

File No. 100/07
Our Ref: SC

16 August 2007

Dear Councillor

You are kindly requested to attend an **ORDINARY COUNCIL MEETING** of Wingecarribee Shire Council to be held in the Council Chambers, Elizabeth Street, Moss Vale on **Wednesday, 22 August 2007** commencing at **3.00 pm**.

Yours faithfully

Mike Hyde
General Manager

3.00pm	Council meeting Open Council (Mayor vacates Chair) Nominated Councillor to Chair Open Committee
4.30pm	Mayor resumes Chair
5.30pm	Questions from the Public
7.15pm	Closed Council

BUSINESS

1. OPENING OF THE MEETING
2. PRAYER – *Rev Doug McPherson of Bowral / Mittagong Presbyterian Church*
3. PUBLIC FORUM
4. APOLOGIES
5. ADOPTION OF MINUTES OF ORDINARY MEETING *held on 8 August 2007*
6. BUSINESS ARISING FROM THE MINUTES
7. DECLARATIONS OF INTEREST
8. MAYORAL MINUTE *(if any)*
9. OPEN COUNCIL *chaired by Clr Penny George*
 - Visitor Matters
 - Environment and Planning
 - Corporate Services
 - Technical Services
10. MAYOR TO RESUME CHAIR AT 4.30PM
11. COUNCIL MATTERS
 - General Manager
 - Corporate Services
12. NOTICES OF MOTION
13. DELEGATES REPORTS
14. PETITIONS
15. QUESTIONS FROM THE PUBLIC
16. CORRESPONDENCE FOR ATTENTION
17. QUESTIONS WITH NOTICE
18. COMMITTEE REPORTS *(Tabled)*
19. COMMITTEE REPORTS *(Attached)*
20. GENERAL BUSINESS
21. CLOSED COUNCIL

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EXTRAORDINARY MEETING OF COUNCIL
held in the Council Chamber, Civic Centre, Elizabeth St,
Moss Vale on Wednesday, 22 August 2007

DECLARATIONS OF INTEREST



DECLARATION OF INTEREST

101/3

Councillors are requested to declare any Pecuniary or Non Pecuniary Interests for items on the agenda.

MAYORAL MINUTE

c-MM1 Civic Pride

REF. MAYOR 600 (CC 102/5)

Urging the people of Wingecarribee Shire to take pride in their community.

REPORT

The purpose of this Mayoral Minute is to urge property owners, property managers and tenants to take pride in their community by maintaining buildings and property in a tidy manner.

Before going on I should say that Council also has a responsibility to maintain property in its care and control, and I acknowledge we haven't always been perfect in this regard.

As I drive around the Shire, most properties are very well maintained, but it only takes one or two messy owners or tenants to spoil things for the rest of the community.

This is particularly noticeable in our commercial or business areas where presentation of the town or village is so important to the image our business and tourism industry, as well as our Chambers of Commerce and Village Associations, have worked so hard to establish. As I said earlier, it only takes one unkempt property to spoil it for everyone else.

In our commercial areas, there are vacant shops with old and often out of date signs. When a tenant vacates and the usage changes, I urge landlords to make sure the old signage is removed. It is misleading, confusing to visitors and often unsightly.

I am particularly concerned at some of the neglected undeveloped vacant sites in very prominent positions around our Shire that are sadly in need of tidying up. They are an eyesore around our towns and villages.

The back view of some commercial premises can be very unsightly when little effort is made to conceal storage areas.

The grass verge in front of properties is another bone of contention. There are some people who badger Council to come out and mow the nature strip in front of their place.

May I remind them that there are thousands of kilometres of grass in front of properties in Wingecarribee Shire. In summer the Council would need a fleet of lawnmowers and a bus full of staff to keep it looking neat and perfect.

We rely on the goodwill of people to take pride in their street and mow the nature strip while they are mowing their own lawn. The greater majority of people happily do this. After all, it is their community. They live there and naturally like the street to look nice, but sadly it only needs a few people in a street with no community pride, to leave it for someone else to do and then the whole streetscape looks unkempt.

Realistically a local Council can't do everything and must juggle its limited resources to do what it believes is in the best interests of the wider community.

There are two groups of people in any community. Those who just look to Council, and expect them to do everything for them, and those who just get in there and do it themselves. Fortunately in our Shire we are blessed with an army of civic minded people who do more than their fair share.

I am asking for all our residents to have the greater good of the wider community at heart.

There is little a Council can do to legally force people to make their property or their business premises look neat and tidy, so I make this plea to property owners, property managers and tenants take pride in this magnificent district in which we live and do your bit by maintaining buildings and property in a tidy, presentable manner.

ATTACHMENTS

There are no attachments to this report.

RECOMMENDATION

1. THAT Council acknowledge the good work done by the majority of residents and property owners in Wingecarribee Shire to maintain their property in a neat and tidy condition.
2. THAT Council support the good work done by our Chambers of Commerce and Village Associations by urging property owners, property managers and tenants with unkempt premises to take pride in their community by maintaining buildings and property in a tidy manner.
3. THAT this message be promoted in an upcoming edition of Wingecarribee Today and the local media.



Gordon Lewis
Mayor

16 August 2007

VISITOR ITEMS

ENVIRONMENT & PLANNING DIVISION

v-EP1 Report on Environment Survey

REF: EHM

5602/13.1

The purpose of this report is to present the Shire-wide Environment Survey details and to seek Council's endorsement for the survey to proceed. The EHM will present this report.

REPORT

BACKGROUND

This report has been prepared to provide Council with a copy of the proposed Shire-wide Environment Survey prepared by IRIS Research in consultation with the Environment Committee. Expenditure for the survey was endorsed by Council at the Ordinary meeting of 9 May 2007. An information session was held prior to the Council meeting where it was agreed that the survey had merit and should proceed and that the Environment Committee be given the opportunity to provide advice to the consultant regarding themes and issues relating to the survey, with the survey questions to come before Council for endorsement.

The Environment Committee has provided input into the themes and issues for inclusion in the survey. A representative of IRIS was present at the Environment Committee to give advice and answer questions relating to the form and content of the survey. Subsequent to that meeting, IRIS was provided with the information relating to the principle issues to be addressed in the survey. IRIS have since provided several drafts with the final draft (Attached) forming the basis of this report.

Broadly, the survey attempts to establish; the level of community awareness of environmental issues across the Shire, an understanding of expectations and satisfaction with regards to Council's responsibility and performance in addressing individual environmental issues, awareness of the WOFE and awareness of council's role and perceived performance.

As advised to the Environment Committee and the Information Session the purpose of the survey is to acquire important data and information that will assist/enable staff to –

- a) prepare a strong case for continuation of the WOFE beyond 2008;
- b) to re prioritise current WOFE programmes;
- c) assist in grant funding opportunities;
- d) benchmark community attitudes to the natural environment;
- e) be used for identifying future programmes and priorities to be included in the Management Plan.

MANAGEMENT PLAN issues or IMPLICATIONS

There are no short term management plan implications. Part of the intent of the survey is to gather data that would be used by Council officers to identify gaps in information, knowledge etc and hence would result in identifying and scheduling future programmes into Council's management plan.

POLICY IMPLICATIONS

This section has been considered but is not relevant

BUDGET IMPLICATIONS

The table below itemises the project components. Council has indicated it's preference for a survey sample of 300 people. There is available funding for this project within the WOFE. A budget of \$25 000 was approved at the 9 May Council meeting.

Project task	300 respondents
Sample design and methodology	\$760
Questionnaire design	\$1020
CATI set up, questionnaire design	\$350
Fieldwork prep and interview training	\$200
Pilot test and fieldwork	\$12069
Telephone cost	\$973
Editing, Data Quality control	\$300
Data analysis	\$1430
Report prep and presentation	\$5200
Other costs	\$500
Total costs	\$22802
+ GST	\$2280

ECOLOGICAL SUSTAINABLE DEVELOPMENT ISSUES

(i) Environmental Factors

The results of the survey should provide Council staff with increased and improved knowledge of the community awareness and expectations of environmental issues within the Shire and help to shape policy and planning with regards to improving the natural asset.

(ii) Social Factors

The survey has the potential to focus Council on programmes that continue to improve the local environment and the local amenity including air quality, water quality, provision of open space and passive recreation, all of which contribute to the social betterment of the Shire.

(iii) Economic Factors

Outcomes from such a survey can provide a means for prioritising projects. This can improve efficiency and productivity thereby reducing costs.

ATTACHMENTS

There is one attachment to this report (Survey Questionnaire) which has been circulated separately.

RECOMMENDATION

1. THAT Council endorse the questionnaire and proceed with the undertaking of the survey
 2. THAT on completion of the survey a further report be presented to Council detailing the results and findings.
-



Scott Lee
Director, Environment & Planning

16 August 2007

OPEN COUNCIL

ENVIRONMENT & PLANNING DIVISION

o-EP1 Development Consents Under Delegated Authority

DCM

5302

Submitting list of development consents executed under delegated authority of the Director of Environment and Planning between 18/7/07 and 14/8/07.

RECOMMENDATION

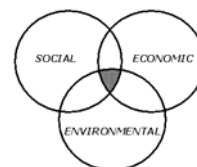
THAT the information relating to Development Consent Nos 1-14 under Delegated Authority be received and noted.

