

*File No. 100/07  
Our Ref: RAP*

25 January 2008

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, 30 January 2008** commencing at **3.30pm**.

Yours faithfully

Mike Hyde  
**General Manager**

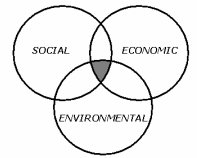
3.30pm	Council Meeting begins
5.00pm	Questions from the Public
6.00pm	Closed Council

# BUSINESS

1. OPENING OF THE MEETING
2. PRAYER – PASTOR PAUL CROSSMAN, CHAIRMAN - WCMA
3. PUBLIC FORUM
4. APOLOGIES
5. ADOPTION OF MINUTES OF ORDINARY MEETING HELD ON WEDNESDAY, 12 DECEMBER 2007 AND EXTRAORDINARY MEETING HELD ON WEDNESDAY, 19 DECEMBER 2007
6. BUSINESS ARISING FROM THE MINUTES
7. DECLARATIONS OF INTEREST
8. MAYORAL MINUTE (*if any*)
9. OPEN COUNCIL
  - Visitor Matters
  - Environment and Planning
  - Corporate Services
  - Technical Services
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

# CONTENTS

<b>OPEN COUNCIL .....</b>	<b>5</b>
<b>ENVIRONMENT &amp; PLANNING DIVISION.....</b>	<b>5</b>
o-EP1 Development Consents Under Delegated Authority .....	5
o-EP2 List of Development Applications Received By Council .....	7
o-EP3 Land Use Applications Received .....	9
o-EP4 Acceptance of Funding Variation with Department of Disability, Ageing and Homecare ..	10
<b>CORPORATE SERVICES DIVISION .....</b>	<b>12</b>
o-CS1 Pensioner Rate Rebate Claim Number 137 .....	12
o-CS2 Proposed Closure & Sale Of Pathway Off Alexandra Place, Mittagong.....	14
o-CS3 Proposed Lease Of Land Adjoining Lot 1 Deposited Plan 591154 Railway Parade, Balmoral .....	18
o-CS4 Proposed Acquisition of Part Lot 100 In Deposited Plan 839316, Corner Medway Road And Old Hume Highway, New Berrima.....	20
o-CS5 Investments as at 31 December 2007 .....	23
o-CS6 Committee Appointments & Resignations .....	27
o-CS7 Appointment of Delegates to Tourism / Economic Development Working Group.....	28
o-CS8 Bowral Country Club Limited – Lease of Golf Course Centennial Road Bowral .....	30
<b>TECHNICAL SERVICES DIVISION.....</b>	<b>33</b>
o-TS1 Grant Offer Funding under the Floodplain Management Program for 2007/2008.....	33
o-TS2 Plan of Management Hill Top War Memorial Hall.....	36
o-TS3 Plan of Management & Conservation Management Plan for Bong Bong Common – Status Report .....	38
<b>COUNCIL MATTERS.....</b>	<b>44</b>
<b>GENERAL MANAGER’S REPORTS .....</b>	<b>44</b>
c-GM1 Weekly Circulars .....	44
<b>OTHER MATTERS.....</b>	<b>45</b>
c-NM1 01/2008 – Notice of Motion – Berrima Camping Ground.....	45
c-NM2 02/2008 – Notice of Motion – Regional Shooting Complex Hill Top.....	47
c-NM3 03/2008 – Notice of Motion – Council Land Sales.....	48
<b>COMMITTEE REPORTS TABLED.....</b>	<b>49</b>
c-CR1 Management and Advisory Committee Reports .....	49
<b>COMMITTEE REPORTS ATTACHED.....</b>	<b>50</b>
c-CR2 Environment & Sustainability Committee ( <i>Refer minutes page 51</i> ).....	50
c-CR3 Moss Vale Livestock Selling Centre Strategic Advisory Board ( <i>Refer minutes page 59</i> )..	50
<b>CORPORATE SERVICES DIVISION .....</b>	<b>64</b>
c-CS1 Closed Council .....	64



# Our Values

**EQUITY, JUSTICE and CONSULTATION** in our obligations;

**PRIDE** in our lifestyle and environment;

**EXCELLENCE** in the provision of services;

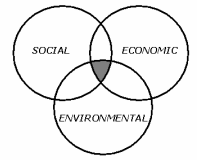
**TEAMWORK, INNOVATION and CO-OPERATION** in our business;

**INTEGRITY**, skill and **DEDICATION** in the achievement of our objectives;

**LEADERSHIP** in the growth and prosperity of our community.



**ORDINARY MEETING OF COUNCIL**  
held in the Council Chamber, Civic Centre, Elizabeth St,  
Moss Vale on Wednesday, 30 January 2008



**DECLARATIONS OF INTEREST**

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**DECLARATION OF INTEREST**  
*101/3*

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

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**OPEN COUNCIL**

**ENVIRONMENT & PLANNING DIVISION**

**o-EP1 Development Consents Under Delegated Authority**

REF: DCM

5302

Submitting a list of development consents executed under delegated authority of the Director of Environment and Planning between 3/12/07 and 18/1/08.

**RECOMMENDATION**

THAT the information relating to Development Consent Nos 1-16 under Delegated Authority be received and noted.

**Development Applications (DAs) Determined –03/12/07 to 18/01/08  
(Excluding Small Lot Subdivisions and Domestic Applications)**

	<b>LUA No</b>	<b>Property Legal Description</b>	<b>Description</b>
1	LUA07/0930	Lot 4 DP 1104771 Bundanoon Road, Exeter	3 lot subdivision
2	LUA07/0448	Lots 8 & 9 DP 236478, 4-6 Derby Street, Bowral	7 unit residential flat building
3	LUA07/0832	Lot 1 Sec 36 DP 1374, 225 Old Hume Highway, Mittagong	Occupation of industrial unit – light mechanical repairs, no panel beating
4	LUA07/1049	Lot 92 DP 751253 'Halls Natives' Douglas Road, Moss Vale	Showroom
5	LUA07/1320	Lot 8 SP77271 Southey Street, Mittagong	Strata Subdivision (Stage 2)
6	LUA07/0299	Lots 20 & 21 DP 1043801 & Others, Lackey Road, Moss Vale	6 lot subdivision
7	LUA07/1235	Pt Lot 11 DP 857127 Hume Hwy, Sutton Forest	Customer order display booth & alteration to existing servery
8	LUA07/0674	Lot 10 DP 1085127 Bowral Golf Club, Kangaloon Rd, Bowral	Refurbishment of existing golf course dam
9	LUA07/1369	Lot 6 SP 41585, 6 / 310-318 Bong Bong Street, Bowral	First occupation for retail clothing & gift store
10	LUA07/1137	Pt Lot 1 DP 746864, Lots 8, 9, 10, 11 DP 21133 & Lot 1 DP 359329 32-34 Bowral Street, Bowral	First occupation seafood shop
11	LUA07/0613	Kits 1 & 2 DP 858843 Old Hume Hwy, Mittagong (ALDI)	Supermarket and parking
12	LUA07/0994	Lot 21 DP 827462, 120-126 Illawarra Highway, Robertson	Bed & Breakfast

**Development Applications (DAs) Determined –03/12/07 to 18/01/08  
(Excluding Small Lot Subdivisions and Domestic Applications)**

**(Continued)**

13	LUA07/1164	Lot 1 DP 197253, No 3 Church Street, Bundanoon	Change of use – Bakery
14	LUA07/1391	Lot 30 DP 807690 & Lot 11 DP 775073 Lytton Rd, Moss Vale	8 lot subdivision
15	LUA07/0695	Lot 2 DP 877253 & Lot 21 DP 532017 Old Argyle Rd, Exeter	3 lot subdivision
16	LUA07/0385	Lot 34 DP 1046863 & Lot 1 DP 37492 Yarrowa St, Moss Vale	30 room motel (MV Services Club)

**o-EP2 List of Development Applications Received By Council**

REF: DCM

5302

Submitting a list of development applications which have been received between 3/12/07 and 18/1/08, 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 received by Council be received and noted.

**Development Applications (DAs) Received –03/12/07 to 18/01/08  
(Excluding Small Lot Subdivisions and Domestic Applications)**

	LUA No	Property Legal Description	Property Address	Description	SIC
1	LUA07/1436	S/P 41585	High Street 310-318 Bong Bong Street, Bowral	First Occupation as a Dental Surgery	
2	LUA07/1445	Lot 1 DP 90179 (next to High St)	320-326 Bong Bong Street, Bowral	Shop Fitout Change of Use & Signage	
3	LUA07/1427	Lot 3 DP 152410 (was Brafels)	340 Bong Bong Street, Bowral	Alterations to Shop	
4	LUA08/0017	Lot 11 DP 21133 (corner Station St)	33-35 Bowral Street, Bowral	Café Fitout - Buzy Bakehouse	
5	LUA07/1358	Lot 9 Sec C DP 8185 (near corner Gordon Road)	121 Bowral Street, Bowral	3 x Lot Subdivision	
6	LUA07/1386	Lot 6 DP 634569	Hopewood Centennial Road Bowral	Wedding Receptions Events, Conference Centre, Open Gardens, Antique Openings	*****
7	LUA07/1457	Lot 1 DP 573903 Lots 7 & 8 Sec 1 DP 1002 and 162 more	Tarella Greenhills Road Werai	Plant Nursery & Teahouse	
8	LUA08/0007	Lot 10 DP 1104998 (corner Merrigang)	6 Holly Street Bowral	Demolition of Dwelling	
9	LUA07/1465	Lot 1 DP 744544 & EP 317500 Comfort Hill Wild Life Refuge. NPWS 92/W/163	Comfort Hill, Hume Highway Sutton Forest	Addns to main resid, caretaker's cottage & 7 x freestanding guest accomm linked by verandah	*****
10	LUA07/1391	Lot 30 DP 807690 (cnr Berrima Rd)	77-83 Lytton Road Moss Vale	8 lot subdivision	
11	LUA08/0036	Lot 206 DP 786295	Lot 206 Ovington Road, Yerrinbool	Truck Parking	
12	LUA07/1374	Lot 1 DP 986877	18 Station Street Bowral	First Occupation First Floor (Mixed Office Use)	

**Development Applications (DAs) Received –03/12/07 to 18/01/08  
(Excluding Small Lot Subdivisions and Domestic Applications)  
(Continued)**

13	LUA07/1414	Lot 12 DP 802572	RAINTREE The Illawarra Highway Sutton Forest	3 x Lot Subdivision (2 z 1500; 1 x 6095)	
14	LUA07/1410	Lot B DP 347743	12 Walker Street Bowral	Convert 3 bedroom residence to Medical Centre + 4 new car spaces	
15	LUA07/1369	Lot 6 S/P 41585	6/310-318 Bong Bong Street, Bowral	First Occupation for retail Clothing & Gift Store	
16	LUA07/1433	Lots 1&2 DP 995850 Lot 1 DP 155385	Uniting Church 28-30 Bendooley Street Bowral	Shed, Realignment of Fence, Carpark Resurface & New Fence	
17	LUA08/0021	Lot 20 DP 848478	Tangara School, Bong Bong Road Mittagong	Demolition of Existing Buildings and the Creation of 5 Residential Lots 2 Special Use Lots and 1 Residue Lot	
18	LUA07/1377	Lot 4 DP 858938	Bowral & Dist Hospital Bowral Street Bowral	Offices / Storage	
19	LUA07/1454	Lot 12 DP 1040206	Sally's Corner Road, Exeter	Construction of single storey bldg for landscape & garden supplies	
20	LUA07/1453	Lot 2 DP 1071022	Murrimba Road, Wingello	5 x Lot Subdivision	
21	LUA07/1456	Lot 2 DP 285899	Dormie Views Estate Dengate Crescent Moss Vale	Subdivision to Create 26 residential Community Title Lots Demolition of Existing Dwelling & Variation of Subdivision Standard DCP16	*****
22	LUA07/1402	Lot 1 DP 1100310	Tyree Place Braemar (Bunnings)	Pylon Sign (12,000mm high x 800mm wide)	
23	LUA07/1356	Lot 11 DP 1102306	14 Foldgarth Way Burradoo	Timber Retaining Wall (39m x 1.2m high)	
24	LUA07/1359	Lot 2 DP 1104268	Boardman Road Bowral (Scottish Arms)	Change of Use to "Hotel" to enable owners to seek Hotel Licence	****
25	LUA08/0004	Lot 6 DP 737470	Myra Vale Road, Robertson	Demolition of Dwelling (built 2004)	****
26	LUA08/0027	Lot 9 DP 1113494	Myosotis Street Bowral	Excavation Work Cut & Fill to reduce visual impact	
27	LUA08/0020	Part Lot 3 DP 1108992	Council Chambers Elizabeth Street Moss Vale	Renovation of Staff Amenities	

**o-EP3 Land Use Applications Received**

REF: DCM

5302

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

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 No of units in brackets	
	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)	129(*18)	941	932	24	19	3(3)	3(7)
September	125(*12)	122 (*24)	1066	1054	13	9	1(3)	
October	154(*29)	154(*25)	1220	1208	18	12		1(3)
November	137(*23)	142(*13)	1357	1350	15	27		1(5)
December	112(*6)	113(*12)	1469	1463	17	19	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 1<sup>st</sup> July 2005**

**RECOMMENDATION**

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

**o-EP4 Acceptance of Funding Variation with Department of Disability, Ageing and Homecare**

REF: SPM

1828/5

Reporting on receipt of a funding variation acceptance received from the Department of Disability, Ageing and Homecare for salary subsidy of the Community Worker – Aged and Disability and seeking Council’s resolution to have the Council Seal affixed to the agreement.

