

MINUTES OF THE ORDINARY MEETING

16 SEPTEMBER 2025

**MINUTES OF THE ORDINARY MEETING OF THE COUNCIL
OF THE MUNICIPALITY OF KIAMA
HELD IN THE COUNCIL CHAMBERS
ON TUESDAY 16 SEPTEMBER 2025 AT 5:00 PM**

PRESENT: Mayor – Councillor C McDonald (Chair)
Deputy Mayor – Councillor M Matters
Councillors M Brown, M Cains, I Draisma, S Larkins, M Lawton,
Y Tatrai and E Warren

IN ATTENDANCE: Jane Stroud – Chief Executive Officer
Ed Paterson – Director Strategies and Communities
Darren Brady – Director Infrastructure and Operations
Joe Gaudiosi – Director Corporate and Commercial
Kimberley Norton – Head of Implementation
Christie Bryan – Acting Public Officer

1 OPENING OF MEETING

The Chair declared the meeting open at 5pm.

2 WEBCASTING STATEMENT

THE CHAIR STATED THAT THIS MEETING IS BEING RECORDED AND MADE PUBLICLY AVAILABLE ON THE COUNCIL WEBSITE AND PERSONS ATTENDING THE MEETING SHOULD REFRAIN FROM MAKING ANY DEFAMATORY STATEMENTS.

3 ACKNOWLEDGEMENT OF COUNTRY

The Chair acknowledged the traditional owners.

4 STATEMENT OF ETHICAL OBLIGATIONS

The Chair reminded Councillors of their oaths or affirmations of office under section 233A of the Act and their obligations under the Code of Conduct to disclose and appropriately manage any conflicts of interest.

5 APOLOGIES

Nil

Procedural motion: Request by Councillor Draisma to attend meeting via audio-visual link

[25/283OC](#)

[Resolved](#) that Council as required under section 5.25 of the Code of Meeting Practice, permit Councillor Draisma to attend the Council meeting held on 16

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September 2025 via audio-visual link as Councillor Draisma has a sporting commitment.

(Councillors Larkins and Brown)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

6.1 Ordinary Council on 19 August 2025

25/284OC

Resolved that the Minutes of the Ordinary Council meeting held on 19 August 2025 and associated Minutes attachments be received and accepted.

(Councillors Larkins and Tatrai)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

Procedural motion: Allow media to record sessions of the meeting in accordance with clause 15.23 of the Code of Meeting Practice

25/285OC

Resolved that Council allows the media (The Bugle) to record the meeting in accordance with clause 15.23 of the Code of Meeting Practice.

(Councillors Tatrai and Brown)

For: Councillors Brown, Cains, Draisma, Larkins, Matters, McDonald, Tatrai
and Warren

Against: Councillor Lawton

7 BUSINESS ARISING FROM THE MINUTES

Nil.

8 DISCLOSURE OF INTEREST

Nil.

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Nil.

10 PUBLIC FORUM SUMMARY

Name	Item No.	Subject
Michaela Endicott	15.2	Determination of Section 8.2 Review - Development Application No 10.2024.48.1 - Lot 1 DP 860293 - 142 Shoalhaven Street and Lot 1 DP 744809 - 154 Shoalhaven Street, Kiama
Susan Edwards	15.3	Determination of Development Application No 10.2025.104.1 - Lot 261 DP 806312 - 173 Mount Brandon Road, Jerrara
Natalie Allan Ryan McBride	17.3	Post public exhibition: Kiama Sports Complex Masterplan - update
Nathan Keenan	20.1	Notice of Motion: Councillor Tatrai – Use of North Kiama Neighbourhood Centre for The Everyday Table
Stephen Brazier	20.2	Notice of motion: Councillor Lawton - Crown Lands Plan of Management - Seven Mile Beach

11 MAYORAL MINUTE**11.1 Mayoral minute: Kiama's Bronze Award at the 2025 Australian Top Tourism Town Awards****25/286OC****Resolved that Council**

1. formally acknowledge and celebrate Kiama's achievement in securing third place in the 2025 Australian Top Tourism Town Awards, held at Parliament House, Canberra,
2. commend the efforts of Destination Kiama, local businesses, tourism operators, and the broader community for their contribution to this national recognition.

(Councillors McDonald)

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For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

11.2 Mayoral minute: Recognition of Captain Hannah McInerney, Jamberoo Rural Fire Service

25/287OC

Resolved that Council formally congratulate Captain Hannah McInerney, Jamberoo Rural Fire Service, for her outstanding service and recent recognition as the 2025 Illawarra Adult Volunteer of the Year award.

(Councillors McDonald)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

11.3 Mayoral Minute: Congratulations to Katelin McInerney on her successful election as the Member for Kiama in the recent by-election -

25/288OC

Resolved that Council formally congratulate Katelin McInerney on her successful election as the Member for Kiama in the recent by-election. Council looks forward to working collaboratively to advance the interests of the region.

