



SNOWY MONARO
REGIONAL COUNCIL

BUSINESS PAPER

PUBLIC EXHIBITION COPY

**Ordinary Council Meeting
28 September 2016**

CONFLICTS OF INTEREST

A conflict of interest arises when the Administrator or Council staff are influenced, or are seen to be influenced, in carrying out their duties by personal interests. Conflicts of interest can be pecuniary or non-pecuniary in nature.

A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of a financial gain or loss.

A non-pecuniary interest can arise as a result of a private or personal interest, which does not relate to money. Examples include friendship, membership of an association or involvement or interest in an activity.

The Administrator or staff member who considers they may have a conflict of interest should read Council Policy.

The responsibility of determining whether or not the Administrator or Council employee has a pecuniary or non-pecuniary interest in a matter, is the responsibility of that individual. It is not the role of the Administrator or General Manager, or another Council employee to determine whether or not a person may have a conflict of interest.

Should you be unsure as to whether or not you have a conflict of interest you should err on the side of caution and either declare a conflict of interest or, you should seek the advice of the Director General of Local Government.

The contact number for the Director General of Local Government is 4428 4100.

COUNCIL CODE OF CONDUCT

The Council Code of Conduct is a requirement of Section 440 of the Local Government Act 1993, which requires all councils to have a code of conduct to be observed by the Administrator, members of staff and delegates of the Council attending a Council meeting or a meeting of a committee of Council.

The code of conduct sets out the responsibilities of the Administrator and Council employees attending a Council meeting or a meeting of a committee of Council. The code also sets out how complaints against a Council employee, the Administrator or General Manager are to be made.

COUNCIL CODE OF MEETING PRACTICE

The Council Code of Meeting Practice is a requirement of Section 360(3) of the Local Government Act 1993, which requires all councils to have a code of meeting practice. The code of meeting practice is to be observed by the Administrator, members of staff, delegates of the Council and members of the public attending a Council or a meeting of a committee of Council.

Acknowledgement of Owners of Land

Council wishes to show our respect to the First Custodians of this land the Ngarigo people and their Ancestors past and present who pass on this duty of custodianship of the land to us the current custodians. We are proud to be Australian and celebrate the diverse backgrounds and cultures that make up our Nation – our Land.

ORDINARY COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS, 2 MYACK STREET, BERRIDALE NSW 2628
ON WEDNESDAY 28 SEPTEMBER 2016
COMMENCING AT 5.30PM

BUSINESS PAPER

- 1. APOLOGIES**
- 2. CITIZENSHIP CEREMONIES**
- 3. PRESENTATIONS**
- 4. PUBLIC FORUM**
- 5. DISCLOSURE OF INTEREST**
(Declarations also to be made prior to discussions on each item)
- 6. ADOPTION OF MINUTES FROM PREVIOUS COUNCIL MEETING**
 - 6.1 Ordinary Council Meeting held on 31 August 2016
 - 6.2 Closed Session of the Ordinary Council Meeting held on 31 August 2016
- 7. ADMINISTRATOR'S REPORT (IF ANY)**
- 8. DELEGATE'S REPORT**
 - 8.1 South East Australian Transport Strategy Inc (SEATS) Membership 4
- 9. ADOPTION OF COMMITTEE MINUTES/RECOMMENDATIONS**
 - 9.1 Minutes of the Administrator Delegations Meeting held 26 August 2016 28
 - 9.2 Minutes of the Administrator Delegations Meeting held 5 September 2016 32
 - 9.3 Minutes of the Administrator Delegations Meeting held 12 September 2016 41
 - 9.4 Minutes of the Administrator Delegations Meeting held 20 September 2016 49
 - 9.5 Minutes of the Local Representative Committee - Bombala - 7 September 2016 57
 - 9.6 Joint Snowy Monaro Local Representative Committee Workshop Minutes
Thursday 18 August 2016 67
 - 9.7 Board of Chambers Meeting - 1 September 2016 74
 - 9.8 Country Mayors Association of New South Wales Meeting Minutes - Friday 12
August 2016 79
- 10. CORPORATE BUSINESS - KEY DIRECTION 1. SUSTAINING OUR ENVIRONMENT FOR LIFE**
 - 10.1 To provide appropriate delegations for a newly appointed staff member. 109
 - 10.2 Asset Management Policy 112

11. CORPORATE BUSINESS - KEY DIRECTION 2. EXPANDING CONNECTIONS WITHIN THE REGION AND BEYOND	
Nil	
12. CORPORATE BUSINESS - KEY DIRECTION 3. STRENGTHENING OUR LOCAL ECONOMY	
Nil	
13. CORPORATE BUSINESS - KEY DIRECTION 4. CREATING SAFER, HEALTHIER AND THRIVING COMMUNITY	
13.1 Michelago Region Community Association Loan	117
13.2 Request for Donation for 25th Annual Bombala Bike Show	138
14. CORPORATE BUSINESS - KEY DIRECTION 5. ENHANCING OUR HEALTHY, ACTIVE LIFESTYLE	
Nil	
15. CORPORATE BUSINESS - KEY DIRECTION 6. MANAGING DEVELOPMENT AND SERVICE DELIVERY TO RETAIN THE THINGS WE VALUE	
15.1 DA 10.2014.353.2 - 40 lot subdivision at Burra Road, Burra - request to defer payment of Section 94 Contributions	142
15.2 Proposal for Crown Road Name off Murrells Road	177
15.3 DA3192/2016 Earthworks Construction of a Shared Trail from Curiosity Rocks to Hatchery Bay	180
15.4 DA 10.2016.1006.1 - Installation of the 'Nimmity Bell'	185
15.5 DA 10.2016.552.1 - 117 Dry Plains Road, Dairymans Plains	222
16. CORPORATE BUSINESS - KEY DIRECTION 7. PROVIDING EFFECTIVE CIVIC LEADERSHIP AND CITIZEN PARTICIPATION	
16.1 Endorsement of Customer Service Charter Public Exhibition	269
16.2 Monthly Funds Management Report - August 2016	274
16.3 SMRC 055 Policy - Purchasing and Tendering	279
16.4 Grants Commission Calculation of Financial Assistance Grant (FAG)	287
17. REPORTS BY GENERAL MANAGER	
Nil	
18. NOTICE OF MOTION	
19. MOTIONS OF URGENCY	
Nil	
20. QUESTIONS WITH NOTICE	
21. QUESTIONS TAKEN ON NOTICE	
22. CONFIDENTIAL MATTERS 332	
22.1 Removal of Dangerous Trees on Rocky Plains Road	
<i>Item 22.1 is confidential in accordance with s10(A)(2)(a) of the Local Government Act</i>	

because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

22.2 Snowy River Health Centre - Lease Considerations

Item 22.2 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because 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 and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

22.3 Annual Meeting with Coolmatong Snowy Mountains Country Club

Item 22.3 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because 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 and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

22.4 Purchase of Land on Yallakool Road

Item 22.4 is confidential in accordance with s10(A)(2)(di) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

8.1 SOUTH EAST AUSTRALIAN TRANSPORT STRATEGY INC (SEATS) MEMBERSHIP

Record No:

Author: Acting Executive Assistant to the Administrator - Katherine Miners, Mayor

Attachments: 1. Letter to Snowy Monaro Regional Council from SEATS - Request for Membership and Overview of Objectives [↓](#)
2. 19-20 May 2016 - SEATS Ordinary Meeting Minutes [↓](#)
3. 19-20 May 2016 - SEATS Executive Meeting Minutes [↓](#)

EXECUTIVE SUMMARY

Membership in SEATS provides a united and co-operative front with diverse inputs to the main issues of transport infrastructure affecting the wider regional perspective encompassing the transport network of VIC, NSW and ACT.

While SEATS provides excellent transport infrastructure, the ongoing membership of SEATS and its relevance to our shire is questionable. Notable improvements in NSW have been on major highways between capital cities or links to the coast and railways for freight carriers. There have not been many major upgrades in the region for a number of years and there have been little to no benefits for the community.

RECOMMENDATION

That council does not renew its membership with SEATS for the 2016/2017 year.

REPORT

The South East Australian Transport Strategy (SEATS) was established in 1995 as a lobby group and professional advisor on transport issues to:

- Stimulate and facilitate investment in transport infrastructure in South Eastern New South Wales (NSW), Eastern Victoria (VIC) and the Australian Capital Territory (ACT) region; and
- Provide a highly coordinated and influential advocacy for the development of transport infrastructure in the South East Australian region that supports sustainable economic and growth development to its constituents.

Membership in SEATS provides a united and co-operative front with diverse inputs to the main issues of transport infrastructure affecting the wider regional perspective encompassing the transport network of VIC, NSW and ACT. This framework gives members confidence in espousing issues of local, regional and cross border interest and strategies to Government by focusing on such issues as:

- Improving passenger and freight access to ports (sea, air, road and rail) and key locations of economic activity, cutting the cost of doing business in the region;
- Ensuring transport networks are maintainable and viable, meeting existing and future needs while minimising environmental impact;

- Improving people's access to jobs, education, recreation and health services with a safer and user friendly network;
- Ensuring investment decisions about regional transport infrastructure are well informed and fully integrated with overall government transport planning, evaluations and assessment programs;
- Assisting members in preparing submissions for transport infrastructure funding;
- Providing political parties, politicians and government agencies with a strategy for future investment in transport infrastructure in the region;
- Providing professional advice on regulatory changes involving 'weight of loads' issues, use of highways and byways by B Doubles, and other matters of transport interest; and
- Providing a forum for the transport industry to address issues of concern with practitioners of transport services.

Currently the Executive of SEATS has been advanced to reflect a more dynamic and integrated strategic approach to transport infrastructure. The organisation prides itself on providing a non-party political and non-parochial forum across all levels of Government to promote transport improvements and solutions within our region. These underpin economic development and social outcomes. Recent discussions with the new executive members' highlights the need for a more efficient level of transport infrastructure in the region and are focused on stimulating further investment in transport infrastructure to provide for employment growth and the economic sustainability across the region.

[illegible]

SEATS MEMBERSHIP

8.1 SOUTH EAST AUSTRALIAN TRANSPORT STRATEGY INC (SEATS) MEMBERSHIP

<u>Description</u>	<u>Estimate Cost</u>
<u>Annual Membership Costs: 2015/2016 year for Snowy Monaro Regional Council</u>	<u>\$3,320.90 (Includes GST)</u>
<u>Attendance at quarterly meeting</u>	<u>4 meetings x \$800 = \$3,200 (Two delegates)</u>
<u>TOTAL COST OF MEMBERSHIP</u>	<u>\$6,520.90</u>

While SEATS provides excellent transport infrastructure, the ongoing membership of SEATS and its relevance to our shire is questionable. Notable improvements in NSW have been on major highways between capital cities or links to the coast and railways for freight carriers. There have not been many major upgrades in the region for a number of years and there have been little to no benefits for the Snowy Monaro community.

SOUTH EAST AUSTRALIAN TRANSPORT STRATEGY INC.



Executive Officer
John Duscher
36 Turner Street
WONTHAGGI Victoria 3995
Phone: 03 56721072
Mobile 0488026435
Email johnr.duscher@gmail.com

Mr Dean Lynch
Administrator
Snowy Monaro Regional Council
P.O.Box.714
Cooma, NSW 2630
council@snowymonaro.nsw.gov.au

RE: SEATS Membership

2nd August 2016

Dear Dean,

My name is John Duscher, Executive Officer, of the South East Australian Transport Strategy Group (SEATS).

SEATS delegates and members met at Shellharbour in May, shortly after the announcement by the NSW Government of the merger of a number of Councils, including Bombala, Cooma-Monaro and Snowy River Shires to form the new Snowy Monaro Regional Council and I was strongly encouraged to write to you to consider remaining a part of the long term SEATS partnership as a full member.

SEATS as a strategy based, independent but collective voice in lobbying for transport infrastructure improvements and a more effective transport network that stimulates sustainable economic growth and enhances communities. It has a Regional focus and has been extremely active across the Region for over 21 years. It is keen to continue our association and work that began with the two former Councils and we believe will be even more important in the future.

As someone who may not be very familiar with our organisation I would like to take a moment to acquaint you with the work of SEATS and provide you with some information that may assist you with our request, including our aims and objectives, who our members are, the work it does within and beyond our important Region. It is a large Region of around two million people and one of the fastest growth areas in Australia. It is rich in resources, has a skilled workforce, wonderful natural assets and has huge potential for opportunities that improvements to transport infrastructure would provide. The SEATS Region embraces south-east NSW, eastern Victoria and the Australian Capital Territory and is bounded by the Hume Highway corridor between Sydney and Melbourne and the coastal strip between Wollongong and Westernport Bay. SEATS acts as a strong advocate for its members in a well-established partnership which includes Councils, State Road and Rail Authorities, Private Companies,

Industry leaders, consultants, Tertiary Education Institutions, Economic Development Agencies and State, Territory and Federal Government. Its advocacy covers vital improvements in the network of roads, rail, ports and airports and intermodal facilities to be able to move people, freight and commodities efficiently both within the Region and connect with the transport networks beyond and link with markets.

SEATS works closely with its partners and communities to identify where appropriate infrastructure is needed and these then become priority projects underpinning economic development and stimulating vital investment from Government and the private sector. These priority projects are detailed in the “SEATS Strategic Transport Network” document which was recently reviewed and upgraded. This partnership provides an opportunity for all levels of Government to work together to achieve real advances in transport infrastructure. SEATS meets four times annually, with two meetings held in Victoria and two in NSW/ Canberra. Meetings are hosted by Councils and other SEATS members, are well attended over two days and comprise a Business session with a number of presentations from invited guests on matters of interest and information about various projects, industry developments and Government policies and strategies. Reports are also provided by VicRoads, RMS and DEDJTR and the delegates also have an opportunity to raise issues and discuss how projects are progressing in their areas and how SEATS may support them. The next meeting of SEATS, hosted by VicRoads, will be held in San Remo in the Bass Coast Shire in Victoria on the 18th and 19th August as per the Meeting invitation recently sent. The following meeting will be held in November 2016 hosted by Bega Valley Council.

Heading into the recent Federal Elections, as it does in State elections also, SEATS made contact with all major political parties and candidates in each of the Electorates within the Region with clear and definitive requests for support of priority projects. These will shortly be followed up as part of our advocacy role.

I would like to take this opportunity to acknowledge and sincerely thank your former Council, Councillors and staff of the Bombala, Cooma Monaro and Snowy River Shire Council for their commitment support and invaluable contribution to the work done by our organisation across the Region and to their communities.

I wish them well and offer you our best wishes in shaping the future of the new Regional Council.

SEATS continues to have a vital and very relevant role to play across the Region, is committed to work hard and is keen to build and strengthen the relationship between all levels of Government. Your Council is an important part of this Regional connection and partnership and I encourage you to remain an active member of SEATS. I am hopeful that you may look upon our request favourably and I look forward to hearing from you soon.
Yours faithfully,

John Duscher SEATS Executive Officer
CC. Mr Joseph Vescio Interim General Manager

Ordinary General Meeting Minutes

Thursday, 19th May 12.30 pm – Continuing Friday, 20th May at 9am

Held at The Shellharbour Club

Hosted by Shellharbour City Council

1. WELCOME AND ATTENDANCE

The Chair Cr Jeanette Harding welcomed members to the Ordinary General Meeting and thanked Mayor Marianne Saliba, Shellharbour City Council for hosting this meeting. Mayor Saliba welcomed everyone to Shellharbour.

MEMBERS	POSITION
Cr Jeanette Harding	CHAIR Mayor South Gippsland Shire Council
Cr Deborah Brown	Baw Baw Shire Council
Mr David Wilson	RMS
Mr Barry McDonald	RDA Southern Inland
Mr Sheka Atla	Baw Baw Shire Council
Mr Mark Burnett	East Gippsland Shire
Narelle Sargent	Canberra Airport
Mr Ken Frazer	South Gippsland Shire Council
Mr John Wearne	GHD
Mr Gordon Charles	Gordon Charles Consulting-Observer
Cr Graeme Middlemiss	Latrobe City Council
Mr Clive Robertson	Shoalhaven City Council
Rena Elrington	RMS
Phil Hansen	Queanbeyan-Palerang Regional Council
Mr John Duscher	SEATS Executive Officer
Mr Harvey Dinelli	DEDTPR
Cr Bob Wenger	Wellington Shire Council
Linda Nicholson	Snowy Monaro Regional Council
Sue Whelan OAM	Queanbeyan-Palerang Regional Council
Lee Furness	Shellharbour City Council
Cr Patricia White	Shoalhaven City Council
Mr Greg Pullen	Shoalhaven City Council
Cr John Murray	Shellharbour City Council
Mr Mike Dowd	Wollongong City Council
Mr Terry Dodds	Bega Valley Shire Council
Mr Alan Mulley	RDA Far South Coast
Cr Marianne Saliba	Shellharbour City Council
Leslie Scarlett	Illawarra Pilot Joint Organisation
Mike Hyde	Wollongong City Council
Tim Hansen	NHVR
Cr Bob Kirk	Goulburn Mulwaree Council
Mr Ralf Kastan	Kastan Consulting
Warrem Sharpe OAM	Eurobodalla Shire Council
Mr Adem Long	NSW Ports
Simone Reinertsen	NHVR
Mr Robert Sorbara	ACT Government
Mr Ron Collins	NRMA

Marianne Jones	Shoalhaven City Council
Jenny Davies	Shellharbour City Council

MINUTES	POSITION
Allison Bonaz	Shellharbour City Council

APOLOGIES

MEMBERS	POSITION
Cr Neil Burnside	Eurobodalla Shire Council
Mr Scott Lawrence	VicRoads
Mr Pas Monacella	VicRoads
Mr Danny McDonald	South Gippsland Shire Council
Mr Phil Cantillon	Baw Baw Shire Council
Mr Stuart Clark	GHD
Peter Francis	Bass Coast Shire
Mark & Sandy Williams	SANMAR Consulting
Cr Clare LeServe	Bass Coast Shire
Mr Wayne Sartori	Bega Valley Shire Council
Cr Fitzpatrick	Bega Valley Shire Council
Mr Phil Stone	Latrobe City Council
Mr Michael Lamperd	Bega Cheese
Cr Martin Hughes	Cooma-Monaro Shire Council
Noel McCann	Canberra Airport
Phil Newham	Upper Lachlan Shire Council
Cr James Wheelwright	Upper Lachlan Shire Council
Mr Tony Cantwell	Committee For Gippsland
Mr David Rowe	Yass Shire Council
Cr Marianne Pelz	East Gippsland Shire Council
Cr Michael Freshwater	East Gippsland Shire Council

2. MINUTES OF THE PREVIOUS MEETING

MOTION:

The minutes of the previous meeting 18 and 19 February 2016 held at Morwell, Victoria, hosted by Latrobe City Council.

Moved: Cr Marianne Saliba

Seconded: Sue Whelan

Carried

3. BUSINESS ARISING FROM PREVIOUS MINUTES

There is a small change needed to correct the wording to Albion Park Rail Bypass , not Bateman's Bay (noted).

4. **FINANCIAL REPORT**

The Financial Report of income and expenditure was presented by Mark Burnett. It was noted that there were still some outstanding membership fees and these would be followed up as soon as possible.

MOTION:

That the Treasurer's Report be received with the proposed 2016-17 annual budget to be considered an interim budget, awaiting the outcome of the proposed Council mergers, to be revisited at the AGM meeting in August.

Moved: Mark Burnett

Seconded: Cr Marianne Saliba

Carried

5. **EXECUTIVE OFFICER**

John Duscher provided an update which included the following points:

Announcement made by NSW Government under the "Fit For The Future" Program has seen a number of SEATS member Councils merged or proposed to be merged to form a new Local Government entity. These include:

Tumut & Tumbarumba (Snowy Valleys Council)

Bombala, Cooma-Monaro & Snowy River (Snowy Monaro Regional Council)

Queanbeyan & Palerang (Queanbeyan Regional Council)

These new entities will receive \$5m for merger costs and \$10m for community infrastructure projects. Council elections for these new Councils will be held in September 2017 and Mayors and Councilors from the previous Councils will be selected by the administrators to help shape the future of the new Councils, utilizing their skills, knowledge and experience. SEATS has lost some very good friends and supporters in this process and sincerely thanks each of the Councils, Councilors and staff for their valuable contribution to the work of SEATS across their Shire and to the Region. The Executive Officer will contact each of the new Councils to invite them to be SEATS members and also actively seek some new memberships in the future. SEATS still has a vital role to play across the Region.