**REPORT**

Council receives salary subsidy of \$28,273.00 annually from the Department of Ageing Disability and Homecare (DADHC) for the position of Community Worker – Aged and Disability. Wingecarribee Shire Council and DADHC are currently part way through the current funding agreement. DADHC recently reviewed the service description of the position and has changed the funding agreement accordingly. The change in the service description will not alter the duties and function of the position but bring it into line with other Council aged and disability community worker positions.

**MANAGEMENT PLAN ISSUES OR IMPLICATIONS**

The Aged and Disability Program serviced by the Aged and Disability Worker is a critical community service delivery under Council’s Management Plan.

**BUDGET IMPLICATIONS**

The variation to the funding agreement between DADHC and Wingecarribee Shire Council will not have any budget implications.

**ECOLOGICAL SUSTAINABLE DEVELOPMENT ISSUES**

***(i) Environmental Factors***

Not applicable.

***(ii) Social Factors***

The position of Community Worker – Aged and Disability is an important aspect of Council’s commitment to ensuring access and equity for older residents and residents with a disability.

***(iii) Economic Factors***

The funding provides support to Council to cover salary costs.

**ATTACHMENTS**

There are no attachments to this report.

**RECOMMENDATION**

THAT the Mayor and General Manager be granted authority to execute the Funding Variation with the NSW Department of Ageing, Disability and Homecare in relation to the Community Worker Aged and Disability Salary Subsidy under the Common Seal of Council.

---



Scott Lee  
**Director Environment & Planning**

24 January 2008

**CORPORATE SERVICES DIVISION**

**o-CS1 Pensioner Rate Rebate Claim Number 137**

REF: FSM

2211/2007

Submitting a report on the details of amounts written off and amounts to be claimed from the Department of Local Government for pensioner rates rebates granted on general rates, garbage accounts, water and sewerage accounts from 1 September 2007 to 31 December 2007.

**REPORT**

Please note that the amount of rebate granted to an individual property is stipulated in the Local Government Act 1993.

The rebate amounts per annum are as follows:

General Rates	50% of levy up to a maximum of \$250
Water Rates	\$ 87.50
Sewer Rates	\$ 87.50

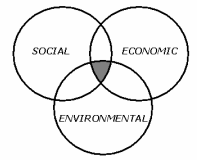
Council is then able to claim fifty five (55) per cent of all rebates granted for a financial year from the State Government. The claims are made progressively throughout the financial year.

Details of the claim are as follows :-

Particulars	Written Off	Claim
Balance brought forward (Previously abandoned/claim:)	929,610.66	511,285.86
Rates	17,558.65	9,657.26
Domestic Waste Charges	5,826.16	3,204.38
Water	87,380.93	48,059.51
Sewerage	74,743.12	41,108.72
Sub Total – Second Claim	185,508.86	102,029.87
<b>Totals</b>	<b>1,115,119.52</b>	<b>613,315.73</b>

**ATTACHMENTS**

There are no attachments to this report.



**RECOMMENDATION**

1. THAT Council authorise the write off of \$185,508.86 for the Pensioner Rebate Claim Number 137.
  2. THAT \$102,029.87 be claimed from the State Government.
-

**o-CS2 Proposed Closure & Sale Of Pathway Off Alexandra Place, Mittagong**

REF. PO

PN10700

Reporting on a request from an adjoining landowner to close and purchase an unnecessary lane / pathway off Alexandra Place, Mittagong

REPORT

HISTORY

Council at its meeting held 27 November 2002 resolved as follows:

1. **THAT Council raise no objection to the proposed closure and sale of the pathway adjoining Lot 52 DP 773272 and sale to Mr CW Talbot.**
2. **THAT the purchase price for the closed road be determined by the State Valuation Office.**
3. **THAT all costs relating to the closure and sale be paid by the applicant.**
4. **THAT should the road closure be successful, the allotment created be consolidated with Lot 52 DP 773272, as a condition of sale.**
5. **THAT following its closure, a Land Transfer form and Deed of Sale be executed under the Common Seal of Council.**
6. **THAT the funds generated from the sale be transferred to the Property Development Fund.**

Following Council's resolution of 27 November 2002, the applicant paid the requisite fee for the valuation, however, following a neighbour objection the applicant withdrew the application and the matter did not proceed. The applicant's valuation fees were refunded at that time and the file was closed.

REPORT

Council is in receipt of correspondence from Mr C W Talbot, registered proprietor of Lot 52 DP 773272, Alexandra Place, Mittagong.

Mr Talbot wishes to re-instate his application to close and purchase the pathway adjacent to his property.

The proposal has been considered by all divisions of Council and no objections are raised.

If Council agrees to Mr Talbot's request, all costs relating to the closure will be paid by the applicant with the purchase price to be set by valuation.

Once closed, a Certificate of Title will be created and the land transferred to the applicant.

### CONCLUSION

It is recommended that Council accede to Mr Talbot's request to close and sell the pathway adjacent to Lot 52 DP 773272.

### ATTACHMENTS

1. Deposited Plan 773272.
2. Locality map

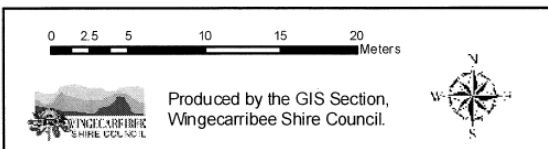
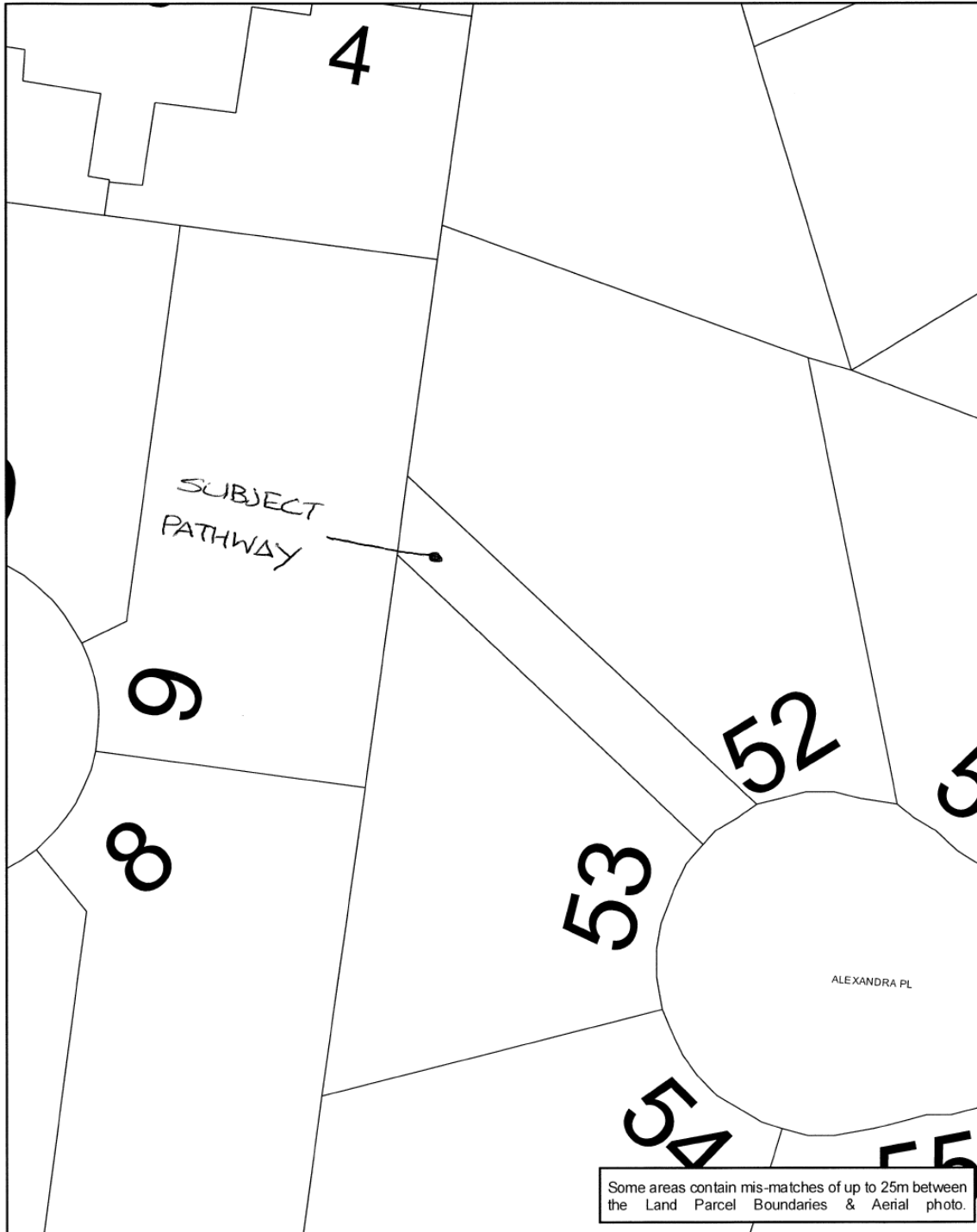
### RECOMMENDATION

1. THAT Council approve the proposed closure and sale of pathway adjacent to Lot 52 DP 773272 and the sale to Mr CW Talbot, subject to there being no objection from adjoining neighbours and the rezoning of the pathway to a zone consistent with that of adjoining properties.
  2. THAT the purchase price for the closure of the pathway be determined by valuation, carried out by a registered valuer.
  3. THAT all costs relating to the closure and sale be met by the applicant, Mr CW Talbot.
  4. THAT should the closure be successful the allotment created be consolidated with Lot 52 DP 773272 as a condition of this sale.
  5. THAT the Mayor and General manager be authorised to execute the transfer form and Deed of Sale under the Common Seal of Council.
-



**ATTACHMENT 2**

**Wingecarribee Shire Map**



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**o-CS3 Proposed Lease Of Land Adjoining Lot 1 Deposited Plan 591154 Railway Parade, Balmoral**

REF: PO

PN1231900

Reporting on a requirement for Council to enter into a lease of land owned by State Rail Authority. The purpose of the lease is to extend the land available to the Rural Fire Service for the construction of new vehicle bays.

**REPORT**

Wingecarribee Shire Council is the owner of Lot 1 Deposited Plan 591154 being land at Balmoral, upon which is constructed facilities of the NSW Rural Fire Service.

These facilities have been deemed inadequate for the operation of the Balmoral Rural Fire Service. Ashley Frank of the Rural Fire Service has advised that it is proposed to construct a new vehicle bay, adjoining the existing facility, to expand the service provided from the Balmoral bush fire shed.

While the land on which the existing facility is constructed is owned by Council the land where it is proposed to construct the new facility is owned by the State Rail Authority.