**Development Applications (DAs) Determined – 18/07/07 and 14/8/07
(Excluding Small Lot Subdivisions and Domestic Applications)**

1	LUA07/0111	Lot 4 DP 1035898, Lot 1 DP 631761, Lot 20 DP 1019661 Yeo's Road, Glenquarry	3 lot subdivision
2	LUA07/0527	Lot 20 DP 1044299 'Meriba' Riverview Road, Bundanoon	Bed & Breakfast establishment
3	LUA06/0175	Lot 1 DP 9907821 & Lot 300 DP 751302 Yeola Road, Robertson	Boundary adjustment
4	LUA07/0158	Lot 141 DP 851110 & Lot 15 DP 263676 Hawkshill Road, Canyonleigh (near corner Wattle Flats Road)	Boundary adjustment
5	LUA07/0395	Lot 2 DP 575709 'Spring Hill' Wildes Meadow Road, Wildes Meadow	Telecommunications tower & equipment shelter
6	LUA05/1462	Lot 21 DP 1102698, 'Windy Brae' No 9 Landsdown Place, Moss Vale	11 cluster houses
7	LUA07/0186	Lot A DP 357260 'Yedmandale'; Illawarra Highway, Moss Vale (near corner Nowra Road)	Establishment of Truffle farm
8	LUA07/0138	Lots 23 & 24 DP 1095888 Canyonleigh Road, Canyonleigh (3.6km from Hoddles Crossroads)	10 lot subdivision
9	LUA07/0233	Lot 22 DP 883242 The Gullies Road, Bundanoon (Morven Valley Guesthouses)	Tourist facility – relocation of 2 dwellings to be used as guest cottages.

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REPORT OF DIRECTOR, ENVIRONMENT & PLANNING

10	LUA07/0706	Lot 1 DP435373, Lot 5A DP16192, Lot 1 DP126196 Centennial Road, Bowral	Outdoor concert event at Centennial Vineyards – Saturday 9 December 2007 & Saturday 9 February 2008 2.00pm to 10.00pm.
11	LUA06/1037	Lot 9 DP 241054 'Penrose Park' Hume Highway, Sutton Forest	Hall, monastery, museum, pilgrim accommodation & carpark
12	LUA04/1368	'Telephone Box' Hume Highway, Berrima	Installation of telephone box to act as community notice board outside Berrima PO
13	LUA06/0551	Lot 2 DP 803085 'Kirkham', Illawarra Highway, Sutton Forest (corner Village Rd)	Bed & Breakfast (3 double bedrooms)
14	LUA07/0700	Lot 1 DP 1009972 Old Hume Highway, Mittagong (near corner Frankland Street)	Towing holding yard for storage of damaged vehicles.



o-EP2 List of Development Applications Received By Council

DCM

5302

Submitting list of development applications which have been received between 16/7/07 and 14/8/07, some of which will be dealt with under delegated authority of the Director of Environment & Planning.

RECOMMENDATION

THAT the information regarding the List of Land Use Applications Nos 1-28 received by Council be received and noted.

SEE ATTACHED



H – Heritage
 T – Traffic
 M – Master Plan
 E – Economic Devt
 En - Environment

**Development Applications (DAs) Received –16/07/07 to 14/08/07
 (Excluding Small Lot Subdivisions and Domestic Applications)**

	Date Lodged	LUA Number	Legal Description	Property Address	Description	Works & Planning	Delegation	Committee
1	17/07/2007	LUA07/0750	Lot 28 DP 255091 Lot 2 DP 709635	THE OLD NURSERY, JENSENS LANE, EXETER (corner Invergowrie Lane)	2 Lot subdivision			
2	17/07/2007	LUA07/0745	Lot 102 DP 826302	CANYONLEIGH ROAD, CANYONLEIGH	Extraction of Bore water and Transport off Site (depth drilled 43m)			
3	17/07/2007	LUA07/0740	Lot 7 Sec 3 DP 31637 Lot 7 DP 1042716	25 NORTH STREET, MOSS VALE	3 Lot Subdivision			
4	18/07/2007	LUA07/0754	Lot 1 DP 717677	YANGOORA, JOADJA ROAD, JOADJA	Boundary Adjustment			
5	18/07/2007	LUA07/0755	Lot 112 DP 609667 Lot 110 DP 605874	'LILYVIEW', MYRA VALE ROAD, ROBERTSON	Stage 2 of development - Dwelling House			
6	19/07/2007	LUA07/0759	Lot 1 Sec 35 DP 1374 Lot 100 DP 1102159	205 OLD HUME HIGHWAY, MITTAGONG	Roadworks & drainage associated with Mittagong HomeMakers Centre site			
7	19/07/2007	LUA07/0760	Part Lot 1 DP 3678	BOWLING CLUB, ERITH STREET, BUNDANOON	Addition of Smokers Terrace & verandah to Existing Clubhouse			
8	24/07/2007	LUA07/0770	Lot 32 DP 847564 Lot 35 DP 858150	LOT 35, MCCOURT ROAD, MOSS VALE	Addition to Factory – extend main workshop, add covered outdoor area & new oil storage shed.			



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	Date Lodged	LUA Number	Legal Description	Property Address	Description	Works & Planning	Delegation	Committee
9	25/07/2007	LUA07/0771	Part Lot 188 DP 751303 Part Lot A DP 83394 Part Lot 14 DP 751253 Lot 1 DP 1033815	HEADLAM ROAD, MOSS VALE	4 x Lot Subdivision (house & bridge under construction)			
10	26/07/2007	LUA07/0778	Lot 5/8 Sec 38 DP 1374 Lot 1 DP 700453	224 OLD HUME HIGHWAY, MITTAGONG	4.8m Pylon Sign (Recco)			
11	26/07/2007	LUA07/0782	Lot 2 DP 1113295	SHEEPWASH ROAD, GLENQUARRY	2 x Lot Subdivision			
12	27/07/2007	LUA07/0783	Lot 1 DP 387265	SPRINGFIELD, 84 KANGALOO ROAD, BOWRAL	2 x Lot Subdivision			
13	27/07/2007	LUA07/0784	Lot 3 DP 736856	COUNCIL LAND, OLD SOUTH ROAD, BOWRAL	Removal of Collapsed Structure (old skin shed)			
14	27/07/2007	LUA07/0787	Lot 2 DP 708492	93 MAIN STREET, MITTAGONG (National Bank)	Refurbishment of Bank			
15	30/07/2007	LUA07/0794	Part Lot 6 Sec 2 Lot 1 DP 977277	472 ARGYLE STREET, MOSS VALE	Neon sign – vet clinic			
16	31/07/2007	LUA07/0798	Lot 3 DP 1098986	ELIZABETH STREET, BURRADOO (corner Phillip Street)	Relocation of Sewer			
17	31/07/2007	LUA07/0804	Lot 14 DP 632946	'FOLLY FARM', WOMBEYAN CAVES ROAD, WOLLONDILLY	2 x Lot Subdivision			
18	31/07/2007	LUA07/0803	Lot 3 DP 262245	'REDMYRE' 120 OSBORNE ROAD, BURRADOO	Boundary adjustment			
19	1/08/2007	LUA07/0805	Lot 5 DP 262322	KELLS CREEK ROAD, HIGH RANGE (Winery)	Addition to existing prefabricated metal building for storage & office			
20	1/08/2007	LUA07/0807	Lot 2 DP 246960	'OWLS WOOD FARM', THE ILLAWARRA HIGHWAY, MOSS VALE	Demolish Existing Shed & Erect Stables Cover Dressage Arena & Outdoor Arena			



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	Date Lodged	LUA Number	Legal Description	Property Address	Description	Works & Planning	Delegation	Committee
21	1/08/2007	LUA07/0809	Lot 2 DP 818473	16 GANTRY PLACE, BRAEMAR	10 x 2 storey Industrial Units plus mezzanine offices. 54 on-site car spaces			
22	3/8/2007	LUA07/0822	Lot 1 DP 12601	9-11 DALTON STREET, MITTAGONG	6 lot strata subdivision			
23	7/08/2007	LUA07/0832	Lot 1 Sec 36 DP 1374	225 OLD HUME HIGHWAY, MITTAGONG	Light Mechanical Repair and Servicing (Automotive, excluding heavy/industrial vehicles). Weekdays 8-5pm; Sat till 12pm			
24	8/08/2007	LUA07/0834	Lot 12 DP 748370	CHEVALIER COLLEGE, MOSS VALE ROAD, BURRADOO	Single Storey Office / Administration Complex			
25	8/08/2007	LUA07/0843	Lot 176 DP 751298 Lot 177 DP 751298 Lot 185 DP 751298 ... plus 4 more land parcels	PADDYS RIVER, MURRIMBA ROAD, WINGELLO (north end Nandi Road)	9 Lot x Subdivision (40-60 ha – designated building envelopes). Partly cleared approx 4.5 ha native vegetation to be removed, 200 ha habitat being retained			
26	10/08/2007	LUA07/0851	Lot 1 DP 738075	250A BONG BONG STREET, BOWRAL (near corner Merrigang Street)	Signage & Landscape Area for Restaurant			
27	10/08/2007	LUA07/0852	Lot 22 DP 861846 Lot 23 DP 861846 Lot 2 Sec C DP 979526 Lot 3 Sec C DP 979526	105 MERRIGANG STREET, BOWRAL (near corner Elm Street)	Demolish Existing Dwelling & Garage			
28	10/08/2007	LUA07/0854	Lot 1 DP 518110	INVERARY ROAD, PADDYS RIVER (north of Hume Highway)	5 x Lot Subdivision (40-90 ha) Flora & Fauna assessment supplied 13/8/07			

o-EP3 Land Use Applications Received

DCM

5302

Submitting list of Land Use applications received under delegated authority of the Director of Environment & Planning for the month of July 2007.