(Councillors McDonald)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

Procedural motion: in globo

25/289OC

Resolved that Council move in globo and adopt the recommendations contained within the report for items:

13.2 Endorse for public exhibition: draft Councillor Expenses and Facilities policy

14.2 Statement of Investments – August 2025

15.4 Endorse for public exhibition: draft Grants, Donations and Sponsorship Policy

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15.5 Major Events on Public Land – Determining a policy position

15.7 Post exhibition adoption: Hire of community halls – application form and Terms and Conditions

16.1 Endorse for public exhibition: Asset Management Plan - Roads

16.2 Endorse for public exhibition: Asset Management Plan – Stormwater drainage

(Councillors Matters and Tatrai)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

12 MINUTES OF COMMITTEES

12.1 Minutes: Tourism and Economic Advisory Committee - 1 September 2025

25/290OC

Resolved that the Minutes of the Tourism and Economic Advisory Committee meeting held on 1 September 2025 be received and accepted.

(Councillors Brown and Tatrai)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

13 REPORT OF THE CHIEF EXECUTIVE OFFICER

13.1 Determine Councillor representation to Council Committees, external bodies, regional and other organisations

25/291OC

Resolved That Council:

1. Determine its representatives to external organisations for the period to September 2026, as follows:
 - (a) Civic Risk Mutual:
 - Mayor MCDONALD and Councillor LAWTON
 - CEO or delegate

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- (b) Cleary Bros Community Consultative Committee:
 - Councillor TATRAI
- (c) Friends of Kiama Library
 - Councillor LARKINS
 - Councillor LAWTON (Alt)
- (d) Healthy Cities Alliance (including Australian Chapter)
 - Councillor LAWTON
- (e) Illawarra Academy of Sport
 - Mayor / delegate
- (f) Illawarra Bush Fire Management Committee
 - Councillor LARKINS
 - CEO or delegate – Director Infrastructure & Operations
- (g) Illawarra District Weeds Authority Committee
 - Councillor LAWTON
 - CEO or delegate – Landscape & Recreation Coordinator
- (h) Illawarra Shoalhaven Joint Organisation
 - Mayor MCDONALD
 - Councillor LARKINS
 - Councillor TATRAI (Alt)
 - CEO
- (ii) Kiama and District Sports Association
 - Councillor MATTERS
 - CEO or delegate
- (j) Kiama Liquor Accord
 - Councillors TATRAI and CAINS
 - CEO or delegate – Road Safety Officer
- (k) NSW Public Libraries Association and the South East Zone Committee
 - Councillor LARKINS
 - Councillor TATRAI (Alt)
 - CEO or delegate – Director Strategies Communities | Manager Libraries & Cultural Hubs
- (l) South Coast Arts Board
 - Councillor DRAISMA
 - CEO or delegate – Cultural Development Officer
- (m) Southern Regional Planning Panel
 - Mayor MCDONALD and Councillor MATTERS
 - Councillors TATRAI, WARREN, LARKINS & BROWN (Alt)
 - CEO or delegate – Director Strategies & Communities

Item 6.1

Enclosure 1

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- Alternate: Bronwyn Seiden
- (n) Australian Coastal Councils Committee
 - Mayor MCDONALD and Councillor TATRAI
- 2. Continue the current Councillor membership for the following Committees to September 2026:
 - a) Audit, Risk and Improvement Committee – Councillor Lawton
 - b) Finance and Major Projects Advisory Committee – Councillors McDonald, Lawton and LARKINS
 - c) Kiama Local Transport Forum (Kiama Local Traffic Committee) – Councillor Larkins
 - d) Performance Review Committee – Councillors McDonald, Matters, Warren and Draisma.
 - e) Tourism and Economic Advisory Committee – Councillors Brown, Tatrai and Warren.
- 3. Amend the following documents to stipulate that Councillor membership is for a period of 2 years:
 - a) Audit, Risk and Improvement Committee Charter.
 - b) Tourism and Economic Advisory Committee Terms of Reference
 - c) Finance and Major Projects Advisory Committee Terms of Reference.

(Councillors Larkins and Tatrai)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

13.2 Endorse for public exhibition: draft Councillor Expenses and Facilities Policy

The following recommendation was adopted as part of the in globo adoption of items at MN25/289OC

Resolved that Council:

1. Endorse the draft Councillor Expenses and Facilities Policy be placed on public exhibition for 28 days calling for submissions.
2. Following conclusion of the exhibition period of the draft Councillor Expenses and Facilities Policy –
 - (a) Receive a further report for consideration, if any relevant submissions are received or if any substantial changes are proposed for any other reason, detailing the public exhibition outcomes and proposed changes with recommendations regarding adoption of the above documents, or

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- (b) Adopt the Councillor Expenses and Facilities Policy if there are no relevant submissions received and there are no substantial changes proposed for any other reasons.