State Rail Authority have, in principle, agreed to lease such portion of land to Council as is required for Rural Fire Services purposes.

The proposed new structure will occupy an area of 100 sqm.

**CONCLUSION**

It is recommended that Council support the New South Wales Rural Fire Service by agreeing to lease the land adjoining Lot 1 Deposited Plan 591154.

**ATTACHMENTS**

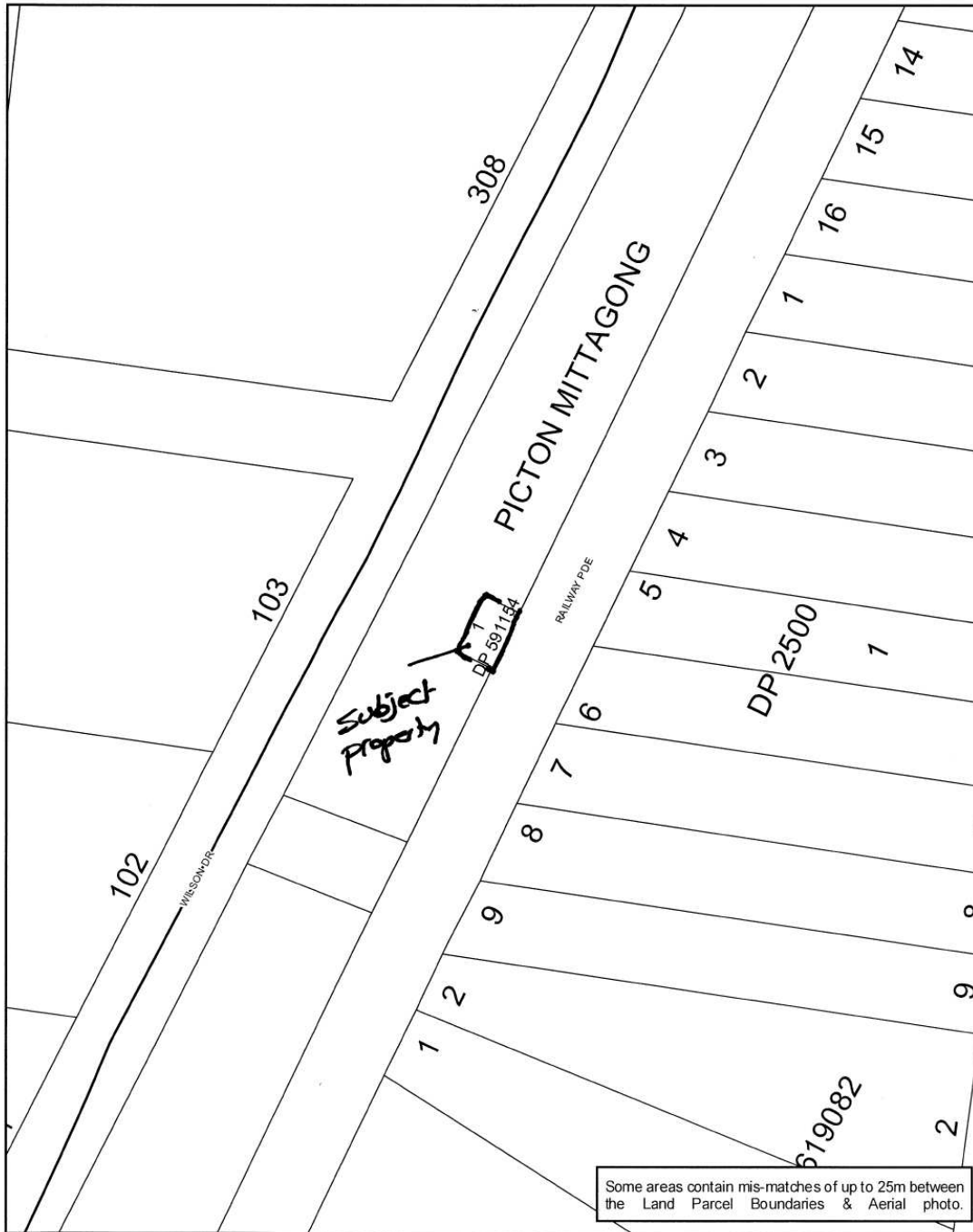
1. Location map

**RECOMMENDATION**

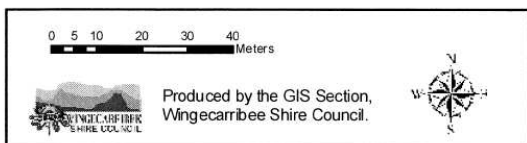
1. THAT the General Manager be delegated authority to negotiate with State Rail Authority to establish terms and conditions of the lease for the land adjoining Lot 1 Deposited Plan 591154.
2. THAT subject to 1 above, the General Manager and Mayor be authorised to execute the Lease document under the Common Seal of Council.

**ATTACHMENT 1**

**Wingecarribee Shire Map**



Some areas contain mis-matches of up to 25m between the Land Parcel Boundaries & Aerial photo.

 <p>0 5 10 20 30 40 Meters</p> <p>Produced by the GIS Section, Wingecarribee Shire Council.</p>	<p><b>Data Disclaimer</b></p> <p>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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**o-CS4 Proposed Acquisition of Part Lot 100 In Deposited Plan 839316, Corner Medway Road And Old Hume Highway, New Berrima**

REF. PO

PN662900; 7121; RD1420; RD1429; RD3010

Reporting on requirement for acquisition of a portion of land for the purpose of construction of a roundabout at the intersection of Medway Road, Taylor Avenue and Old Hume Highway New Berrima.

**REPORT**

As part of the Roads to Recovery Program, a roundabout is to be constructed at the intersection of Medway Road, Taylor Avenue and Old Hume Highway New Berrima. This roundabout has been designed to accommodate up to B-triple semi trailers. Due to the design of the roundabout it is necessary to acquire a 5,115 square metre portion of land, being part Lot 100 Deposited Plan 839316.

The owner of the subject land, Mereworth Pty Ltd, has agreed to the acquisition and a valuation has been obtained assessing the amount to be paid by way of compensation as Twenty Thousand Dollars only (\$20,000.00).

**BUDGET IMPLICATIONS**

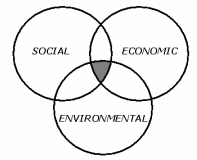
There are limited financial implications for Council as this acquisition (and the construction of the roundabout and all ancillary works) is being principally funded through the Department of Infrastructure, Transport, Regional Development and Local Government's AusLink strategy. AusLink is the Government's policy for improved planning and accelerated development of Australia's land transport infrastructure.

**CONCLUSION**

It is recommended that Council proceed with the proposed acquisition of 5,115 square metres of land being part Lot 100 in Deposited Plan 839316 to enable the construction of the roundabout to proceed at the intersection of Medway Road, Taylor Avenue and Old Hume Highway New Berrima.

**ATTACHMENTS**

There is one attachment to this report (Location map)



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**RECOMMENDATION**

1. THAT Mereworth Pty Limited or its nominee be advised in writing that Council will proceed with the acquisition of the 5,115 square metre portion of land being part Lot 100 Deposited Plan 839316 for the sum of Twenty Thousand Dollars (\$20,000.00).
  2. THAT it be noted that the purpose of the acquisition of land in 1 above be for the construction of a roundabout at the intersection of Medway Road, Taylor Avenue and Hume Highway New Berrima.
  3. THAT the General Manager be delegated authority to do all things necessary to acquire the 5,115 square metre portion of land being part of Lot 100 Deposited Plan 839316 including having the land surveyed and plans prepared.
  4. THAT, subject to 1 above, the General Manager and Mayor be authorised to execute the Deed of Agreement and Transfer documents under the Common Seal of the Council.
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### Location Map

*Location of land to be acquired.*



**o-CS5 Investments as at 31 December 2007**

REF	FSM	2104
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Submitting details of Council's Investments as at 31 December 2007.

**REPORT**

Submitting details of Council's Investments as at 31 December 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 31 December 2007
2. List of commitments

**RECOMMENDATION**

THAT the information on Council's Investments as at 31 December 2007 be received and noted.

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**REPORT OF DIRECTOR CORPORATE SERVICES**

INVESTMENT RECONCILIATION AS AT 31 December 2007

**ATTACHMENT 1**

Bank	Certificates	Rate	Days	Due Date	Value	Consideration	Total
<b>Grange Securities</b>							
<u>Individual Managed Portfolio</u>							
Adelaide Bank FR Sub Debt	bbsw + .50%			9/06/2011	3,500,000.00	3,453,660.00	
ANZ	8.25%			17/07/2008	750,000.00	690,487.50	
Bank of Qld Sub Debt	bbsw + .29%			2/12/2010	7,000,000.00	6,948,340.00	
Elders Rural Bank Sub Debt	bbsw + .85%			13/07/2010	500,000.00	496,980.00	
Elders Rural Bank Sub Debt	bbsw + .83%			6/09/2010	1,000,000.00	981,600.00	
Elders Rural Bank Sub Debt	bbsw + .75%			13/10/2010	500,000.00	494,095.00	
HSBC FRN	bbsw + .28%			22/09/2011	6,500,000.00	6,269,900.00	
Macquarie Bank Sub Debt	bbsw + .85%			18/02/2008	1,000,000.00	1,008,580.00	
Macquarie Bank Sub Debt	bbsw + .70%			15/09/2009	500,000.00	496,525.00	
Royal Bank Scotland	bbsw + .28%			17/02/2012	2,000,000.00	1,963,760.00	
Elders Rural Bank	bbsw + .60%			6/03/2012	1,000,000.00	957,520.00	
Westpac	bbsw + .35%			4/02/2010	500,000.00	500,360.00	
St George	bbsw + 0.31%			26/07/2011	1,000,000.00	988,890.00	
<b>Liquid Securities</b>					25,750,000.00	25,250,697.50	
Aphex (Glenelg)	bbsw + 1.25%			22/06/2009	2,250,000.00	1,839,420.00	
Corsair Kakadu	bbsw + 1.00%			20/12/2009	1,500,000.00	872,100.00	
Corsair Torquay	bbsw + 1.20%			20/06/2009	2,500,000.00	1,882,400.00	
Helium Esperance	bbsw + 1.10%			20/03/2008	2,000,000.00	1,590,260.00	
Helium Scarborough	bbsw + 1.30%			23/06/2009	2,700,000.00	2,108,241.00	
Magnolia Flinders	bbsw + 1.50%			20/03/2009	5,100,000.00	4,093,515.00	
Omega Henley	bbsw + .80%			22/06/2012	2,000,000.00	1,617,880.00	
Starts Blue Gum	bbsw + 1.40%			22/12/2010	1,050,000.00	848,872.50	
Cypress Tree Lawson	bbsw + 1.30%			30/12/2010	1,000,000.00	973,300.00	
MAS6-7 Parkes	bbsw + 2.00%			20/12/2009	2,000,000.00	1,173,600.00	
Bishopgate Wentworth	bbsw + 1.50%			30/09/2010	500,000.00	488,050.00	
Zircon Coolangatta	bbsw + 1.30%			20/03/2011	2,000,000.00	1,385,980.00	
Saphir Endeavour	bbsw + 1.30%			4/08/2011	140,000.00	137,092.20	
Beryl	bbsw + 0.60%			20/03/2010	4,000,000.00	3,600,320.00	
SPRC Federation	bbsw + 1.00%			9/05/2010	3,000,000.00	514,650.00	
Zircon Merimbula	bbsw + 1.05%			20/06/2013	500,000.00	338,010.00	
Lehman	bbsw + 0.00%			15/06/2009	560,000.00	513,576.00	
<b>Medium - Long Term Securities</b>					32,800,000.00	23,977,266.70	
<b>Total Securities</b>							49,227,964.20
<b>Bank Accepted Commercial Bills</b>							
NAB	Various	7.2	31	14/01/2008	3,000,000.00	2,981,766.29	
NAB	Various	7.09	59	25/01/2008	1,500,000.00	1,483,003.96	
							4,464,770.25
Macquarie Cash Management Trust						1,191,121.77	
							1,191,121.77
<b>Short Term</b>							
NAB						4,000,000.00	
							4,000,000.00
							<b>58,883,856.22</b>
December bbsw average:		7.29					

"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**

<b>COUNCIL INVESTMENT HOLDINGS - PURPOSE)</b>		
<b>Investments Held</b>		<b>Est 31/12/2007</b>
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	1,168,809
Other Unexpended Grants	Unexpended grant funds received from other government departments to be expended in 2007/08	901,985
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	695,570
		<b>11,104,444</b>
<b>General Fund Reserves</b>		
Employee Leave Entitlements	Used to fund Long Service, Annual leave and Council commitments to staff entitlements.	1,155,719
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.	3,864,651
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.	1,031,783
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.	535,464
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.	2,596,581
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 cleanout 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.	2,748,105
		<b>19,881,947</b>

**REPORT OF DIRECTOR CORPORATE SERVICES**

<b>Water Fund</b>		
Accumulated Cash	Represents all Water Funds accumulated cash and cash equivalents held at report date	521,677
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.	3,207,522
Sales Fluctuation Reserve	Used to fund variations in income from Water Access and User charges.	5,796,339
		<b>17,695,807</b>
<b>Sewer Fund</b>		
Accumulated Cash	Represents all Sewer Funds accumulated cash and cash equivalents held at report date	120,387
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.	2,876,340
Sales Fluctuation Reserve	Used to fund variations in income from Sewer Access and User charges.	1,426,452
		<b>10,201,658</b>
<b>Totals - Estimated as at 31 December 2007</b>		<b>58,883,856</b>

**o-CS6 Committee Appointments & Resignations**

REF MAS

107/1

Reporting on Management Committee Appointments and Resignations.