RECOMMENDATION

THAT the information regarding the List of Land Use Applications Received by Council for the month of July 2007, be received and noted.

LAND USE APPLICATIONS								
(Includes DA's, Const. Cert., BA's Local Gov. Act, Sandwich Boards, St App)								
Month	Total Applications Received		Cumulative		Dwellings DA's Only		No of Flats/ Units / Dual Occ /ClusterHousing SEPP SL	
	2006	2007	2006	2007	2006	2007	2006	2007
January	99(*33)	105(*20)	99	105	7	12	1(5)	
February	80(*15)	116(*11)	179	221	8	15	3(19)	
March	115(*12)	115(*13)	294	336	16	25	2(10)	
April	76(*9)	96(*8)	370	432	6	15	1(4)	1(4)
May	123(*10)	121(*19)	493	553	13	25	1(2)	3(8)
June	175(*12)	131(*18)	668	684	25	19	2(59)	1(4)
July	128(*15)	119(*18)	796	803	20	29		
August	145(*12)		941		24		3(3)	
September	125(*12)		1066		13		1(3)	
October	154(*29)		1220		18			
November	137(*23)		1357		15			
December	112(*6)		1469		17		2(152)	

*Notice of issue of Construction Certificates & Complying Development Certificates by Private Certifier

NOTE # Includes Seniors Living (SEPP 5)

Please note the increase in Dwelling lodged for month of June is due to the introduction of Basix on the 1st July 2005

o-EP4 Enterprise Corridor DCP and Infrastructure Plan

REF: SPM & EDO 5700/60

This is a joint report of the Economic Development Officer and Manager of Strategic Planning. The purpose of this report is to:

- update Council on the progress of the project;
- consider exhibiting of the draft DCP for the site;
- seek Council's endorsement of a funding application to GROW; and'
- recommend Council allocate funds to further progress the infrastructure aspect of the project.

REPORT

Background

Council staff held an information session for Councillors on Wed 1st August and a session for selected stakeholders on Friday 3rd August to discuss the projects infrastructure implications and a general update on its progress.

Project Update

Infrastructure

The infrastructure plan for the site has been completed and covers the following infrastructure types:

- Water (WSC)
- Sewer (WSC)
- Traffic (vehicle & pedestrian) (WSC)
- Stormwater (WSC)
- Rail (ARTC)
- Power (Integral & Energy Australia)
- Gas (AGL)
- Telecommunications (Telstra)

Infrastructure under Council's care and control was targeted with the following staging and costs identified. As can be seen the costs are significant and would have implications for the organisation if Council had to fund these works itself. The full list of infrastructure works forms attachment 1. The works have been established based on broad planning assumptions and factor in many of the unknown site constraints that only reveal themselves upon more detailed investigations.

	By end of Stage 1	Stage 2	Stage 3	Remainder	TOTAL
ROADS	\$33,070,000	\$11,340,000	\$19,390,000	\$500,000	\$64,300,000
DRAINAGE	\$610,000	\$0	\$200,000	\$0	\$810,000
WATER	\$7,030,000	\$16,790,000	\$2,200,000	\$650,000	\$26,670,000
SEWER	\$14,340,000	\$2,140,000	\$1,350,000	\$1,450,000	\$19,280,000
TOTALS	\$55,050,000	\$30,270,000	\$23,140,000	\$2,600,000	\$111,060,000

Given the broad nature and scope of the works, with more detailed modeling and concept investigation, these costs could be reduced significantly.

To this extent, this report recommends that Council undertake the following actions to 'fine tune' the estimated costs of the infrastructure:

- Undertake more detailed modeling of the water supply (\$20,000), sewerage supply (\$15,000) and traffic network (\$35,000);
- Undertake a feasibility study into the capacity of the Moss Vale Sewerage Treatment Plant to expand in the future to take on more demand, considering its proximity to residential areas, Whites Creek, Sydney Water Catchment Areas, Department of Environment and Conservation and Environment Protection Authority controls (\$75,000);
- Results of the water modeling to be used to make any amendments to the water and sewer infrastructure requirements and estimated costs;
- Results of the traffic modeling to be used to test the need for all of the listed works (\$45,000). Amendments to the works schedule can be made followed by more detailed investigations and concepts designs of the works; and
- Developer Contributions Plans for Water, Sewer, Roads and Drainage.
- 12 months full time Project Manager of \$110,000 (including on-costs)

The costs associated with actions are estimated at \$300,000. Including contingencies of 10%, this increases the total project to \$330,000.

Funding Required

The need to undertake the further investigations into infrastructure demands are as a direct result of the need to provide greater certainty to the development industry, Council and the community on the types of works envisaged for the site and realistic costs.

Staff believe there is a possibility that an application to GROW for funding for this project may be successful given the current focus on economic development from GROW. The additional works will enable this employment lands project to proceed with greater certainty.

This report recommends that Council seek to approach GROW with an application and that Council in principle support the allocation of around \$115,000 towards this project to match GROW. When feedback from GROW is received as to the likelihood of success, staff will seek firm quotes for each component of the works to finalise the application.

Section 94 Plan

Given the expected timeframe of the traffic modeling exercise and concept designs, it is considered essential that the s.94 plan be prepared based on the current information available. When infrastructure costs and needs are further fine tuned, amendments to the plan can be considered by Council.



Connell Wagner are undertaking work preparing a DCP for the site as well as the Infrastructure needs will be advised to complete the preparation of the s.94 plan to cover traffic and drainage infrastructure. Initial feedback from developers confirms a per hectare rate is the preferred method of calculating contributions as it provides certainty to the development industry. This method also provides greater certainty to Council on projected income and timing of payments for more accurate cash flow analysis.

Development Control Plan (DCP)

Connell Wagner have finalised the draft DCP following feedback from staff. The draft DCP (Attachment 2) generally follows Council's vision for the site and balances the needs of the site constraints, visual prominence of some areas and industry needs.

The draft is ready for public exhibition seeking input from the development industry, land owners and the general public.

Some of the main aspects of the draft DCP to note are:

- A distinction between the Enterprise Precinct, General Industrial zone and Special Control Areas;
- Minimum lot size of 1.5hectares in the Enterprise Precinct;
- Minimum lot size of 5 hectares in the General Industrial Zone;
- Building footprint of 50% on each site (excluding hardstand areas);
- Maximum building height restrictions in the more visually prominent areas of the site;
- Energy Efficiency provisions;
- Detailed landscaping controls;
- Conservation controls for the high and medium conservation areas; and
- General provisions for site access and parking, Signage and fencing, Lighting, Services, Noise, Waste management, Stormwater and soil erosion and sediment control and Air pollution.

It is proposed to adopt the DCP as soon as possible as Council can consider industrial development over the land now using the provisions of clause 41 of the WLEP 1989. Following gazettal of the shirewide LEP, the DCP will have to be amended to reflect the necessary changes.

MANAGEMENT PLAN ISSUES OR IMPLICATIONS

The allocation of funds towards this project will be taken to the first quarterly review report for 2007/08 seeking funding as a high priority.

POLICY IMPLICATIONS

The resultant studies will inform Council's existing policies in relation to the development and infrastructure funding for the site. There may be substantial amendments to these policies as a result.

REPORT OF DIRECTOR CORPORATE SERVICES

BUDGET IMPLICATIONS

The total estimated cost of the infrastructure cost investigations is \$330,000. It is recommended that the General Manager be given the authority to determine and allocate the necessary funds, up to \$165,000 towards this project. The remaining 50% is proposed to be sourced from an application through GROW. This may have impacts on some budget areas of Council.

It should be noted that the costs associated with the preparation of the s.94 plan can be recouped as part of the costs of the plan. These costs are estimated at \$88,000.

ATTACHMENTS

There are two attachments to this report being:

1. The Infrastructure Plan (excluding environmental studies); and
2. The draft DCP.

RECOMMENDATION

1. THAT Council publicly exhibit the draft Development Control Plan for the Moss Vale Enterprise Corridor for 28 days, make the Infrastructure Plan publicly available and inform adjoining owners, the development Industry and other relevant government and community organisations.
 2. THAT Council delegate authority to the General Manager to allocate up to \$165,000 towards this project, being:
 - Water and Sewerage modelling and development of Developer Servicing Plans;
 - feasibility study into the capacity of the Moss Vale Sewer Treatment Plan for expansion;
 - traffic modelling to determine the scope of works for the site
 - preparation of concept designs for the identified traffic and drainage works; and
 3. THAT Council. apply to GROW seeking funding for the infrastructure investigations, being 50% of the total costs as a matter of urgency.
-



Scott Lee
Director, Environment & Planning

16 August 2007

CORPORATE SERVICES DIVISION

o-CS1	Investments as at 30 June 2007
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REF	FSM	2104
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Submitting details of Council's Investments as at 30 June 2007

REPORT

Submitting details of Council's Investments as at 30 June 2007. (See **Attachment 1**) and also a list of commitments for which these investments are held (See **Attachment 2**)

ATTACHMENTS

1. Investment Reconciliation as at 30 June 2007
2. List of commitments

RECOMMENDATION

THAT the information on Council's Investments as at 30 June 2007 be received and noted.