- Attendance at ALC Forum and the ALC Communique which has been provided to all SEATS members.
- Recent announcements by State and Federal Governments.
- State and Federal Budget reviews.
- National Heavy Vehicle Regulator
- Federal Elections and importance of our SEATS Priority Projects. A snap shot of priority projects in each Electorate to be provided to each sitting member, candidates and Party Secretariat as soon as possible.
- **SEATS meetings 2016-2017**

August Meeting 2016, including AGM will be held at the Silverwater Resort at San Remo (Bass Coast) Victoria on the 18th & 19th August, hosted by VicRoads.

November 2016 Meeting 17th & 18th will be hosted by Bega Valley Shire Council in NSW

February 2017 Meeting 17th & 18th will be hosted by East Gippsland, Victoria.

May 2017 Meeting 18th & 19th will be hosted by Eurobodalla Shire Council, NSW.

Still asking Councils and Members to consider hosting the 2017 August meeting in Victoria on the 17th & 18th and 2017 November meeting in NSW/ACT on the 16th & 17th.

MOTION:

That the Executive Officer Report be received.

Moved: Cr Graeme Middlemiss

Seconded: Cr Debbie Brown

Carried

6. Strategic Network Document – Mr Ralf Kastan & Mr Gordon Charles provided the meeting with an outline of the document which is currently being edited and will be available shortly. They were again thanked for their diligence in preparing the document and Councils and SEATS members were thanked for their assistance and leadership in providing the guidance and information, including completed templates on priority projects. This document will be used extensively in the advocacy of projects across the SEATS Region in the Federal and State Elections later this year.

7. REPORTS TO SEATS – VICROADS, RMS & HARVEY DINELLI (DEDJTR)

These reports were attached to the business papers for the meeting and presented for discussion. The Executive Officer once again thanked Mr Harvey Dinelli for delivering the VicRoads and DEDJTR Reports. SEATS appreciates the continued support for the work of SEATS across the Region. These reports will be available also on the SEATS Website shortly. The RMS Report was held over until Friday to be presented by Mr David Wilson.

MOTION:

That the reports from VicRoads, RMS. Harvey Dinelli (DEDJTR) be received and noted.

Moved: Cr Debbie Brown

Seconded: Cr Bob Kirk

Carried

PRESENTATIONS

NATIONAL HEAVY VEHICLE REGULATOR – Mr Tim Hansen and MS Simone Reinertsen as Stakeholder Engagement Specialists outlined how they have been working with Local Government to provide opportunities for improvement to the system, including first and last mile access and reducing regulatory requirements. A copy of the presentation will be available on the SEATS Website

TOUR- The Meeting was adjourned for the afternoon to allow for a Tour of the significant Shellharbour Marina project, Shellharbour Village, Lake Foreshore and Airport, ending at the very interesting Historical Aircraft Restoration Society Museum which has one of the largest and most unique collections of aircraft in the Southern Hemisphere.

DINNER PRESENTATION - Special guest speaker for the dinner was the inspiring “local legend”, Brett Stibners OAM, gold and silver medalist in the Australian Basketball Wheelchair World Cup and Olympic Team. A victim of a car accident Brett spoke about his challenges and how his obvious positive attitude to life has brought opportunities for travel, to be a part of team sport and achievement and great personal growth.

Friday 20th May
The meeting resumed at 9am

PRESENTATIONS

Albion Park Rail Bypass –

Mr Paul Vecovski from RMS provided a detailed, impressive presentation on this important project for the Region. It was a difficult site which required a major three year assessment of key issues including flooding, noise and environment , heritage and socio-economic impacts. In addressing these issues through planning, engagement and community interaction a solid platform for the project was established allowing for some great innovation and a terrific outcome for the community and a model for future project engagement developed. A copy of the presentation will be made available on our website.

Road Safety APP- Shellharbour City Council-

Ms Jenny Davies provided an outline of the Council’s Road Safety App which is a positive part of the Council’s commitment to the community in road safety. This engagement with the community has proven to be very successful, providing immediate feedback to the Council and other agencies in addressing infrastructure issues and road user issues including hoon driving and so on. The Shellharbour City Council has been recognized with a National Road Safety Award for their work in this area.

Princes Highway Draft Corridor Strategy-RMS

Mr David Wilson provided an outline of the draft strategy which sets out the NSW Government's 20 year plan to manage and guide the development of this road corridor to improve safety, traffic efficiency and sustainability. It sets out short, medium and long term priorities, the challenges and issues, why the strategy is important and how the community is involved in the planning and decision making. Whilst there may be yet some refinement it is basically a sound framework, a master plan that fits a number of National, State and Regional Growth, Action, Infrastructure Road safety and Transport plans and strategies. SEATS in supporting the corridor strategy will continue to advocate strongly for the funding of these important works across the Region. All SEATS members have been circulated with a copy of this Strategy and a copy will be also available on our Website.

ACT Freight Strategy

Mr Robert Sorbara, ACT Government, in his presentation outlined the development of the Freight Strategy which began in 2013 and was released in March 2016. He outlined the freight trends and future predictions and why the strategy was needed. He focused the presentation on the understanding of the freight task, planning for the future, investing in the right structure, implementing better regulatory and enforcement, building community support, connecting with the Region and other stakeholders and the next steps in implementing the strategy. Air freight was acknowledged as becoming more important with the development of Canberra Airport and we will no doubt see more activity in this space in the near future. The vision strongly shown in the strategy is the delivery of an efficient, safe and sustainable freight network and reliable freight services for a growing Regional economy and community. Again this presentation will be available on the SEATS website shortly.

8. David Wilson from RMS spoke to his report outlining some 18 projects, 13 proposals in development, 5 under construction and 2 recently completed.

- MEMBERS/DELEGATES UPDATES

Bass Coast Shire

Bass Highway, Anderson to Leongatha upgrade

Discussions are being initiated between Bass Coast Shire Council and VicRoads regarding future demand planning for this corridor.

Background

The Bass Highway provides access for local agriculture and forms part of the Melbourne/Sydney coastal tourist route. It also provides connectivity between the towns of Leongatha, Inverloch, Wonthaggi and other small towns to the Anderson turnoff to Phillip Island.

The duplication of the Bass Highway between Lang Lang and Anderson is now complete with Stage 7, the final stage, opened to traffic in late December 2013. The balance of the highway from Anderson to Leongatha is proposed as 2 lanes with improvements to, road

pavement, widening to B road standard, sealed shoulders at some locations, provision of overtaking opportunities and safety improvements including upgrade to narrow alignment at Powlett River culverts at Dalyston.

Kernot Bridge replacement over Bass River

Council is advancing planning in order to have the project shovel ready for funding opportunities. Planning expected to be completed later in 2016.

Background

Construct a new 75m bridge over the Bass River at Kernot. The current bridge at Stewarts Road spans the Bass River. It is a one lane aging timber composite structure that is load limited to 20 tonne. The bridge services local traffic although is no longer able to service local industry requiring heavy vehicle access. Higher productivity vehicles are increasingly utilising the local network.

The current bridge is a pinch point in the local road network for the dairy, agriculture and extraction industries. A new bridge would allow for economic benefit through freight efficiencies gained and access for high productivity vehicles. A feasibility study conducted by Council has determined that realigning the existing road and locating a new bridge at an alternative crossing point would also service land that is currently accessed by the Schiers Road Bridge which is limited to 12 tonne and in poor condition. By utilising this alignment two older bridges could be decommissioned from current service and maintained for future pedestrian and cyclist links.

Phillip Island Road upgrade

An Investment Logic Mapping (ILM) process facilitated by VicRoads was closed out in April 2016 and planning is advancing. Community consultation occurred with VicRoads and Council on May 5 to inform the design process.

Background

Phillip Island Rd upgrade project. In 2015 VicRoads announced a partnership approach with Bass Coast Shire Council for the planning of potential future improvements on Phillip Island Road. VicRoads has stated that, subject to community engagement, support from key stakeholders and availability of potential planning funding, opportunities can be explored for the implementation of the proposed improvements.

The potential improvements involve intersection upgrades on Phillip Island Road at Boys Home Road, Woolamai Beach Road and Back Beach Road. VicRoads have preferred treatment designs for Woolamai Beach Road and Back Beach Road and have sought community input and are proceeding with further planning and design work.

A related project that Council is also undertaking is the Phillip Island and San Remo Tourism Strategy 2035. Information shows that Phillip Island can expect an additional 4,300 visitors per day by 2035. 35% of international visitors that come to Victoria visit Phillip Island, and Phillip Island is the second most visitor reliant economy in Australia behind Uluru.

Some other exciting developments approved for this corridor recently were the state funding announcement for the \$60M redevelopment of the Phillip Island Penguin Parade visitor centre and the approval of a \$10.5M hot springs development similar to Mornington, which is expected to bring 500 visitors a day.

Wonthaggi Alternative Heavy Vehicle Route

Bass Coast Shire Council has commenced preparing a Precinct Structure Plan for Wonthaggi North East development area. The plan will identify a road network including an alternative heavy vehicle route and other infrastructure.

Background

The Bass Highway is the main highway that passes through the Wonthaggi region. It connects Wonthaggi with other regional centres including Phillip Island, Inverloch and Leongatha. During the peak holiday periods this highway experiences significantly higher traffic volumes resulting in large queue lengths through Wonthaggi.

In 2011 Bass Coast Shire Council commissioned The Wonthaggi CBD Traffic Impact Study which found that if no action is taken the existing road network will soon be operating at capacity with unacceptable queue lengths.

Greg Pullen- Shoalhaven City Council

Projects underway:

- Black Spot funding – Council is proceeding with 17 Black Spot projects utilising government grants at various places across the local network
- Sth Nowra Freight Corridor (Flinders Rd) – realignment of intersection with Princes Highway (\$1.6m – INSW)–Works currently underway, cut in to RMS roundabout later in 2016.
- Sth Nowra Freight Corridor (Flinders Rd) – widening of pavement & 6 intersection treatments (\$6.35M – FCR & HVSP) – design work advanced and consultation with haulage industry by way of an open day in mid-June

Project applications submitted

- “Beyond Nerriga” project – Nerriga to Sandy Pt Rd (37km) - \$45.6m project submitted by Palerang Council, Goulburn-Mulwaree Council with Shoalhaven City Council as a non-contributory partner. Application has progressed beyond the EoI stage to a full application. Applicants working with Transport for NSW to assist in evaluation of this project, the largest submitted in NSW under the Fixing Country Roads/Heavy Vehicle Safety Productivity Program.:
 1. Upgrade the rail corridor between Berry and Bomaderry (13km) to Class 1 track – this project will enable Manildra to carry a third container on their 60ft wagons leading to a 33% increase in efficiency. (Indicative cost \$4.16M)
 2. Nowra Container Terminal Construction and required Signalling Changes – Manildra will be investing over \$19M in the construction of a new Container Terminal and associated rail sidings. This project requests that the Bomaderry “Home” and “Distant” Signal be relocated a further 500 meters towards Berry. This would free up much needed space for Manildra to shunt and form trains and will also significantly reduce the number of Bolong Road crossing. (Indicative cost \$1.2M)
 3. Extension of the Crossing Facility at Unanderra through installation of a new Turnout – this will ensure rail services that operate on the Moss Vale to Unanderra corridor to or from the South Coast can operate in excess of 600 metres in length by performing the run around movement at Unanderra and avoiding the need to operate via Inner or Outer Harbour, a journey that can take up to an hour. (Cost \$800,000)
 4. Moss Vale to Unanderra Corridor – Extension of the Summit Tank Loop – will allow for greater efficiency by rail for the movement of rail services through greater rail capacity with the primary advantage of operating services on the corridor greater than 670 metres. The project will extend the existing loop at Summit Tank from 670 metres to 900 metres allowing services to operate at this length in between clearance points from the main line. (\$ provided by ARTC)
 5. Refurbishment of Manildra Yard (Manildra NSW) including the main line, Ex loop now siding, the grain siding. The NSW Government owns this entire infrastructure - from Western Grain locations through rail services to Manildra being 14,300 tonnes per week for flour production and a further 1000 tonnes per week of Canola delivery for production. Manildra also loads to rail 7200 tonnes per week of flour and 750 tonnes per week of pellets for transit to the Manildra Group Bomaderry facility. Manildra also exports approximately 3000 containers to the Port of Botany each year with this figure expected to grow to 5,600 containers within the next 12 months. The Manildra Group employs approximately 1000 personnel in NSW with 250 employees located at the Manildra plant. The Manildra Mill plant is the 8th largest independent Mill of its kind in the world. The completion of this project will ensure that the existing 1.5 million tonnes and continued growth of freight moved. (Cost \$4,798,800)
 6. Manildra Yard – Extension of the Container Siding and connection to the main line – extension of the container siding at Manildra yard, Manildra, NSW, a further 245 metres and connect to the main line. Closure of Boree Road level crossing and asphalt works to seal new roadway connection. (Project total \$2.2M; funding request \$1.77M)

Local Economy

- Industrial land sales improving – Devt Approvals for small/medium/large factory developments being processed or approved.
General industrial confidence is up with expansion plans being revealed regularly. CapEx beginning to occur, looking forward to a buoyant 2016/17.

Narelle Sargent –Canberra Airport

1. International Operations – “Capital Express”

Canberra Airport entered the international age with the announcement on 20 January 2016 by Singapore Airlines that it will commence international flights to Australia’s National Capital commencing on 21 September this year.

The commencement of international services is a game changer for our region in terms of economic growth and job opportunities. It will incrementally generate new opportunities for the Region’s tourism and business operators to cater for inbound tourists and export products, including ‘just in time’ freight and business services.

The wider opportunities are inbound tourism, education and investment and outbound business services and freight of goods and produce.

Flying a 266-seat Boeing 777-200R, Singapore Airlines will operate from Canberra to both Wellington and Singapore four times a week.

2. Freight

International flights to and from Canberra provides access to international markets set to drive innovation and growth for the regional economy. The realisation of direct flights to Asia and New Zealand will facilitate the export of business services, produce and goods.

Each leg of the B777-200R flight on the “Capital Express” is capable of transporting 20 tonnes of freight; that is up to 80 tonnes of freight each week to Singapore and New Zealand.

The ACT Planning Strategy (2012) recognises the critically important role the Airport plays in bringing new industries and new jobs to the Canberra the Region as a competitive advantage and states “supporting Canberra Airport to operate over 24 hours will give the Region a logistical advantage in the distribution of goods and produce.”

Discussions are ongoing with dedicated international freight operators.

3. Low Visibility Nav aids

Canberra Airport has been working with the Airlines, Defence, Airservices Australia (ASA) and the Civil Aviation Safety Authority (CASA) to upgrade the category of the airport to at least CAT II by 2017/18.

Transmissometers are installed and on program for commissioning before the end of May 2016. Other factors include:

- January 2016 CASA release of SA CAT I and II opportunities to be available from 26 March 2016;
- Current decision height 241 feet likely to be reduced no later than 26 May 2016 to
 - 201 feet (CAT I); 151 feet by August 2016 (SA CAT I); and 101 feet by winter 2017
 - (SA CAT II).

The Airport, ASA, CASA, the Airlines and Defence will continue to collaborate to achieve these timely outcomes and future investigations in 2016 will include upgrading Runway 35 approach to CAT III Auto-Land.

Cr Bob Kirk- Goulburn-Mulwaree Shire Council

1. Goulburn Mulwaree Council will now be unchanged as a result of the NSW Governments review of Local Government. We were originally proposed to be joined with part of Palerang Shire. Palerang will now be wholly amalgamated with Queanbeyan City Council.
2. Our application for funding to upgrade a 37km section of the Nerriga-Sandy Point Road has got past the initial stage with the Federal Heavy Vehicle & Productivity Programme. We have now been requested to present a detailed submission for the \$49.5M project, which we take to be a positive indication for prospects of success.
3. As part of our programme of replacing timber bridges, we have just allocated another \$300k for a replacement single lane box culvert bridge on Spa Road (a local road off Windellama Road)
4. Works on other bridges which were reported at our last meeting, are progressing well, with the \$2M project at Kippalaw expected to finished and opened by end of next month.
5. Other positive signs for the area - over recent months discussion have taken place with a number of businesses looking to relocate/establish within our LGA. Not able to identify these at this stage but, collectively these would result in 6/700 unskilled jobs - if we can get them over the line.

Cr Debbie Brown- Baw Baw Shire Council

- 1) 2016-17 Blackspot Road Safety Program

Council successful in receiving \$588K funding for works at:

- Forest Road, Labertouche
- Stoll Road, Shady Creek
- Beards Track, Shady Creek
- Cervi Rd, Tanjil South & Willow Grove

- 2) Drouin heavy traffic - Council has written to VicRoads on this matter and provided some options for their consideration based on the traffic counts data collected.

- 3) Collaborative Road Data Storage Project

• The project proposes to collect data from each Council's GIS and Asset Management Systems in a consistent format to enable it to be displayed on a GIS system and have sufficient attributes to enable an assessment of the road's transport and freight serviceability against an agreed level of service.

- As Regional Road Groups develop their Regional Road Plans and Regional Freight Plans, network restrictions and impediments will be identified and can be mapped onto a Regional database. This information can then assist them as they develop their Regional Road Investment Program.
 - Baw Baw Shire has provided the agreed data format for the identified key strategic local road network and structures along these routes to the MAV.
- 4) Draft 2016-17 road projects include:
- Gravel Roads Resheets ~ \$1.1 Million
 - Bituminous Works ~ \$1.25 Million
 - Major Road Works ~ \$6.71 Million
 - Minor Road Works ~ \$731k
 - Bridges & Major Culverts ~ \$2.2 Million

Mr Mark Burnett – East Gippsland

1. Progress on the new Murrungower Rest Area on the Princes Highway at Cabbage Tree is well advanced with construction of Kerb and Channel and associated pavements currently in progress. Construction of the eastbound, entry slip lane and the westbound overtaking lane on the Princes Highway adjacent the facility is also progressing.
2. East Gippsland Shire Council is continuing to work with VicRoads in the planning phase of the Cann River Heavy Vehicle Rest area and Roundabout. VicRoad is continuing discussions with local stakeholders. EGSC Mayor (Marianne Pelz) has signed a formal letter of agreement of contribution from Council toward the roundabout component of the project. EGSC Strategic Planning Department and its streetscape design consultant recently held a traders workshop in Orbost township with a view to understanding the wants and needs of the local community before going to formal design for the streetscape upgrade project.
3. EGSC's submission under the round 2 of the Bridge Renewal Program for the replacement of the Glenaladale road bridge has been successful. The replacement bridge will be 85.0m long and 5.0m wide and constructed from reinforced concrete. The road pavement approaches will also be upgraded to an acceptable standard for B double traffic. Design and Tender documentation is nearing completion.
4. Works are progressing on 3 of the 5 Blackspot projects for various road safety treatments within EG shire townships. The most significant project is the construction of a roundabout at the intersection of Boundary Road and Livingstone Road in Orbost. The second is a re-alignment of Lake Tyers Beach Road which will include the tie in with Whadcoats Road and the third which is practically complete is the upgrade of the intersection of Lake Tyers Beach Road and Old Bunga Road including the entrance to the CFA fire station.
5. The tree felling and mulching project to clear the obstacle limitation surface of the Mallacoota Aerodrome has progressed to approx. 70% complete for the north/south runway. Additional funding is being sought in the 16/17 financial year budget to clear additional trees identified during further survey compliance checking.

6. Part funding for the proposed construction of Giles St Bridge has been applied for through the Heavy Vehicle Safety and Productivity Program, Round 5. The new road alignment will skirt the south of Bairnsdale CBD through the industrial estate and will require the construction of a new road over embankment approaches. The total cost of the project has been estimated at \$2.027 million dollars.