**REPORT**

**1. Canyonleigh Hall Management Committee**

**File No: 7205/1**

The Canyonleigh Hall Management Committee at its meeting held on the 9 October 2007 received with regret the resignation of Carol Degrassi and the nomination of Hayley Defina to the Committee.

**COMMITTEE RECOMMENDATION**

THAT Council accepts with regret the resignation of Carol Degrassi and appoints Hayley Defina to the Canyonleigh Hall Management Committee AND THAT Ms Degrassi and Ms Defina be notified of Council's determination.

**2. Yerrinbool Community Hall Management Committee**

**File No: 7224/1**

The Yerrinbool Community Hall Management Committee at its meeting held on the Tuesday 13 November 2007 received the nomination of Kim Overall to the Committee.

**COMMITTEE RECOMMENDATION:**

THAT Council appoints Kim Overall to the Yerrinbool Community Hall Management Committee AND THAT Ms Overall be notified of Council's determination.

**ATTACHMENTS**

There are no attachments to this report.

**RECOMMENDATION**

1. THAT Council accepts with regret the resignation of Carol Degrassi from the Canyonleigh Hall Management Committee and Hayley Defina be appointed to the Canyonleigh Hall Management Committee AND THAT Mr Degrassi and Ms Defina be notified of Council's determination.
2. THAT Kim Overall be appointed to the Yerrinbool Community Hall Management Committee AND THAT Ms Overall be notified of Council's determination.
3. THAT the Canyonleigh Hall Management Committee and Yerrinbool Community Hall Management Committee be notified of Council's determination.

**o-CS7 Appointment of Delegates to Tourism / Economic Development Working Group**

REF: MAS

107/24

Reporting on nominations from community representatives for appointment to the Tourism / Economic Development Working Group in the areas of Tourism, Manufacturing, Development and Local Business.

**REPORT**

**BACKGROUND**

Council at its meeting held on Wednesday 10 October 2007 (OC 271/07) resolved to restructure its committee structure on a trial basis. One of its committees that it restructured was the Tourism / Economic Development working Group.

The structure of the working group is:

Four (4) Councillors, namely Cllrs M Murray (chair), Cllr P Tuddenham and M King Alternate delegate, Cllr D Gair

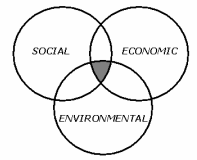
Four (4) Industry Representatives to be drawn from tourism, manufacturing, development and local business.

Staff consisting of: General Manager, Economic Development Officer and Executive Manager Tourism.

The Working Group is to meet a minimum of four (4) times per year or by the Councillor Chair of the Committee.

Council advertised in the local press and made written representation to previous members of the Tourism and Economic Development Committees advising of nominations on the newly formed Tourism / Economic Development Working Group and the following nominations have been received in the following categories:-

1. Tourism
  - (a) James Becke
  - (b) Clair Cooper
  - (c) Don Ferguson
  - (d) Pat Hall
  - (e) Huw Kingston
  - (f) Paul Rubie
  - (g) Lynne Vaughan
  
2. Manufacturing
  - (a) Alan Spence



3. Development

- (a) James Beck
- (b) Clair Cooper
- (c) Charley Johns
- (d) Alan Spence
- (e) Paul Rubie

4. Local Business.

- (a) Charlie Johns
- (b) Huw Kingston
- (c) Terry Oakes-Ash
- (d) Lynne Vaughan

**CONCLUSION**

Nominations are submitted to Council for appointment.

**ATTACHMENTS**

Nomination details of applicants have been forwarded under separate cover for assessment and consideration.

**RECOMMENDATION**

1. THAT in relation to the Tourism / Economic Development Working Group the following nominees be appoint to the Working Group in the following categories:-
  - (a) Tourism
  - (b) Manufacturing
  - (c) Development
  - (d) Local business.
2. THAT the unsuccessful nominees interested in serving on the Tourism / Economic Development Working Group be formally thanked for submitting their names for inclusion on the Working Group.

<b>o-CS8</b>	<b>Bowral Country Club Limited – Lease of Golf Course Centennial Road Bowral</b>
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REF.	DCS	6612/1.1
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Reporting on correspondence received from the Administrators of the Bowral Country Club Limited.

REPORT
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### BACKGROUND

Council has received correspondence from the Administrators of the Bowral Country Club Limited proposing to relinquish the existing lease with Council for the golf course, subject to certain conditions.

Specifically the Administrator has conditioned this arrangement being subject to council entering into a new lease with another party to operate a public golf course on the site. The second condition seeks council's agreement to release the club from all liabilities under the existing lease.

### ISSUES

#### 1. Tenders for a new lease

Subject to adoption of the Draft Plan of Management, Council will be able to issue a new lease in compliance with the relevant provisions of the Local Government Act.

With Council's concurrence the tender process seeking expressions of interest to lease the site for a period of 21 years, could commence once tender documentation has been completed.

It is anticipated that a report is likely to be presented to the Ordinary Council meeting on Wednesday 27 February 2008, seeking council's endorsement of the draft management plan.

Once this is concluded there will be no impediments to the issuing of a new lease subject to a successful tender process.

#### 2. Request to waive all liabilities under existing lease

As Council would be aware, Council's Parks and Property Section conducted a review of the centennial road site in July 2007. As a result of this review a discussion paper was presented to councillors at an information session and this document was subsequently made available to the public.

A number of issues were identified within this discussion paper that may create liability and resource issues for council in the future, if council were to indemnify the lessee against any future liabilities, by releasing the club from all liabilities under the existing lease.

An immediate issue would be the disposal of asbestos and building waste on the site, which will need to be disposed of by appropriately certified contractors and could cost up

**REPORT OF DIRECTOR CORPORATE SERVICES**

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to \$5000. There are other issues relating to soil contamination, tree hazards and public liability concerns relating to risk management issues on the site.

If Council were to agree to release the club from all its obligations under the lease, Council may then be exposed to additional risk and may not be able to rely on its own insurance indemnity as some of the potential liabilities are the result of actions of a third party. In these circumstances council would be effectively self insuring for any potential claims that may result from things done or not done by the incumbent lessee.

**CONCLUSION**

Subject to Council's concurrence, action will be taken to commence the tender process to select a new lessee for the golf course. Subject to the adoption of the draft plan of management, council will then be in a position to execute a lease with the new operator.

It is not recommended however that Council agree to the request to release the Bowral Country Club Limited from all liabilities under the existing lease. It is recommended that Council preserve its rights in relation to any potential public liability claims that may result from the actions or inaction of the existing lessee and require the lessee to maintain its insurance cover until the lease is cancelled.

It is also recommended that the existing lease remain in place until a new lease agreement is executed with council's preferred tenderer.

**ATTACHMENTS**

Letter from Parker Insolvency.

**RECOMMENDATION**

1. THAT Council commence the tender process to offer the Centennial Road site (known as the Bowral Country Golf Club) for lease as a public golf course for a period of 21 years.
  2. THAT Council agree to cessation of the lease with Bowral Country Club Limited for the lease of the golf course at Centennial Road Bowral, subject to a new lease being executed with a new lessee to operate a public golf course.
  3. THAT Council preserve its rights in relation to any future potential public liability claims that may result as a consequence of the actions or inactions of the existing lessee during the term of the current lease.
- 

Barry W Paull  
**Director Corporate Services**

25 January 2008

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24/01/2008 17:25 0292836155

PARKER\_ADVISORY

**PARKER** Insolvency

Level 5 49 Market Street Sydney NSW 2000  
PO Box A847 Sydney South NSW 1235  
T: 61 2 9283 6122 F: 61 2 9283 6155  
E: info@parkeradvisory.com

24 January 2008

Mr Barry Paul  
Wingecarribee Shire Council  
PO Box 141  
Moss Vale NSW 2577

Facsimile: 02 4869 4424 (1 Page)

Dear Sir

**BOWRAL COUNTRY CLUB LIMITED  
(ADMINISTRATORS APPOINTED)  
ACN 001 071 736  
("THE CLUB")**

As you are aware, on 23 November 2007, Gregory Jay Parker and Christopher John MacDonnell accepted an appointment as Joint and Several Administrators of the Company. The appointment was to replace Mr Daniel Cvitanovic as Administrator of the Company who resigned on 19 November 2007. The appointment was made pursuant to Section 436A of the Corporations Act 2001 following a resolution of the Company's Board of Directors.

I refer to our recent telephone conversation and confirm that a Deed of Company Arrangement has been proposed.

I request that Council agree to:

The Administrators undertaking to surrender the golf course lease upon the Council granting a new 21 lease to a tender who will continue to operate the course for the provision of golf. The Club requests a release of all liabilities from the Council in respect to the existing lease.

I request that you confirm your agreement to my undertaking in writing and advise the timeframe for your tender process.

Should you have any further queries in relation to this matter, please contact me.

Yours faithfully



**Greg Parker**  
**Joint and Several Administrator**

L - Wingecarribee Shire Council.1

## TECHNICAL SERVICES DIVISION

### **o-TS1 Grant Offer Funding under the Floodplain Management Program for 2007/2008**

REF: DPM 8100; 8100/4; 8100/5; 8100/6; 8100/8

Report on project funding under the Floodplain Management Program.

## REPORT

### INTRODUCTION

The Floodplain Management Program is a continuing funding program operating under the Department of Environment and Climate Change (DECC). The program is designed to provide funding for flood studies and flood prevention works for local Councils.

### BACKGROUND

Council has been offered funding for the following projects and amounts:

- Burradoo Catchment BU2 Flood Study - \$20,000;
- Bowral Golf Course Detention Basin (Investigation & Design) - \$12,000;
- Mittagong Rivulet Floodplain Risk Management Study - \$10,000;
- Whites Creek Flood Study - \$5,000;
- Whites Creek Floodplain Risk Management Study & Plan - \$5,000.

The majority of these projects are on-going from the previous years funding allocation. The Whites Creek Floodplain Risk Management Study & Plan is due to commence following Council's acceptance of the Whites Creek Flood Study which should be completed in the first half of 2008.

Applications for the 2008/2009 financial year are also open. It is suggested that Council applies for funding for flood studies for the Nattai and Gibbergunyah Creek catchments at Mittagong in this next round.

The Nattai Creek catchment is a potential flood prone area and the Gibbergunyah Creek catchment is a potential development area. So it would be a proactive move by Council to undertake flood studies for both these catchments.

The NSW Government Flood Prone Land Policy highlights that the primary responsibility for floodplain risk management rests with Councils.

### BUDGET IMPLICATIONS

Funding under the program is offered on a 2:1 (State:Council) ratio. The total notional funding allocation is for \$52,000. Therefore Council will be responsible for providing \$26,000 in "matching" funding for the offer.