Peter Nelson
Acting Director Corporate Services
15 August 2007

ATTACHMENT 1

INVESTMENT RECONCILIATION AS AT 30 JUNE 2007

Bank	Certificates	Rate	Days	Due Date	Value	Consideration	June
Grange Securities							
<u>Individual Managed Portfolio</u>							
Adelaide Bank FR Sub Debt		bbsw + .50%		9/06/2011	3,500,000.00	3,525,025.00	
Aphex (Glenelg)		bbsw + 1.25%		22/06/2009	2,250,000.00	2,254,545.00	
Bank of Qld		bbsw + 1.25%		21/08/2008	500,000.00	509,675.00	
Bank of Qld Sub Debt		bbsw + .29%		2/12/2010	7,000,000.00	7,040,880.00	
Corsair Kakadu		bbsw + 1.00%		20/12/2009	1,500,000.00	1,492,965.00	
Corsair Torquay		bbsw + 1.20%		20/06/2009	2,500,000.00	2,507,350.00	
Cypress Blaxland		bbsw + 1.45%		30/03/2012	700,000.00	704,242.00	
Elders Rural Bank Sub Debt		bbsw + .85%		13/07/2010	500,000.00	511,535.00	
Elders Rural Bank Sub Debt		bbsw + .75%		13/10/2010	500,000.00	510,245.00	
Elders Rural Bank Sub Debt		bbsw + .83%		6/09/2010	1,000,000.00	1,011,650.00	
Helium Esperance		bbsw + 1.10%		20/03/2008	2,000,000.00	2,004,720.00	
Helium Scarborough		bbsw + 1.30%		23/06/2009	2,000,000.00	2,007,480.00	
HSBC FRN		bbsw + .28%		22/09/2011	8,000,000.00	8,029,040.00	
Macquarie Bank Sub Debt		bbsw + .70%		15/09/2009	500,000.00	506,540.00	
Macquarie Bank Sub Debt		bbsw + .85%		18/02/2008	1,000,000.00	1,012,530.00	
Magnolia Flinders		bbsw + 1.50%		20/03/2009	3,000,000.00	3,035,190.00	
Omega Henley		bbsw + .80%		22/06/2012	2,000,000.00	2,003,120.00	
Royal Bank Scotland		bbsw + .28%		17/02/2012	2,000,000.00	2,019,000.00	
Starts Blue Gum		bbsw + 1.40%		22/12/2010	1,050,000.00	1,056,520.50	
Cypress Tree Lawson		bbsw + 1.30%		30/12/2010	1,000,000.00	1,007,780.00	
Elders Rural Bank		bbsw + .60%		6/03/2012	1,000,000.00	1,004,460.00	
MAS6-7 Parkes		bbsw + 2.00%		20/12/2009	2,000,000.00	2,015,540.00	
Westpac		bbsw + .35%		4/02/2010	500,000.00	506,995.00	
Bishopgate Wentworth		bbsw + 1.50%		30/09/2010	500,000.00	508,645.00	
Zircon Coolangatta		bbsw + 1.30%		20/03/2011	2,000,000.00	2,004,120.00	
Saphir Endeavour		bbsw + 1.30%		4/08/2011	140,000.00	144,606.00	
Beryl		bbsw + 0.60%		20/03/2010	4,000,000.00	4,007,520.00	
St George		bbsw + 0.31%		26/07/2011	1,000,000.00	1,013,320.00	
SPRC Federation		bbsw + 1.00%		9/05/2010	3,000,000.00	3,031,380.00	
Zircon Merimbula		bbsw + 1.05%		20/06/2013	500,000.00	502,450.00	
Lehman		bbsw + 0.00%		15/06/2009	560,000.00	560,000.00	
							58,049,068.50
Macquarie Cash Management Trust						873,467.26	873,467.26
Short Term							
NAB						5,000,000.00	5,000,000.00
	June bbsw average 90d	6.37					63,922,535.76

Note: The IMP performance for June was .03% above the 90d Bank Bill Index. Since inception the portfolio has performed .52% above the 90d Bank Bill Index.

"I certify that the investments detailed in the above table have been made in accordance with the Local Government Act 1993, the Local Government (Financial Management) Regulation 1999 and Council's Investment Policies".

Doug Neville
Financial Services Manager

ATTACHMENT 2

COUNCIL INVESTMENT HOLDINGS - PURPOSE)		
Investments Held		Est 30/06/2007
Developer Contributions	Unexpended funds paid by developers for Section 94 and 64 works	8,158,217
RTA Unexpended Grants	Unexpended grant funds received from Roads & Traffic Authority to be expended in 2007/08	1,186,148
Other Unexpended Grants	Unexpended grant funds received from other government departments to be expended in 2007/08	826,157
Loan Repayment Sinking Fund	Sinking funds held for repayment of sewer loan in 2016	179,863
General Fund Accumulated Cash	Represents all General Funds accumulated cash and cash equivalents held at report date	4,062,577
		14,412,962
General Fund Reserves		
Employee Leave Entitlements	Used to fund Long Service, Annual leave and Council commitments to staff entitlements.	1,055,719
Entrepreneurial Development	Used to provide internal loans that can be repaid into the Reserve. Funded by internal loan repayments, lease income and sale of surplus land.	3,974,886
Entrepreneurial Investment Fund	Funds to be used to develop strategies for new entrepreneurial activities to reduce Council's reliance on rate revenue	2,099,393
Works In Progress	Uncompleted or works in progress at year end, carried forward for completion in following year..	2,104,116
Cemeteries	Funded by additional burial fees and used to fund specific works in Council cemeteries.	30,121
Plant	Used to fund replacement of Council Plant and Equipment. This is a self funding activity.	954,299
Performance Appraisal System	Funded by salary savings across all budgets from staff resignations identified at year end. Used to fund staff maternity leave and replacement of staff on significant periods of sick leave.	144,940
Waste	DWM is required to be a self funding activity. Part of this reserve is allocated to DWM, the remainder to RRC and the rehabilitation of the old Welby Tip site.	615,017
Computer Reserve	Used to fund implementation of Dataworks, NAMS licensing, PABX upgrade and replacement of IT hardware.	328,320
Capital Projects	Contributions and EOY surplus transferred to this Reserve. Used to fund specific projects.	1,196,581
Family Day Care	FDC is a self funding activity. EOY results are transferred to or from this Reserve to ensure it remains self funding.	92,401
Effluent Disposal	Funded by a levy as part of septic tank applications and pump outs. Used to fund cleanup of sludge lagoons and updating of land affectation register.	50,317
Land Rental Reserve	Contributions from Water & Sewer for infrastructure on General Fund land. Used to fund Councils matching developer contributions.	3,049,432
Depreciation	Used to cash fund depreciation. Only one year funded to date for Animal Shelter.	4,000
Saleyards	Surplus operating funds to be used to fund OH & S upgrades at the saleyards.	41,604
Emergency Assistance Fund	Emergency Assistance Fund	5,000
Bonds, Deposits Etc..	Represents all bonds and deposits held by Council as restricted cash at reporting date. Includes Bonds, Damage, Contractors deposits, Sundry Deposits and Quarry Royalties.	2,559,634
		18,305,780
Water Fund		
Accumulated Cash	Represents all Water Funds accumulated cash and cash equivalents held at report date	3,018,824
Developer Contributions	Unexpended funds paid by developers for Section 94 and 64 works	5,587,617
Works in Progress Reserve	Uncompleted or works in progress at year end, carried forward for completion in following year..	1,938,484
Plant Reserve	Used to fund replacement of Water Fund Plant and Equipment. This is a self funding activity.	599,168
Pump Replacement Reserve	Used to fund replacement of specific pumps at Council water pumping stations.	45,000
Augmentation Reserve	Used to fund major capital works and subsidised schemes expenditure.	2,507,522
Sales Fluctuation Reserve	Used to fund variations in income from Water Access and User charges.	5,796,339
		19,492,954
Sewer Fund		
Accumulated Cash	Represents all Sewer Funds accumulated cash and cash equivalents held at report date	674,569
Developer Contributions	Unexpended funds paid by developers for Section 94 and 64 works	4,216,410
Works in Progress Reserve	Uncompleted or works in progress at year end, carried forward for completion in following year..	1,155,202
Plant Reserve	Used to fund replacement of Sewer Fund Plant and Equipment. This is a self funding activity.	356,049
Pump Replacement Reserve	Used to fund replacement of specific pumps at Council pumping sewer stations.	50,818
Augmentation Reserve	Used to fund major capital works and subsidised schemes expenditure.	3,356,340
Sales Fluctuation Reserve	Used to fund variations in income from Sewer Access and User charges.	1,971,452
		11,780,840
Totals - Estimated as at 30 June 2007		63,992,536

TECHNICAL SERVICES DIVISION

o-TS1 Replacement Of Culvert On Ellsmore Road

REF: RTM

RD2304 0040

Report seeking funding for the replacement of a failed corrugated steel pipe culvert on Ellsmore Road, Bundanoon.

