsidy Scheme totalling \$44,689.02.*
2. *Endorse a 100% Rates subsidy for the Glenquarry Peace Memorial Hall for the amount of \$2,160.94 for 2023/24 financial year and \$2,261.64 for 2024/25 financial year.*

CARRIED UNANIMOUSLY

8.25 Monthly Financial Report - as at 31 October 2024

Report of: Stephen Joss
Deputy Chief Financial Officer

Authorised by: Pav Kuzmanovski
Chief Financial Officer

OFFICER'S RECOMMENDATION

THAT Council receive and note the monthly financial report for October 2024.

MN 2024/328

MOTION moved by Cr Fitzpatrick, seconded by Cr Duffy

THAT Council receive and note the monthly financial report for October 2024.

CARRIED BY EXCEPTION

8.26 Investments Report - October 2024

Report of: Stephen Joss
Deputy Chief Financial Officer

Authorised by: Pav Kuzmanovski
Chief Financial Officer

OFFICER'S RECOMMENDATION

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

MN 2024/329

MOTION *moved by Cr Fitzpatrick, seconded by Cr Duffy*

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

CARRIED BY EXCEPTION

8.27 Traffic Committee Meeting Minutes - 26 September 2024

Report of: Elizabeth de Graaf
Administration Officer - Assets

Authorised by: Clinton McAlister
Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT Council:

1. Receive and note the Minutes of the Traffic Committee meeting held on Thursday 26 September 2024.
2. Adopt the recommendation contained in TC 2024/55 THAT Council approves the installation of rumble strips on Railway Parade on the approaches to the intersection of Railway Parade and Murrimba Road for both east & west bound traffic.
3. Adopt the recommendation contained in TC 2024/58 THAT the proposed realignment of Taylor Avenue and Berrima Road, New Berrima, and associated signage, line marking and raised median, as designed in Design Plan 19052, drawing number C6.01 by Novati Consulting Engineers, be recommended for approval.
4. Adopt the recommendation contained in TC 2024/59 THAT the pedestrian blister and Bus Zone proposed on Penrose Road, Penrose, as designed in Wingecarribee Shire Council Design Plan 2430, be recommend for approval and THAT the EL1 line through the blisters is maintained and that the 3.5m lane width is maintained between the centre line and EL1 line.

MN 2024/330

MOTION moved by Cr Fitzpatrick, seconded by Cr Duffy

THAT Council:

1. *Receive and note the Minutes of the Traffic Committee meeting held on Thursday 26 September 2024.*
2. *Adopt the recommendation contained in TC 2024/55 THAT Council approves the installation of rumble strips on Railway Parade on the approaches to the intersection of Railway Parade and Murrimba Road for both east & west bound traffic.*
3. *Adopt the recommendation contained in TC 2024/58 THAT the proposed realignment of Taylor Avenue and Berrima Road, New Berrima, and associated signage, line marking and raised median, as designed in Design Plan 19052, drawing number C6.01 by Novati Consulting Engineers, be recommended for approval.*
4. *Adopt the recommendation contained in TC 2024/59 THAT the pedestrian blister and Bus Zone proposed on Penrose Road, Penrose, as designed in Wingecarribee Shire Council Design Plan 2430, be recommend for approval and THAT the EL1 line through the blisters is maintained and that the 3.5m lane width is maintained between the centre line and EL1 line.*

CARRIED BY EXCEPTION

**8.28 Audit, Risk and Improvement Committee Meeting Minutes - 3 and 5
September 2024**

Report of: Paige Zelunzuk
Coordinator Governance

Authorised by: Shelley Jones
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. The Minutes of the Extraordinary Meeting of the Audit, Risk and Improvement Committee held on Tuesday 3 September 2024 be received and noted.
2. The Minutes of the Ordinary Meeting of the Audit Risk and Improvement Committee held on Thursday 5 September 2024 be received and noted.

MN 2024/331

MOTION moved by Cr Fitzpatrick, seconded by Cr Duffy

THAT:

1. *The Minutes of the Extraordinary Meeting of the Audit, Risk and Improvement Committee held on Tuesday 3 September 2024 be received and noted.*
2. *The Minutes of the Ordinary Meeting of the Audit Risk and Improvement Committee held on Thursday 5 September 2024 be received and noted.*

CARRIED BY EXCEPTION

**MINUTES OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 20 NOVEMBER 2024**

- 9 NOTICES OF MOTION**
- 10 QUESTIONS WITH NOTICE**
- 11 MEETING CLOSURE**

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 5.24PM