14 REPORT OF THE DIRECTOR CORPORATE AND COMMERCIAL

14.1 Monthly Financial Report - July 2025

25/292OC

Resolved that Council receives and adopts the Monthly Financial Report for July 2025.

(Councillors Warren and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

14.2 Statement of Investments - August 2025

The following recommendation was adopted as part of the in globo adoption of items at MN25/289OC

Resolved that Council

1. Receives the information relating to the Statement of Investments as at 31 August 2025.
2. Approve the transfer of \$2,500,000 from Internal Restricted Reserves to Unrestricted Funds as outlined in the report noting the repayment strategies as outlined in the body of the report.

14.3 Response to question with notice and update - Gerringong Surf Life Saving Club

25/293OC

Resolved that Council receive and note the information update in response to a question with notice regarding the proposed lease with Gerringong Surf Life Saving Club.

(Councillors Brown and Tatrai)

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For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

15 REPORT OF THE DIRECTOR STRATEGIES AND COMMUNITIES**15.1 Amendment to motion LGNSW 2025 Annual Conference on rock fishing safety**

Due to a typographical error in the business paper the word 'may' in Recommendation 1 was replaced with the word 'way'.

RECOMMENDATION

That Council:

1. Continue to engage with Marine Area Command and NSW Department of Primary Industries – Fisheries on the most appropriate way to implement the *Rock Fishing Safety Act 2016*,
2. Continue to advocate to the NSW Government that the *Rock Fishing Safety Act 2016* should unilaterally apply to all NSW coastal councils to ensure the provision of the Act are consistently applied to the NSW Coastline. This should include the NSW Government funding the installation of the necessary signage rather than local councils thereby reducing this unnecessary burden on ratepayers.
3. Delegates to the CEO to formally lodge the following motion with Local Government NSW (LGNSW) as part of the LGNSW 2025 Annual Conference:
"That the LGNSW calls on the NSW Government to undertake a review into the *Rock Fishing Safety Act 2016* No 66 to consider:
 - a. an increased maximum penalty under section 5 of the Act.
 - b. including all Rock Platforms in NSW as High Risk Fishing Locations under section 4 of the Act.
 - c. The NSW Government covering the administrative cost of installing the necessary signage required to implement the Act".

25/294OC**Resolved That Council:**

1. Continue to engage with Marine Area Command and NSW Department of Primary Industries – Fisheries on the most appropriate way to implement the *Rock Fishing Safety Act 2016*
2. Continue to advocate to the NSW Government that the *Rock Fishing Safety Act 2016* should unilaterally apply to all NSW coastal councils to ensure the provision of the Act are consistently applied to the NSW Coastline. This should include the NSW Government funding the installation of the necessary signage rather than local councils thereby reducing this unnecessary burden on ratepayers.

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3. Delegates to the CEO to formally lodge the following motion with Local Government NSW (LGNSW) as part of the LGNSW 2025 Annual Conference:
- “That the LGNSW calls on the NSW Government to undertake a review into the *Rock Fishing Safety Act 2016* No 66 to consider:
- an increased maximum penalty under section 5 of the Act.
 - including all Rock Platforms in NSW as High Risk Fishing Locations under section 4 of the Act.
 - The NSW Government covering the administrative cost of installing the necessary signage required to implement the Act”.

(Councillors Draisma and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

15.2 Determination of Section 8.2 Review - Development Application No 10.2024.48.1 - Lot 1 DP 860293 - 142 Shoalhaven Street and Lot 1 DP 744809 - 154 Shoalhaven Street, Kiama

25/2950C

Resolved that Council, in respect to DA No 10.2024.186.1 (PAN-423671):

- Support the clause 4.6 variation to the clause 4.3 building height limit development standard, associated with the review of determination of DA No 10.2024.186.1 (PAN-557636).
- Support the clause 4.6 variation to the clause 4.4 floor space ratio development standard, associated with the review of determination of DA No 10.2024.186.1 (PAN-557636).
- Review the determination of DA No 10.2024.186.1 (PAN-423671) considering the amended plans and information provided in the section 8.2 application and determine the section 8.2 review application (PAN-557636) by way of approval.

(Councillors Brown and Tatrai)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

15.3 Determination of Development Application No 10.2025.104.1 - Lot 261 DP 806312 - 173 Mount Brandon Road, Jerrara

A misprint was identified in the agenda regarding the Development Application number for this item. The incorrect number listed in the recommendation was DA10.2025.186.1. The correct DA number is DA10.2025.104.1 (PAN-549470).