7. The construction of Slaughterhouse Ck Bridge on Stephenson Road, Nicholson and Maringa Cr Bridge, Kalimna are progressing and both are approx. 40 % complete, both are Council funded projects.

8. The replacement (using R2R funding) of the following timber bridges with reinforced concrete bridges or culverts are currently out to tender:

- Bens Crossing Bridge – Swifts Creek
- Flaggy Creek Bridge – Flaggy Creek
- Buldah Road West Bridge – Cann River
- DeCarlos Road Bridge – Mount Taylor
- Gilberts Road Bridge – Buchan South

Cr Bob Wenger- Wellington Shire Council

Wellington Shire continues to focus on opportunities to improve the Sale Alternate Truck Route. Late last year, Council adopted an Investment Logic Map (ILM) for the route. This process of developing the ILM was supported by VicRoads, who is also working with Council to seek funding opportunities for improvements along this route.

Council is committed to maintaining Council managed road and bridge sections along this route to current standards, however any significant upgrades will require funding support via sources outside of Councils current road funding provisions.

Total investment requirement as detailed in the investment logic map is estimated to be in excess of \$35M across both Wellington Shire Council and VicRoads controlled sections of the road.

We are also very pleased with the progress of streetscaping works in the Yarram. Council has been working with VicRoads for some time to ensure that the upgrade works cover both Council and VicRoads controlled areas. Footpath, kerb and channel, and drainage works are expected to be completed in the coming months. Works on the renewal of parking areas and the main roadway will commence over summer 2016.

Council is also progressing plans and community engagement for proposed streetscape projects in Rosedale, Stratford and Maffra over the next 4 years.

Mike Dowd-Wollongong City Council

- West Dapto development access projects progressing

- o Submission sent to IPART to review S94 Plan - to review funding contributions in order to fund infrastructure gap

- o Fowlers Rd bridge in final design stage – site works to commence in late 2016

- Working on various projects with RMS including –
 - o Albion Park Rail Bypass

 - o M1 interchanges related to West Dapto access

 - o Mount Ousley interchange

 - o Princes Hwy through Wollongong City Centre

- Working with University of Wollongong towards access and movement strategy for the University precinct and alignment with their proposed Masterplan

- Progressing plans for city-wide Pedestrian Plan

- Progressing investigations into 2nd Free Gong Shuttle route, together with Park and Ride strategy

Cr Jeanette Harding- South Gippsland Shire Council

-South Gippsland Highway Black Spur Realignment Project will have a positive impact on agricultural and tourism industries. An estimated 800 heavy vehicles currently travel on this section of the Highway daily.

-Leongatha Revitalisation Project will take advantage of the Leongatha Heavy Vehicle Alternate Route which will divert HV Traffic away from the town centre

-Long Jetty Rehabilitation Project will significantly enhance regional economic growth through increased tourism and employment opportunities.

-Foster Street Scape Project will provide upgrades for parking and drainage, heavy vehicle diversion and significant economic benefit to the local community

-Korumburra Streetscape Master Plan will focus on the integration of safe, practical traffic design and look to revitalise the town centre.

Warren Sharpe OAM Eurobodalla Shire Council

Spoke about the need for consistency with the project templates for transport infrastructure projects and the issue with a "sustainable workforce". He outlined the "Pocket Sally" Campaign. He also encouraged attendance at the NSW IPWEA Roads Congress in Sydney in June.

Phil Hansen- Queanbeyan-Palerang Regional Council

Spoke about the recent merger to create a new entity and ensured all works scheduled by the previous Councils would be completed.

Mr Ron Collins NRMA

Ron announced that this would be his final SEATS meeting as he was planning to retire soon. He has enjoyed being a part of the SEATS network and has attended many SEATS meetings over the years. Ron was thanked for his valuable contribution and great support for the work of SEATS across the Region. A small presentation was made to him in appreciation of his service to SEATS

The Chair of SEATS Cr Jeanette Harding thanked the members and delegates for their reports and encouraged those who had not submitted their reports in writing to provide a copy to the Executive Officer as soon as possible for inclusion in the Minutes of the Meeting.

9. OTHER BUSINESS

MOTION:

It was moved that the Executive Officer attend the IPWEA NSW Roads Conference in Sydney annually.

Moved: Warren Sharpe OAM

Seconded: Sue Whelan

Carried

Final announcements and reminders

Cr Marianne Saliba, Mayor of Shellharbour City Council and her Council were sincerely thanked for the warm welcome and hosting the SEATS Meeting.

Executive Officer John Duscher highlighted the outstanding preparation for the meeting by Allison Bonaz, in particular, (Shellharbour City Council) and made a small presentation in appreciation of her terrific work. He also thanked all presenters and the Dinner guest speaker, Brett Stibners, OAM, for his inspiring talk. It has been a very informative, interesting and productive meeting. John again welcomed some new faces to SEATS and sadly goodbye to others who are moving on. A small presentation was made to Ron Collins, retiring from NRMA, who has been for many years a member of SEATS and a great supporter of the work done by SEATS across the Region. In acknowledging that it certainly has been a very difficult time John made tribute to the Councilors and staff affected by the recent changes to local government areas in NSW and sincerely thanked them for their contribution to SEATS and their communities. He again stressed that within these changes how important the work of SEATS remained, with the need to build and strengthen the networks even more across the Region and to work harder to identify and advocate for the projects that will improve transport infrastructure and opportunities for economic development and prosperity.

SEATS Chair Cr Jeanette Harding added her appreciation and thanks to Shellharbour City Council for hosting the meeting and wished them well for the future. She reminded all delegates of the election of new Chair (NSW) and Deputy Chair (Victoria) at the August AGM and encouraged members to consider taking on this leadership.

She thanked everyone for their attendance at the meeting and wished them a safe journey home.

NEXT MEETING

The next Ordinary General Meeting of SEATS, including the AGM, will be held on the 18th & 19th August 2016 at San Remo (Bass Coast), Victoria at the Silverwater Resort hosted by VicRoads.

Meeting Closed 12.55pm – lunch provided

Executive Meeting Minutes

Thursday, 19 May 2016, 10.30am

Held at The Shellharbour Club, Shellharbour NSW

Hosted by Shellharbour City Council

1. WELCOME AND ATTENDANCE

The Chair Cr Jeanette Harding welcomed members to the Executive Meeting and thanked Mayor Marianne Saliba from Shellharbour City Council for hosting this meeting.

MEMBERS	POSITION
Cr Jeanette Harding	South Gippsland Shire Council and SEATS Chair
Sue Whelan OAM	Queanbeyan-Palerang City Council and SEATS Deputy Chair
John Duscher	SEATS Executive Officer
Mark Burnett	East Gippsland Shire Council and SEATS Acting Treasurer
Cr Graeme Middlemiss	Latrobe City Council
Greg Pullen	Shoalhaven City Council
Cr Debbie Brown	Baw Baw Shire Council
Cr Bob Wenger	Wellington Shire Council
Ralf Kastan	Kastan Consulting- Observer
Cr Marianne Saliba	Shellharbour City Council
Gordon Charles	Consultant- Observer

MINUTES	POSITION
Allison Bonaz	Shellharbour City Council

APOLOGIES

Cr Marianne Pelz	East Gippsland Shire
Cr Neil Burnside	Eurobodalla Shire Council

2. MINUTES OF THE PREVIOUS MEETING

MOTION:

The minutes of the meeting held on 18th February 2016 at Latrobe City Council in Morwell Victoria were accepted as a true and accurate record.

Moved: Cr Graeme Middlemiss

Seconded: Greg Pullen

Carried

3. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

4. FINANCIAL REPORT

Mark Burnett provided his report which included the proposed 2016-17 annual budget. Mark suggested that this be taken as a proposed budget due to the amalgamations of some Councils in NSW and this matter to be finalised at the AGM in August. It was also noted that the fees may need to be amended depending on these Council mergers. Mark also noted the outstanding fees of some SEATS members.

He also asked that members consider taking over the administrative role of treasurer for the 2017-18 financial year.

MOTION:

That the Treasurer's Report be received with the proposed 2016-17 annual budget to be considered an interim budget, awaiting the outcome of the proposed Council mergers, to be revisited at the AGM meeting in August.

Moved: Mark Burnett

Seconded: Cr Debbie Brown

Carried

5. EXECUTIVE OFFICER'S REPORT

John gave his report. Some discussion ensued around the amalgamations of some Councils under the NSW Government's "Fit For The Future" Program that has already taken place and the others yet to be determined due to court action. It was discussed that the EO needs to be visiting/writing to the newly created Councils administrators to seek their membership with SEATS.

Other items discussed included:

- Preparedness for the change in SEATS Executive at the August Meeting (AGM)
- Website changes and development
- Attendance at the ALC Forum in March.
- Preparation for the Federal Elections and importance of the SEATS Strategic Network document.
- Invitations accepted to present at this meeting.
- Information sent out to SEATS members.
- Positive response received from State and Federal politicians about SEATS information and newsletters.
- Expression of thanks and appreciation of support for the work of SEATS sent to a number of retiring Councilors and Staff and new SEATS representatives welcomed.

The position of Minute Secretary has been discussed several times in the past but with no-one prepared to take on this position. Greg Pullen from Shoalhaven City Council suggested that his Council at a future time are prepared to provide a Minute Secretary for the meetings, instead of being provided by the host Council or host SEATS member. SEATS would need to reimburse the expenses of this minute taker to attend the meetings. The Executive were pleased to receive this offer and Greg was thanked for bringing it forward. The Executive will consider it at the August meeting. It was noted that the SEATS Executive has really appreciated the fantastic work the minute takers have done in the past.

MOTION:

That the Executive Officer's report be received.

Moved: Cr Marianne Saliba

Seconded: Cr Graeme Middlemiss

Carried

5. STRATEGIC NETWORK REPORT - Ralf Kastan and Gordon Charles

Ralf and Gordon provide their report. It was noted by the committee that they appreciate the work that these gentlemen have completed to date. SEATS Executive Officer John Duscher also thanked

MOTION:

That the Strategic Network Report update be received.

Moved: ?

Seconded: ?

Carried

The Executive Meeting closed at 12.45pm

9.1 MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING HELD 26 AUGUST 2016

Record No:

Responsible Officer: General Manager

Author: Secretary Council & Committees

Attachments: 1. Minutes - Administrator Delegations Meeting 26 August 2016 [↓](#)

EXECUTIVE SUMMARY

The Administrator considered a number of reports and exercised his Delegation on 8 August 2016 in Head Office, 81 Commissioner Street, Cooma.

OFFICER'S RECOMMENDATION

That Council receive and note the minutes the minutes of the Administrator Delegations meeting, held 26 August 2016 and confirm the adopted recommendations approved by the Administrator in accordance with *Section 226 dot point one (1) or two (2) of the Local Government Act*.



Minutes

Administrator Delegations Meeting

26 August 2016

**ADMINISTRATOR DELEGATIONS MEETING
HELD IN HEAD OFFICE, 81 COMMISSIONER STREET, COOMA NSW 2630**

ON FRIDAY 26 AUGUST 2016

MINUTES

Notes:

MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON FRIDAY 26 AUGUST 2016 **Page 2**

**MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING
HELD IN HEAD OFFICE, 81 COMMISSIONER STREET, COOMA NSW 2630**

**ON FRIDAY, 26 AUGUST 2016
COMMENCING AT 9.00AM**

PRESENT: Administrator Dean Lynch
Staff: Erin Donnelly, Secretary Council and Committees

1. OPENING OF THE MEETING

The Administrator opened the meeting at 9.00am

2. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil

2. STAFF REPORTS

3.1 WAIVER OF FEES FOR USE OF MULTIFUNCTION CENTRE

Record No:

Author: Acting Executive Assistant to the Administrator
Attachments: Nil

EXECUTIVE SUMMARY

The family of Daniel Clark have requested use of the Multifunction Centre to hold his funeral service on Monday 29 August 2016, and that the hire fee be waived due to the nature of his passing.

The hire cost for the Cooma Multifunction Centre is \$610.00.

COMMITTEE RECOMMENDATION

3/16

That Council waives the fees for the funeral service being held at the Multifunction Centre on Monday 29 August 2016 for the late Daniel Clark.

Approved by Administrator Lynch

There being no further business the Administrator declared the meeting closed at 9.05am

CHAIRPERSON

The above minutes of the Administrator Delegations Meeting of Snowy Monaro Regional Council held on 26 August 2016 were confirmed by Council at a duly convened meeting on 2 September 2016 at which meeting the signature hereon was subscribed.

9.2 MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING HELD 5 SEPTEMBER 2016

Record No:

Responsible Officer: General Manager

Author: Secretary Council & Committees

Attachments: 1. Minutes - Administrator Delegation's Meeting held 5
September 2016 [↓](#)

EXECUTIVE SUMMARY

The Administrator considered a number of reports and exercised his Delegation on 29 July 2016 in Head Office, 81 Commissioner Street, Cooma.

OFFICER'S RECOMMENDATION

That Council receive and note the minutes of the Administrator Delegations meeting, held 5 September 2016 and confirm the adopted recommendations approved by the Administrator in accordance with *Section 226 dot point one (1) or two (2) of the Local Government Act*.



Minutes

Administrator Delegations Meeting

5 September 2016

**ADMINISTRATOR DELEGATIONS MEETING
HELD IN HEAD OFFICE, 81 COMMISSIONER STREET, COOMA NSW 2630**

ON MONDAY 5 SEPTEMBER 2016

MINUTES

Notes:

MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON MONDAY 5 SEPTEMBER 2016

Page 2

**MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING
HELD IN HEAD OFFICE, 81 COMMISSIONER STREET, COOMA NSW 2630**

**ON MONDAY, 5 SEPTEMBER 2016
COMMENCING AT 9.00AM**

PRESENT: Administrator Dean Lynch
Staff: Joe Vescio, General Manager
Erin Donnelly, Secretary Council and Committees

1. OPENING OF THE MEETING

The Administrator opened the meeting at 11.01AM

2. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

2.1 GENERAL MANAGER

The General Manager declared an interest in Item 5.1 as he has a conflict of interest in this item due to "I am a member of Cooma Rotary. I have no decision making role, so will remain in meeting. I have had no involvement in preparation of report". The General Manager remained in the meeting and did not take part in voting on this item.

2.2 GENERAL MANAGER

The General Manager declared an interest in Item 10.2 Extension of Bitumus Sealing Contract LGP0812-2 with Downer Infrastructure as he has a conflict of interest in this item due to "My niece is an employee of Downer Infrastructure, as I have no decision making role I will remain in the meeting. I have had no involvement in preparation of the report". The General Manager remained in the meeting and did not take part in voting on this item.

3. CORPORATE BUSINESS - KEY DIRECTION 1. SUSTAINING OUR ENVIRONMENT FOR LIFE

4. CORPORATE BUSINESS - KEY DIRECTION 2. EXPANDING CONNECTIONS WITHIN THE REGION AND BEYOND

4.1 PUBLIC EXHIBITION OF BOMBALA AND DELEGATE TOWN CENTRE UPGRADE PLANS

Record No:

Responsible Officer: General Manager
Author: Acting Executive Assistant
Key Direction: 4. Creating a Safer, Healthier and Thriving Community

MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON MONDAY 5 SEPTEMBER 2016

Page 3

Delivery Plan Strategy:	DP4.1 Encourage opportunities to promote and protect our cultural heritage.
Operational Plan Action:	OP4.2 Ensure heritage matters are taken into consideration in the assessment of development applications for development in areas of cultural heritage.
Attachments:	Nil
Cost Centre	
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Bombala Council previously engaged the services of Scape Design to undertake project development planning for a redevelopment of the Bombala and Delegate commercial centres. Following site visits and consultation with Management Staff from the Bombala Branch the consultancy has provided draft plans for comment.

The following officer's recommendation is submitted for Council's consideration.

COMMITTEE RECOMMENDATION

20/16

That Council

- A. Place the draft streetscape design plans prepared by Scape Design for the redevelopment of the Bombala and Delegate commercial centres on public exhibition commencing 5 September 2016 for a minimum period of 28 days;
- B. Hold public meetings at Bombala and Delegate at a time suitable to the Administrator;
- C. Make the draft plans available on the Council Website and social media platforms;
- D. Provide large format paper copies for examination at Bombala Branch Office, Bombala Community Centre and Delegate Rural Transaction Centre; and
- E. Provide large format paper copies to the Bombala Chamber of Commerce and the Delegate Progress Association for distribution to their members.

Approved by Administrator Lynch

5. CORPORATE BUSINESS - KEY DIRECTION 3. STRENGTHENING OUR LOCAL ECONOMY

5.1 ROTARY MARKETS OPERATION

Record No:

Responsible Officer:	Director Service Delivery
Author:	Deputy Director Service Delivery
Key Direction:	3. Strengthening Our Local Economy
Delivery Plan Strategy:	DP3.6 Collaboration between businesses, Council and agencies.
Operational Plan Action:	OP3.6 Support local business networks and our Chambers of Commerce.
Attachments:	1. Former CMSC Council Resolution 2. Letter dated 1999

MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON MONDAY 5 SEPTEMBER 2016

Page 4

3. Temporary Licence Agreement

Cost Centre

Project

Further Operational Plan Actions:

EXECUTIVE SUMMARY

The temporary licence for the Rotary Markets expired in 2008. Council now request that Rotary submit a Development Application for conducting the monthly markets at Cooma Centennial Park for the next 5 years.

The following officer's recommendation is submitted for Council's consideration.

COMMITTEE RECOMMENDATION

21/16

That Council request that Rotary immediately submit a Development Application for conducting monthly markets at the Cooma Centennial Park.

Approved by Administrator Lynch

6. CORPORATE BUSINESS - KEY DIRECTION 4. CREATING SAFER, HEALTHIER AND THRIVING COMMUNITY

7. CORPORATE BUSINESS - KEY DIRECTION 5. ENHANCING OUR HEALTHY, ACTIVE LIFESTYLE

8. CORPORATE BUSINESS - KEY DIRECTION 6. MANAGING DEVELOPMENT AND SERVICE DELIVERY TO RETAIN THE THINGS WE VALUE

8.1 TENDER FOR CONTRACT 5/2015 FOR DESIGN AND CONSTRUCT NEW CALF/SHEEP YARDS AT COOMA LIVESTOCK SELLING CENTRE

Record No:

Responsible Officer:	Director Service Delivery
Author:	Deputy Director Service Delivery
Key Direction:	3. Strengthening Our Local Economy
Delivery Plan Strategy:	DP3.4 Promote the Shire as a place to do business.
Operational Plan Action:	No Action 2015
Attachments:	Nil
Cost Centre	W1583
Project	Contract 5/2015 for Design and Construct New Calf/Sheep Yards at Cooma Livestock Selling Centre

MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON MONDAY 5 SEPTEMBER 2016

Page 5

Further Operational Plan Actions:

EXECUTIVE SUMMARY

For Council to accept a tender for the Design and Construct New Calf/Sheep Yards at Cooma Livestock Selling Centre.

The following officer's recommendation is submitted for Council's consideration.

COMMITTEE RECOMMENDATION

22/16

That Council award Contract 5/2015 Design and Construct New Calf/Sheep Yards at Cooma Livestock Selling Centre to Allenspach Steel Pty Ltd for the revised sum of \$433,738.00 (incl. GST).

Approved by Administrator Lynch

9. CORPORATE BUSINESS - KEY DIRECTION 7. PROVIDING EFFECTIVE CIVIC LEADERSHIP AND CITIZEN PARTICIPATION

9.1 ADOPTION OF TERMS OF REFERENCE FOR STRONGER COMMUNITIES FUND ASSESSMENT PANEL

Record No:

Responsible Officer:	General Manager
Author:	Grants Officer
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.6 Increase and improve Council's financial sustainability.
Operational Plan Action:	OP7.17 Effective management of Council funds to ensure financial sustainability.
Attachments:	1. DRAFT - Stronger Communities Fund Assessment Panel Terms of Reference (Document ID: 250.2016.233.1)
Cost Centre	3130
Project	Adoption of Terms of Reference for Stronger Communities Fund Assessment Panel

Further Operational Plan Actions:

EXECUTIVE SUMMARY

This report actions section B of the Resolution generated from Report 16.2 - Establishment of the Stronger Communities Fund Assessment Panel as tabled at the Administrator Delegations Meeting on Friday 10th June 2016: Approve the Grants Officer to develop a Terms of Reference (ToR).