Last year Council's matching funds were allocated from the Stormwater Drainage Levy.

Council will need to identify funding sources for its one-third contribution if the funding applications for the Nattai and Gibbergunyah Creek flood studies are successful.

### CONCLUSION

The funding offered is for on-going studies that are already being undertaken by Council and some are nearing completion.

By applying for funding for flood studies for the Gibbergunyah and Nattai Creek Council can continue to address its responsibility for floodplain risk management.

As a result of the funding program, Council achieves good value for money on these studies as it only has to contribute one-third of the project cost.

### ATTACHMENT

Letter from Acting Minister for Climate Change, Environment and Water.

### RECOMMENDATION

1. THAT Council accepts the Acting Ministers notional funding allocation for the following projects:  
Burradoo Catchment BU2 Flood Study;  
Bowral Flood Mitigation – Bowral Golf Course Detention Basin (Investigation & Design);  
Mittagong Rivulet Floodplain Risk Management Study;  
Whites Creek Flood Study;  
Whites Creek Floodplain Risk Management Study & Plan.
  2. THAT Council funds its matching contribution of \$26,000 from the 2008/2009 Stormwater Drainage Levy;
  3. THAT Council applies for grant funding for flood studies for the Nattai Creek and Gibbergunyah Creek catchments under the Floodplain Management Program for the 2008/2009 financial year.
-

**ATTACHMENT 1**



**Minister for Climate Change, Environment and Water**

In reply please quote: DOC07/46361

Mr Mike Hyde  
General Manager  
Wingecarribee Shire Council  
PO Box 141  
MOSS VALE NSW 2577

WINGECARRIBEE SHIRE COUNCIL		
Classification: MAILING		
Doc. No.		
File No. 8102/3 8100		
- 2 JAN 2008		
OFFICER	ACTION	INFO
R Lewis	/	

ORIGINAL  
SENT

Dear Mr Hyde

I am writing regarding Wingecarribee Shire Council's proposed floodplain management program for the 2007/2008 financial year.

I am pleased to advise that financial assistance to Council has been approved, subject to Council agreeing to the attached "Conditions for Financial Assistance". The approved funding assistance is summarised below:

Position Description	Program Funding Ratio (State:Council)	2007/08 Notional State Allocation
Burradoo Catchment BU2 Flood Study	2:1	\$20,000
Bowral Flood Mitigation – Bowral Golf Course Detention Basin (Investigation & Design)	2:1	\$12,000
Mittagong Rivulet Floodplain Risk Management Study	2:1	\$10,000
Whites Creek Flood Study	2:1	\$5,000
Whites Creek Floodplain Risk Management Study & Plan	2:1	\$5,000

In accepting this offer, either in full or part, Council is acknowledging that it has the financial capacity and the funds committed to the program (or that part accepted). If Council accepts this offer, in full or part, please complete, execute and return the attached acceptance form and annexure to Mr Brian Dooley, Director, Coast and Floodplain Management, Department of Environment and Climate Change, PO Box 867 Wollongong NSW 2520, within 45 days regarding the acceptance of the offer and related conditions. If further information is required regarding the offer, Mr Dooley may be contacted on (02) 4224 9605.

Mr Dooley will also be responsible for the ongoing management of the grants. He will advise Council directly as to the eligibility of individual items for subsidy and arrange for payment of moneys as they fall due.

Yours sincerely



**Nathan Rees MP**  
**Acting Minister for Climate Change, Environment and Water**

20 DEC 2007

**o-TS2 Plan of Management Hill Top War Memorial Hall**

REF: PPM

7211, 6500/23

The purpose of this report is to recommend the adoption of the Plan of Management and categorisation for the Hill Top War Memorial Hall to enable the lease of the facility.

**REPORT**

HISTORY

In November 2006 Council resolved:

*THAT Council initially lease the Hill Top War Memorial Hall to the Friends of the Hill Top War Memorial with a view to selling the facility to the Friends of the Hill Top War Memorial or like community group for \$1.00 once the land has been reclassified as operational.*

At the time of the above Council resolution, no Plan of Management was in place. Therefore a Management Plan had to be formulated and adopted by Council. A Plan of Management has been drafted for the Hill Top War Memorial Hall and is ready for adoption, thus allowing the lease of the facility.

CURRENT SITUATION

The Plan of Management has been prepared in accordance with the provisions of the Local Government Act 1993.

The Plan of Management identifies the responsibilities of Council and end users in the use of the site on a day to day basis, as well as to establish a framework for consistent planning for the future.

A Public Hearing was held in accordance with the Local Government Act to consider the categorisation of the Hill Top War Memorial Hall site, following public advertising of the Hearing. No objections to the proposed categorisation were received.

**BUDGET IMPLICATIONS**

- Adoption of the Plan of Management and categorisation proposal will allow the lease to proceed.

**ECOLOGICAL SUSTAINABLE DEVELOPMENT ISSUES**

- (i) **Environmental Factors**  
Possible risk from asbestos wall sheeting.
- (ii) **Social Factors**  
There is strong community sentiment held for the War Memorial Hall.
- (iii) **Economic Factors**  
If the War Memorial Hall is leased to the community group then the financial implications for Council would be nil.

**ATTACHMENTS**

- 1. Plan of Management for Hill Top War Memorial Hall
- 2. Public Hearing Report Proposed Categorisation of Community Land

(A copy of both attachments will be in the Councillors room, tabled at the Council Meeting and placed in Moss Vale, Bowral and Mittagong Libraries)

**RECOMMENDATION**

- 1. **THAT** Council adopts the Plan of Management for Hill Top War Memorial Hall, and;
  - 2. **THAT** Council adopts the recommendation of the Public Hearing Report to categorise Lots 16 and 17 Section 3, DP 6221 as general community use, park and an area of cultural significance.
-

**o-TS3 Plan of Management & Conservation Management Plan for Bong Bong  
Common – Status Report**

REF: PPM

6530/1, 6500/23

The purpose of this report is to advise Council of progress on the Conservation Management Plan and Plan of Management for Bong Bong Common.

**REPORT**

INTRODUCTION

On 28 November 2007, Council resolved the following:

1. *THAT the Conservation Management Plan is made available to the public as part of the development of a Plan of Management AND THAT public consultation occur between all stakeholders.*
2. *THAT a report on this matter be brought to the Ordinary Meeting of Council to be held on Wednesday 30 January 2008.*

CURRENT STATUS

The Conservation Management Plan was distributed to stakeholders and placed on public exhibition on 12 December 2007. Submissions were invited from the public for the period to 15 February 2008.

No submissions on the Conservation Management Plan have been recorded to date.

A stakeholders workshop was held on 19 December 2007. Representatives from the 355 Committee, Botanic Gardens Inc, Model Aero Club, Southern Highlands Model Engineers Inc, National Parks and The Moss Vale Landcare Group attended. Copies of the minutes of the meeting attached.

The workshop addressed:

- Objectives of the Plan of Management
- Key steps in the development of Plan of Management
- Site assessment
- Conservation Management Plan
- Discussions on the development of the Plan of Management

The following processes will progress the development of the Plan of Management.

- Meet with each user group/stakeholder individually.
- Consult with the Aboriginal community.
- Collection of additional information from different sources.
- Correlate submissions on the Conservation Management Plan.
- Preliminary draft Masterplan for workshop discussion.
- Second group stakeholder workshop.
- Review stakeholder workshop minutes and information collected.

**REPORT OF DIRECTOR TECHNICAL SERVICES**

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- Draft Plan of Management for Council consideration.

With the uncertainty involved in the planning process and the diversity of community expectations evident from stakeholder meetings it is envisaged that the process may take up to 9 to 12 months to complete.

**ATTACHMENTS**

Minutes of meeting – Stakeholders Workshop for Bong Bong Common Plan of Management.

**RECOMMENDATIONS**

1. THAT subsequent to the Public Exhibition of the Conservation Management Plan, a report be submitted to Council for consideration;
  2. THAT the development of the Draft Plan of Management be progressed with an Information Session for Council to be scheduled to allow discussion and review.
- 

M J Brearley  
**Director Technical Services**

25 January 2008



## PLAN OF MANAGEMENT Bong Bong Common Stakeholder Workshop

<b>PROJECT:</b>	Plan of Management for Bong Bong Common		
<b>PURPOSE:</b>	Group Stakeholder Workshop		
<b>PLACE:</b>	Wingecarribee Shire Council - Theatre		
<b>DATE:</b>	19 <sup>th</sup> December 2007	<b>TIME:</b>	4:30 pm
<b>ATTENDEES:</b>	<b>MINUTES ISSUED TO:</b>		
Michael Di Ramio (Micris Management Services) Edward Anderson, Peter Byrne, Greg Bray(Council Staff) Les Sheppard, Ken Reid, Allen Aston, Ken Pogson, Linda Emery, Sandra Everett, Martin Lavery, Tony Emmett, Dennis McManus, Graham Frost, David Ross.	Peter Byrne (Council Staff) Edward Anderson (Council Staff) Les Sheppard, Ken Reid, Allen Aston, Ken Pogson, Linda Emery, Sandra Everett, Martin Lavery, Tony Emmett, Dennis McManus, Graham Frost, David Ross.		
<b>Meeting Record</b>			
<b>Introduction</b>			
<p>Michael Di Ramio from Micris Mgt Services welcomed all present and provided an introduction to the project. The workshop covered the following areas:</p> <ul style="list-style-type: none"> <li>• Objectives of the Workshop</li> <li>• Objectives of the Plan of Management (PoM)</li> <li>• Key Steps of the Plan of Management</li> <li>• Site Assessment</li> <li>• Conservation Management Plan</li> <li>• Discussions towards the development of the PoM</li> </ul>			
Page 1 of 4			

***Objectives of the Workshop***

- Update the Stakeholders & User Groups on the status and progress of the PoM
- Provide a site plan of Bong Bong Common
- Identify key steps to develop a PoM
- Facilitate discussion to develop the PoM

***Objectives of the Plan of Management***

To provide a coordinated framework for the management of Bong Bong Common in accordance with the principles of Public Land Management:

- Review relevant background information related to the site
- Identify the important values of Bong Bong Common
- Provide Wingecarribee Shire Council, stakeholders, user groups and the community with a series of actions to protect and improve the open space values.
- Prepare a concept Masterplan to reflect required improvement works.
- Format the PoM to enable implementation and assessment of these actions over time

***Key Steps of the Plan of Management***

- Identify Values – Important qualities of the site that we want to protect
- Identify Outcomes – Our objectives for the Reserve
- Identify Issues – Problems / opportunities that may effect values
- Identify Strategies – Ways of achieving our objectives for the Reserve
- Masterplan – Concept landscape design for the Reserve
- Action Plan – Specific tasks required to implement strategies

***Site Assessment***

Part of the process in developing the PoM, a site assessment on the existing attributes of Bong Bong Common will be undertaken. The assessment may have a significant contribution and/or impact on any future planning and proposed improvements to the site. The assessment will cover the following areas:

- Open Space development
- Landform, soils and drainage
- Landscape and visual character
- Vegetation
- Access
- Historical significance

***Conservation Management Plan***

A Conservation Management Plan (CMP) for the Common was developed and prepared by Rappoport Pty Ltd in October 2007. This management plan outlines the historical significance of the Reserve and provides a set of policies that should be considered when developing any future plans/works.

Council has placed the CMP on Public Exhibition until the 15 February 2008. Once Council finalises and endorses the CMP, this management plan will be used as a reference document in the development of the PoM.

**Workshop Discussion.**

A site plan of the site was presented including the land on the southern side of the River, incorporating services, all structures such as buildings, drainage, fencing etc. Heritage items identified by the recently developed CMP and adjoin properties.

The Plan of Management and Masterplan will be developed based on workshops held with Council Staff, user groups, stakeholders and community groups including information gathered from Council records regarding, site history, demographical information, site character, previous recorded discussion between Council Staff and/or community members and any other information considered relevant to the development of the Plan of Management and the Masterplan.

On finalisation of the Conservation Management Plan (CMP), the Plan of Management (PoM) will also incorporate the conservation policies developed by the Conservation Management Plan.