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It was **moved** by Councillor Cains and seconded by Councillor Tatrai that Council:

1. Support the clause 4.6 variation to clause 4.2A of the development standard associated with DA No. ~~40.2024.186.1~~ 10.2025.104.1 (PAN-549470); and
2. Approve Development Application No. ~~10.2024.186.1~~ 104.1 (PAN-549470) for the construction of a new two-storey dwelling with attached garage and outdoor swimming pool, subject to the conditions outlined in Enclosure 3 (or as otherwise amended by staff to reflect approval).

On being put the motion was **lost**

For: Councillors Cains, Tatrai and Warren

Against: Councillors Brown, Draisma, Larkins, Lawton, Matters and McDonald

Councillor Draisma foreshadowed the following motion

That Council:

1. Not support the clause 4.6 variation to clause 4.2A of the development standard, associated with DA **No 10.2024.186.1** (PAN-549470).
2. Determine Development Application No 10.2025.104.1 (PAN-549470) for the construction of a new two storey dwelling with attached garage and outdoor swimming pool by way of refusal for the reasons set out in enclosure 3.

The Mayor requested Councillor Cains withdraw any inference that there was maliciousness based on this determination by council staff, or unfairness.

Councillor Cains clarified he did not say council staff.

25/296OC

Resolved That Council:

1. Not support the clause 4.6 variation to clause 4.2A of the development standard, associated with DA No 10.2025.104.1 (PAN-549470).
2. Determine Development Application No 10.2025.104.1 (PAN-549470) for the construction of a new two storey dwelling with attached garage and outdoor swimming pool by way of refusal for the reasons set out in enclosure 3 of the report.

(Councillors Draisma and Larkins)

For: Councillors Brown, Draisma, Larkins, Lawton, Matters and McDonald

Against: Councillors Cains, Tatrai and Warren

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The following recommendation was adopted as part of the in globo adoption of items at MN25/289OC.

Resolved that Council:

1. Endorse the draft Grants, Donations and Sponsorship Policy be placed on public exhibition for 28 days calling for submissions.
2. Following conclusion of the exhibition period of the draft Grants, Donations and Sponsorship Policy:
 - (a) Receive a further report for consideration, if any relevant submissions are received or if any substantial changes are proposed for any other reason, detailing the public exhibition outcomes and proposed changes with recommendations regarding adoption of the above documents, or
 - (b) Adopt the Grants, Donations and Sponsorship Policy if there are no relevant submissions received and there are no substantial changes proposed for any other reasons.

15.5 Major Events on Public Land - Determining a policy position

The following recommendation was adopted as part of the in globo adoption of items at MN25/289OC.

Resolved that Council:

1. Notes and releases publicly for information purposes the Tilma Kiama Major Events Impact Review and Recommendations Report 2024,
2. Adopts the Event Risk Mitigation Matrix and licensing conditions.
3. Approve a trial in event capacity at Kiama Showground to 10,000 patrons for one eligible major event in 2025-26, subject to strict compliance with the Event Risk Mitigation Matrix and licensing conditions.
4. Require a comprehensive evaluation report to Council following the trial event, assessing impacts on residents, amenity, safety, and economic outcomes.
5. In line with the Local Government Act 1993 prepare a draft Local Approvals Policy for Events on Public Land, incorporating the Risk Mitigation Matrix assessment tool and the findings of the trial including establishing a permanent maximum major event capacity as Major Event locations.

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15.6 Post exhibition endorsement: Planning Proposal PP-2025-1047 - Housekeeping 2025

25/297OC

Resolved that Council:

1. Endorse the Post Exhibition Planning Proposal Report for PP-2025-1047 Housekeeping 2025.
2. Adopt the amendments to Kiama Local Environmental Plan 2011 (KLEP) under s3.36(1) of the *Environmental Planning and Assessment Act 1979*.
3. Delegate to the Chief Executive Officer the authority to send the Planning Proposal to the Office of the NSW Parliamentary Counsel in accordance with section 3.36(1) of the *Environmental Planning & Assessment Act 1979* to draft the final legal instrument that will give effect to this Planning Proposal.
4. Delegate to the Chief Executive Officer the authority to make minor mapping and Local Environmental Plan instrument changes if required by the Office of the NSW Parliamentary Counsel.
5. Delegate to the Chief Executive Officer the authority to finalise the Planning Proposal by referring the final instrument to the NSW Department of Planning, Housing and Infrastructure for review and Gazettal in the Government Gazette and NSW Legislation website.

(Councillors Brown and Matters)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

15.7 Post exhibition adoption: Hire of community halls - application form and Terms & Conditions

The following recommendation was adopted as part of the in globo adoption of items at MN25/289OC.

Resolved that Council adopts the Terms & Conditions and application form for the hire of community halls.