The ToR (Draft) provides for an initial Panel membership/operations period up to 30th June 2017 (to ensure Major Projects considerations are encapsulated time wise).

Specific to the SMCG program, an indicative procedural flow chart is included in the ToR; date references provided.

MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON MONDAY 5 SEPTEMBER 2016

Page 6

The following officer's recommendation is submitted for Council's consideration.

COMMITTEE RECOMMENDATION

23/16

That Council Adopt the Stronger Communities Fund Assessment Panel Terms of Reference (Draft attached).

Approved by Administrator Lynch

10. CONFIDENTIAL MATTERS

COMMITTEE RECOMMENDATION

24/16

1. THAT pursuant to Section 10A subsections 2 & 3 and Section 10B of the Local Government Act, 1993 (as amended) the following items on the agenda for the Ordinary Council meeting be dealt with in Closed Session for the reasons specified below:
2. The press and public be excluded from the proceedings of the Council in Closed Session on the basis that these items are considered to be of a confidential nature.
3. That the Minutes and Business Papers including any reports, correspondence, documentation or information relating to such matter be treated as confidential and be withheld from access by the press and public, until such time as the Council resolves that the reason for confidentiality has passed or become irrelevant.
4. That the resolutions made by the Council in Closed Session be recorded in the Minutes of the Council Meeting.
5. That upon this recommendation being moved and seconded, the Chairperson invite representations from the public as to whether this part of the meeting should be closed to consider the nominated item.

Approved by Administrator Lynch

Note 1: Invitation to Public

Upon the above motion being moved and seconded, the Administrator invited representations from the public as to whether this part of the meeting should be closed to consider the nominated items. There were no requests by members of the public to make any representations.

Note 2: Confidential Session of Committee

At 11.15 am the meeting was closed to the press and public.

Note 3: Resumption of Open Committee Meeting

At 11.28 am the Closed Session ended and the Council meeting continued in Open Session.

11. REPORT FROM CONFIDENTIAL SESSION

10.1 PROPOSAL TO SELL LOT DP 756729

MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON MONDAY 5 SEPTEMBER 2016

Page 7

COMMITTEE RECOMMENDATION

25/16

That Council

- A. Approve the sale of Lot 39 DP 756729 to Mr Boyd and Ms Moody (adjoining owners) for \$22,400.
- B. In consideration of Council's Policy GOV 025 and that lot 39 is not accessible to anyone other than an adjoining neighbour, to dispose of the land to the adjoining owner through the process of private treaty.
- C. To authorise the General Manager to negotiate the sale price to a maximum of 10%.
- D. To authorise the General Manager to execute the Contract for sale and Transfer for the sale of lot 39 DP 756729
- E. To earmark the net proceeds from the sale of lot 39 DP 756729 for the refurbishment of Jindabyne Memorial Hall kitchen and mezzanine.

Approved by Administrator Lynch

10.2 EXTENTION OF BITUMUS SEALING CONTRACT LGP0812-2 WITH DOWNER INFRASTRUCTURE

COMMITTEE RECOMMENDATION

26/16

That Council defer the consideration to extend the Joint Bituminous Sealing Contract with Downer Infrastructure for a second (and final) year in accordance with Councils contract LGP0812-2 pending receipt on report of performance of current contractor with former councils.

Approved by Administrator Lynch

**10.3 SELECTION OF FACILITATOR - PEOPLE, LEADERSHIP AND CULTURE WORKSHOP -
IMPLEMENTATION PROJECT**

COMMITTEE RECOMMENDATION

27/16

That Council endorse the engagement of People Mastery to deliver the people, leadership and culture workshop with the Executive Team and Special Projects Office.

Approved by Administrator Lynch

There being no further business the Administrator declared the meeting closed at 11.29am

CHAIRPERSON

The above minutes of the Administrator Delegations Meeting of Snowy Monaro Regional Council held on 5 September 2016 were confirmed by Council at a duly convened meeting on 9 September 2016 at which meeting the signature hereon was subscribed.

9.3 MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING HELD 12 SEPTEMBER 2016

Record No:

Responsible Officer: General Manager

Author: Secretary Council & Committees

Attachments: 1. Minutes - Administrator Delegations Meeting held 12
September 2016 [↓](#)

EXECUTIVE SUMMARY

The Administrator considered a number of reports and exercised his Delegation on 12 September 2016 in Head Office, 81 Commissioner Street, Cooma.

OFFICER'S RECOMMENDATION

That Council receive and note the minutes of the Administrator Delegations meeting, held 12 September 2016 and confirm the adopted recommendations approved by the Administrator in accordance with *Section 226 dot point one (1) or two (2) of the Local Government Act*.



Minutes

Administrator Delegations Meeting

12 September 2016

**ADMINISTRATOR DELEGATIONS MEETING
HELD IN HEAD OFFICE, 81 COMMISSIONER STREET, COOMA NSW 2630**

ON FRIDAY 12 SEPTEMBER 2016

MINUTES

Notes:

1.	OPENING OF THE MEETING.....	2
2.	DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST.....	2
	Nil	
3.	CORPORATE BUSINESS - KEY DIRECTION 1. SUSTAINING OUR ENVIRONMENT FOR LIFE	2
4.	CORPORATE BUSINESS - KEY DIRECTION 2. EXPANDING CONNECTIONS WITHIN THE REGION AND BEYOND	2
4.1	Request for Council Approval of the bombala Young Driver Training Program and Associated Road Closure on 14 September 2016	2
5.	CORPORATE BUSINESS - KEY DIRECTION 3. STRENGTHENING OUR LOCAL ECONOMY	3
6.	CORPORATE BUSINESS - KEY DIRECTION 4. CREATING SAFER, HEALTHIER AND THRIVING COMMUNITY.....	3
7.	CORPORATE BUSINESS - KEY DIRECTION 5. ENHANCING OUR HEALTHY, ACTIVE LIFESTYLE	3
8.	CORPORATE BUSINESS - KEY DIRECTION 6. MANAGING DEVELOPMENT AND SERVICE DELIVERY TO RETAIN THE THINGS WE VALUE.....	3
9.	CORPORATE BUSINESS - KEY DIRECTION 7. PROVIDING EFFECTIVE CIVIC LEADERSHIP AND CITIZEN PARTICIPATION.....	3
9.1	Assent of Local Government Amendment (Governance and Planning) 2016	3
10.	CONFIDENTIAL MATTERS.....	4
11.	REPORT FROM CONFIDENTIAL SESSION	5
10.1	Legal Agreement for use of Clocktower Offices - Monaro Media Group Pty Ltd	5
10.2	Appointment of Independent Member of Audit and Risk Committee.....	5

MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON FRIDAY 12 SEPTEMBER 2016

Page 2

**MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING
HELD IN HEAD OFFICE, 81 COMMISSIONER STREET, COOMA NSW 2630**

**ON FRIDAY, 12 SEPTEMBER 2016
COMMENCING AT 10.00AM**

PRESENT: Administrator Dean Lynch
Staff: Joe Vescio, General Manager
Erin Donnelly, Secretary Council and Committees

1. OPENING OF THE MEETING

The Administrator opened the meeting at 9.50AM

2. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil

3. CORPORATE BUSINESS - KEY DIRECTION 1. SUSTAINING OUR ENVIRONMENT FOR LIFE

Nil

4. CORPORATE BUSINESS - KEY DIRECTION 2. EXPANDING CONNECTIONS WITHIN THE REGION AND BEYOND

4.1 REQUEST FOR COUNCIL APPROVAL OF THE BOMBALA YOUNG DRIVER TRAINING PROGRAM AND ASSOCIATED ROAD CLOSURE ON 14 SEPTEMBER 2016

Responsible Officer: Director Service Delivery

Author: Development Engineer

Key Direction: 2. Expanding Connections Within the Shire and Beyond

Delivery Plan Strategy: DP2.3 Continually monitor and improve traffic management throughout the Shire.

Operational Plan Action: OP2.6 Investigation into the use of appropriate Traffic Management measures as an aid to increase road safety throughout the Shire.

Attachments:

1. Bombala YDT \$20mil Pub & Prod 2015-2016
2. Bombala YDT Event Details and Risk Assessment
3. Bombala YDT Risk Register Ver 2
4. Bombala YDT Safety Measures
5. Bombala YDT TCP

MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON FRIDAY 12 SEPTEMBER 2016

Page 3

Cost Centre 1510 Engineering and Operations Management

Project Local Traffic Committee

EXECUTIVE SUMMARY

A request has been received from the Snowy Hydro Ltd to approve a young driver training program in Bombala and the temporary road closure of Therry Street in Bombala between the hours of 9am and 3pm. The proposed site is partly located on the Therry Street Road Reserve and partly on deposited plan number 756819 on which a car park and the municipal pool are located.

The following officer's recommendation is submitted for Council's consideration.

COMMITTEE RECOMMENDATION

28/16

That Council approves:

- A. The Bombala Young Driver Training Program to be held at Therry Street Car Park on 14 September 2016 from 9:00am until 3:00pm
- B. The temporary road closure of Therry Street, Bombala between Forbes and Caveat Streets on 14 September 2016 from 9:00am until 3:00pm

Please Note:

In future, all safety measures will need to be properly drawn up & included on the TCP.

Approved by Administrator Lynch

5. CORPORATE BUSINESS - KEY DIRECTION 3. STRENGTHENING OUR LOCAL ECONOMY

Nil

6. CORPORATE BUSINESS - KEY DIRECTION 4. CREATING SAFER, HEALTHIER AND THRIVING COMMUNITY

Nil

7. CORPORATE BUSINESS - KEY DIRECTION 5. ENHANCING OUR HEALTHY, ACTIVE LIFESTYLE

Nil

8. CORPORATE BUSINESS - KEY DIRECTION 6. MANAGING DEVELOPMENT AND SERVICE DELIVERY TO RETAIN THE THINGS WE VALUE

Nil

9. CORPORATE BUSINESS - KEY DIRECTION 7. PROVIDING EFFECTIVE CIVIC LEADERSHIP AND CITIZEN PARTICIPATION

9.1 ASSENT OF LOCAL GOVERNMENT AMENDMENT (GOVERNANCE AND PLANNING) 2016

Responsible Officer: Director Special Projects Office

MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON FRIDAY 12 SEPTEMBER 2016

Page 4

Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.2 Council's leadership is based on ethics and integrity to enable informed and appropriate decisions in the community's best interest
Operational Plan Action:	OP7.6 Ensure that governance structures are open, transparent and fully accountable and that these are supported by relevant instruments.
Attachments:	1. Explanatory Note - Local Government Amendment (Governance and Planning) Bill 2016
Cost Centre	3120 – Corporate Governance
Project	Legislative Amendment
Further Operational Plan Actions:	Nil

EXECUTIVE SUMMARY

On 30 August 2016 the Local Government Amendment (Governance and Planning) Bill 2016 was assented in Parliament and amends the Local Government Act 1993.

The following officer's recommendation is submitted for Council's consideration.

COMMITTEE RECOMMENDATION

29/16

That Council receive and note the amendment to the Local Government Act assented on 30 August 2016.

Approved by Administrator Lynch

10. CONFIDENTIAL MATTERS

COMMITTEE RECOMMENDATION

30/16

1. THAT pursuant to Section 10A subsections 2 & 3 and Section 10B of the Local Government Act, 1993 (as amended) the following items on the agenda for the Ordinary Council meeting be dealt with in Closed Session for the reasons specified below:
10.1 Legal Agreement for Use of Clocktower Offices - Monaro Media Group Pty Ltd
Item 10.1 is confidential in accordance with s10(A)(2)(di) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.
10.2 Appointment External Independent member to Audit and Risk Committee
Item 10.2 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.
2. The press and public be excluded from the proceedings of the Council in Closed Session on the basis that these items are considered to be of a confidential nature.
3. That the Minutes and Business Papers including any reports, correspondence, documentation or information relating to such matter be treated as confidential and be withheld from access by the press and public, until such time as the Council resolves that the reason for confidentiality has passed or become irrelevant.

MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON FRIDAY 12 SEPTEMBER 2016

Page 5

4. That the resolutions made by the Council in Closed Session be recorded in the Minutes of the Council Meeting.
5. That upon this recommendation being moved and seconded, the Chairperson invite representations from the public as to whether this part of the meeting should be closed to consider the nominated item.

Approved by Administrator Lynch

Note 1: Confidential Session of Committee

At 9.53 am the meeting was closed to the press and public.

Note 2: Resumption of Open Committee Meeting

At 9.55 am the Closed Session ended and the Council meeting continued in Open Session.

11. REPORT FROM CONFIDENTIAL SESSION

10.1 LEGAL AGREEMENT FOR USE OF CLOCKTOWER OFFICES - MONARO MEDIA GROUP PTY LTD

COMMITTEE RECOMMENDATION

31/16

That Council

- A. Approve the proposal to enter into a Formal Agreement to permit the Monaro Media Group Pty Ltd to use the clocktower offices in Jindabyne in exchange for a weekly two page spread in the Monaro Post at no cost to Council.
- B. Approve the draft Agreement attached to this report.
- C. Authorize the General Manager to execute the Agreement on behalf of Council.

Approved by Administrator Lynch

10.2 APPOINTMENT EXTERNAL INDEPENDENT MEMBER OF AUDIT AND RISK COMMITTEE

COMMITTEE RECOMMENDATION

32/16

That Council

1. Appoint Mr Peter Cottrell as an External Member of the Snowy Monaro Regional Council Audit and Risk Committee for an initial period of 2 years with an offer of 1 year extension subject to satisfactory performance assessment of his contribution to the Audit and Risk Committee; and
2. Readvertise seeking Expressions of Interest from suitably qualified individuals for appointment to the Snowy Monaro Regional Council's Audit and Risk Committee.

Approved by Administrator Lynch

There being no further business the Administrator declared the meeting closed at 9.55am

MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON FRIDAY 12 SEPTEMBER 2016

Page 6

CHAIRPERSON

The above minutes of the Administrator Delegations Meeting of Snowy Monaro Regional Council held on 9 September 2016 were confirmed by Council at a duly convened meeting on 16 September 2016 at which meeting the signature hereon was subscribed.

9.4 MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING HELD 20 SEPTEMBER 2016

Record No:

Responsible Officer: General Manager
Author: Secretary Council & Committees
Attachments: 1. Minutes - Administrator Delegations Meeting held 20
September 2016 [↓](#)

EXECUTIVE SUMMARY

The Administrator considered a number of reports and exercised his Delegation on 20 September 2016 in Head Office, 81 Commissioner Street, Cooma.

OFFICER'S RECOMMENDATION

That Council receive and note the minutes the minutes of the Administrator Delegations meeting, held 20 September 2016 and confirm the adopted recommendations approved by the Administrator in accordance with *Section 226 dot point one (1) or two (2) of the Local Government Act*.



Minutes

Administrator Delegations Meeting

20 September 2016

**ADMINISTRATOR DELEGATIONS MEETING
HELD IN HEAD OFFICE, 81 COMMISSIONER STREET, COOMA NSW 2630**

ON TUESDAY 20 SEPTEMBER 2016

MINUTES

Notes:

1.	OPENING OF THE MEETING.....	2
2.	DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST.....	2
	Nil	
3.	ADOPTION OF COMMITTEE MINUTES/RECOMMENDATIONS	2
3.1	Australia Day Working Party 9 August 2016	
4.	CORPORATE BUSINESS - KEY DIRECTION 1. SUSTAINING OUR ENVIRONMENT FOR LIFE	2
5.	CORPORATE BUSINESS - KEY DIRECTION 2. EXPANDING CONNECTIONS WITHIN THE REGION AND BEYOND	3
5.1	Australia Day Working Party - New Committee Members	
6.	CORPORATE BUSINESS - KEY DIRECTION 3. STRENGTHENING OUR LOCAL ECONOMY	3
7.	CORPORATE BUSINESS - KEY DIRECTION 4. CREATING SAFER, HEALTHIER AND THRIVING COMMUNITY.....	4
8.	CORPORATE BUSINESS - KEY DIRECTION 5. ENHANCING OUR HEALTHY, ACTIVE LIFESTYLE	4
9.	CORPORATE BUSINESS - KEY DIRECTION 6. MANAGING DEVELOPMENT AND SERVICE DELIVERY TO RETAIN THE THINGS WE VALUE.....	4
10.	CORPORATE BUSINESS - KEY DIRECTION 7. PROVIDING EFFECTIVE CIVIC LEADERSHIP AND CITIZEN PARTICIPATION.....	4
10.1	Proposed Licence Agreement - Berridale Pony Club Grounds - Cooma District Kennel & Obedience Club	
10.2	Agreement for Use of Jindabyne ALA by NSW Rural Fire Service	
11.	CONFIDENTIAL MATTERS.....	6

MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON FRIDAY 16 SEPTEMBER 2016

Page 2

**MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING
HELD IN HEAD OFFICE, 81 COMMISSIONER STREET, COOMA NSW 2630**

**ON FRIDAY, 16 SEPTEMBER 2016
COMMENCING AT 9.00AM**

PRESENT: Administrator Dean Lynch

Staff: Janine Hudson, Acting Executive Assistant to General Manager

1. OPENING OF THE MEETING

The Administrator opened the meeting at 2.15AM

2. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil

3. ADOPTION OF COMMITTEE MINUTES/RECOMMENDATIONS

3.1 AUSTRALIA DAY WORKING PARTY 9 AUGUST 2016

Record No:

Responsible Officer: Director Service Support

Author: Personal Assistant To Director of Service Support

Attachments: 1. Minutes - Australia Day Working Party, 9 August 2016 [↗](#)

EXECUTIVE SUMMARY

The Australia Day Working Party met on 9 August 2016 in the Werri-Nina Meeting Room. The minutes are presented for Council's information.

COMMITTEE RECOMMENDATION

34/16

That the Minutes of the meeting of the Australia Day Working Party held on 9 August 2016 are confirmed as a true and accurate record of proceedings.

Approved by Administrator Lynch

4. CORPORATE BUSINESS - KEY DIRECTION 1. SUSTAINING OUR ENVIRONMENT FOR LIFE

MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON FRIDAY 16 SEPTEMBER 2016

Page 3

5. CORPORATE BUSINESS - KEY DIRECTION 2. EXPANDING CONNECTIONS WITHIN THE REGION AND BEYOND

5.1 AUSTRALIA DAY WORKING PARTY - NEW COMMUNITY MEMBERS

Record No:

Responsible Officer:	Director Service Support
Author:	Personal Assistant To Director of Service Support
Key Direction:	3. Strengthening Our Local Economy
Delivery Plan Strategy:	DP3.7 Work together to plan, coordinate and implement tourism products.
Operational Plan Action:	OP3.9 Develop a strategic approach to tourism in the Shire by integrating land use planning, product development and promotion. Administrator Delegation at its meeting on 19 August 2016 resolved that the matter be deferred to the meeting to be held on 26 August 2016.
Attachments:	Nil
Cost Centre	N/A
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The Australia Day Working Party has both Council and community members. The committee works together to organise Australia Day celebrations which culminates in a half day of entertainment, activities, displays and the official ceremony in Centennial Park, Cooma. It is important to introduce new community members from time to time to replace members who have resigned and introduce new ideas to help make the event as unique as possible each year.

The Australia Day Working Party met on 9 August 2016 and agreed that Ken Dane, Marnie Stewart and Kaye Anderson be invited to join the committee as full members.

The following officer's recommendation is submitted for Council's consideration.