A group discussion on the development of the Plan of Management and Masterplan was initiated with the following comments recorded:

- The first stakeholder workshop was to introduce the PoM process to the stakeholders and obtain any preliminary information that would contribute to the development of the PoM.
- It was acknowledged that the CMP would impose restriction onto the site, given the historical significance of the Common. Thus all agreed that masterplanning could not proceed until the CMP was endorsed by Council.
- The site plan did not show the proposed Moss Vale Bypass Road on the southern side of the River. Michael Di Ramio from Micris Management Services is to investigate the proposed bypass road and consider the impact of the proposed road.
- The impact of the Draft LEP is also to be incorporated into the development of the PoM and Masterplan.
- The CMP colour coded the usage zones to show the significance of each area. A member of the Bong Bong Management Committee overlayed each zone to produce a composite map of the site showing the highest significant areas to the lowest significant areas. Every one present agreed that the composite map was a good tool when viewing the overall usage zones. Micris Management Services will prepare a composite map and enclose a copy with the minutes.
- Majority of people at the workshop were familiar with the Botanical Garden proposal, however did not have the opportunity to attend any presentations. Martin Lavery from the Southern Highlands Botanic Gardens Incorporated offered to give a summary of the proposal and added that he believed that a Botanical Garden design could be developed without compromising the heritage value of the site.
- An electronic copy of the Botanical Garden proposal and the Miniature Railway proposal is to be forwarded to Micris Management Services for inclusion into the PoM.
- Micris Management Services finished the workshop by committing to meet all user groups and stakeholders individually in January/early February to gain an understanding of each groups requirements, which will be used to develop the Masterplan and PoM.
- A second group stakeholder workshop will be scheduled in mid to late February depending on the submissions received for the CMP and Council schedule for endorsement of the CMP.

**REPORT OF DIRECTOR TECHNICAL SERVICES**

**Where to from here.**

- Meet with each user group / stakeholder individually.
- Collection of additional information from different sources.
- Council to finalise CMP.
- Preliminary draft Masterplan for workshop discussion.
- Second group stakeholder workshop.
- Review stakeholder workshop minutes and information collected.
- Update Draft Master Plan
- Update project flowchart and time lines.

**Additional information.**

All correspondence and information regarding the development of the draft Plan of Management should be forward to:

**Micris Management Services Pty Ltd**  
PO Box 338,  
Campsie NSW 2194

Office: 02 9037 4835  
Fax: 02 9591 6932  
Email: [info@micris-mgt.com](mailto:info@micris-mgt.com)

Minutes Issued: 17.01.08

Prepared by:  
Michael Di Ramio  
Micris Mgt Services

Page 4 of 4

**REPORT OF THE GENERAL MANAGER**

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**COUNCIL MATTERS**

**GENERAL MANAGER'S REPORTS**

**c-GM1 Weekly Circulars**

REF.	GM	100/8, 203/2008
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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.

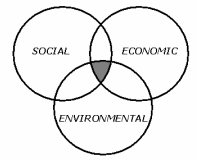
**RECOMMENDATION**

THAT the information relating to Local Government Weekly Circulars Nos 01-02/08 and Council Weekly Circulars Nos 01-02/08 be noted.

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Mike Hyde  
**General Manager**

24 January 2008



## OTHER MATTERS

<b>c-NM1</b>	<b>01/2008 – Notice of Motion – Berrima Camping Ground</b>
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REF:	MAS
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100/4, 6526/15
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Clr LAC Whipper has given notice of his intention to move the following Notice of Motion of the Ordinary Meeting at Council on Wednesday 30 January 2008:

1. THAT Council reconsiders its stand in relation to the closure of Berrima Camping Ground and the prohibition of camping in the reserve.
2. THAT Council convenes a meeting with the combined Berrima Associations and the Department of Lands to consider possible management options, which will allow the reserve to be re-opened as a campsite, or short stay rest area on a restricted basis.
3. THAT Council reviews the appropriateness of signage in the reserve.

### COMMENTS FROM DIRECTOR CORPORATE SERVICES

At the council meeting held on Wednesday 25 July 2007 (OC 222/07) a report was considered on this matter and resolved as follows:

1. THAT Council seeks re-classification from Department of Lands for Berrima reserve to allow for passive recreational activities, subject to the preparation of a Plan of Management by Council;
2. THAT Council prepares a Plan of Management for Berrima Reserve upon notification of re-classification;
3. THAT Council advised those residents who have concerns, of the process and Council's decisions.

The reserve is classified as crown land and is under the administration of the Department of Lands with Council being the Trust Manager. As such, clarification of land usage was sought.

In a letter dated 21 May 2007 the Department of Lands clarified, 'The area is not licensed for use as a caravan park nor camping site'. As Trust Manager, Council is to ensure reserved lands under its control are used for the purposes for which they are authorised and unauthorised activity appropriately controlled.

To ensure that Council has conformed with legislation and is adequately and effectively covered from an insurance perspective, the reserve was closed and signage erected to prohibit unauthorised activities.

In order to change the purpose of the reserve to something which may in turn permit camping, it is necessary to complete a Plan of Management in accordance with legislative requirements under the Local Government Act, 1993 and Local Government Amendment (community Land Management) Act, 1998.

Council must not deal with (facilitate leases and licences) or change the use of that land until a formal Plan of Management is prepared and adopted.

Taking into account the research and investigation that needs to be done to prepare Plans of Management and allowing for the process of community consultation meetings, it can be assumed that a site specific Plan of Management would take up to four (4) months to complete.

The initial research for a Plan of Management at Berrima Reserve has commenced. This process would include among other things,

- a. researching history of site and area surrounding
- b. fully identifying land, confirming status and ownership
- c. liaising with the Department of Lands, Department of Natural Resources, Sydney Catchment Authority and New South Wales Premier's Department, other appropriate Government departments and agencies.
- d. liaising and consulting with Section 355 Committees, user groups and the local community
- e. carrying out site analysis including an assessment of current amenities and facilities (if any) and condition; assessment of flora, fauna, water and vistas/views
- f. detailing the legislative and statutory requirements for the Plan of Management;
- g. detailing all relevant policies and guidelines used to assist the strategic outcome of the plan;
- h. confirming all existing uses, leases and licences and the term/nature thereof;
- i. detailing easements;
- j. expressly authorising proposed development(s) (if any);
- k. detailing the planning and community consultative process used to prepare the plan.

A status chart will be provided to Councillors and staff via the Weekly Circular and will be included as soon as the timeframe dates have been set.

<b>RECOMMENDATION</b>
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SUBMITTED FOR DETERMINATION.

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**NOTICES OF MOTION**

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**c-NM2 02/2008 – Notice of Motion – Regional Shooting Complex Hill Top**

REF: MAS

100/4, 6613/3

Clr LAC Whipper has given notice of his intention to move the following Notice of Motion of the Ordinary Meeting at Council on Wednesday 30 January 2008:

1. *THAT Council convene a meeting between Councillors, relevant staff and the Hill Top residents Action Group to discuss concerns relating to the proposed Regional Shooting Complex.*
2. *THAT the purpose of the meeting be to familiarise Council with resident concerns relating to the development and to consider the possibility of a joint submission to the Minister of Planning in opposition to the proposal.*
3. *THAT Council approach the Department of Planning to request an extra 30 day extension for submissions in relation to this application when it is exhibited.*

**RECOMMENDATION**

SUBMITTED FOR DETERMINATION.

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**NOTICES OF MOTION**

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**c-NM3 03/2008 – Notice of Motion – Council Land Sales**

REF: MAS

100/4, 7122/2

Clr M Murray have given notice of their intention to move the following Notice of Motion of the Ordinary Meeting at Council on Wednesday 30 January 2008:

1. THAT Council reiterates its intention not to sell any land identified for the funding of the leisure centre (“the land”) until the Council has considered the comments arising from the public consultation process and the report from the independent facilitator.
2. THAT Should council resolve to sell any of the land then Council appoint 3 real estate agents to act on Council’s behalf to sell the land.
3. THAT Council now prepare any necessary documentation to facilitate the efficient and prompt appointment of the agents as soon as possible after any Council resolution to sell all or any of the land.
4. THAT Council not proceed with the employment of an officer to conduct or manage the sale of the land.

**RECOMMENDATION**

SUBMITTED FOR DETERMINATION.

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**COMMITTEE REPORTS**

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**COMMITTEE REPORTS TABLED**

**c-CR1 Management and Advisory Committee Reports**

REF. DCS 107/1

Submitting minutes of six (6) Committee meetings that will be tabled for information.

**REPORT**

1. Jurd Park Management Committee meeting Tuesday 14 August 2007
2. Mittagong Community Centre Management Committee meeting Friday 9 November 2007
3. Mittagong Community Centre Management Committee meeting Thursday 13 December 2007
4. Mittagong Memorial Hall Management Committee meeting Thursday 6 December 2007
5. Robertson Community Centre Management Committee meeting Wednesday 21 November 2007
6. Welby Hall Management Committee meeting Tuesday 16 October 2007

**ATTACHMENTS**

There are no attachments to this report.

**RECOMMENDATION**

THAT the information contained in the Committee Reports be noted.

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**COMMITTEE REPORTS**

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**COMMITTEE REPORTS ATTACHED**

**c-CR2 Environment & Sustainability Committee** (*Refer minutes page 51*)

REF	PPM	107/25, 5465/29.01
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Submitting minutes of the Environment & Sustainability Committee meeting held on Wednesday, 5 December 2007.

**RECOMMENDATION**

THAT recommendation Nos. 1 to 8 as detailed in the minutes of the Environment & Sustainability Committee meeting held Wednesday, 5 December 2007 be adopted.

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**c-CR3 Moss Vale Livestock Selling Centre Strategic Advisory Board** (*Refer minutes page 59*)

REF	PPM	7170/01
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Submitting minutes of the Moss Vale Livestock Selling Centre Strategic Advisory Board meeting held on 12 October 2007.

**RECOMMENDATION**

THAT recommendation Nos. 1 to 5 as detailed in the minutes of the Moss Vale Livestock Selling Centre Strategic Advisory Board meeting held 12 October 2007 be adopted.

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**MINUTES OF THE ENVIRONMENT AND SUSTAINABILITY COMMITTEE MEETING  
HELD ON THE 5 DECEMBER 2007**

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*File No: 5465/29.01*

**PRESENT:**

Clr. Larry Whipper (Chair)  
Clr. Jim Clark  
Jan Hainke – Community Representative  
Pam Cooper – Community Representative  
Jane Lemann – Community Representative  
Tony Hill – Community Representative  
Lori McWhirter – Department of Primary Industries

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**IN ATTENDANCE:**

Eddie Anderson – Natural Resources Co-ordinator (NRC)  
Stuart Chadwick – Bushland Project Officer (part only)  
Greg Bray – Natural Resources Supervisor  
Ken Folkes – Vegetation Management Officer (part only)  
Clr Nick Campbell-Jones (part only)  
Bob Simpson – Rural Fire Service (part only)  
David Stinson – Rural Fire Service (part only)  
Jacqueline Devereaux – National Park & Wildlife Service (part only)  
Tannia Andrews – Administration Officer

**APOLOGIES:**

Pat Hall  
Andrew de Montemas

The meeting commenced at 1:10pm

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**Apologies**

Were received and noted.

**MINUTES OF THE PREVIOUS MEETING HELD ON THE 17 OCTOBER 2007**

**Recommendation 1:**

THAT the Minutes of the Environment Committee meeting held on the 17 October 2007 be accepted as a true and accurate record .

Moved by Clr Jim Clark

Seconded by Jane Lemann

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## PRESENTATIONS

### 1. Presentation of Bushfire Risk Management Plan

Bob Simpson and David Stinson from the Rural Fire Service were present to give a presentation and request feedback in 2008 from the Committee on the review of the Bushfire Risk Management Plan. The Draft Bushfire Risk Management Plan will be released for public comment in February 2008 and the RFS are seeking feedback from parties affected by the Plan.

RFS to be invited to a future meeting to discuss the Plan once the draft is complete.