REPORT

1. BACKGROUND

The adopted program of works in 2007/08 for the Roads to Recovery Program includes funding of \$250,000 for the sealing of the section of Ellsmore Road, Bundanoon, between Blue Gums Lane and Morgans Lane.

During the course of maintenance work along the road, it was noticed that the twin 1800mm diameter corrugated pipe culvert on this section of Ellsmore Road has failed, due to corrosion of the invert of the pipe. This had led to failure of the pipe and partial collapse of the road embankment.

2. HISTORY

The existing narrow timber bridge on Ellsmore Road over Meadow Creek was replaced by Council in 1998. The original design report for this work nominated a 2700mm x 1800mm concrete box culvert to achieve a 1 in 20 year storm capacity. Estimated costing at the time was approximately \$51,000. Due to limited funds being available at the time, a cheaper alternative solution was sought.

The alternative involved construction of twin 1800mm diameter Hel-Cor corrugated steel pipes. The chosen option represented a saving at the time of approximately \$18,000 over the cost of the box culvert. For Hel-Cor pipes, life is directly related to pH of surrounding soils and water. There was no evidence available at the time of anything in the soil or water in the Bundanoon area that would lead to premature failure of a steel culvert.

3. CURRENT SITUATION

During routine maintenance works along Ellsmore Road following the rain in June, it was noticed that a section of road over the culvert had collapsed. Further investigation revealed that the invert of both pipes had corroded, allowing water to enter around the pipe at the inlet, causing both pipes to fold in on themselves. This had the consequence of blocking the flow path and resulted in the collapse of a section of road shoulder.

Temporary work has been undertaken at the site to unblock the pipes and stabilise the road surface. This will allow passage of limited flows during wet weather until such time as the culverts are replaced.

Engineers have made an assessment of the culvert and have determined that it is beyond repair due to the extent of collapse and advanced corrosion. Relining of the culvert with concrete pipes is not feasible due to cost and loss of capacity.

REPORT OF DIRECTOR TECHNICAL SERVICES

Various options for replacement of the structure were investigated, including the use of concrete pipes and box culverts. For obvious reasons, replacement with a similar steel structure was not considered. The most economical solution in terms of capacity versus life cycle cost is the construction of a 2700 x 1800 concrete box culvert. This has been estimated to cost \$80,000.

4. COMMENTS

Corrugated steel culverts have been used extensively in Australia and around the world as economic alternatives to concrete pipes. Similar structures exist along the Hume Highway throughout the Shire and have performed with minimal problem over the last 25 years.

Enquiries have indicated that the typical failure mode of steel pipes is through corrosion of the invert and this has resulted in authorities installing concrete linings to the invert to protect the pipe. However, even without a concrete lining, the failure of a culvert after less than 10 years is unusual.

BUDGET IMPLICATIONS

Council's Section 94 Planner advised that no Section 94 Drainage funds exist for this structure. Further, as the structure is located in a rural area, it is not eligible for funding under the Stormwater Drainage Levy.

No allowance has been made in the estimates for the sealing of this section of Ellsmore Road for the construction of a replacement structure. The allocation of such a substantial sum to the replacement structure would have a major impact on the length of road that could be sealed.

Council currently has savings totalling \$339,427 in the Infrastructure Renewal Program (IRP). Of this amount, approximately \$87,000 is committed for the construction of drainage works on James Taunton Drive, Moss Vale under the adopted IRP Program.

This leaves approximately \$250,000 to be allocated to additional works to complete the program. It is proposed to allocate \$80,000 of this total to construction of the box culvert.

ATTACHMENTS

Aerial photograph of Ellsmore Road

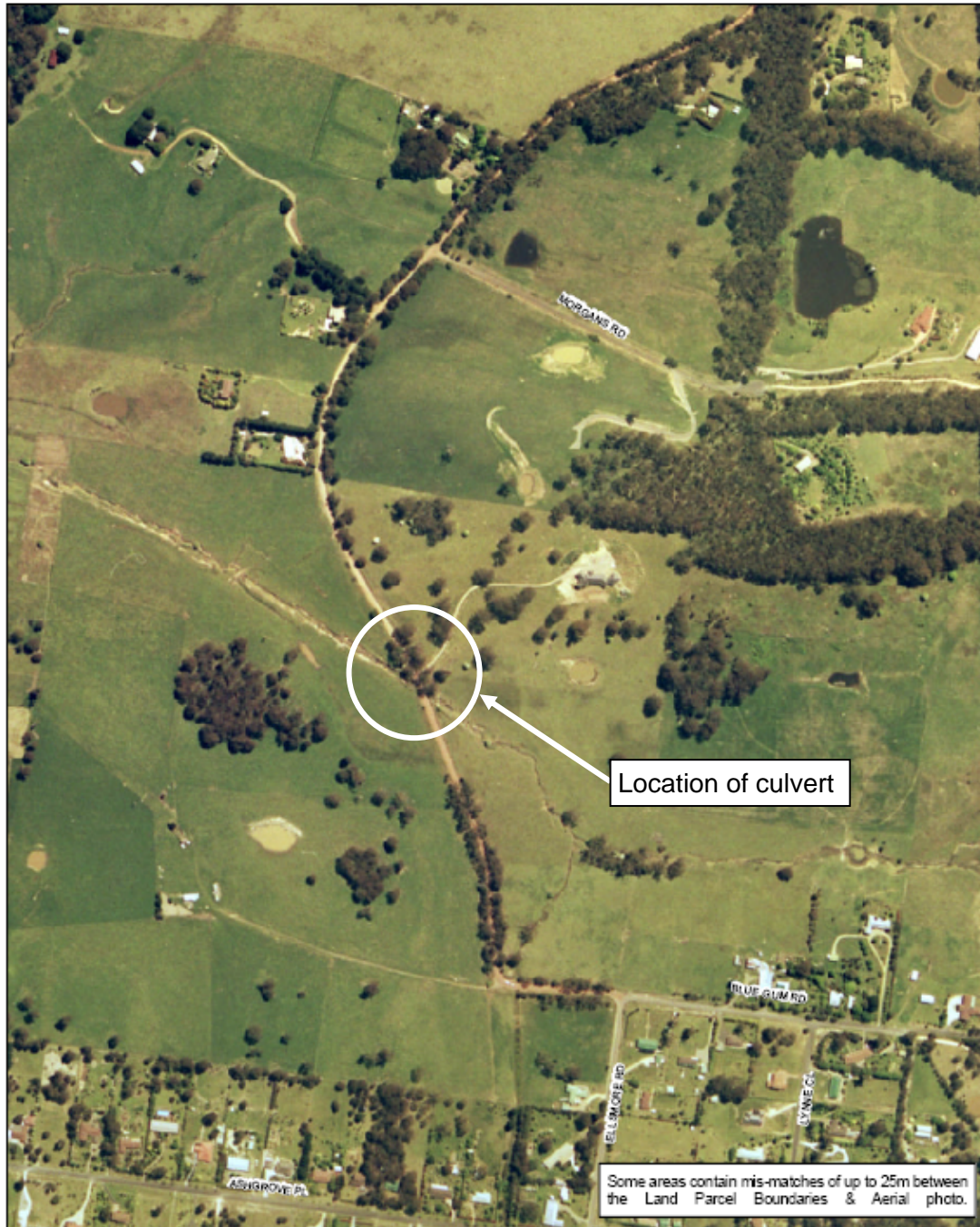
RECOMMENDATION



THAT Council allocate \$80,000 from savings in the IRP Program to replace the failed Hel-Cor pipes on Ellsmore Road, Bundanoon with a concrete box culvert.

M J Brearley
Director Technical Services
16 August 2007

ATTACHMENT 1

Wingecarribee Shire Map



 <p>Produced by the GIS Section, Wingecarribee Shire Council.</p> 	<p>Data Disclaimer Any information (numerical or otherwise), representation, statement, opinion or advice expressed or implied in this publication is made in good faith but on the basis that the council of the shire of Wingecarribee, its agents and its employees are not liable (whether by reason of negligence, lack of care or otherwise) to any person for any damage or loss whatsoever which has occurred or may occur in relation to that person taking or not taking (as the case may be) action in respect of any information, representation, statement, or advice referred to above.</p> <p>Copyright © Wingecarribee Shire Council, Copyright © Department of Lands 2007</p>
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REPORT OF THE GENERAL MANAGER

COUNCIL MATTERS

GENERAL MANAGER'S REPORTS

c-GM1 Weekly Circulars

REF.	GM	100/8, 203/2007
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Confirming receipt of weekly circulars from the Local Government Association and Council weekly circulars.

REPORT

Weekly circulars from the Local Government Association and Council weekly circulars have been received and circulated to all Councillors.

ATTACHMENTS

There are no attachments to this report.