COMMITTEE RECOMMENDATION

35/16

That the Administrator approve the addition of the following new members to the Australia Day Working Party:

Ken Dane, Citizen of the Year 2014
Marnie Stewart, Citizen of the Year 2015
Kaye Anderson, Citizen of the Year 2016

Approved by Administrator Lynch

6. CORPORATE BUSINESS - KEY DIRECTION 3. STRENGTHENING OUR LOCAL ECONOMY

MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON FRIDAY 16 SEPTEMBER 2016

Page 4

7. **CORPORATE BUSINESS - KEY DIRECTION 4. CREATING SAFER, HEALTHIER AND THRIVING COMMUNITY**
8. **CORPORATE BUSINESS - KEY DIRECTION 5. ENHANCING OUR HEALTHY, ACTIVE LIFESTYLE**
9. **CORPORATE BUSINESS - KEY DIRECTION 6. MANAGING DEVELOPMENT AND SERVICE DELIVERY TO RETAIN THE THINGS WE VALUE**
10. **CORPORATE BUSINESS - KEY DIRECTION 7. PROVIDING EFFECTIVE CIVIC LEADERSHIP AND CITIZEN PARTICIPATION**
- 10.1 **PROPOSED LICENSE AGREEMENT - BERRIDALE PONY CLUB GROUNDS - COOMA & DISTRICT KENNEL & OBEDIENCE CLUB**

Record No:

Responsible Officer:	Director Service Delivery
Author:	Property Officer
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.10 Council ensures through its efficient operations that it can claim to be a value for money organisation for the community
Operational Plan Action:	OP7.27 Ensure Council has a safe reliable, sustainable and cost effective assets through the effective management of Facilities, Infrastructure, Plant, Motor Vehicle and Equipment Assets.
Attachments:	1. Draft Licence Agreement - O'Brien Avenue Public Reserve ➡ 2. Email from Cooma & District Kennel & Obedience Club - License to Use O'Brien Avenue Public Reserve. ➡
Cost Centre	1610 – Parks and Gardens
Project	Licensing Berridale Pony Club Grounds
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The Cooma & District Kennel & Obedience Club has recently contacted Council with a view to entering into a License Agreement with Council for the use of the Berridale Pony Club grounds. The Club would like to use the grounds one day on a weekend each month with an option to change the time to a Friday evening once a month during summer.

The annual fee for not for profit groups to use the grounds under a non exclusive License Agreement is \$100pa plus GST.

MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON FRIDAY 16 SEPTEMBER 2016

Page 5

The following officer's recommendation is submitted for Council's consideration.

COMMITTEE RECOMMENDATION

36/16

That Council

- A. Approve the proposal to License the Berridale Pony Club grounds to the Cooma Kennel & Obedience Club for a period of 5 years for a fee of \$100pa plus GST.
- B. Approve the draft license agreement.
- C. Authorise the General Manager to execute the License Agreement.

Approved by Administrator Lynch

10.2 AGREEMENT FOR USE OF JINDABYNE ALA BY NSW RURAL FIRE SERVICE

Record No:

Responsible Officer:	Director Service Delivery
Author:	Property Officer
Key Direction:	4. Creating a Safer, Healthier and Thriving Community
Delivery Plan Strategy:	DP4.18 Provide adequate infrastructure that meets the current and future needs of our emergency services as legally required by legislation and service agreement.
Operational Plan Action:	OP4.37 Participate in district bushfire management processes through the Service Level Agreement. Administrator Delegation at its meeting on 23 September 2016 resolved that the matter be deferred to the meeting to be held on 16 September 2016.
Attachments:	1. Agreement - NSW RFS, Jindabyne Aero Club & Council ➡
Cost Centre	1310 – Jindabyne ALA
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Jindabyne Air Landing Area (Lot 199 DP 721919) is located at Tinworth Drive, Jindabyne and is owned by Council. The Jindabyne Aero Club has an exclusive licence Agreement over part lot 199 to operate recreational flying and associated activities from the facility. The Jindabyne Aero Club is responsible for all maintenance of the licensed area including the runway plus noxious weed and animal control.

For some time there has been negotiation between the NSW RFS and the Aero Club to enter into an Agreement to enable the RFS to utilise the airfield for regular air surveillance, refuelling of aircraft and reloading of fire retardant during fire fighting events.

The NSW RFS and the Jindabyne Aero Club have now completed their negotiations and have executed the Agreement. In order to finalise the Agreement it is necessary for Council, as the owner of the land, to execute the Agreement also.

The following officer's recommendation is submitted for Council's consideration.

MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON FRIDAY 16 SEPTEMBER 2016

Page 6

COMMITTEE RECOMMENDATION

37/16

That Council

- A. Approve the Agreement with the NSW Rural Fire Service Monaro Team, the Jindabyne Aero Club and Snowy Monaro Regional Council; and
- B. Authorise the Administrator to execute the Agreement on behalf of Council

Approved by Administrator Lynch

11. CONFIDENTIAL MATTERS

There being no further business the Administrator declared the meeting closed at 2.30pm

CHAIRPERSON

The above minutes of the Administrator Delegations Meeting of Snowy Monaro Regional Council held on 16 September 2016 were confirmed by Council at a duly convened meeting on 23 September 2016 at which meeting the signature hereon was subscribed.

9.5 MINUTES OF THE LOCAL REPRESENTATIVE COMMITTEE - BOMBALA - 7 SEPTEMBER 2016

Record No:

Responsible Officer: Director Service Support

Author: Manager Corporate/Governance

Attachments: 1. Minutes of Bombala LRC - 7 September 2016 [↓](#)

EXECUTIVE SUMMARY

The Local Representative Committee - Bombala met on 5 October 2016 in Bombala. The Committee's recommendations are presented for Council's consideration and adoption.

OFFICER'S RECOMMENDATION

That the recommendations of the meeting of the Local Representative Committee - Bombala held on 5 October 2016 be adopted.



Minutes

Local Representative Committee - Bombala Meeting

7 September 2016

**LOCAL REPRESENTATIVE COMMITTEE - BOMBALA MEETING
HELD IN COUNCIL CHAMBERS, 71 CAVEAT STREET, BOMBALA NSW 2632**

ON WEDNESDAY 7 SEPTEMBER 2016

MINUTES

1.	OPENING OF THE MEETING.....	2
2.	APOLOGIES.....	2
3.	DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST.....	2
4.	DEPUTATIONS	2
4.1	Mr Will Jardine and Mr Andrew Carter - Monaro Rail Trail	
4.2	Mr Dennis Reid – Charity Fun Run.....	3
5.	ADOPTION OF MINUTES OF PREVIOUS MEETING	3
5.1	Local Representative Committee - Bombala Meeting 3 August 2016	3
6.	BUSINESS ARISING.....	3
7.	REPORTS ON PRIORITY ACTIONS – CONFIDENTIAL	4
7.1	Pre-Assessment List of Nominations for Funding Under the Snowy Monaro Community Grants Program - Prioritisation Feedback Sought.....	4
8.	REPORTS AND ADVICE ON LOCAL VIEWS AND EMERGING ISSUES.....	5
9.	PRESENTATION OF MINUTES FROM EXTERNAL COMMITTEES	5
10.	SPECIFIC ITEMS VARYING FROM MEETING TO MEETING	5
10.1	Charging Hub For Mobility Scooters, Bombala	5
10.2	Bombala Street Carnival	6
10.3	Tourism Committee	6
10.4	Doctor's House, Sandy Crossing, Bombala	6
10.5	Bombala Hospital Auxiliary 80th Celebration Year	6
10.6	Repair of Footbridges Over Bombala River	7
11.	REVIEW OF RELEVANT MEETING ACTIONS OR FOLLOW UP REQUIREMENTS.....	7
12.	NEXT MEETING	7

MINUTES OF THE LOCAL REPRESENTATIVE COMMITTEE - BOMBALA MEETING OF SNOWY MONARO
REGIONAL COUNCIL
HELD ON WEDNESDAY 7 SEPTEMBER 2016 Page 2

**MINUTES OF THE LOCAL REPRESENTATIVE COMMITTEE - BOMBALA MEETING
HELD IN COUNCIL CHAMBERS, 71 CAVEAT STREET, BOMBALA NSW 2632**

**ON WEDNESDAY, 7 SEPTEMBER 2016
COMMENCING AT 6.00PM**

PRESENT: Committee Member – Mr Steven Goodyer (Chair)
Committee Member – Mrs Diane Hampshire
Committee Member – Ms Gabrielle Rea
Committee Members – Mr Paul Perkins

Administrator- Mr Dean Lynch
Executive Assistant to Administrator – Ms Katherine Miners

1. OPENING OF THE MEETING

The Chair opened the meeting at 6.00PM

2. APOLOGIES

Nil

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil

4. DEPUTATIONS

4.1 Mr Will Jardine & Mr Andrew Carter – Monaro Rail Trail

Mr Carter presented information on the Monaro Rail Trail concept. He advised the following:-

- The original route for the Monaro Rail Trail was designed to commence at Michelago and finish at Bombala, however the group is now looking at the section of the line from Queanbeyan to Michelago as well.
- The group is looking at the preservation of the rail corridor and rail history and noted that unfortunately the bridges along the proposed route are deteriorating.
- There are a number of economic benefits in developing the rail trail such as increased tourism.
- One of the the key objectives is to entice people to stop at the small villages along the way.
- A limiting factor is often the of lack of suitable accommodation.
- The Michelago to Bombala ride will take 4 to 5 days with the Queanbeyan sector adding another day.
- The group is aware of the activities of the Cooma Monaro Railway group and are investigating the use of back roads in the Cooma area so that the activities can continue.

MINUTES OF THE LOCAL REPRESENTATIVE COMMITTEE - BOMBALA MEETING OF SNOWY MONARO
REGIONAL COUNCIL
HELD ON WEDNESDAY 7 SEPTEMBER 2016

Page 3

- Before any work can proceed on developing the Rail Trail the railway line has to be decommissioned.
- A proposal has been forwarded to NSW Planning on this matter.
- An application has been made by the group to the Snowy Monaro community grants for funding to develop a feasibility study.
- The Monaro Rail Trail group would like the LRC Bombala to support this application.

4.2 Mr Dennis Reid – Charity Fun Run

Mr Reid addressed the Committee on his idea of holding a charity fun run in the Bombala area. He suggested that the Rosemeath Gold Cup could be resurrected as a 10km fun run.

Mr Reid advised that:-

- He has spoken to a number of people in the district who have pledged their support.
- The fun run would need Council support and resources, especially for road closures.
- He has participated in a number of running events in NSW, they are becoming more popular and can be an economic driver for the area.

Administrator Lynch suggested that members of local committees may be able to help but volunteers are required to run these events.

Committee Member Goodyer requested that Mr Reid address the committee at a later date with a plan on how and where the event would be run.

5. ADOPTION OF MINUTES OF PREVIOUS MEETING

5.1 Local Representative Committee - Bombala Meeting 3 August 2016

RECOMMENDATION

LRCB 16/16

THAT the minutes of the Local Representative Committee - Bombala Meeting held on 03 August 2016 are confirmed as a true and accurate record of proceedings.

Moved: Committee Member Hampshire

Seconded: Committee Member Rea

6. BUSINESS ARISING

Nil.

MINUTES OF THE LOCAL REPRESENTATIVE COMMITTEE - BOMBALA MEETING OF SNOWY MONARO
 REGIONAL COUNCIL
 HELD ON WEDNESDAY 7 SEPTEMBER 2016 Page 4

7. REPORTS ON PRIORITY ACTIONS – CONFIDENTIAL

7.1 Pre-Assessment List of Nominations for Funding Under the Snowy Monaro Community Grants Program - Prioritisation Feedback Sought

Record No:

Responsible Officer:	General Manager
Author:	Grants Officer
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.6 Increase and improve Council's financial sustainability.
Operational Plan Action:	OP7.17 Effective management of Council funds to ensure financial sustainability.
Attachments:	1. SMCG Applications List After Pre-Assessment Eligibility Checks - Confidential 2. SMCG Pre-Assessment Eligibility - Applications Not Progressed to Panel - Confidential
Cost Centre	3130
Project	Stronger Communities Fund Related
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

In conjunction with the May 2016 merger, Council secured two funding streams from the NSW State Government:

- 1) New Council Implementation Fund (NCF) \$5 million: To assist in covering the up front costs of implementing the new council.
- 2) Stronger Communities Fund (SCF) \$15 million (split into two streams).
 The 'Snowy Monaro Community Grants' (SMCG) program is the mechanism that Council initiated to deliver the grant funding (up to \$1M) opportunity to incorporated not-for-profit community groups: Under Stream 1 of the SCF – Community Grants.
 Applications Closed: 4pm Sunday 10th July 2016. Over 100 applications were received.
 Pre-assessment eligibility and detail cross checking of all applications was actioned. The applications that passed the basic eligibility stage are listed, with a basic synopsis, in the attached document. The information provided is confidential in nature.

The 'Snowy Monaro Stronger Council Grants' (SMSCG) program is for Council projects with grant funding (up to \$14M), with a similar assessment process to the SMCG.

Council invites all three (3) Local Representative Committees to provide prioritisation feedback on the attached nominations under the Snowy Monaro Community Grants program. The LRC input will be considered by the Stronger Communities Fund Assessment Panel.

MINUTES OF THE LOCAL REPRESENTATIVE COMMITTEE - BOMBALA MEETING OF SNOWY MONARO
 REGIONAL COUNCIL
 HELD ON WEDNESDAY 7 SEPTEMBER 2016 Page 5

Council encourages the LRCs to use the criteria specific to the SCF, the overarching 10 key result areas as defined by the State Government in relation to the merger process, along with the newly adopted Snowy Monaro Regional Council Delivery Program 2014-17, to inform their feedback.

The following officer's recommendation is submitted for Council's consideration.

OFFICER'S RECOMMENDATION	
That LRC receive and note the information in the report, and provide the requested feedback as soon as possible.	
<i>At 7.55 PM Member Perkins left the meeting.</i>	
Committee Recommendation	LRCB 17/16
That the LRC Bombala recommend to the Administrator that:-	
The projects designated with a tick (✓) be funded.	
The projects designated with a cross (✗) not be funded.	
Further information be supplied on the projects designated with a question mark (?),	
On the attached list of Eligible Nominations for Funding Under the Snowy Monaro Community Grants Program.	
Additional information be supplied on Project No 2950283 – Rotary Club of Bombala from the list of Applications Not Progressed to Panel Referral.	
Moved Member Hampshire	Seconded Member Rea

8. REPORTS AND ADVICE ON LOCAL VIEWS AND EMERGING ISSUES

Nil.

9. PRESENTATION OF MINUTES FROM EXTERNAL COMMITTEES

Nil.

10. SPECIFIC ITEMS VARYING FROM MEETING TO MEETING

10.1 Charging Hub For Mobility Scooters, Bombala

COMMITTEE RECOMMENDATION		LRCB 18/16
That the LRC Bombala request the Administrator to investigate the options for a recharge hub for mobility scooters to be located in the Bombala Main Street precinct.		
Moved Member Hampshire	Seconded Member Rea	

MINUTES OF THE LOCAL REPRESENTATIVE COMMITTEE - BOMBALA MEETING OF SNOWY MONARO
REGIONAL COUNCIL
HELD ON WEDNESDAY 7 SEPTEMBER 2016

Page 6

10.2 Bombala Street Carnival

COMMITTEE RECOMMENDATION

LRCB 19/16

That the LRC Bombala recommend the re-establishment of the Bombala Street Carnival and that the Tourism Committee for the former Bombala Council area, once established, be requested to investigate the organisation of this event.

Moved Member Hampshire

Seconded Member Rea

10.3 Tourism Committee

The Administrator advised that it had been suggested that a Tourism Committee be established in Bombala and Jindabyne with the same Terms of Reference as that of the Cooma Tourism Committee with a combined meeting also being held. Expressions of interest are to be called for from various sectors within the community. The Administrator understood that Committee Member Perkins is still happy to progress the formation of a Tourism Committee in the Bombala area.

COMMITTEE RECOMMENDATION

LRCP 20/16

That the LRC Bombala recommend the establishment of a Tourism Committee with the same Terms of Reference as that of the Cooma Tourism Committee provided that Committee Member Perkins is supportive of this concept.

Moved Member Hampshire

Seconded Member Rea

10.4 Doctor's House, Sandy Crossing, Bombala

Committee Member Hampshire expressed concern regarding the maintenance of the house purchased by the former Bombala Council to be used as accommodation to attract a Doctor to the area.

The Administrator advised that an audit was going to be carried out shortly on all assets owned by the Council.

10.5 Bombala Hospital Auxiliary 80th Celebration Year

COMMITTEE RECOMMENDATION

LRCB 21/16

That Committee Member Hampshire investigate the presentation of a memento to the Bombala Hospital Auxiliary to celebrate their 80th Year.

Moved Member Rea

Seconded Chair Goodyer

MINUTES OF THE LOCAL REPRESENTATIVE COMMITTEE - BOMBALA MEETING OF SNOWY MONARO
REGIONAL COUNCIL
HELD ON WEDNESDAY 7 SEPTEMBER 2016

Page 7

10.6 Repair of Footbridges Over Bombala River

Committee Member Hampshire advised of concerns expressed by community members concerning the footbridges over the Bombala River.

COMMITTEE RECOMMENDATION

LRCB 22/16

That the Administrator request the Deputy Director, Service Delivery, to place an article in the paper advising of the timeline to repair the footbridges over the Bombala River to alleviate public concern over the matter.

Moved Member Hampshire

Seconded Member Rea

11. REVIEW OF RELEVANT MEETING ACTIONS OR FOLLOW UP REQUIREMENTS

Nil

12. NEXT MEETING

Wednesday, 5 October 2016

There being no further business the Chair declared the meeting closed at 8.50pm

CHAIRPERSON

The above minutes of the Local Representative Committee - Bombala Meeting of Snowy Monaro Regional Council held on 7 September 2016 were confirmed by Committee at a duly convened meeting on 5 October 2016 at which meeting the signature hereon was subscribed.

**9.6 JOINT SNOWY MONARO LOCAL REPRESENTATIVE COMMITTEE WORKSHOP MINUTES
THURSDAY 18 AUGUST 2016**

Record No:

Responsible Officer: General Manager

Author: Acting Executive Assistant to the Administrator

Attachments: 1. Joint Snowy Monaro Local Representative Committee
Workshop Minutes 18 August 2016 [↓](#)

EXECUTIVE SUMMARY

The Joint Snowy Monaro Local Representative Committee met on Thursday 18 August 2016 via videoconferencing from their respective offices. The minutes are presented for Council's information.

OFFICER'S RECOMMENDATION

- A. That the Minutes of the meeting of the Joint Snowy Monaro Local Representative Committee Workshop held on Thursday 18 August 2016 are confirmed as a true and accurate record of proceedings and the recommendations and actions contained therein be adopted; and
- B. That the LRC Secretaries send an email to our community groups advising that LRC members, the Administrator and the General Manager are available to meet with them.



MINUTES

**Joint Snowy Monaro Local
Representative Committee Workshop
18 August 2016**

**JOINT SNOWY MONARO LOCAL REPRESENTATIVE COMMITTEE WORKSHOP,
 TO BE HELD AT THE RESPECTIVE SNOWY MONARO REGIONAL COUNCIL
 OFFICES VIA VIDEO CONFERENCE**

**ON WEDNESDAY 18 AUGUST 2016
 COMMENCING AT 5.30PM**

MINUTES

PURPOSE

*The purpose of the LRC is to provide advise to the Administrator on local views and issues.
 This includes:*

- *Providing input to the operational plans 2016-17 and 2017-18*
- *Advising on the communication and engagement plan for the community*
- *Providing input to the statement of vision and priorities*
- *Assisting to engage communities and partners in planning for the council.*

Attendance

Member (Representing)	Present	Apology	Absent
Dean Lynch - Administrator	✓		
Joe Vescio – General Manager	✓		
Rogan Corbett – Chair Cooma LRC	✓		
Angela Ingram – Cooma LRC	✓		
Craig Mitchell – Cooma LRC		✓	
Winston Phillips – Cooma LRC		✓	
Sandra McEwan – Cooma LRC Secretary	✓		
Steve Goodyer – Chair Bombala LRC	✓		
Gabrielle Rea – Bombala LRC	✓		
Paul Perkins – Bombala LRC	✓		
Diane Hampshire – Bombala LRC	✓		
Robin Guthrie – Bombala LRC Secretary	✓		
John Cahill – Snowy LRC	✓		
Bob Frost – Snowy LRC		✓	
Peter Beer – Snowy LRC	✓		
John Shumack – Snowy LRC	✓		
Erin Donnelly – Snowy LRC Secretary		✓	
Katherine Miners – Acting Executive Assistant to Administrator (secretary)	✓		

Snowy Monaro Regional Council

1 Apologies

That the apologies of Winston Phillips, Craig Mitchell, Bob Frost and Erin Donnelly be accepted.