### 2. Bangadilly National Park draft Plan of Management

A National Parks & Wildlife Service Ranger was in attendance to present the Draft Plan of Management for Bangadilly National Park which is currently on public exhibition. The submission period will close on the 11 February 2008 and submissions are to be sent to the Manager at the Fitroy Falls National Parks & Wildlife Service office. The Draft Plan of Management can be viewed at all National Parks & Wildlife Service Offices in the South Coast area, on the National Parks & Wildlife Service website as well as Bowral Library, Canyonleigh General Store and a copy will also be sent to neighbouring properties and key stakeholders.

Bangadilly National Park is divided into three sections with a range of land uses for each section. It contains the southern most outcrops of Sydney Basin sandstone. The National Park is fragmented by privately owned property within the borders of the three sections and is largely surrounded by vacant crown land.

A koala survey was recently conducted within Bangadilly National Park and initial positive identifications of scats were made. Samples have been sent away for confirmation.

## MATTERS ARISING FROM PREVIOUS MINUTES

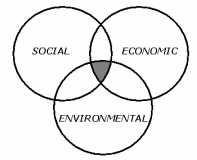
### 1. Fireweed Overview

An information sheet on fireweed was distributed and presented by the Vegetation Management Officer. Wingecarribee Shire has a Weed Management Plan, however, lack of resources make it difficult to enforce Shire wide. Each property previously identified with fireweed and logged on the GPS is sent a letter at the commencement of the fireweed season. This letter outlines the obligation of the property owner to control fireweed and advises methods of control. It was reported that the legislative notification process for dealing with fireweed does not give adequate time to effectively deal with fireweed prior to germination.

Control methods were discussed. Herbicide is effective but expensive and requires follow up. It is unlikely that fireweed will ever be eliminated in the Shire.

Vehicle hygiene was raised. It was reported that vehicle hygiene for weed inspectors was unworkable and Council lacks the resources to impose any..

A new Vegetation Officer has been employed by Council to deal with isolated infestations on Council managed lands.



The importing of fireweed infested turfgrass into the Shire from adjoining local government areas is a continuing source of new infestations.

## **2. Draft Flora & Fauna Assessment Guidelines**

Raised in terms of issues of biodiversity. Guideline and checklist that planners can use in assessing applications. Jenny Platt is to be invited to the next meeting for further discussion and the NRC to ensure a representative from National Parks and Wildlife Service are present for the meeting. It was also asked that Tracey Poulter, Andrew De Montemas, Scott Lee, Mark Pepping and a representative from Development Control be present.

### **Recommendation 2:**

THAT Jenny Platt, Scott Lee, Mark Pepping and a representative from Development Control be invited to the next Environment Committee meeting to be held in February to discuss the Draft Flora and Fauna Assessment guidelines; and

THAT Andrew de Montemas, Tracy Poulter and the National Parks & Wildlife Service be requested to attend the meeting to take part in discussion involving the Draft Flora & Fauna Assessment Guidelines.

Moved by Jane Lemann

Seconded by Tony Hill

## **3. Future Bicycle Tracks**

With the existing plans for future bicycle tracks ten years old, Council is undertaking a review of the existing plans with RTA funding.

It was noted that high priority areas need to be assessed for bicycle tracks i.e. the need for a bicycle route from Mittagong to Bowral must be addressed. The issue of long-term planning for bicycle tracks in villages was also raised.

Community consultation will be part of the process of updating the plans.

## **4. Belmore Falls Road Re-Surfacing**

A copy of an article relating to the Belmore Falls road re-surfacing was distributed.

## **5. WOFE beyond 2008**

A Councillors Information Session will be held this afternoon regarding WOFE and a Finance Sub-Committee meeting will follow on the 12 December 2007. Council will be asked to endorse the continuation of the Environment Levy and approve an application to the Minister for local Government in March 2008. A cost plan is proposed to go to Council and the Finance Committee prior to lodging the application in March.

## **6. Gaspipe Lines on Kangaloon Road**

Agility are extending the gas main on Kangaloon Road. The NRC to discuss restoration works with Agility following the completion of the work.

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## FEEDBACK FROM COUNCIL MEETING

Nil

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## NEW PROJECTS

### 1. *Cunningham Park*

*Jan Hainke left the room while Cunningham Park was discussed.*

Funds of \$5,850 were requested from the Environment Levy for the installation of 130m of bollards to separate the carpark from the remnant endangered bushland area of the park.

#### **Recommendation 3:**

THAT the Project Works proposal for Cunningham Park vehicle abatement project be approved with a budget allocation of \$5,850 from the Environment Levy.

Moved by Jane Lemann

Seconded by Pam Cooper

### 2. *Wingecarribee River Health Project*

Previously approved Project Works Proposal brought back to Committee for amendment after an amended works program was requested from the land owner for a 50/50 split in labour costs with the HNCMA.

#### **Recommendation 4:**

THAT the Project Works proposal for Lot 18 DP 869704 be supported with a budget allocation of \$10,000.00 funded from external grant funding and a Vegetation Conservation Agreement be entered into with the property owners.

Moved by Jane Lemann

Seconded by Jim Clarke

### 3. *Conservation of Endangered Ecological Communities – Southern Highlands Shale Woodlands.*

Support was requested for the conservation of 3.7ha of Southern Highlands Shale Woodland. Funding will be used for fencing, herbicide for woody weed control and support an initial feral animal control program.

**COMMITTEE REPORTS**

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**Recommendation 5:**

THAT the Project Works proposal for Lot 1 DP 541358 be supported with a budget allocation of \$8,425 funded from external grant funding and a Vegetation Conservation Agreement be entered into with the property owners.

Moved by Jane Lemann                      Seconded by Tony Hill

4. *Conserving Endangered Ecological Communities – Southern Highlands Shale Woodlands and Robertson Tall Open Forest*

Support was requested to fence 6.2ha of Southern Highlands Shale Woodlands and Robertson Tall Open Forest in Bowral.

**Recommendation 6:**

THAT the Project Works proposal for Lot 46 DP 1056092 be supported with a budget allocation of \$8,020.00 funded from external grant funding and a Vegetation Conservation Agreement be entered into with the property owners.

Moved by Jan Hainke                      Seconded by Pam Cooper

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**MONTHLY ACTIVITY REPORT**

Activity report for October was distributed, discussed and noted.

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**MONTHLY EXPENDITURE REPORT**

Expenditure report for October was distributed, discussed and noted.

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**GENERAL BUSINESS**

**Advertising for fifth Community Representative on the Environment & Sustainability Committee**

A fifth representative for the Environment and Sustainability Committee with sustainability interests/focus was discussed.

**Recommendation 7:**

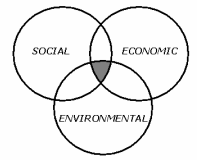
THAT the NRC organise advertising seeking to fill the vacant fifth community representative for the Environment and Sustainability Committee.

Moved by Clr Larry Whipper                      Seconded by Clr Jim Clark

*Action*

A meeting be arranged with representatives from agencies on the Environment and Sustainability Committee to acknowledge their role on the Committee.

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**Northern Corridors not shown on maps**

Only Statutory declared corridors are used on the maps in the Draft LEP.

Representatives from Strategic Planning will be requested to attend the next Committee Meeting to discuss the Draft LEP.

**Biobanking and Smart Carbon**

To be listed on a future agenda.

**Vegetation Buffers**

The question of involvement in planning for vegetation buffers on development lots (ie: Bunnings) was raised and discussed.

**Recommendation 8**

THAT The DCP for the enterprise zone include at least a 20m vegetated landscape buffer around all developments lots.

Moved by Jane Lemann

Seconded by Pam Cooper

**Project Reports**

Project progress reports advising achievements from the Environment Levy funded projects were requested to be tabled at a future meeting.

**Energy Audit**

A status report on Council Energy Audits was requested. The NRC to investigate.

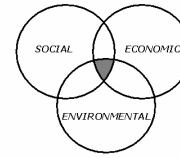
**Leisure Centre be made Carbon Neutral**

Should the proposed Leisure Centre proceed, Environment Committee members requested that Council look into making it carbon neutral.

The Chair thanked committee members for their contribution in 2007 and wished all present a safe and happy Christmas.

Next meeting to be held Wednesday 6 February 2008 at 1:00pm.Meeting closed at 3.05pm

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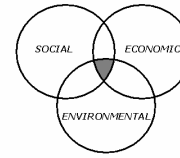
**COMMITTEE REPORTS**

<b>Project &amp; location</b>	<b>Work description / progress/ comments</b>	<b>Cost \$</b>	<b>Status</b>
Berrima - Stonequarry walk & Berrima Weir Reserve.	Follow up maintenance works: sprayed annual weeds along track, planted 40 Lomandras and Leptospermums with Youth Off the Streets, Riverbank stabilisation works and revegetation	5220	ongoing
Hilltop Bushcare Group	Maintenance weeding Agapanthus, Patterson's Curse, Trumpet Flower	100	complete
Gibbergunyah Creek Bushcare Group	Worked with community volunteers poisoning privet, honeysuckle, gorse and blackberries	900	ongoing
Mt Gibraltar Reserve	Assisted Landcare Group control woody weeds (privet, hawthorn, cotoneaster); signage audit, fixed sign, weeded at each Look Out	300	ongoing
Chinamans Creek Bushcare	Follow up weed control, planted 80 mixed native grasses, erosion control on creekbanks	300	ongoing
Moss Vale Landcare Group-Cosgrove Park	Worked with volunteers: planted 600 native grasses and shrubs with Moss Vale Primary School; planted 25 grasses with intellectually disabled, planting maintenance	1200	ongoing
Oldbury Rd. Bushcare	Worked with volunteers with planting 100 shrubs and grasses	200	ongoing
Penrose Bushcare	Injected, cut down pines, poisoning blackberry, cotoneaster	450	ongoing
Glow Worm Glen Bushcare Group	Site assessment; removed scotch thistles	150	ongoing
Burrawang Bushcare	Maintenance weeding, sprayed annuals and exotic grasses; primary weed control work- blackberry, berberis, privet	100	ongoing
Currubunda Bushcare	Primary weed control work, privet, hawthorn; honeysuckle and blackberry at Jordan's Crossing Reserve; secondary maintenance work: blackberry, Montpellier broom; rubbish removal at Currubunda Wetland.	500	ongoing
Welby Bushcare	Maintenance weeding privet and blackberries.	250	ongoing
Yerrinbool Bushcare	Planted 125 mixed natives, watered and mulched	300	ongoing
Mittagong Creek	Sent consent request letters out to landholders adjacent to Mittagong Ck regarding further regeneration works on creekbanks	100	ongoing
Yarrawa Bushcare Group	Controlled wandering jew and privet seedlings	220	ongoing
Feral Animal Control	Moss Vale Rural Lands Protection Board completed feral animal control in Mt Gibraltar Reserve	6000	complete
Iron Mines Creek	completed primary bush regeneration in Iron Mines Creek linking to Gibbergunyah Creek.	5800	complete



**ORDINARY MEETING OF COUNCIL**

held in the Council Chamber, Civic Centre, Elizabeth Street,  
Moss Vale on Wednesday, 30 January 2008



**COMMITTEE REPORTS**

River Bend reserve, Berrima	Completion of primary weed control works along riparian zone of Wingecarribee River,	5000	ongoing
Paddys River	Honey Suckle and Blackberry control through wetland	7300	ongoing
Erosion and Sediment Control program	There were 70 new construction site inspections and 15 reinspections. Two penalty notices were issued for non – compliance with Clean Up Notices that were issued in relation to failure to remove asbestos and poor sediment and erosion control. Responded to community complaint regarding no sediment fencing installed downslope of construction site for a residential dwelling. Initial draft for Flora and Fauna Assessment Guidelines for Development Applications completed and distributed for comments.	5200	ongoing
Vegetation Conservation incentive program	Undertook 5 site assessments, developed 3 draft project proposal, 1 management agreement signed and finalised. Produced maps for projects and landholders. Compiled a species list & recommendations for management of remnant vegetation for a land holder. Article in 'The Land magazine', brochures to Sale yards & various agricultural stores. Attended the Small farms Network – trees on farms day- potential for 4 new vegetation projects arising.	2250	ongoing
Environmental Review and Education Program	During October a number of self assessment workshops to determination Councils' current performance against the Quadruple Bottom Line were held. These workshops involved the managers and key staff involved in the development of Council's management plan. The assessment provided an opportunity for staff to discuss what was in place in each branch. Overall, an average ranking of 1.55 was achieved – ranking Council as proactive, in its approach to QBL.	2100	ongoing
Environmental Management system	Documentation is being developed as part of the management system. Other branches are also developing new processes in regards to obtaining and managing legislation updates and contractor management. Environmental requirements are being included in these developments.	440	ongoing
Regional Litter Investigation Squad (RID squad)	In October 2007 investigations initiated into a total of 27 incidents of which 20 are closed, continuing to investigate remainder. Ten (10) involved household waste, ten (10) involved litter, two (2) were other with the rest being single incidents of asbestos, construction/demolition, car tyres and green waste. Signs have been manufactured and signposting of 'hotspots' within the shire and blocking off vehicular access to another 'hotspot' is underway. During September an asbestos cleanup of a number of areas within the shire was completed by a private contractor.	1600	ongoing