RECOMMENDATION

THAT the information relating to Local Government Weekly Circulars Nos 32/07 and 33/07 and Council Weekly Circulars Nos 32/07 and 33/07 be noted.

c-GM2 China Friendship Relationship and Cultural Exchange

REF. EDO

600/26, 107/24.3

Reporting on the economic and business outcomes of Council's development of 'Friendship' and cultural relations with Kaifeng City in the Province of Henan, and engagement with China generally.

REPORT

1. **BACKGROUND**

Council at its meeting held on Wednesday 22 June 2005, considered the minutes of the China Friendship Relationship Working Group in relation to the proposed visit to Kaifeng City in the province of Henan, China. This followed a successful visit late in 2004 to the Southern Highlands by two delegations from China, one from Wuhu City and one from Kaifeng City. Both receptions were well received by all concerned and Council at its meeting held on 15 December 2004 resolved as follows:

1. *THAT Council provide a formal letter to the Mayor of Kaifeng City, stating an expression of interest to continue further investigations into forming a friendship relationship with Kaifeng city in the province of Henan.*
2. *THAT a working party of interested Councillors, staff and community representatives be formed to investigate forming a friendship relationship with Kaifeng City in the province of Henan.*
3. *THAT the offer by Mr Eugene Liu to take an information package on Wingecarribee Shire to the Mayor of Kaifeng City to be accepted and he be formally thanked.*
4. *THAT Council appoint the Mayor, Clr G Lewis, and Clrs J Mauger and P George to the working party detailed in (2) above.*

Council at its meeting held on Wednesday 9 March 2005 resolved as follows:

1. *THAT further investigations be undertaken in relation to agricultural, cultural, educational, trade, tourism and friendship between Kaifeng City and Wingecarribee Shire with a view to representatives from the Shire undertaking a visit to Kaifeng City, China during September 2005.*
2. *THAT consideration of budget implications of a Cultural/ Economic and Friendship exchange detailed in one (1) above be considered in the budget deliberations for Councils 2005/2006 Budget.*

In late 2005 a delegation led by the Mayor of Wingecarribee Shire visited Kaifeng and a 'Friendship' relationship between the cities was formally signed. This was followed by a return visit to the Southern Highlands in 2006 by a delegation of officials from Kaifeng led by their Mayor Liu. The visit was deemed very successful and Kaifeng expressed their wish to continue to develop the relationship particularly in cultural and business exchange. One specific outcome from this visit was an invitation from Mayor Liu for the Southern Highlands to send a trade delegation to Kaifeng in 2007.

In April, 2007, the EDO in conjunction with Mr Eugene Liu and Mr Terry Oaks-Ash visited Kaifeng to pave the way for the trade delegation and to make an independent assessment on the potential for Southern Highlands businesses to export etc. to China. During this visit the Secretary General, Mr Liu (promoted since his visit to the Southern Highlands) made the offer to build a 'Chinese Gardens' in our Shire as a 'gift of friendship'. This offer was presented to Council by the EDO in his trip report dated April 2007. One of the recommendations in the report and passed by Council was:

1. THAT the trade delegation scheduled for October 2007 proceed, subject only to further commitment by local business.

As of 14th August 2007, eight local business people are locked in to participating in the delegation. Detailed arrangements are currently being made by the EDO in conjunction with the Kaifeng government, and other organisations to prepare for this visit. All trade related matters are covered by the EDO budget.

The Mayor of Wingecarribee has also been formally invited by the new Mayor of Kaifeng to be a special guest and official dignitary at the Chrysanthemum Festival on October 18th and to continue to build on the relationship developed so far particularly in cultural exchange such as with the student and teacher exchange with the Middle School of Kaifeng. It is anticipated that the school and Kaifeng government will offer to sponsor a cultural visit to the Southern Highlands by Chinese students in August 2008. During the Mayor's visit it is also expected to progress discussion with the Secretary General re the gift of the Chinese gardens.

Additional to this, investment enquiries have been received from potential Chinese investment groups. The President of one company has already visited the SH and met with the EDO and Mayor in July 2007 to discuss a proposed major investment project in the Shire. The company has invited the Mayor and the trade delegation to visit their newest resort in Miyun County in October to progress business discussions. Additional to investing here in the Southern Highlands the company is interested in importing wines and to develop two way tourism between China and the Southern Highlands. A visit with the company is on the trade delegation agenda as five of our delegates are hoping to develop a business relationship with them. The Mayor of Wingecarribee has also been invited to meet formally with government officials of Miyun County

2 COUNCIL'S ECONOMIC OBJECTIVES

The objectives of engagement with China and fostering the trade delegation is fundamental to Council's broader objectives, as detailed in Council's 'Management Plan 2007/2010', of facilitating economic development in the Shire i.e. investment and local business development. The role of the Economic Development Officer is:

"To foster the development of an international business culture in the Shire which in turn creates investment and growth, encourages enterprise, innovation and excellence".

The Economic Development Officers' mission is - to advance the sustainable development of Wingecarribee by:

- supporting local business growth, investment and entrepreneurship
- facilitating new investment both domestic and foreign
- providing leadership within Council and the community on business and economic development issues

- increasing the capacity of individuals, enterprises and communities to contribute to the Wingecarribee economy.

The business activities of facilitating foreign investment and the trade delegation directly reflect the role and expectations of the EDO. The current economic outcomes are without doubt a direct result of Council's initiatives in regard to developing cultural and friendship ties with Kaifeng. It is unlikely the 2007 trade delegation and investment enquiries would have resulted without such initiatives. Wingecarribee Shire Council should not underestimate the potential commercial value of the government ties and relationships made with Kaifeng.

3. COUNCIL'S CULTURAL OBJECTIVES

In a letter from the Mayor of Kaifeng City dated 25 January 2005 stated:

"Kaifeng city is a city with over 2,000 years of history. Kaifeng is a city with culture and history, at the same time, we are transforming our 'old' city into an internationally communicated modern city. To achieve the transformation, we need the support of our friends and the people of your Shire. So through friendship, we can exchange information and to co-operate in areas such as, culture, education, trade and economy, and tourism".

The objective of pursuing cultural exchange and cultural development is also fundamental to Council's role and is acknowledged within the local government act 1993. Council's Arts and culture policy states in part:

"b) Council will act as a facilitator of arts and cultural activity in the Shire".

Council's 1998 Cultural Plan makes the following analysis:

"The more we provide all members of our community with opportunities for cultural expression, the greater the commitment to the community as a whole will be"

"Another important potential benefit of widening opportunity for cultural expression is that it will expand the definition of culture towards a broader view that isn't primarily concerned with the arts"

In developing Council's Cultural Plan one of the main broad findings was:

"Concern for local youth and lack of cultural facilities and opportunities were consistently identifies throughout all the key areas of consultation and research".

Cultural tourism and festivals have also been identified as key elements of Wingecarribee's cultural objectives. The 'Friendship' relationship established with Kaifeng and the pursuit of cultural exchange initiatives such as student and teacher exchange, tourism from China and participation in a Southern Highlands annual 'International Culture Festival', are central to Council's wider cultural plans and policy.

MANAGEMENT PLAN ISSUES OR IMPLICATIONS

The development of trade and investment and the cultural initiatives are in accordance with Council's Management Plan

REPORT OF THE GENERAL MANAGER

POLICY IMPLICATIONS

There are no policy implications as the initiatives comply with Council's current policies on economic development and culture.

BUDGET IMPLICATIONS

There is currently no budget allocation to cover Mayoral expenses to continue to develop the 'Friendship' relations with Kaifeng City or facilitate cultural exchange

ECOLOGICAL SUSTAINABLE DEVELOPMENT ISSUES

(i) Social Factors

Council has made a formal commitment to investigate agricultural, cultural, educational, trade, tourism and friendship between Kaifeng City and the Shire and such a visit will establish first hand communication links with delegates in China that would promote these activities for and on behalf of the residents of the Shire.

(ii) Economic Factors

There are a number of positive economic advantages that could result in significant economic benefit to the shire across a broad sector of industries as a result of continuing engagement with China.

(iii) Environmental Factors

The delegation may have the opportunity to view first hand, some of the environmental issues which are regularly reported upon in the media due to the development of this major country and to gain some perspective in relation to Australia and Wingecarribee Shire.

ATTACHMENTS

There are no attachments to this report.

RECOMMENDATION

1. THAT Council formally endorse the trade delegation visit to China from Saturday 13 October to Friday 26 October and the participation of the EDO.
2. THAT Council consider authorising official Council representation to lead the delegation to further cultural and friendship ties with China, in particular Kaifeng City in Henan Province AND THAT the Mayor Clr Gordon Lewis, Community Representative, Mr Eugene Liu and Councillor May King be endorsed
3. THAT Council allocate \$20,000 at the September budget review to support the friendship and cultural exchange with Kaifeng City.
4. THAT an amount of \$6000 be provided towards this project from the Arts & culture budget.



ORDINARY MEETING OF COUNCIL
held in the Council Chamber, Civic Centre, Elizabeth Street,
Moss Vale on Wednesday 22 August 2007



REPORT OF THE GENERAL MANAGER

Mike Hyde
General Manager

16 August 2007

NOTICES OF MOTION

OTHER MATTERS

NOTICE OF MOTION

c-NM1 22/2007 – Notice of Motion – Additions to Councils “Code of Meeting Practice” (adopted 9 March 2005)

REF: MAS

100/4, 100/3

Clr P Yeo has given notice of his intention to move the following Notice of Motion of the Ordinary Meeting at Council on Wednesday 22 August 2007.