2 Trial Run Video Conferencing – iPads

Trail runs for video conferencing on iPads will be done at a later date. All members are required to have the correct software downloaded onto their iPads prior.

3 Hub Software Clarification

Not Necessary at this point.

4 Reports from Chairs – Summary and discussion of issues to be raised with the Administrator

Each LRC are holding meetings on different days to deal with local issues separately as joint meetings will not work with public deputations. A joint LRC meeting will be held monthly.

4.1 Bombala Report

The Chair met with Heath Wooley from Snowy Hydro to discuss the annual motorcycle celebration, the street carnival, young driver training and other local projects:

- The last street carnival was last held 2 years ago and is usually held two weeks prior to Christmas. A shop local campaign usually runs before the street carnival in which customers purchase vouchers to win prizes on the night. This could be a good initiative for council to be involved in and then pass it on to the Chamber and could potentially run across the shire. It could be too late in the year to organise amusement rides however names have been put down to help organise the street carnival. LRC is to provide a plan to council.
- The annual motorcycle celebration is coming up to their 25th year. The Chair had a meeting with president of motorcycle club and Gabrielle Rea as a member of the Chamber. The Motorcycle celebration could be involved in the street carnival.
- The young driver training will be proceeding and road closure approval will need to be in place. This exercise will cost Snowy Hydro about \$8,000. The Administrator has been in contact with Peter Sullivan about this.

Many people around the area are keen to get involved in the Tourism Committee. It was noted that Council will have to advertise. The street carnival could potentially fall under the Tourism Committee.

Residents and the Chamber of Commerce are happy with the Platypus Country promotion. The community is more positive all round and the campaign seems to be well received.

The Delegate Progress Association is on board and the Bombala LRC members are happy to meet with them if invited. There will be more access to LRC committees when the recreation committee commences. Bombala and Delegate Streetscape Plans

Snowy Monaro Regional Council

have been scrutinised by staff at the Bombala Office. The members of the LRC Bombala will be workshopping the plans with staff and the plans will then be placed on exhibition for public comment. Residents are also happy with the Council News in the newspapers and are enjoying seeing things happening.

4.2 Snowy Report

The upcoming L'Etape event will have an effect on all areas due to the volume of people coming. The Development Application closes tomorrow. A complaint was received due to the details not being on the website. A meeting was held and all attendees are excited about how region can benefit. A concept for marketing the region is to come back to council.

The HealthOne constructions should be starting next week which will be great for Jindabyne.

As there is only three busy weeks of winter left, members requested that the media release needs to be re-run regarding community members contacting LRC members. All in attendance were agreeable.

4.3 Cooma Report

The Chair has had lots of Positive feedback about roads and many people have been impressed with staff.

Cooma LRC would like to work together on tourism and have a regional committee.

It has been identified that a communications strategy needs to be put in place before we work on committee structures. A change management process is also required, along with a strategic planning process.

The General Manager advised that staff are currently working through an implementation plan and this has been adopted by the Administrator. This will be provided to all LRC members.

The LRCs requested a briefing of where operational matters are up to and what is planned.

Action: LRC Secretaries are to send an email to our community groups advising that LRC members, the Administrator and the General Manager are available to meet with them.

5 LRC Community and Submission Enquiries Form

The form was approved by all in attendance. This form is to be sent to all community groups and placed on the Council website.

Snowy Monaro Regional Council

6 General Business

6.1 Stronger Regions Community Fund

The grants officer has compiled the Stronger Regions Community Fund applications. A report will be generated shortly advising which applications meet the criteria and which do not. This report will be provided to the LRC members for feedback to then be given to the assessment panel, who will make a recommendation to the Administrator. The recipients will be announced in September.

6.2 Reporting Operational Complaints

Many people from the public are going to LRC members with operational issues that should be dealt with by the General Manager and staff.

It was confirmed by both the General Manager and the Administrator that operational matters should be noted and reported to the General Manager. Once a determination has been made it is to be reported to the Administrator, and the back to the complainant.

Where these matters get reported (through minutes of an LRC meeting or directly to the General Manager) will depend on how it affects the community, and if they consider it to be major or minor. Other committee members should be notified and the issue should be brought to the attention of the Chair.

6.3 External Meeting Reports

External meetings reports are to be handled through the LRC and then the LRC is to make recommendations to the Administrator.

6.4 Australia Day

Discussion was had around how the three previous council areas performed Australia Day:

Bombala – there was an Australia Day Committee comprised of local volunteers that was community based. Usually a guest speaker and a winner were announced on the day. Council does not need to be involved in organising the event, however may need to clean rubbish if necessary. Council will be required for citizen of the year. Bombala usually has various things on show on the day.

Snowy River – Australia day was Council run with volunteers. Adaminaby and Dalgety did their own ceremonies; this is a problem and we need to know how to handle this.

Cooma – Australia Day Committee organises the event.

Administrator and General Manager will be required to do ceremonies. It is noted that the ambassadors will need to be organised by September. It was also noted that the format of the citizen of the year awards needed to be sorted out.

Snowy Monaro Regional Council

7 Next Meeting

The next meeting is to be held in one month's time. The details will be provided to the members shortly.

There being no further business, the meeting closed at 7.00pm.

9.7 BOARD OF CHAMBERS MEETING - 1 SEPTEMBER 2016

Record No:

Responsible Officer: General Manager

Author: Acting Executive Assistant to the Administrator

Attachments: 1. Board of Chambers Meeting Minutes - 1 September 2016 [↓](#)

EXECUTIVE SUMMARY

The Board of Chambers of Commerce within the Snowy Monaro Region met on 1 September 2016 in the Berridale Council Chambers. The minutes are presented for Council's information.

OFFICER'S RECOMMENDATION

That the Minutes of the meeting of the Board of Chambers held on 1 September 2016 be received and noted.

BOARD OF CHAMBERS MEETING

1ST SEPTEMBER 2016

@ Berridale Council Chambers

Notes.

PRESENT: Kathy Kelly – Cooma, Suzanne Dunning – Cooma, Gordon Jenkinson – Jindabyne, Bruce Easton – Jindabyne, Tim Corkill – Lake Eucumbene, Jan Leckstrom – Lake Eucumbene, Sue Winchester – Dalgety, Deb Paton – SMRC, Katherine Miners – SMRC, Dean Lynch – SMRC, Donna Smith – SMRC and Peter Sheppard – The Creative Alliance.

APOLOGISE: Nick Kennedy.

Meeting opened 3.05pm.

Dean welcomed all and there was introductions around the table.

1) Dean was wanting to gather everyone's feelings about having this forum as a way for Council to get information out as well as the individual Chambers to have a voice to Council. There was general consensus that it was a good idea for the issues that will be affecting all Chambers. There still will be a need for individual Chambers to approach the Council on specific issues that may not affect other Chambers.

It was agreed informally that meetings be quarterly, other information could be distributed via email through Dalgety Chamber of Commerce who have volunteered to be the central contact point.

Currently Bombala does not have an executive, Delegate are an Association not Chamber and Berridale do not have a Chamber.

2) Discussion on the Cooma Gift Card – promotion within Cooma to try and encourage locals and visitors to spend in Cooma. Currently there are 53 location to redeem the card. Cooma has since a big increase on local spending from the promotion and feel that it is very successful and could easily be spread across the region for very little extra capital.

3) Dean spoke on the Council amalgamations – he is wanting to have a uniform branding approach to Marketing across the region. Bombala is launching a campaign as Australia's Platypus Country, there will be radio, newspaper coverage as well as banners in the town. Tourism Snowy Mountains has a life span of 18 months and from there the Council will be coordinating events across the whole region with the aim that there will be 3 main events, 1 Cooma, 1 Jindabyne and 1 in Bombala with the rationale

that for people to get to these events they have to travel through the smaller towns. Red Energy will be the major sponsor.

Contact can be made to Donna Smith at Cooma Visitor Centre to coordinate dates for events so there is not duplication of dates. There was discussion on events with a common theme e.g. Easter will not be competition with each other rather gives people a number of events to attend in the region therefore keeping people here.

L'Etape traffic management has been finalized and they have a commitment to have the event in the area for the next 3 years.

4) Peter gave a presentation on the Marketing that is happening for Bombala. Looking at the signage and branding to be common across the region though each town will have a different focus. Examples of radio advertising was presented.

5) Dean tabled information about a new Health Group (National Health Co-op) that are looking at establishing in Cooma. (Brochure attached)

MEETING CLOSED AT 5.15PM

**9.8 COUNTRY MAYORS ASSOCIATION OF NEW SOUTH WALES MEETING MINUTES - FRIDAY
12 AUGUST 2016**

Record No:

Responsible Officer: General Manager

Author: Acting Executive Assistant to the Administrator

Attachments: 1. Country Mayors Association of NSW Meeting Minutes 12
August 2016 [↓](#)

2. Country Mayors Association NSW - Presentation Given by Mike
Tom [↓](#)

3. Letter from Country Mayors Association of NSW Confirming
Snowy Monaro Regional Council's Membership [↓](#)

EXECUTIVE SUMMARY

The Country Mayors Association of New South Wales met on Friday 12 August 2016 in the Jubilee Room, Parliament House, Sydney. The minutes are presented for Council's information.

OFFICER'S RECOMMENDATION

That the Minutes of the meeting of the Country Mayors Association of New South Wales held on 12 August 2016 are confirmed as a true and accurate record of proceedings and the recommendations therein be adopted.



Country Mayors Association of NEW SOUTH WALES

Chairman: Cr Rod Kendall
PO Box 20 Wagga Wagga NSW 2650
02 69269111
ABN 92 803 490 533

MINUTES

GENERAL MEETING

FRIDAY, 12 AUGUST 2016, JUBILEE ROOM, PARLIAMENT HOUSE, SYDNEY

The meeting opened at 9.32 a.m.

1. ATTENDANCE:

Albury City Council, Cr Hank Van de Ven, Mayor
Armidale Dumaresq Council, Mr Glen Wilcox, Interim General Manager
Bathurst Regional Council, Cr Gary Rush, Mayor
Bathurst Regional Council, Mr David Sherley, General Manager
Bega Valley Shire Council, Cr Michael Britten, Mayor
Berrigan Shire Council, Cr Bernard Curtin, Mayor
Edward River Council, Cr Ashley Hall, Administrator
Edward River Council, Mr Des Bilske, Interim General Manager
Forbes Shire Council, Cr Phyllis Miller, Mayor
Forbes Shire Council, Mr Danny Green, General Manager
Gunnedah Shire Council, Cr Gail Swan, Deputy Mayor
Inverell Shire Council, Cr Paul Harmon, Mayor
Kempsey Shire Council, Cr Liz Campbell, Mayor
Leeton Shire Council, Cr Paul Maytom, Mayor
Leeton Shire Council, Ms Jackie Kruger, General Manager
Lockhart Shire Council, Cr Peter Yates, Mayor
Lockhart Shire Council, Cr Roger Schirmer, Deputy Mayor
Lockhart Shire Council, Mr Rod Shaw, General Manager
Moree Plains Shire Council, Cr Katrina Humphries, Mayor
Murray River Council, Ms Margot Stork, Interim General Manager
Narrabri Shire Council, Cr Conrad Bolton, Mayor
Oberon Shire Council, Cr Kathy Sajowitz, Mayor
Oberon Shire Council, Mr Gary Wallace, Acting General Manager
Parkes Shire Council, Cr Ken Keith, Mayor
Shoalhaven City Council, Cr Allan Baptiste, Assistant Deputy Mayor
Tamworth Regional Council, Cr Col Murray, Mayor

Wagga Wagga City Council, Cr Rod Kendall, Mayor
Wagga Wagga City Council, Mr Alan Eldridge, General Manager
Walcha Council, Mr Jack O'Hara, General Manager

APOLOGIES:

As submitted

SPECIAL GUESTS:

Hon Julian Skinner MP, Minister for Health

Mr Mike Tom, Leader, Rural and Distance Education, Department of Education

2. ADOPTION OF MINUTES OF PREVIOUS MEETING:

RESOLVED that the minutes of the General Meeting held on 10 June 2016 be accepted as a true and accurate record (Leeton Shire Council / Tamworth Regional Council).

3. Matters Arising from the Minutes

NIL

4. Hon Jillian Skinner MP, Minister for Health

Devolution benefits rural NSW, it empowers decision making, re-engages clinician ownership, and improves transparency and accountability. The Health workforce in NSW increased by 3,000 between 2012 and 2016 – Junior Medical Officers 12.1%, Registrars 39%, Staff Specialists 47.2%, Visiting medical Officers 41.4%, Nurses 6.7%, and Allied Health 13.7%. The Rural Health Plan was released in 2014. The Government is improving health for rural communities in particular aboriginal health, access to cancer treatment, Community Palliative Scheme, Integrated Health Care and Transport and Accommodation Assistance Scheme (IPTAAS) upgrades. The investment in eHealth is \$48million in the Electronic medical Record, the Community Health and Outpatient Care System, Healthnet and telehealth. The Capital budget allocation this year is \$1.6billion and has been \$10billion over the two terms of Government.

5. Membership

RESOLVED That Oberon Shire Council and Snowy Monaro council be admitted as members of the Association (Bathurst Regional council / Moree Plains Shire Council)

6. CORRESPONDENCE

Outward

- (a) Cr Clover Moore thanking her for providing the meeting facilities for the meeting held on 10 June 2016
- (b) Cr Linda Scott thanking her for arranging the meeting facilities at the Sydney Town Hall on 10 June 2016

- (c) Cr John Seymour, Mayor Coolamon Shire Council, advising that Coolamon Shire was admitted as a member of the Association
- (d) Cr Liz Campbell, Mayor, Kempsey Shire Council, advising that Kempsey Shire was admitted as a member of the Association
- (e) Hon Nail Blair, Minister for Primary Industries, Minister for Lands and Water, seeking an explanation on how translucent flow releases tie in with the Murray Darling Basin Plan
- (f) Hon Susan Ley MP MLC, Minister for Health, Minister for Aged Care and Minister for Sport, asking that the health impacts to communities residing in proximity to Grey Headed Flying-fox camps be investigated and the results published and used to educate the community
- (g) Hon Jillian Skinner MP, Minister for health, asking that the health impacts to communities residing in proximity to Grey Headed Flying-fox camps be investigated and the results published and used to educate the community
- (h) Dr Bligh Grant, Institute for Public Policy and Governance, University of Technology, Sydney, thanking him for his presentation on 10 June 2016
- (i) Thase Hon Gladys Berejiklian MP, Treasurer and Minister for Industrial Relations, thanking her for her presentation on 10 June 2016
- (j) Mr Tim Hansen, National Heavy Vehicle Regulator, thanking him for his presentation on 10 June 2016
- (k) Ms Donna Rygate, Local Government NSW, asking the Association to urgently petition Government to amend the definition of Government under the Copyright Act to include Local Government

Inward

- (a) Hon Jillian Skinner MP, Minister for Health Re Grey Headed Flying Fox

NOTED

7. FINANCIAL REPORT

RESOLVED That the financial reports for the last quarter were tabled and accepted (Albury City Council / Parkes Shire Council)

8. Mr Mike Tom, Leader, Rural and Distance Education, Department of Education

In NSW there are 2233 schools with 742,000 students. There are 1046 non metropolitan schools 46%. Rural education issues identified by communities are isolation, rural recession, reduced services, resource access, drought, falling population, reduced staffing, staff support, small cohorts and reduced curriculum breadth. Rural NSW wants curriculum enhancement, peer integration and connectiveness. Rural children are not given the same resources as metropolitan children and therefore do not achieve the same educational outcomes. To bridge the gap a virtual secondary school was established with the first students commencing in February 2015, education networks established, preschool education strengthened, virtual facilities established, strengthened transition from primary to secondary school, and professional learning, mentoring and coaching opportunities for school leaders and teachers introduced. Distance Mode Learning includes Traditional distance Education, Access program, and the Aurora College

for gifted students (Virtual Secondary School). The access program provides a shared curriculum for senior secondary students across five clusters of schools.

9. General Business

(a) Council Amalgamations

Cabonne Amalgamation No Thank You one voice campaign. LGNSW has responded and advised the organization that its policy is "No Forced Amalgamations"

(b) Voting Rights LGNSW

Amalgamated Councils not in existence on 1 March 2016 do not have voting rights under the LGNSW Constitution even though each of the Councils that were amalgamated were members of the Association. The matter is being looked into by LGNSW

(c) Local Government Elections

The Chairman thanked those Mayors not contesting the elections for their support of the Association and wished those re-contesting the best of luck

There being no further business the meeting closed at 12.10pm.

Cr Rod Kendall

Chair – Country Mayor's Association of NSW



Education &
Communities

NOVEMBER 2013

Rural and Remote Education

A blueprint for action



Contents

Minister's introduction	1
A case for action	2
Quality learning for every community	5
Quality early childhood education	9
Great teachers and school leaders	11
Curriculum access for all	15
Effective partnerships and connections	18
References	21

Minister's introduction

As a country Member of Parliament I understand very well the challenges we face in closing the education divide between rural and urban students.

Students in rural and remote areas of NSW under-perform, on average, when compared to students in metropolitan locations on all educational indicators.

Our schools do fantastic work, but we need to better support them to improve these results, because Australia will not be able to compete internationally if we leave our rural students behind.

We need to step in and stop this decline. This is not just an issue of equity. Skills are a vital part of the economic future of our regions. Helping children to transition effectively to school, and young people to stay in school so they can go on to attain higher level qualifications, will support economic development in regional and remote areas.

One of my first acts upon being sworn in as NSW Education Minister was to successfully negotiate an agreement in April 2011 between State, Territory and Commonwealth Education Ministers to make the issue a key priority of the Standing Council on School Education and Early Childhood (SCSEEC).

I am determined to keep the focus on lifting educational achievement in regional NSW.

This year, I have met with academics from leading regional universities and principals and student leaders from across NSW, to find out what more we can do to improve the outcomes for students in rural and remote schools in NSW.

I asked the Department to undertake a consultation process with key stakeholders to look at the way rural and remote schools operate, and to find out what would need to change or be done differently so the state-wide education system can better support them.

I also commissioned the Centre for Education Statistics and Evaluation to review the evidence for reasons to explain the different outcomes of rural students, and the ways other systems in Australia and around the world have responded to the challenges of rural education.

The reforms and practical actions outlined in *Rural and Remote Education: A blueprint for action* are based on this consultation and evidence to specifically address the unique needs of students, teachers, school leaders, parents and carers living in rural and remote NSW.

The Rural and Remote Education blueprint also builds on the broad reform agenda already commenced under this Government with initiatives such as: *Local Schools, Local Decisions*; *Great Teaching, Inspired Learning*; *Every Student, Every School*; the *Literacy and Numeracy Action Plan* and *Connected Communities*.

I would like to thank everyone I have spoken to for their insights and ideas for improving rural and remote education in this State.

I can assure you that I remain committed to seeing the actions in this blueprint implemented to ensure we close the gap for students in regional NSW.



Adrian Piccoli MP
Minister for Education

A case for action

Children and young people need access to inspiring and quality preschool, school and post-school education that equips them to live in, and contribute to, our complex and globalised society. This is true for all children and young people regardless of where they live.

The NSW Government's commitment to improving the learning outcomes for all students is underpinned by a broad reform agenda comprising a number of evidence-based initiatives:

- *Universal access* – providing all children with access to quality early childhood education in the year before school, including improved support to early childhood education services in rural and remote areas.
- *Every Student, Every School* - providing better learning and support for students with disability, learning difficulties or behaviour support needs through a strong focus on professional learning and support for teachers and other staff.
- *Literacy and Numeracy Action Plan* – a plan to turn around the performance of the lowest achieving schools by focusing on quality instructional leadership, combined with an emphasis on the needs of individual students and early intervention.
- *Local Schools, Local Decisions* – giving public schools more authority to make local decisions about how best to meet the needs of their students, including giving them greater capacity to make decisions about how to use the money spent on public education.
- *Great Teaching, Inspired Learning* - a whole of career reform plan to improve initial teacher education, provide better support for beginning teachers, align career progression with professional teaching standards and support the ongoing professional development of teachers and school leaders.