**MINUTES OF MOSS VALE LIVESTOCK SELLING CENTRE  
STRATEGIC ADVISORY BOARD MEETING  
HELD FRIDAY 12 OCTOBER 2007**

*File: 7170/01*

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**COMMENCED:** 9.05am

**PRESENT:** Clr Duncan Gair (Chairman)  
Clr Nick Campbell-Jones  
Peter Bray  
Geoffrey James

**ALSO PRESENT:** Mike Hyde – General Manager  
Peter Byrne – Acting Manager – Parks & Property  
Andrew Murdoch – Saleyard Manager  
Tannia Andrews – Administration Officer

**APOLOGIES:** Anthony Guinness

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**Clr Gair opened the meeting at 9.05 am**

**MINUTES OF THE PREVIOUS MEETING**

**Recommendation 1:**

THAT the minutes of the previous meeting held on the 3 August 2007 be accepted as a true and accurate record after minor adjustments are made.

**BUSINESS ARISING**

Correspondence Received

Nil

Correspondence Outgoing

Nil

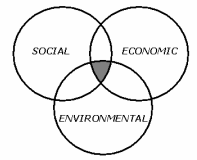
**STATUS REPORT**

***Throughput Update***

Throughput budget for the September 2007 quarter was 10,000, actual was 12,645. The Saleyard Manager reported that the throughput figure since the 1<sup>st</sup> July 2007 to date was 13,889. Agreed that the market was quite good two months ago, now in decline due to dry conditions.

It was reported that the better prices obtained at Moss Vale Livestock Selling Centre are encouraging sales at Moss Vale.

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### **Works Update**

- The old selling ring has been removed and replaced with 12 new yards.
- The catwalks are now complete.
- New troughs currently being made.
- Car park and landscaping almost complete.
- Cleaning of the building and roof has been completed and minor repairs carried out.

Discussed concerns with available space for truck parking. The Saleyard Manager to look into extending the car park area to the western side of the current parking area as a possible solution.

This matter brought about discussion on whether a consultant should be hired to complete a Master Plan for the Selling Centre or if it should be completed by the Saleyard Manager and Parks & Property Manager. It was noted that a Master Plan for the Moss Vale Livestock Selling Centre exists. The Saleyard Manager and Acting Parks & Property Manager to review and provide possible solutions.

The options for new sheds at the Moss Vale Livestock Selling Centre were discussed. The Acting Parks & Property Manager to report back to the Board with a cost comparison on relocating existing sheds from Robertson or purchasing new sheds.

Covering the Saleyards was discussed. In light of the success of the soft flooring it was unanimously agreed to set the matter aside for the time being. It was also decided to submit a news article highlighting the benefits of the soft flooring at the Moss Vale Livestock Selling Centre. Article to be submitted to Geoff Goodfellow for refinement and submission to the press.

### **FINANCIAL REPORT**

Financial report for the September 2007 quarter was distributed and reviewed.

The Administration Overhead Allocation and Parks Administration Contribution charges were questioned. It was requested that a break-down of these charges be brought to the next meeting.

Financial report for the June 2007 quarter was distributed and reviewed having been audited by Geoffrey James.

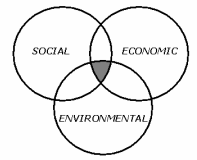
### **Recommendation 2:**

THAT the Financial Report for the June 2007 quarter be accepted with only a minor adjustment to the Approved Loan Funds figure to be made.

Finance 1 report of Loan Funds to be brought to the next meeting for review.

### **ANNUAL REPORT**

It was requested that the Draft Annual Report for the 2006/07 Financial Year be distributed prior to the next board meeting. The Draft Annual Report to reflect achievements accomplished by the current Board and to recognise the work carried out by Peter Bowmer and Andrew Murdoch.



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## **GENERAL BUSINESS**

### ***Hay Cutting***

The need for a budget for hay cutting was discussed. Soil tests to be reviewed and areas treated in accordance with the recommendations. The Saleyard Manager to organise fertilisation programs within the limits of \$10,000. If the required amount is greater than \$10,000 the matter is to be brought back to the Board for approval.

The issue of what rights the Moss Vale Livestock Selling Centre Strategic Advisory Board may have for the hay on Bong Bong Common in coming years now that funds have been spent on fertilising the area for hay cutting was discussed. The Board Members thought that they will be able to utilise the area for at least two more growing seasons.

### ***Review of Fees and Charges***

Review costs for the Truck Wash and investigate the installation of a booster pump on the hose.

### **Recommendation 3:**

THAT Fees and Charges to be reviewed to reflect CPI in addition to a separate review of the scanning and truck wash fees.

Adequate notice to be given to Agents for increase in Fees and Charges.

It was noted that the CPI adjustment is not an annual increase but to be reviewed when required.

### ***Sale of Soft Flooring***

Discussion was held on the best way to sell the Soft Flooring at the Saleyards. Currently being sold by the trailer load to members of the community. Would it be more cost effective to sell to Organic Fertilizers? It was suggested that the soft flooring be offered to the public for purchase and collection on a particular Saturday of each month and any remaining soft flooring to be sold to Organic Fertiliser. A cost comparison to be brought to the next meeting.

### **Recommendation 4:**

THAT soft flooring continue to be sold to the public pending alternate avenues of sale are reviewed by the Moss Vale Livestock Selling Centre Strategic Advisory Board.

### ***Disclosure***

Geoffrey James and Anthony Guinness have been appointed as members of a Board established for the purpose of reviewing and assessing the Forbes Selling Centre for the sale of sheep and pigs.

### ***Online Selling***

A budget was reviewed for the purpose of moving forward with online selling. Debate was held on the viability of online selling. It was decided to review the costs associated with the purchase of cameras and the set-up of a web site for the Selling Centre.

**COMMITTEE REPORTS**

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**Recommendation 5:**

THAT \$18,000 be allocated to establish a web site and purchase cameras for the Moss Vale Livestock Selling Centre.

A figure for ongoing maintenance costs to be brought to the next meeting.

***Changes to Council Committees***

It was reported that there will be changes to Council Committees. This will affect the Moss Vale Livestock Selling Centre Strategic Advisory Board through the reduction of meetings to four (4) per year.

***Staffing Issues***

The Computer Operator at the Moss Vale Livestock Selling Centre has resigned and the possibility of hiring someone 3 days a week for the Selling Centre was discussed. A report on the matter is to be submitted for review.

**Next Meeting: Site inspection at 10:00am Friday 7 December 2007 at the Moss Vale Livestock Selling Centre. Meeting to commence at 10:30am. Lunch to follow at the Briars at 12:00pm.**

**Meeting Closed at 10:50am.**

**COMMITTEE REPORTS**

**STATUS TABLE**

<b>Item</b>	<b>Date</b>	<b>Comment</b>	<b>Status</b>
Country Hour	3 Aug 2007		Andrew to review
Seating – Buyer Bench	3 Aug 2007		Discussion at next Board meeting
Hay Cutting	3 Aug 2007	Soil tests to be completed	Proceeding as per report's recommendation
Truck parking at Selling Centre	12 Oct 2007	Master Plan reviewed	Saleyard Manager to look into solution to parking problem.
Master Plan	12 Oct 2007	Option of hiring a consultant rather than MP being completed in-house to be considered/reviewed.	Plan/suggestions to be brought to next Board meeting.
Sheds	12 Oct 2007	Relocate existing sheds from Robertson or purchase new sheds?	Cost comparison to be brought to next Board meeting.
News item on Soft Flooring	12 Oct 2007	News article to be sent to Geoff Goodfellow for submission to press.	Article being developed by Saleyard Manager
Expenditure Item on Fees and Charges	12 Oct 2007	Breakdown of Administration Overhead Allocation and Parks Administration Contribution	Breakdown of charges to be brought to next meeting.
Annual Report	12 Oct 2007		Preparation stages
Review of Fees and Charges	12 Oct 2007	Review of Truck Wash and Scanning fees to be done	Saleyard Manager preparing review.
Soft Floor sale	12 Oct 2007	Sell to the public or Organic Fertilizers?	Cost comparison to be brought to next meeting.

## CORPORATE SERVICES DIVISION

<b>c-CS1</b>	<b>Closed Council</b>
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REF.	DCS	107/9
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To consider moving into Closed Council

<b>REPORT</b>
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1. BACKGROUND

The following confidential reports have been distributed separately:

TS-1 BUNDANOON SEWERAGE AUGMENTATION – PRE-TENDER ESTIMATE 7641

2. STATUTORY

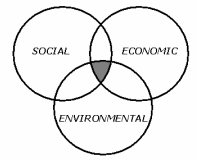
Section 10A of the Local Government Act 1993, empowers Council and Committees of which all the members are Councillors to close a part of a meeting in certain circumstances in accordance with the requirements of the Act, and relevant Regulations and Guidelines.

Subject to the provisions of Section 10 of the Act, so much of a meeting may be closed as comprises certain information as outlined in Section 10A(2).

However, the Act also contains the following provisions qualifying the use of Section 10A(2).

Section 10B

- (1) *[Time spent closed to be minimised] A meeting is not to remain closed during the discussion of anything referred to in section 10A(2):*
- (b) *Except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and*
  - (c) *If the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret-unless the council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.*



- (2) *[Qualification of 10A(2)(g)] A meeting is not to be closed during the receipt and consideration of information or advice referred to in section 10A(2)(g) unless the advice concerns legal matters that:*
- (a) *are substantial issues relating to a matter in which the council or committee is involved, and*
  - (b) *are clearly identified in the advice, and*
  - (d) *are fully discussed in that advice.*
- (3) *[Qualification of 10A(3)] If a meeting is closed during the discussion of a motion to close another part of the meeting to the public (as referred to in section 10A(3)), the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting (other than consideration of whether the matter concerned is a matter referred to in section 10A(2)).*
- (4) *[Irrelevant matters] For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest, it is irrelevant that:*
- (a) *a person may misinterpret or misunderstand the discussion, or*
  - (b) *the discussion of the matter may:*
    - (i) *cause embarrassment to the council or committee concerned, or to Councillors or to employees of the council, or*
    - (ii) *cause a loss of confidence in the council or committee.*

Attention is also drawn to provisions contained in Part 7 of Council's Code of Meeting Practice.

### 3. DIRECTOR GENERAL'S GUIDELINES

The Director General of the Department of Local Government has issued guidelines concerning the use of Section 10 of the Act. A copy of the Director General's guidelines has been sent to all Councillors. Section 10B(5) of the Act requires that council have regard to these guidelines when considering resolving into Closed Session.

#### **RECOMMENDATION**

1. THAT Council moves into Closed Council in accordance with the requirements of Section 10 of the Local Government Act 1993 as addressed below to consider the following reports:

TS-1 BUNDANOON SEWERAGE AUGMENTATION – PRE-TENDER ESTIMATE 7641

Relevant Legal Provision

*This report is placed in Closed Committee as it contains information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business under Clause 10A(2)(c) of the Local Government Act.*

Brief Description

*Presenting a pre-tender estimate for the Bundanoon Sewerage Augmentation that has been prepared following detailed design of the major scheme components.*

Public Interest

*It would be contrary to the public interest to consider this information in Open Council because it contains information which could confer a commercial advantage.*

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Barry W Paull  
**Director Corporate Services**

24 January 2008