THAT Items 3.7 and 3.10 Council’s Code of Meeting Practice be amended to include the following:-

3.7 Matter to be Included in Minutes of Council Meetings

THAT Council include an additional point (3) under 3.7 namely, the reasons a matter of great urgency has been accepted by the meeting (see also 3.10.3(b))

3.10 Giving Notice of Business

THAT council include this additional sentence in 3.10.3 (b) namely, To establish great urgency it should be clearly demonstrated that Council needs to make a decision on the matter before the following Council meeting.

COMMENTS FROM A/DCS

Please find attached DLG Circular to Councils 07-14 – Council Meeting Practice – Business Without Notice.

ATTACHMENTS

There is one attachment to this report – copy of DLG Circular to Councils No 07-14

RECOMMENDATION

SUBMITTED FOR DETERMINATION.

ATTACHMENT 1



Circular No. 07-14
Date 27 April 2007
Doc ID. A90351

Contact Chris Rowe
02 4428 4162
chris.rowe@dlg.nsw.gov.au

COUNCIL MEETING PRACTICE - BUSINESS WITHOUT NOTICE

The purpose of this Circular is to remind councils of their obligations to conduct council meetings in accordance with the procedures set out in the *Local Government Act 1993*, the Local Government (General) Regulation 2005 and councils' adopted code of meeting practice.

Consistent and proper meeting practices contribute to good public decision-making and increase councils' transparency and accountability to their communities.

It has come to the Department's attention that some councils routinely bring business before council meetings without notice.

The general provision is that a council must not transact business at a meeting unless a councillor has first given notice of the business in writing within the period fixed by the council's code of meeting practice or by council's resolution (cl.241 of the Regulation). Clauses 241 and 243 provide limited exceptions to the general provision.

The general manager of a council must send to each councillor, at least three days before each meeting of the council, a notice specifying the time and place of that meeting and the business proposed to be transacted (s.367 of the Act). These requirements may only be relaxed in the case of emergency.

For further information, councils should consult Parts 2.4 and 2.5 of the Meetings Practice Note released by the Department in January 2006. The Practice Note is designed to help councillors and council staff conduct council meetings in accordance with best practice standards. The Practice Note may be accessed on the Department's website at www.dlg.nsw.gov.au.



Garry Payne AM
Director General

COMMITTEE REPORTS

COMMITTEE REPORTS TABLED

c-CR1 Management and Advisory Committee Reports

REF.	DCS	107/1
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Submitting minutes of four (4) Committee meetings that will be tabled for information.

REPORT

1. Hampden Park Management Committee meeting Wednesday 6 June 2007
2. Welby Hall Management Committee Annual General Meeting Thursday 19 June 2007
3. Mittagong Community Centre Management Committee meeting Thursday 19 July 2007
4. Hampden Park Management Committee meeting Wednesday 1 August 2007

ATTACHMENTS

There are no attachments to this report.

RECOMMENDATION

1. THAT the information contained in the Committee Report be noted.
-

COMMITTEE REPORTS

COMMITTEE REPORTS ATTACHED

c-CR2 Bundanoon Master Plan Committee

REF DCS 1603/29

Submitting minutes of the Bundanoon Master Plan Committee meeting held Monday, 13 August 2007.

RECOMMENDATION

THAT the recommendation BMP 04/07 as detailed in the minutes of the Bundanoon Master Plan Committee meeting held Monday, 13 August 2007 be adopted.

c-CR3 Arts & Culture Board Minutes

REF SPM 1660/1

Submitting minutes of the Arts & Culture Board Meeting held Monday, 30 July 2007.

RECOMMENDATION

THAT the recommendations as detailed in the minutes of the Arts & Culture Board Meeting held Monday, 30 July 2007 be adopted.

**MINUTES OF BUNDANOON MASTER PLAN COMMITTEE
MEETING HELD MONDAY 13 AUGUST 2007**

File No: 1603/29

COMMENCED: 5.05 PM

PRESENT: Clr Jim Clark (Chairman)
Ms Elyane Lenthal (CWA Bundanoon Branch)
Ms Lucy Nimmo (Lions Club Bundanoon)
Mr Rod Moore (Community Representative)
Mr John Bryne (Community Representative)
Mr Martyn Mordy (Community Representative)
Mr Basil Smith (Community Representative)

IN ATTENDANCE: Mr Peter Nelson (Manager Administration Services)

1. APOLOGIES

Apologies were received for Mr Barry Paull, Mrs Lyn Montgomery,
Mr Danien Beets, and Clr Malcolm Murray

2. ADOPTION OF MINUTES OF MEETING HELD ON 12 FEBRUARY 2007

BMP 04/07

RECOMMENDATION

THAT the minutes of the meeting held on 12 February 2007 be confirmed.
(Basil Smith / Jim Clark)

3. BUSINESS ARISING

Nil

**MINUTES OF BUNDANOON MASTER PLAN COMMITTEE
MEETING HELD MONDAY 13 AUGUST 2007**

4 PARKING AVAILABILITY SURVEY OF MAIN TOWNS & FUTURE STRATEGY

The committee suggested that any future survey should take place on weekends when parking is most in demand, with events such as the markets being held, rather than during the week. It was further suggested that car spaces be marked and that some 45 degree angle parking be marked on the eastern side of the railway station to improve parking in this vicinity.

The committee questioned why Parking zones 88 and 89 were included in the survey as they are on located on the outer edges of the town in residential areas and that they would only be used for parking while events such as Brigadoon at Bundanoon was held.

The Committee was also concerned that there was no local bus route or a taxi cab services for the town

NOTED

5 BUNDANOON BORE UPDATE

The Chairman noted that the affidavits had to be filed and served to the court by 24 August 2007.

NOTED

6. LEP DATE FOR DISPLAY AND DCP FOR BUNDANOON

The committee noted additional advice received from Susan Stannard (Strategic Planner) in that:
"The Moss Vale draft, which forms the template for 90% of the DCP is currently being finalised. This will then be applied to the remaining town DCPs and the special Character Areas (precincts) for each remaining town will then be completed. I will have a completed draft DCP for Bundanoon for the October/ November meeting."

NOTED

**MINUTES OF BUNDANOON MASTER PLAN COMMITTEE
MEETING HELD MONDAY 13 AUGUST 2007**

7. APPROVAL FOR SHOPS 1 & 3 CHURCH STREET

The committee noted that the development was still progressing but had been held up by wet weather. The Committee enquired as to the number of car parking spaces that would be required and how access for this, to the rear of the building would be provided

NOTED

8 PAMPS STUDY FOR BUNDANOON, SURVEY

The committee noted the information and requested additional information as to the results of the survey. The comments from staff were noted in that "When final comments have been provided by the RTA the report will go to Council for adoption and then on public exhibition."

NOTED

**9 FUTURE OF MASTER PLAN COMMITTEES FOLLOWING COUNCIL
COMMITTEE REVIEW**

The chairman, Cllr Jim Clark provided an overview of the process in place for the review of Council committee and the likely future of Master Plan committees.

NOTED

10 GENERAL BUSINESS

1. Visibility over Railway Bridge Anzac Parade

Mr Basis Smith complemented council regarding the increased visibility when approaching the bridge following removal of vegetation by the ARTC and advised that it was considered much safer approaching and crossing the bridge. The committee noted however that the narrowness of the bridge was still a danger to users.

NOTED



ORDINARY MEETING OF COUNCIL

held in the Council Chamber, Civic Centre, Elizabeth Street,
Moss Vale on Wednesday 22 August 2007

COMMITTEE REPORTS



**MINUTES OF BUNDANOON MASTER PLAN COMMITTEE
MEETING HELD MONDAY 13 AUGUST 2007**

11 NEXT MEETING

Date to be confirmed

CLOSURE

There being no further business the meeting closed at 5.38pm.

Wingecarribee Shire Council

MINUTES OF THE ARTS AND CULTURE BOARD MEETING
Held on Monday 30 July, 2007 in Council's Gibraltar Room commencing at
5:10pm

File: 1660/1

PRESENT: Desmond Kennard (Acting Chairperson), Cr Phil Yeo,
May Howlett (Community Representative) and Lyn Hall
(Community Representative)

**ALSO
IN ATTENDANCE:** Jenny Kena (Council's Community & Cultural Development
Officer) and Stacy Bramble (Administration Assistant)

APOLOGIES: That the apologies from Cr May King, Cr Penny George
and Josina Metcalfe (Community Representative) be
accepted and leave of absence granted. An apology from
Elizabeth Brown (STARTS Regional Arts Development
Officer) was received after the meeting.