- *Connected Communities* – targeting 15 schools in 11 selected communities in rural and regional NSW. The strategy aims to use stronger partnerships between schools, the local community and government agencies so that schools can become community hubs driving better educational outcomes for all students.
- *Needs-based funding* – community preschools and public schools to receive government funding based on more equitable, transparent and needs-based funding models.

While these initiatives will help to improve the quality of education for children and young people in rural and remote schools, evidence shows that more needs to be done.

Note that for the purpose of this document, rural and remote schools are those schools in provincial, remote and very remote locations as defined by the MCEETYA Geographical Location Classification¹.

Evidence for action

Impact on student performance

The 'remoteness gap' is not unique to NSW or to Australia. Students from rural areas underperform in the Programme for International Student Assessment (PISA) reading test in almost every country in the Organisation for Economic Cooperation and Development (OECD). However the gap is larger in Australia than the average of other OECD nations, and it is larger in NSW than almost any other state or territory in Australia.

The disadvantage experienced by students in rural and remote communities begins in early childhood. In their first year of formal full-time schooling, children in very remote Australia are almost three times more likely to be developmentally vulnerable on two or more domains of the Australian Early Development Index (AEDI) than children in major cities.

This disadvantage flows through to school outcomes. NSW Year 7 students from remote areas have lower National Assessment Program – Literacy and Numeracy (NAPLAN) results than Year 5 metropolitan and rural students.

Impact on quality teaching

Supporting students in rural and remote schools means supporting teachers and school leaders. The evidence suggests that:

- Regional schools find it harder to recruit qualified teachers in key subject areas. Schools in regional NSW report a higher level of difficulty in filling secondary science and mathematics positions than schools in metropolitan areas. The situation is much worse for remote and very remote schools.
- Schools in regional NSW often have a very large proportion of inexperienced, first year teachers and teachers who are in their first three years of teaching.
- Small and isolated schools do not always have the specialist teachers needed to deliver some aspects of the curriculum.
- The opportunity for teachers and school leaders to access professional learning, work collaboratively and learn from each other is limited by distance and isolation.
- Regional universities enrol a higher number and, in many cases, a larger proportion of Year 12 graduates with lower Australian Tertiary Admissions Rank (ATAR) scores than metropolitan universities.

Details of the evidence for action and evidence of what works can be found in the Centre for Education Statistics and Evaluation publication, *Rural and remote education: Literature review*².

Evidence of what works

The actions in this blueprint are based on national and international evidence of 'what works' in rural and remote schools. While research into what works with particular reference to rural and remote schools is scarce, it is clear that students in rural and remote communities will benefit from being exposed to the same opportunities and teaching practices as their metropolitan peers.

This means focusing on areas such as:

- **Access to quality early childhood education.**
Research shows that experiences in the early years have a significant impact on children's cognitive, social, emotional and academic development. Access to quality early childhood education helps children be better prepared for the transition to school, by laying down a solid foundation for children's learning. All children benefit from quality early education experiences, but these experiences are especially beneficial for children from vulnerable and disadvantaged backgrounds.
- **Providing students with quality teaching.**
This will require giving teachers the skills to teach multi-grade classes, which are much more common in rural and remote schools. This means focussing on individual student learning needs through the effective use of student assessment data, monitoring and feedback, adopting explicit teaching techniques and equipping teachers with strong subject knowledge. Quality teaching also means focussing on literacy and numeracy, particularly in the early years of school.
- **Providing students with access to a broad and rigorous curriculum.**
Students in rural and remote areas should have the same access to a broad and rigorous curriculum as their metropolitan peers. This should include access to a wide range of subject choices, extension opportunities and vocational education and training (VET) options.
- **Raising student expectations and pathways into further study.**
Evidence suggests that the best way to raise student expectations is to raise awareness of career options, use innovative technologies to engage students, and provide appropriate role models and mentoring for rural students. Ultimately, for most rural and remote students to take a tertiary pathway they must not just aspire to further study, they must also achieve the academic results that will enable them to go on to further training, study or employment.
- **Effective use of technology to support quality teaching and learning.**
Technology can provide new ways to deliver curriculum breadth and options, as well as professional learning for staff. While technology by itself will not transform student outcomes, it can be a powerful tool for stimulating student engagement and motivation, and for providing students and teachers in rural and remote communities with access to information and resources.

- **Transforming teacher training to equip teachers to teach effectively in rural and remote areas.**

Evidence suggests that providing student teachers with practicum placements in rural schools has a positive impact on their attitudes toward living in rural communities. Strategies that encourage students to train in rural areas may improve recruitment and retention of quality teachers in these areas.

- **Encouraging great teachers to stay in rural areas.**

While there is limited evidence on the effectiveness of incentive schemes, encouraging and retaining the right teachers in rural schools would clearly benefit rural students.

- **Providing rural teachers with appropriate professional learning.**

Evidence suggests that the need for professional learning increases with distance from metropolitan areas. At the same time, access to effective professional learning decreases. Online professional learning activities and cluster approaches across schools are options for increasing access to professional learning for rural teachers.

- **Providing quality school leadership.**

Evidence confirms that quality school leadership is critical in improving teacher practice and student outcomes. Attracting and retaining great school principals, and providing them with professional learning and support, are critical to maximising student outcomes.

- **Establishing strong relationships with community.**

Evidence suggests that effective leaders in rural schools know how to leverage resources to overcome limitations associated with geographic isolation. Providing rural schools with the resources to establish relationships with their community, including local early childhood services, is one effective way of lifting rural school performance.

Implementation of the Rural and Remote Education blueprint will be independently evaluated.

The actions outlined in this blueprint are based on what current evidence suggests can close the gap between rural and metropolitan students. However, the literature review conducted by the Centre for Education Statistics and Evaluation shows that there are many gaps in our knowledge about what works. Few programs are evaluated and, where evaluations are carried out, they tend to be of poor quality.

It is therefore critical that the actions carried out in response to this blueprint are independently evaluated. Additional funding of \$1 million has been committed over the next four years as part of a 10 year evaluation horizon. This will enable the evaluation to address the long-term nature of some actions in the blueprint, and fit within a broader strategic evaluation across all key Government reforms.

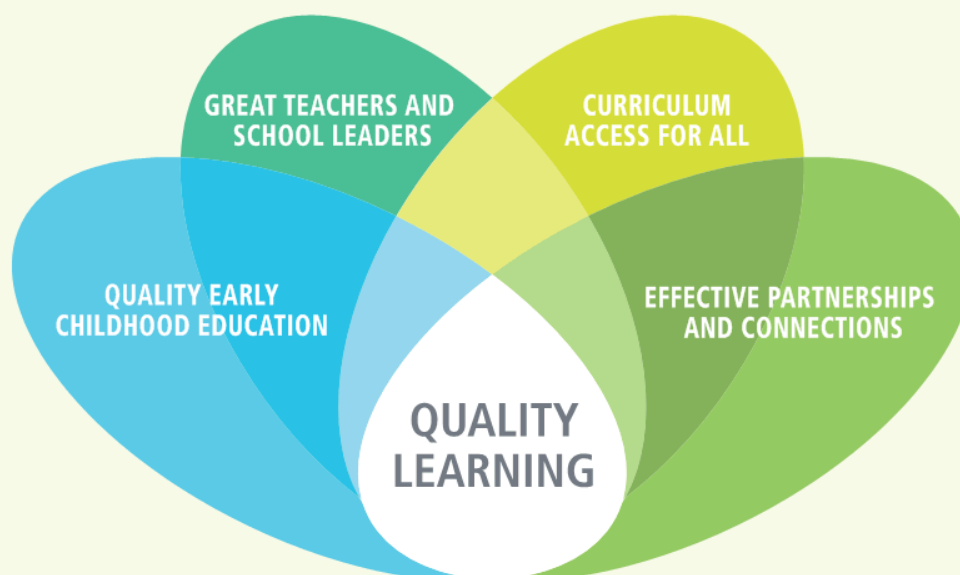
A Rural and Remote Education Advisory Group will be established to bring key stakeholders together to guide implementation of the blueprint.

A new Rural and Remote Education Advisory Group (RREAG) will guide and advise on the implementation of the Rural and Remote Education blueprint. The Group will provide a rural perspective and voice on rural education and related issues, from early childhood education through to school and post-school transitions.

Quality learning for every community

At the centre of the Rural and Remote Education blueprint is the goal of quality learning for all rural and remote school communities. To make this a reality, action is required in four key areas:

- **Quality early childhood education**
- **Great teachers and school leaders**
- **Curriculum access for all**
- **Effective partnerships and connections.**



HIGH EXPECTATIONS • LOCAL SOLUTIONS

Students in rural and remote communities have hopes, aspirations and learning needs as diverse as the communities in which they live. Rural and remote schools face unique challenges in delivering a broad curriculum, attracting and retaining quality teachers and meeting the learning needs of their students.

Rural and Remote Education: A blueprint for action sets out a range of actions designed to ensure that children and young people in rural and remote communities:

- can access quality early childhood education in at least the year before school
- are taught by great teachers and school leaders
- have access to a broad range of curriculum opportunities and experiences from preschool to Year 12
- receive effective support through coordinated services and partnerships and increased collaboration across schools.

Specific actions to meet these objectives are presented in the following four chapters. Each action recognises the need for high expectations and local solutions.

Future State

Government funding will be allocated to community preschools and schools based on more equitable, transparent and needs-based funding models.

Rural and remote schools will be supported to collaborate in the development of an education strategy that best meets the needs of their school communities.

Current State

Government funding for community preschools has not been targeted to children who need it most.

Funding to schools has not been transparent, nor responsive to changing school and student needs.

Ways of providing equity funding to schools have been complex, short-term and not based on individual student needs.

Schools in some communities work in isolation from other schools.

There are 571 small primary schools in rural and remote areas with teaching principals, 472 primary schools with fewer than 100 students and 127 primary schools with fewer than 20 students.

The Department's state-wide 'one size fits all' approach to all policies and processes restricts locally developed solutions.

Outcomes and actions

1. Government funding will be allocated to community preschools and schools based on more equitable, transparent and needs-based funding models.

1.1 A more equitable, needs-based funding model will be implemented for community preschools to support the achievement of universal access.

From 2014, a more equitable, needs-based funding model³ for community preschools will be introduced to more closely align funding with community circumstances.

The new funding model, based on the recommendations by Professor Deborah Brennan in her review of funding⁴, will build on the commitment to keeping fees as low as possible for parents and carers to ensure greater access. Professor Brennan's review found that children from disadvantaged communities are not participating to the same extent as children from more advantaged communities.

The new community preschool funding model will deliver the highest subsidies for children enrolled at preschools in the most disadvantaged areas. This includes increases of more than 40 per cent in average per-child base funding rates for preschools in remote and very remote areas. Remote preschools will receive an almost 50 per cent increase in service loadings to better recognise the needs of services operating in remote communities.

1.2 Increased funding will be allocated to rural and remote schools through a new, fairer Resource Allocation Model to reflect the different needs of their students and the nature and location of their schools.

Under *Local Schools, Local Decisions*⁵, schools in rural and remote communities will have a greater share of the public school education budget, and principals will have more authority to decide how best to use the resources to meet their students' learning needs. On full implementation, schools will manage over 70 per cent of the public school education budget, up from the current level of 10 per cent.

To enable this shift of resources to the school level, a new Resource Allocation Model (RAM)⁶ has been developed to deliver a simpler, fairer and more transparent distribution of government school funding and transform the way resources are managed across the public school system.

The RAM takes into account the fact that students and school communities are not all the same; they have different needs and will need different levels of support.

There are three components that make up the RAM; targeted (individual student) funding, equity loadings and a base school allocation. The base school allocation will have a site loading to reflect the additional costs associated with remoteness and isolation.

There are also equity loadings within the RAM that reflect both the number and percentage of Aboriginal students in schools and the socio-economic background of parents. These loadings will provide additional funding to support schools in rural and remote areas of NSW.

Phased implementation of the RAM will commence in 2014 with all schools receiving their targeted (individual student) funding and equity loadings. Approximately 126,000 students representing 32 per cent of all students in NSW public schools in quarter 1 and quarter 2 of the Department's Family Occupation and Education Index (FOEI)⁷ are enrolled in rural and remote schools. Fifty-five per cent of the Aboriginal students in NSW public schools also reside in a provincial, remote or very remote location.

In 2014, a total of \$112.5 million will be available to the 916 rural and remote schools through the RAM for the equity loadings related to socioeconomic background and Aboriginal students. This represents an increase of \$42.3 million compared to previous equity funding, an increase of over 60 per cent. It also means that for the first time all Aboriginal students in every public school will attract funding support.

2. Rural and remote schools will be supported to collaborate in the development of an education strategy that best meets the needs of their school communities.

2.1 From 2014, education networks will be established in some rural and remote communities.

The *Local Schools, Local Decisions* reform recognises that the 'one size fits all' approach does not work. In rural communities, particularly those in remote areas, schools in partnership with their communities need to develop local solutions to meet the learning needs of all their students.

This Rural and Remote Education blueprint provides the stimulus and authority for rural and remote schools to work together in a planned and consistent way. Over the next four years, all schools in rural and remote areas will be supported to collaborate and consult with their communities, and each other, to plan an overall strategy for education that best meets their needs.

As part of this planning, a community may decide to establish an education network to bring together the resources of the whole community to support quality learning. The type of network established will depend on local needs and local decisions and need not be limited by geographical boundaries.

Some schools are already discussing with their community how best to develop an education network to meet local needs. From 2014, Directors Public Schools NSW and Directors Educational Services will work with principals and communities wanting to establish networks.

Education networks will draw on effective models and programs including the Access schools program, the

Connected Communities strategy and resource sharing under *Every Student, Every School*.

Examples of where education networks can support rural and remote education include:

- strategies that bring together early childhood services, preschools and schools to support effective transition to school programs
- sharing of curriculum and teachers across a group of schools
- providing an integrated primary and secondary curriculum across a group of schools
- sharing of school, TAFE NSW and non-government expertise, resources and facilities
- strategies that connect teachers from different schools to wider opportunities for professional learning
- combining resources and sharing staff across primary and secondary schools to ensure transition programs have a strong curriculum and student wellbeing focus.

In some education networks, communities may agree, through local consultation, to have all schools operating with one principal based at a coordinating school. This model would include a coordinating school that manages the combined resources of the education network, while individual schools would still retain their local identity. The education network would operate with one school plan, one budget and staff working across all schools. Schools in the network would have a management agreement that summarises how resources will be shared, where teachers and school executive are located and how decisions will be made.

Schools will be given support to undertake planning for the network approach. The support will include a one-off funding grant, assistance to facilitate community meetings and access to a broad range of school and community data that will form the basis of discussion and planning.

Additional funding of over \$1 million has been allocated over the next four years to assist with the initial establishment and coordination of the education networks. Schools will also be able to access expertise to support them as they establish their education network.

This support could include:

- administrative support to organise consultations and provide ongoing community feedback
- teacher release to coordinate planning and initial implementation across schools
- expertise in early childhood education for those networks wanting to include better transition to school programs
- advice about the most suitable technologies to share curriculum

- curriculum expertise to plan curriculum sharing across schools
- expertise in wrap-around services for those networks wanting to include other agencies and services
- access to a traineeship where the network schools decide to employ a student support officer
- VET expertise for networks sharing VET provisions.

Schools will also be able to draw on the expertise of the Department's Educational Services teams in planning and establishing education networks. As part of the new model of support for schools, Educational Services teams made up of expert, non school-based staff with recent school-based experience are being established across the State. These teams will support rural and remote schools as they implement the actions in the Rural and Remote Education blueprint.

Quality early childhood education



Future State

More children in rural and remote communities gain the benefits of quality early childhood education in at least the year before school.

Early childhood education services are responsive to the needs of families in rural and remote communities.

Children in rural and remote communities enter kindergarten as confident learners.

Current State

One in four children in remote and very remote areas may not be accessing early childhood education in the year before school.

National data from the AEDI⁸ show that when starting school, about one in three children in remote and very remote communities are developmentally vulnerable on one or more domains, compared with one in five children from metropolitan areas.

*Best Start*⁹ results show that almost 90 per cent of children who have attended early childhood education are more confident with language and literacy – a rate 20 per cent higher than children with no early childhood education.

Many parents living in rural communities find it difficult to access or pay for early childhood education for their children.

A lack of facilities often limits participation in early childhood education for children living in rural communities.

Rural and remote early childhood education services can find it difficult to attract and retain qualified early childhood teachers.

Standalone early childhood education services in rural and remote communities can struggle with the large administrative workload and professional isolation.

Outcomes and actions

3. More children in rural and remote communities gain the benefits of quality early childhood education in at least the year before school.

3.1 Vulnerable and disadvantaged children will have access to high quality and more affordable early childhood education.

The new funding model for community preschools more closely aligns funding with community circumstances, providing the highest subsidies for children in the most disadvantaged areas. The model targets funding for children in their year before school and provides increased average base rates and loadings for remote preschools.

Aboriginal children and those from families with low incomes will have access to two years of subsidised preschool. This is consistent with what the research tells us about when early learning can have the greatest impact.

3.2 Departmental preschool services will better target areas of greatest need.

In accordance with the recommendation of the Brennan Review, the Department will undertake an analysis of the cost of provision in departmental preschools and consider focusing its efforts on meeting needs in the most disadvantaged communities, including rural and remote communities.

Currently, parents and carers can only apply to enrol their child in the Department's Distance Education preschool classes if they intend to enrol the child in Distance Education for Kindergarten. The Department's Distance Education Guidelines will be changed from 2014, to consider all children in very remote areas irrespective of where they will be enrolled for

Kindergarten. This will ensure more children in very remote areas are eligible for preschool education.

4. Early childhood education services are responsive to the needs of families in rural and remote communities.

4.1 Specific strategies are in place to enable greater participation in early childhood education in rural and remote communities.

\$7 million in capital works funding has been allocated to rural and regional areas where children are missing out on preschool because of a lack of facilities, and where the market cannot respond effectively to demand because of local economic conditions. This includes \$2 million to complete capital projects under the *Preschool Investment and Reform Plan*, and \$5 million in 2013-14 for new projects in rural and remote areas identified as having a high level of need for more preschool places.

Additional funding will be provided to enable rural and remote preschools to improve engagement and access for 'hard to reach' children through outreach initiatives. This may involve funding to enable preschool services to provide transportation to children who would otherwise be unable to attend or to set up a regular breakfast program. Targeted support will also be available to expand the availability and reach of mobile community preschools in those communities where no alternative preschool provision is available. Together an additional \$1 million will be allocated each year for this extra support. Consultation will occur to ensure the initiatives funded meet the specific needs and circumstances of each community.

4.2 Scholarships will be provided to build the capabilities of early childhood teachers.

The skills and capabilities of early childhood teachers are our most important resource for building quality early childhood education. The early childhood education sector is being supported to build a sustainable workforce, especially in rural and remote areas, through the provision of scholarships, worth \$10,000 per recipient, to assist early childhood educators to upgrade their qualifications to bachelor degree level.

Of the 32 scholarships awarded to date, 16 have been made to educators from rural and remote areas. In 2014, a further 70 scholarships will be made available, and the program will include a specific focus on encouraging applications from rural and remote areas where there are known shortages of early childhood qualified teachers.

4.3 Support will be provided to encourage sustainable and flexible delivery of preschool services.

Most community preschools are managed by local volunteer committees which have to deal with the complex regulatory and legislative requirements of running a preschool service. To support the sustainability of local community preschools, a cluster management trial will be implemented in 2014, which includes a focus on rural services.

Preschools involved in the trial will be supported by a cluster manager who will take on responsibility for a range of administrative functions, enabling parent-run committees to focus on educational outcomes for children.