16 REPORT OF THE DIRECTOR INFRASTRUCTURE AND OPERATIONS

16.1 Endorse for public exhibition: Asset Management Plan - Roads

The following recommendation was adopted as part of the in globo adoption of items at MN25/289OC.

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Resolved that Council:

1. Endorse the draft Asset Management Plan – Roads be placed on public exhibition for 28 days calling for submissions.
2. Following conclusion of the exhibition period in relation to the Asset Management Plan – Roads:
 - (a) Receive a further report for consideration, if any relevant submissions are received or if any substantial changes are proposed for any other reason, detailing the public exhibition outcomes and proposed changes with recommendations regarding adoption of the above documents, or
 - (b) Adopt the Asset Management Plan – Roads if there are no relevant submissions received and there are no substantial changes proposed for any other reasons.

16.2 Endorse for public exhibition: Asset Management Plan - Stormwater drainage

The following recommendation was adopted as part of the in globo adoption of items at MN25/289OC.

Resolved that Council:

1. Endorse the draft Asset Management Plan – Stormwater Drainage be placed on public exhibition for 28 days calling for submissions.
2. Following conclusion of the exhibition period in relation to the Asset Management Plan – Stormwater Drainage –
 - (a) Receive a further report for consideration, if any relevant submissions are received or if any substantial changes are proposed for any other reason, detailing the public exhibition outcomes and proposed changes with recommendations regarding adoption of the above documents, or
 - (b) Adopt the Asset Management Plan – Stormwater Drainage if there are no relevant submissions received and there are no substantial changes proposed for any other reasons.

16.3 Kiama Local Transport Forum

25/298OC

Resolved that Council:

1. Endorse the Terms of Reference for the Kiama Local Transport Forum.
2. Delegates to the Chief Executive Officer the authority to approve and execute the functions conferred to it by TfNSW under the document '*Authorisation and Delegation Instrument*' dated 21 July 2025.

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(Councillors Larkins and Draisma)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

17 REPORTS FOR INFORMATION

The following Reports for Information listed for the Council's consideration are received and noted

- 17.1 Jamberoo Heritage Review - update and next steps
- 17.2 Outstanding Questions with Notice Register - September 2025
- 17.3 Post public exhibition: Kiama Sports Complex Masterplan - update
- 17.4 Response to minute 25/046OC: Notice of Motion - Gerringong to Gerroa coastal walking track.

18 LATE ITEMS

Nil

19 QUESTIONS WITH NOTICE

19.1 Question with notice: Councillor Larkins - Cost estimate of an accessible-disabled car parking space at Manning Street, Kiama

Question

In context of former council resolution 25/092OC – 'Request for disabled parking outside MedClinic Kiama' the community petition and the report provided to the Kiama Traffic Committee (now forum) in June 2025, could Council please provide a cost estimation of installing an accessible-disabled car space at this space including the cost of 'levelling out' the car parking space to allow it to comply with the Australian Standards for accessible car parking spaces?

This question was answered within the report to the September meeting.

A question was raised by Councillor Brown. The Chief Executive Officer took the question on notice. A response will be reported to the next Council meeting.

20 NOTICE OF MOTION

20.1 Notice of Motion: Councillor Tatrai - Use of North Kiama Neighbourhood Centre for The Everyday Table

25/299OC

Resolved that Council:

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1. Support the establishment of the Every Day Table community initiative, led by Generosity Church Kiama.
2. Note the provision of the storage space at the North Kiama Neighbourhood Centre for groceries, personal care items, and program materials, to be stored safely on mobile shelving provided by the organization.
3. Acknowledge the community benefits of this initiative, including the provision of free shared meals, practical support for families and seniors, and opportunities for social connection and volunteer participation.

(Councillors Tatrai and Cains)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

**20.2 Notice of motion: Councillor Lawton - Crown Lands Plan of Management
- Seven Mile Beach**

RECOMMENDATION

That Council include in the forward budget estimates register a review of the Crown Lands Plan of Management with to remove the 'Park' categorisation along Seven Mile Beach Crown Reserve (R83792), which runs from the Crooked River to the southernmost Kiama LGA boundary, and replacing it with either the categories of 'Natural Bushland' or 'Natural Foreshore' categories.

25/300OC

Resolved that Council defer consideration of Notice of Motion: Councillor Lawton - Crown Lands Plan of Management - Seven Mile Beach to the 21 October 2025 Ordinary Meeting of Council.

(Councillors Brown and Lawton)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

**20.3 Notice of motion: Councillor Larkins - Length of tenure on internal
Council committees**

Councillor Larkins withdrew the Notice of Motion based on Item 13.1.

That Council:

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1. Determines that the councillor membership tenure of the internal Council committees, as determined in resolution 24/301OC, be for a period of two years.
2. Will re-determine councillor membership of the internal Council committees at the September 2026 Ordinary Council meeting.