1. ADOPTION OF PREVIOUS MINUTES OF MEETING HELD MONDAY 25
JUNE, 2007:

RECOMMENDATION:

**THAT the minutes of the meeting held on Monday 25 June, 2007 be
accepted as a true and accurate record subject to an amendment on
Page 1.**

**Page 1 Item 2.1 – include the position of Mr McDougal, Executive
Director from the Heritage Office.**

Moved: M Howlett

Seconded: D Kennard

Carried

2. BUSINESS ARISING FROM PREVIOUS MEETING:

2.1 Model of Fitzroy Iron Works (Update) – Due to the absence of Cr May
King, there was no update available.

2.2 Berrima Museum Lease (Update) – It was advised that a report was
presented to Council on Wednesday 11 July, 2007 requesting the
proposed lease be extended to a period of twenty one (21) years
rather than the proposed 5 years. This was approved by Council and

the Berrima District Historical & Family History Society have been advised of this decision.

- 2.3 Draft Criteria for Project Funding – This item was discussed and suggestions made for minor amendments to the document. It was agreed that the word “classes” be altered to read categories. It was agreed that the document does not affect the program already agreed on for 2007/2008 but would be used to assess future projects. It was suggested that the document include a pre-amble and be seen as a document for multi faceted projects.

Amendments will be made to the draft document and will be circulated for further discussion and adoption at the next Arts and Culture Board meeting.

Desmond Kennard was thanked for compiling this draft document.

Action: Amendments will be made by Jenny Kena in conjunction with Desmond Kennard and presented to the next Arts and Culture Board meeting.

- 2.4 Update on the Friends of the Southern Highlands Regional Gallery – Jenny Kena advised that recent correspondence had been received from the Friends of the Southern Highlands Regional Gallery. The group have advised they will continue to operate for another year and their Annual General meeting will be held on Monday 6 August, 2007.

Jenny will attend the AGM and will also discuss the process involved with the valuation of art works held by the group. Concern was raised that existing members may not be aware of the history and background of some issues relating to the group in particular that a new Trust would need to be formed if a Regional Gallery were to be established.

Issues raised by the Board at the previous meeting are now no longer relevant. It was noted that the valuation of works would be followed up.

- 2.5 Venues for future Arts and Culture Board meetings – The idea of future Arts and Culture Board meetings being held in various locations was discussed. It was suggested that every second Board meeting could be held at a different venue. It was also suggested that future “round table” discussions/meetings with the community could be held on the same day, prior to the formal Arts and Culture Board meeting.

A draft schedule was circulated with suggested dates, times and venues.

A suggested Agenda for the community meetings was given.

- Introductions – who and where from

- Arts and Culture Board news
- Guest speaker or tour
- Information exchange
- Afternoon tea

The purpose of the community meetings is – to share information between artists, between the Arts & Culture Board and arts and culture community, to spread the meetings around to various locations so people do not have to travel, to do site visits at different arts facilities and to develop the cultural map.

It was agreed to trial the new meeting structure and possibly survey those in attendance to seek suggestions on convenient dates and times.

A draft timetable was agreed on.

27 August, 2007 – Mittagong Play House

24 September, 2007 – Arts and Culture Board meeting at Council Offices, Moss Vale

29 October, 2007 – Bundanoon – Bundanoon Memorial Hall

26 November, 2007 – Robertson

Further meeting schedules for 2008 will be reviewed at a later stage.

Board members agreed to commence the community meetings at 4:00 pm and at the conclusion of this meeting, conduct an Arts and Culture Board meeting.

It was noted that Arts and Culture Board members would need to advise Council staff of their availability in attending the community meetings.

This trial meeting will be advertised through various methods. Jenny Kena will telephone groups and send letters inviting them to attend.

RECOMMENDATION:

1. **THAT the Arts and Culture Board accept the draft schedule for the Arts and Culture community meetings with minor amendments, and with meetings tentatively scheduled as follows:**

Mittagong (August,) Bundanoon (October), Robertson (November) Hill Top (February) , Berrima (April) and Bowral (July).

2. **THAT the next meeting be held at Mittagong Playhouse with the community meeting commencing at 4:00 pm and the Arts and Culture Board meeting commencing at 5:30 pm.**

-
3. **THAT the meeting schedule be reviewed after this trial meeting at Mittagong.**

Moved: Cr P Yeo

Seconded: M Howlett

Carried

3. **UPDATE ON ARTS AND CULTURE BOARD PROGRAMME ITEMS:**

- 3.1 Budget for programme items – A revised version of the Arts and Culture Board Program was distributed to members. The new format itemised programmes by the month.

- The Music Workshop held on Sunday 29 July, 2007 at Chevalier College was very successful. Approximately 30-40 students participated who were very impressed by Mal Hewitt, former Chairman, HSC Music Examination Committee. A letter of appreciation has been forwarded to Monica Waples, the Music Teacher as well as the Principal of Chevalier for providing the premises for this event.
- The next Master Class is scheduled for September. The date is yet to be determined.
- Jenny Kena advised the Colo Vale Pathway Project has been completed. The official opening is being organised for either 21st or 28th September. **Action: Lyn Hall volunteered to represent the Board at the opening, with other members attending if they are available.**
- The application for the Regional Arts Fund (ACT) was submitted on 20 July, 2007 for the Wingecarribee “Singing Quilt” project.
- Jenny Kena gave a verbal update on the Public Art Policy and meetings held with Landcom on the Renwick public art policy. It was advised that a variety of aspects are being considered in numerous locations on the Renwick site. **Action: A copy of the minutes from the meeting with Landcom will be circulated to Board members.**
- Jenny Kena will liaise with Elizabeth Brown in relation to the Regional Arts Fund application which is due on 14 August, 2007. The topic for this application is Environmental Awareness through art. Desmond Kennard reminded the Board of the suggestion to paint local buses to raise awareness.

4. CORRESPONDENCE:

The items of correspondence listed were discussed and noted.

- 4.1 The Hon Matt Brown, MP – Correspondence received regarding the Old Bowral Court House
- 4.2 NIDA – Short and Part Time Courses (Spring 07)
- 4.3 Sturt – Summer School 2008 (January 2 – 6th)
- 4.4 STARTS Arts Pages – June 2007
- 4.5 NAVA Quarterly – June 2007
- 4.6 Berrima District Historical & Family History Society Inc – Newsletter July, 2007
- 4.7 Pru Goward, MP – Letter re Bowral Court House
- 4.8 STARTS – Application to Regional Arts fund for Singing Quilt Project
- 4.9 Museums and Galleries NSW – Correspondence received re Berrima District Museum participating in the Standards Program

It was noted that the publications, listed regularly in Correspondence, were now displayed in the Foyer Gallery for information. Material relating to arts and culture events is also displayed on the brochure stand.

RECOMMENDATION:

THAT the correspondence listed and discussed be received and noted.

Moved: L Hall

Seconded: Cr P Yeo

Carried

5. GENERAL BUSINESS:

- 5.1 Issues to be raised and representatives to participate in meeting with local state MP's – Referred by the Community Services Consultative Committee – This item was discussed with the following suggestions made:

- The delay in the announcement of the 7th City of the Arts
- Bowral Court House
- Funding of Cultural Planning

Jenny Kena will liaise with Elizabeth Brown for further suggestions regarding funding and cultural planning.

It was advised that no date has been determined at this stage and it is expected that both members of parliament will be given notice of the issues to be discussed prior to the meeting.

Lyn Hall, May Howlett and Desmond Kennard would be interested in attending the meeting to be held with local members and representing the Arts and Culture Board.

- 5.2 Donation towards the Piano Competition (*Cr May King*) – The Piano Competition was raised by Cr May King briefly at the meeting of 28 May, 2007. Further details were to be provided at the next Arts and Culture Board meeting.

Cr May King has requested that a donation of \$500.00 be considered at tonight's meeting.

Board members asked for further information which was not known by Council staff.

It was requested that details, including the expected number of participants, how the programme was to be presented, judging and funding information be provided to allow a decision to be made.

On receipt of the above details, information will be forwarded to Board members prior to the next meeting. Subject to members being in agreement, a donation of \$500.00 can be approved and authorised.

RECOMMENDATION:

THAT details of the International Piano Competition be forwarded to Arts and Culture Board members prior to the next meeting for consideration.

THAT Board members be asked to indicate their agreement to the recommendation that a donation of \$500.00 be made to the International Piano Competition.

Moved: M Howlett

Seconded: Cr P Yeo

Carried

- 5.3 Art Workshop Space at Renwick – Jenny advised that Landcom proposed to include in the Renwick development a community space of approximately 500 m², for art workspace. Landcom are keen to work with local organisations to provide either workshop space or artist space. This concept is early in design and issues still need to be considered. This offer would be a good opportunity and Jenny will continue to liaise with Landcom.

Action: That Board members be kept informed of the progress on this issue.

- 5.4 7th City of the Arts – The delay with the announcement of the successful applicant for this project was discussed earlier in the meeting.
- 5.5 May Howlett advised that filming for Wishbone is almost complete. Producers anticipate screenings to commence in September, 2007.
- 5.6 Lyn Hall gave a brief update on the Museum Standards Project and advised that the Museum was being visited on 16 August, 2007.

NEXT MEETING:

The next meeting of the Arts and Culture Board will be held on **Monday 27 August, 2007 at the Mittagong Playhouse.**

The community meeting will commence at 4:00pm with the Arts and Culture Board meeting commencing at 5:30pm.

FUTURE MEETING DATES:

Monday 24 September, Monday 29 October and Monday 26 November

MEETING CLOSURE:

The Arts and Culture Board meeting was declared closed at 6:25 pm.

Chairperson