21 CONFIDENTIAL SUMMARY**Public Representations:**

The Mayor called for representations regarding issues which had been proposed to be disclosed in Confidential Committee of the Whole.

No such representations were received.

21.1 Exclusion of press and public:**25/301OC**

Resolved that in accordance with Sections 10 and 10A of the *Local Government Act, 1993* as amended, Council close the meeting of the Confidential Committee of the Whole to the Press and Public to deal with the following matters on the grounds as detailed below.

22.1 CONSULTATION REPORT ON THE JAMBEROO CYCLEWAY PROJECT

Reason for Confidentiality: This matter deals with personnel matters concerning particular individuals (other than councillors) as per Section 10A(2)(a) of the *Local Government Act*.

22.2 DIVESTMENT OF LANDS - GLENBROOK DRIVE KIAMA

Reason for Confidentiality: This matter deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business as per Section 10A(2)(c) of the *Local Government Act*.

22.3 DOMESTIC WASTE MANAGEMENT SERVICE REVIEW

Reason for Confidentiality: This matter deals with personnel matters concerning particular individuals (other than councillors) as per Section 10A(2)(a) of the *Local Government Act*.

22.4 KIAMA LEISURE CENTRE - REPORT BACK ON BUSINESS CASE OPTIONS

Reason for Confidentiality: This matter deals with information that would, if disclosed, confer a commercial advantage on a competitor of the council as per Section 10A(2)(dii) of the *Local Government Act*.

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**22.5 PROPOSED PRIMARY APPLICATION - 302 JAMBEROO ROAD
JAMBEROO**

Reason for Confidentiality: This matter deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business as per Section 10A(2)(c) of the *Local Government Act*.

**22.6 TENDER KT090525 FOR SUPPLY OF LINEN AND LAUNDERING
SERVICES TO KIAMA COAST HOLIDAY PARKS, THE PAVILION AND
KIAMA LEISURE CENTRE.**

Reason for Confidentiality: This matter deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business as per Section 10A(2)(c) of the *Local Government Act*.

22.7 UNSOLICITED PROPOSAL - AUSTRALIAN LIFEGUARD SERVICES

Reason for Confidentiality: This matter deals with information that would, if disclosed, reveal a trade secret as per Section 10A(2)(diii) of the *Local Government Act*.

22.8 RESPONSE TO SHORT TERM CASH AND RESERVES POSITION

Reason for Confidentiality: This matter deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it as per Section 10A(2)(di) of the *Local Government Act*.

(Councillors Larkins and Tatrai)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

Procedural Motion: Forming confidential committee of the whole

25/302OC

Resolved that at this time, 6.29pm, Council form itself into a Confidential Committee of the Whole to deal with matters listed in the recommendations subject to the consideration of any representations relating to such action.

(Councillors Tatrai and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

MINUTES OF THE ORDINARY MEETING

16 SEPTEMBER 2025

22 CONFIDENTIAL REPORTS

Procedural motion: in globo

25/303OC

Committee recommendation that Council move in globo and adopt the recommendations contained within the report for items:

22.1 Consultation report on the Jamberoo Cycleway Project

22.5 Proposed Primary Application - 302 Jamberoo Road Jamberoo

22.7 Unsolicited Proposal - Australian Lifeguard Services

(Councillors Matters and Tatrai)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

22.1 Consultation report on the Jamberoo Cycleway Project

The following recommendation was adopted as part of the in globo adoption of confidential items at MN25/308OC

Committee recommendation that Council note the information contained in the consultation report on the Jamberoo Cycleway Project.

22.2 Divestment of Lands - Glenbrook Drive Kiama

Committee recommendation that Council:

1. Adopts the market reserve prices for the parcels of land at Glenbrook Drive as outlined within the body of the report.
2. Delegate to the Chief Executive Officer and/or Mayor authorisation to sign and execute all documentation in relation to the contracts of sale including the seal of Council for the parcels of land at Glenbrook Drive.
3. Delegate the Chief Executive Officer and/or Mayor to enter into contracts of sale for Lot 1, DP 1263679, Lot 2 DP126379, Lot 3 DP 126379, Lot 4 DP 126379 and 5 DP 1263679 and effect immediate exchange of contracts if sold at auction if the reserve prices as outlined in the report are obtained.
4. Delegate to the Chief Executive Officer to negotiate a sale price for the Glenbrook Drive parcels of land as outlined in the report if passed in at auction.
5. Extend its thanks the Minister for Transport, The Hon. John Graham, MLC for lifting the restrictive covenant on the five (5) Glenbrook Avenue lots and

MINUTES OF THE ORDINARY MEETING

16 SEPTEMBER 2025

allowing Council to proceed with their divestment and looks forward to working with the Minister on lifting the restrictive covenant on the Lots at Spring Creek.

(Councillors Brown and Tatrai)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

22.3 Domestic Waste Management Service Review

This report for information was received and noted.

22.4 Kiama Leisure Centre - Report Back on Business Case Options

It was moved by Councillor Lawton and Seconded by Councillor Warren that Council:

1. Delegate to the CEO to undertake an Expression of Interest (EOI) process to identify a suitability qualified independent/private sector partner to run the programs at the Kiama Leisure Centre identified by this report.
2. Delegate to the CEO to undertake all necessary industrial relations actions associated with Point one (1) of this resolution.
3. Delegate to the CEO to engage a consultant to:
 - a. conduct market testing for Option 3 as outlined in the Extraordinary February 2025 Kiama Leisure Centre Business Case report, and
 - b. develop a cost reduction plan by reducing administrative, operation and overhead costs; to be brought back to a future Council meeting.

25/304OC

At the request of Councillor Brown and by consent the motion was varied and the **Committee recommended** that Council:

1. Delegate to the CEO to undertake an Expression of Interest (EOI) process to identify a suitability qualified independent/private sector partner to run the programs at the Kiama Leisure Centre identified by this report.
2. Delegate to the CEO to undertake all necessary industrial relations actions associated with Point one (1) of this resolution.
3. Delegate to the CEO to engage a consultant to:
 - a. conduct market testing for Option 2 and/or 3 and/or a combination of either or both as outlined in the Extraordinary February 2025 Kiama Leisure Centre Business Case report, and
 - b. develop a cost reduction plan by reducing administrative, operation and overhead costs; to be brought back to a future Council meeting.

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(Councillors Lawton and Warren)

For: Councillors Cains, Lawton, Matters, McDonald, Tatrai and Warren

Against: Councillors Brown, Draisma and Larkins

22.5 Proposed Primary Application - 302 Jamberoo Road Jamberoo

The following recommendation was adopted as part of the in globo adoption of confidential items at MN25/308OC

Committee recommendation that Council undertakes the necessary steps to lodge a primary application of reserved road in DP 50398 to convert the road from Old System Land to Torrens Title.

22.6 Tender KT090525 for Supply of Linen and Laundering Services to Kiama Coast Holiday Parks, The Pavilion and Kiama Leisure Centre.

25/305OC

Committee recommendation that Council:

1. In accordance with clause 178(1)(a) of the *Local Government (General) Regulation 2021*, accept the tender of The Flagstaff Group Limited in the Tender KT090525 for Supply of Linen and Laundering Services to Kiama Coast Holiday Parks, The Pavilion and Kiama Leisure Centre.
2. Delegate to the CEO the authority to finalise and execute the contracts and any other documentation required to give effect to this resolution regarding the tender for linen and laundering services.
3. Grant authority for the use of the Common Seal of Council on the contracts and any other documentation, should it be required, to give effect to this resolution regarding the tender for linen and laundering services.

(Councillors Brown and Warren)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

22.7 Unsolicited Proposal - Australian Lifeguard Services

The following recommendation was adopted as part of the in globo adoption of confidential items at MN25/308OC

Committee recommendation that Council:

1. Thanks, the Australian Lifeguard Services (ALS) for the unsolicited proposal however respectfully declines the proposal based on the financial comparison to Council's existing services.

MINUTES OF THE ORDINARY MEETING

16 SEPTEMBER 2025

2. Looks forward to continuing the constructive working relationship with the Australian Lifeguard Services.

22.8 Response to short term cash and reserves position

25/306OC

Committee recommendation that Council:

1. Notes the information provided and endorses the actions of Management to address the short term cash and reserves position.
2. Shares the information with the Office of Local Government to assist with its review of the Varied Performance Improvement Order issued on 23 May 2024.

(Councillors Larkins and Brown)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

Against: Nil

Close of Confidential Committee of the Whole:

25/307OC

Resolved that at this time, 6.53pm, the Confidential Committee of the Whole revert to Open Council.

(Councillors Tatrai and Larkins)

Adoption of Report

The Chief Executive Officer formally reported the recommendations of the Confidential Committee of the Whole more particularly set out above.

25/308OC

Resolved that that the Confidential Committee of the Whole recommendations numbered CR25/304OC to CR25/307OC be confirmed and adopted.

(Councillors Larkins and Brown)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters,
McDonald, Tatrai and Warren

MINUTES OF THE ORDINARY MEETING

16 SEPTEMBER 2025

Against: Nil

23 CLOSURE

There being no further business the meeting closed at 7.00pm

These Minutes were confirmed at the Ordinary Meeting of Council held on 21
October 2025

.....
Mayor

Item 6.1

Enclosure 1



MINUTES OF THE EXTRAORDINARY MEETING OF COUNCIL

commencing at 4:30 PM on

TUESDAY 14 OCTOBER 2025

Council Chambers
11 Manning Street, KIAMA NSW 2533

Item 6.2

Enclosure 1

MINUTES OF THE EXTRAORDINARY MEETING

14 OCTOBER 2025

**MINUTES OF THE EXTRAORDINARY MEETING OF THE COUNCIL
OF THE MUNICIPALITY OF KIAMA
HELD IN THE COUNCIL CHAMBERS
ON TUESDAY 14 OCTOBER 2025 AT 4:30 PM**

PRESENT: Mayor – Councillor C McDonald (Chair)
Deputy Mayor – Councillor M Matters
Councillors M Cains, S Larkins and E Warren
Online: Councillor I Draisma

IN ATTENDANCE: Jane Stroud – Chief Executive Officer
Ed Paterson – Director Strategies and Communities (online)
Darren Brady – Director Infrastructure and Operations
Joe Gaudiosi – Director Corporate and Commercial
Kimberley Norton – Head of Implementation
Stephanie Salviejo – Public Officer

1 OPENING OF MEETING

The Mayor opened the meeting at 4.30pm.

2 WEBCASTING STATEMENT

The Mayor stated that the meeting is being recorded and made publicly available on the Council website, and that persons attending the meeting should refrain from making any defamatory statements.

3 ACKNOWLEDGEMENT OF COUNTRY

The Mayor acknowledged the traditional owners.

4 STATEMENT OF ETHICAL OBLIGATIONS

The Mayor read the statement of ethical obligations.

5 APOLOGIES

**Procedural Motion: Request by Councillor Draisma to attend meeting via
audio-visual link**

[**25/309OC**](#)

MINUTES OF THE EXTRAORDINARY MEETING

14 OCTOBER 2025

Resolved that Council as required under section 5.25 of the Code of meeting Practice, permit Councillor Draisma to attend the Council meeting held on 14 October 2025 via audio visual link as Councillor Draisma has work commitments in Sydney.

(Councillors Larkins and Warren)

Apology

25/3100C

Resolved that the apologies tendered from Councillors Lawton, Brown and Tatrai be accepted and leave of absence granted.

(Councillors Draisma and Larkins)

6 DISCLOSURE OF INTEREST

Disclosure of Interest - Councillor McDonald

Councillor McDonald declared a non-significant non-pecuniary interest in Item 9.1 Grant applications for works on Council owned facilities as members of his family are registered members of the Kiama Power AFL Club. Councillor McDonald will take part in discussion and vote on this matter.

The council Teams link was disrupted at 04:33 pm and reconnected at 04:33 pm.

7 PUBLIC FORUM SUMMARY

Nil

8 REPORT OF THE DIRECTOR STRATEGIES AND COMMUNITIES

8.1 Funding: Develop a Night-time Economy Strategy and establish a Special Entertainment Precinct (SEP) Trial

25/3110C

Resolved that Council:

1. Note the receipt of the funding Deed for a Night-Time Economy Strategy and to trail a Special Entertainment Precinct in Kiama,

MINUTES OF THE EXTRAORDINARY MEETING

14 OCTOBER 2025

2. Delegate to the Chief Executive Officer (CEO) to write to the Minister for Music and the Night-Time Economy, the Hon. Minister Graham, to formally thank the NSW Government for providing this funding, and
3. Delegate to the CEO to execute the funding deed with the Department of Creative Industries, Tourism, Hospitality and Sport (Office of the 24-Hour Economy Commissioner) to "Develop a Night-Time Economy Strategy and undertake key preparatory works to establish a Special Entertainment Precinct (SEP) Trial".

(Councillors Larkins and Warren)

For: Councillors Cains, Draisma, Larkins, Matters, McDonald and Warren

Against: Nil

9 REPORT OF THE DIRECTOR INFRASTRUCTURE AND OPERATIONS

9.1 Grant applications for works on Council owned facilities

25/3120C

Resolved that Council:

1. Delegate to the Chief Executive Office the authority to finalise and execute any landowner consents associated with the grant funding applications for:
 - Kiama Netball Courts upgrades.
 - Bonaira Oval sport lighting upgrades.
 - Gerry Emery Reserve sport lighting upgrades.
2. Prior to the issue of the landowner consent, enters into a formal agreement with the sporting group/grant recipient for Council to project manage the works on their behalf and amend the grant applications to be consistent with the supported lighting levels.

(Councillors Warren and Cains)

For: Councillors Cains, Draisma, Larkins, Matters, McDonald and Warren

Against: Nil

MINUTES OF THE EXTRAORDINARY MEETING

14 OCTOBER 2025

10 CLOSURE

There being no further business the meeting closed at 4.37pm

These Minutes were confirmed at the Ordinary Meeting of Council held on 21
October 2025

.....
Mayor

Item 6.2

Enclosure 1