Many children in rural and remote NSW access early childhood education through a mobile preschool, enabling children to participate in early learning programs regardless of where they live. The new funding system for community preschools will provide specific funding arrangements for mobile service providers to ensure that they are viable and continue to deliver effective and flexible services based on community need.

To further support the provision of early childhood education in rural and remote areas and to make the best use of existing infrastructure, the Brennan Review recommended greater use of schools as service hubs. In 2013-14, funding will be allocated to those *Connected Communities* locations without departmental preschools to work with local early childhood education providers to meet the specific needs of their communities. This will include funding for the upgrade and refurbishment of preschool facilities to ensure appropriate service delivery.

5. Children in rural and remote communities enter kindergarten as confident learners.

5.1 Transition to school statements will be introduced to strengthen information sharing between parents, early childhood educators and schools.

A transition to school statement based on the *Early Years Learning Framework* will be trialled in 2013-14 for a wider roll out to early childhood education services and schools in 2014-15. The statement will address the early childhood development domains such as language and cognitive skills, social and emotional development and physical wellbeing.

The statement will provide a template for early childhood educators to complete, with input from families, which summarises each child's strengths, interests and approaches to learning, and suggests ways these can be supported. The statement will ensure important information is shared with teachers and schools to support each child as they move into formal schooling.

From the start of 2014, new transition to school initiatives will be developed to bring together early childhood services and local schools. The initiatives will include parents, staff from early childhood services, kindergarten teachers and school principals from the local communities.

5.2 New initiatives will provide support for the Department's current distance education preschool.

In 2014, a specialist centre will be established for preschool children and families accessing the Department's distance education provision. The centre will showcase quality early learning and provide professional learning and mentoring for departmental preschool teachers, principals, preschool supervisors and parents in rural and remote locations.

Great teachers and school leaders



Future State

Great Teaching, Inspired Learning reforms build the capacity of teachers and leaders in rural and remote schools.

Rural and remote schools have greater capacity to attract and retain quality teachers and leaders.

Distance and time are not a barrier to working and learning together.

Current State

Rural and remote schools find it difficult to attract and retain teachers and leaders. Some schools are unable to fill executive positions despite multiple merit selection processes.

Teachers and principals in metropolitan schools have on average more experience than teachers and principals in rural and remote schools.

Rural and remote schools may have only one suitably qualified teacher in some curriculum areas and, in some schools, teachers may be asked to teach courses for which they have little or no formal training.

Head teachers in central and small secondary schools have curriculum responsibilities for areas in which they may have little or no expertise.

Geographic isolation and school size limits the opportunities for teachers and school leaders to work together, and collaborate and learn from those with expertise in learning and support.

Sometimes, teachers are not sure that a move to a rural and remote location will work for them.

Principal classifications are based on student numbers and do not reflect school complexity.

Newly arrived students and refugee students in rural and remote areas have limited access to intensive English literacy support, and their teachers do not have the same access to this expertise as teachers in metropolitan areas.

Teachers and leaders in rural and remote schools have limited experience with NAPLAN and HSC marking. This affects their understanding of the performance standards expected of their students in these types of assessments.

There are limited professional development opportunities for administrative and support staff in rural and remote areas.

Outcomes and actions

6. *Great Teaching, Inspired Learning*¹⁰ reforms build the capacity of teachers and leaders in rural and remote schools.

6.1 Graduates from NSW teacher education programs will have the skills and personal attributes for teaching in rural and remote schools.

In 2014, the Department will broker partnership agreements between schools and initial teacher education providers to improve the quality of the professional experience teachers receive. Partnership agreements will be based on the new professional experience framework being developed by the NSW Institute of Teachers (the Institute)¹¹. Under these partnership agreements, the Department will identify up to 15 schools to be showcase schools for quality professional experience.

These schools will be required to demonstrate a whole school commitment to quality professional experience, support other schools and work closely with their university.

The Department will work with the Institute and initial teacher education providers to ensure the new framework and partnership agreements better support professional experience placements in rural and remote schools including placements for early childhood teachers.

This will include:

- the provision of incentives for teacher education students willing to undertake a professional experience placement in a rural and remote school
- strengthening the Department's personal suitability interview process to explicitly address suitability for teaching in rural and remote schools
- identifying and supporting a small number of rural and remote schools to be the showcase schools for quality professional experience.

The Institute will work with initial teacher education providers to support them to include specific content relating to teaching in rural and remote schools in teacher education courses.

The Institute will also make available registered professional learning courses to support those teachers who will take on the role of mentoring and supervising teacher education students in rural and remote schools.

6.2 Incentives will be targeted to attract more of the best and brightest into teaching in rural and remote schools.

New *teach.Rural* scholarships will be offered to talented prospective teachers prepared to teach in rural and remote schools. The first 20 *teach.Rural* scholarships are being offered in 2013, to start in 2014. Fifty scholarships will be offered in subsequent years.

New cadetship and internship programs are being introduced in 2013, in areas of workforce need, including in rural and remote locations. The new cadetship program will target high achieving final year school students. The students will be employed part-time as paraprofessionals and placed in a school from the time they commence their initial teacher education program. The first 10 cadetships will be offered in 2014, increasing to an intake of 30 in 2017.

The new internship program will target high achieving final year teacher education students. Students will be employed part-time as educational paraprofessionals in schools while completing their final year of study. The first 10 interns will commence in 2014, increasing to an intake of 30 in 2017.

6.3 Beginning teachers will receive quality induction, reduced teaching loads and mentor support.

From the start of 2014, new guidelines and support resources will be available to ensure beginning teachers receive quality induction into both the profession of teaching generally and the context of the school and its community. Rural and remote schools will tailor induction programs to help teachers understand and adjust to the local community.

From 2014, all permanent beginning teachers (those on their first permanent appointment with the Department) will be provided with:

- the equivalent of two hours per week release in their first year (to support probation)
- the equivalent of one hour per week release in their second year (when they are finalising accreditation at the Proficient level).

Schools will also be provided with:

- the equivalent of one hour per week release to allow an experienced teacher to provide mentor support during the beginning teacher's first year of teaching.

In addition, eight teacher mentor positions will be allocated across up to 40 schools with significant numbers of beginning temporary teachers. The teacher mentors will work with beginning temporary teachers across up to five identified schools. Four of these teacher mentor positions will be allocated to support schools with significant numbers of beginning temporary teachers in rural and remote locations.

The Department will also review the requirement for casual and temporary teachers in remote locations to have a block of continuous teaching of one term or its equivalent over five school terms before they can be accredited at the Proficient level.

6.4 Teachers will be better supported by strategies and processes that allow for professional collaboration and conversations about their teaching practice.

Teachers and schools in rural and remote areas will be able to share and showcase their practice through the making of classroom documentaries. Teachers will also be supported to share and analyse their practice, and schools to build collaborative teaching cultures, through 'Quality Teaching Rounds'.

Both of these initiatives will be resourced to ensure teachers in rural and remote locations can participate using technologies that allow groups of teachers across multiple schools to watch and discuss lessons.

7. Rural and remote schools have greater capacity to attract and retain quality teachers and leaders.

7.1 The benefits of teaching in rural and remote locations will be actively promoted.

The Department through *teach.NSW* will develop a new campaign to promote the career and personal benefits of teaching in rural and remote schools. This campaign will begin at the end of 2013 and use social media and mobile technology to target universities, school leavers, those yet to decide on a career or interested in a career change, as well as existing teachers and leaders.

Principals will be provided with communication support to help them actively promote and market their school and community to new and experienced teachers and school leaders.

The Department will also introduce a Rural Teacher Exchange Program to provide an opportunity for teachers in rural and remote schools to exchange with teachers in other schools for one year at a time, returning to their substantive school at the end of the year. This will allow rural and remote teachers to experience a different teaching environment and for other teachers to consider whether teaching in a rural and remote school is a longer term option for them.

7.2 A new range of incentives will be offered to attract and retain teachers and school leaders.

From 2013, the principal positions in the *Connected Communities* schools have been upgraded to Executive Principals to attract outstanding school leaders for these schools. The employment package for these Executive Principals also includes an incentive to reward those principals who succeed and remain in the position beyond three years.

Over the next four years, over \$30 million in additional funding will be available for a range of new incentives to attract experienced teachers and leaders to rural and remote schools and encourage them to stay.

These incentives will include:

- in rural and remote six-point and eight-point incentive schools, principals will have the option of having a suitable temporary teacher, who has worked continuously for at least two years in the school directly appointed into a permanent vacant position in their school. In eight-point incentive schools, principals will also have the option of permanently appointing those teachers above establishment, if there is no vacant position at the school
- principals in rural and remote eight-point incentive schools will be able to recommend that following two continuous years successfully relieving or acting in an executive role, a teacher is assessed for direct appointment into the role
- newly appointed teachers and school leaders in rural and remote schools may be offered a 10 week trial before their permanent appointment is confirmed

- in rural and remote eight-point incentive schools, a recruitment benefit of \$10,000 may be used to attract suitable applicants, if two consecutive selection processes have not filled a vacancy
- the payment of a 50 per cent rental subsidy to teachers in rural and remote four-point incentive schools
- the payment of the NSW Institute of Teachers' submission fee for accreditation as Highly Accomplished or Lead teacher for teachers and leaders in rural and remote schools.

Currently principal classification and salary are linked to student enrolments and this does not reflect the complexity of each school or the principal's workload. The *Local Schools, Local Decisions* reform and the introduction of the RAM provide both an opportunity and a mechanism for designing salary arrangements that reflect and respond to changing school complexity. The Department proposes to discuss future options to address this as part of negotiations with the NSW Teachers Federation on a new School Teachers Award.

7.3 More options will be available to develop the leadership skills of current and aspiring school leaders in rural and remote schools.

In 2014, the Department will develop and publish resources and guidelines to better support succession planning for school leaders and teachers aspiring to be principals. Around \$8 million in additional funding will be allocated over the next four years to provide specific support to newly appointed school leaders in rural and remote schools including:

- a rural and remote mentoring program to link newly appointed leaders with experienced school leaders. This will include the option of short-term shadowing opportunities for newly appointed school leaders in rural and remote schools, to work alongside experienced leaders in high performing schools
- a range of coaching and mentoring programs for principals of rural and remote schools to assist them to develop further their leadership capabilities.

8. Distance and time are not a barrier to working and learning together.

8.1 Teachers, school leaders and administrative and support staff in rural and remote schools will have access to quality professional learning, mentoring and coaching programs.

Teachers, school leaders and administrative and support staff will have access to a range of professional learning and training options to fit their local circumstances, including online courses, online sharing and face-to-face opportunities. For example:

- the online professional learning program, *The Classroom Teacher Program*, will be enhanced during 2014 and additional, registered professional learning courses developed that align to each career stage of the *Australian Professional Standards for Teachers*

- induction support for early career teachers will also be provided online and teachers will be able to access mentor support through virtual and online technologies. Teacher mentors for early career teachers in rural and remote locations, will be provided with assistance to work in virtual environments
- new and experienced teachers in small schools will be supported through virtual Key Learning Area (KLA) networks using online mentoring and coaching and interactive technologies
- online professional learning modules will be developed which will allow administrative staff to pursue individual development pathways. They will include support for leadership development, contemporary school management, communication and administration practices, as well as other specific role-related activities.

The Department will also identify opportunities to share professional learning across school sectors by working with local Catholic and Independent school colleagues.

8.2 Teachers will have increased opportunity to experience real or simulated NAPLAN and HSC marking.

From 2014, the Department and the Board of Studies NSW (the Board)¹¹ will provide access to support and analysis for teachers in rural and remote schools in relation to NAPLAN, the Record of School Achievement (RoSA) and the HSC.

HSC teachers will have increased opportunity to experience real HSC marking, particularly in subjects marked online, as well as access to simulated HSC marking through both face-to-face and online presentations. Rural and remote teachers in their first three years of teaching will be particularly targeted and provided with opportunities to participate in NAPLAN and HSC simulation marking.

The Board will also make HSC Showcase events, such as ARTEXPRESS, Encore and OnStage, available in electronic form and annotated with markers comments. The Board will also rearrange the HSC Showcase calendar to cluster as many events as possible in the one place to increase access for rural and remote students and teachers.

These experiences will provide teachers in rural and remote schools with increased access to support related to NAPLAN, the RoSA and HSC marking within their subject areas. This support can help teachers and students gain a better understanding of expected standards and requirements for high achievement.

8.3 Virtual faculties will be established for Learning and Support and ESL teachers linking them to experienced head teachers, assistant principals and other expertise.

Learning and Support teachers have an important role in providing professional learning and expert advice, particularly in areas where specialist services are limited.

Newly arrived students with English as an Additional Language or Dialect (EAL/D) require intensive English support. The support of other agencies may also be needed to help students deal with trauma.

Current models of virtual faculties that already link teachers in rural and remote schools to subject expertise will be expanded from 2014 to include virtual faculties for:

- teachers providing personalised learning and support and those working with students with additional needs
- ESL and other teachers of newly arrived students.

Curriculum access for all



Academically gifted students and those who require curriculum adjustments have limited subject choice and learning experiences because the right types of resources and support are not always available in small rural and remote schools.

Students in rural and remote areas have fewer opportunities to be exposed to a broad range of career options and may have fewer career role models.

Students in rural and remote areas are less likely than students in metropolitan areas to go on to further study.

Less than 50 per cent of Aboriginal students in rural NSW complete Year 12 or equivalent.

Rural and remote teachers find it hard to develop links with universities and to provide their students with enrichment activities that build student engagement in science, mathematics and agriculture.

Rural and remote schools find it difficult to offer a broad range of VET courses linked to quality work placements. Local employers want VET courses to meet local employment needs.

Future State

Rural and remote students have improved access to a broad and quality curriculum.

Gifted and talented rural and remote students have the same curriculum opportunities as students in metropolitan areas.

Rural and remote students have access to quality transition pathways from secondary school to further education, training or employment.

Current State

Teachers and students sometimes find it hard to share curriculum resources and collaborate with each other because of distance, as well as technological and school organisational limitations.

Students in rural and remote areas have fewer opportunities to participate in transition activities due to geographical barriers.

Students in rural and remote areas have less opportunity to participate in curriculum enrichment, career related learning, cultural and sporting programs because of distance and the cost of travel.

Outcomes and actions

9. Rural and remote students have improved access to a broad and quality curriculum.

9.1 A virtual secondary school will be established, delivering quality curriculum to rural and remote students across the state.

The Department will establish a virtual secondary school to allow Years 7-12 students in rural and remote schools to study specialist subjects they cannot access in their home school. It will also be partially selective, offering selective classes for gifted and talented students in some secondary subjects. Teachers and students will use the most up to date technology to create engaging learning environments, building on what we have learnt from current programs such as Access, e2 and Xsel, as well as international evidence about how best to deliver curriculum in rural and remote areas.

Secondary students across rural and remote NSW will be able to study a 'blended' curriculum, with selected courses provided

through the virtual school and the remainder through their local school. The virtual school will specialise in providing selective classes and curriculum extension for those stage 5 and 6 courses small schools find difficult to consistently offer because of size and isolation. This will include courses in mathematics, science, engineering studies and economics.

The virtual school will provide opportunities for students in small schools to work with other students at similar academic levels. Students will have targeted support from teachers in their own school to assist them to work effectively in a virtual learning environment.

The virtual school will complement existing distance education provisions available to students in rural and remote NSW and be coordinated from a central location such as the existing Distance Education Centre at Dubbo.

Priority for enrolment in stage 5 and 6 courses will be given to those in the most remote locations. Students in the selective classes will apply through the current Departmental processes for selective schools.

The Department will allocate over \$8 million over the next four years to establish and operate the virtual school. The first students will enrol in 2015.

9.2 Electronic curriculum documents and syllabus support materials will be developed to meet the needs of rural and remote teachers.

The Board of Studies will factor into its processes specific advice on the implications for rural and remote schools of new materials developed to support the NSW curriculum. The Board will consult with rural and remote teachers and principals, as materials are developed, on their perspectives as to the usefulness of any new materials. The Board will consider this advice as part of the curriculum endorsement process and will include it with all curriculum recommendations to the Minister.

9.3 Teachers, students and school leaders will be able to collaborate and share curriculum resources.

To overcome the barriers of very small student numbers, distance and travel time, curriculum will be delivered across a number of schools and by teachers who are not in the student's school. Teachers and students will also have access to teaching and learning resources, regardless of geographic location.

From 2014, school leaders, teachers and students will be able to access a range of online communication and collaboration technologies, including video conferencing, the *Microsoft* and *Adobe* suites of software, *Google Apps* and *NSW Scootle* for access to all national digital learning resources, collaboration and assessment tools.

These technologies will assist in the flexible delivery of classroom learning, the development and sharing of resources and access to specialist expertise. They will also allow teachers and students to build local and global communities and to connect with other interested students and experts worldwide.

9.4 Processes will be strengthened to ensure smooth curriculum transition from primary to secondary school.

Students will be provided with more opportunities to participate in Year 6 to Year 7 transition activities. Educational Services teams will coordinate professional learning for staff in rural and remote areas to help them better plan for students as they transition from primary to high school.

Online professional networks will support staff to develop early and middle years learning experiences targeted at rural and remote students. These programs will include a focus on curriculum continuity through the use of the interactive K-10 Literacy and Numeracy Continuums.

From 2014, primary schools will be assisted to work together on strategies to broaden the career aspirations of primary students. Primary and secondary teachers will be able to access professional learning that will support them to collaborate and coordinate career-related learning as students transition from Year 6 to Year 7.

10. Gifted and talented rural and remote students have the same curriculum opportunities as students in metropolitan areas.

10.1 New approaches will be developed to address the impact of isolation, distance and small peer groups on gifted and talented students.

The Department will investigate the establishment of additional opportunity classes in rural and remote primary schools to provide for gifted and talented Years 5 and 6 students. The Department's new virtual secondary school will be partially selective providing curriculum extension for gifted and talented Years 7-12 students.

During 2014, additional support will become available to specifically assist rural and remote teachers to address the unique needs of gifted and talented students in their classes. Teachers will be able to access professional learning, assistance to provide extension and enrichment activities, flexible models of curriculum delivery, virtual learning, distance education and opportunities for acceleration of their students.

10.2 New programs will be developed to give students access to and engage them in science, mathematics and agriculture courses¹².

New approaches will be developed, such as sharing of curriculum across schools, mentoring for students with experts and online 'masterclass' experiences led by experts during and out of school hours. This will give gifted and talented students access to these courses, provide them with the links needed for genuine enrichment and help them to better understand related careers.

To ensure rural and remote students are able to visit universities and have virtual access to HSC preparation seminars and curriculum enrichment programs, the Department will work with principals and universities to develop new ways of delivering these programs.

10.3 More options will be provided for rural and remote students to participate in State arts and sports programs and other enrichment opportunities.

In 2014, the current local school sports programs offered to students in rural and remote NSW will be expanded. A number of new initiatives, including online programs, will also be developed to support teachers. One of these new initiatives will be the development of a Physically Active Schools Portal that will provide teachers with exemplars of school sport programs and community sporting partnerships.

New strategies will be developed to expand and strengthen the opportunities for rural and remote students to access a wide range of high quality arts performances, exhibitions, camps, workshops, programs and events. The Department will also expand access to online and virtual rehearsals and auditions to support teacher professional learning and increase student participation in performances for State arts activities.

In circumstances of extreme hardship resulting from distance or family circumstances, financial support will be provided to students to ensure they can participate in these State programs.

11. Rural and remote students have access to quality transition pathways from secondary school into further education, training or employment.¹³

11.1 New partnerships will be developed between schools, TAFE NSW, universities, employers.

Schools and Educational Services teams will work in partnership with TAFE NSW, local businesses and Chambers of Commerce to link VET courses to local employment needs. Assistance will be provided for groups of schools to work together, including options for working with TAFE NSW and local non-government schools to share resources and facilities, to better meet the needs of all students in a local area.

Online student mentoring programs, linking students with experts in and beyond their community, will be developed for students in rural and remote areas. In 2014, the Department will work with the Australian Business and Community Network and their participating companies to extend their current school programs to rural and remote schools and to use e-mentoring in combination with face-to-face sessions.

In addition, the Department will better tailor and promote existing careers and mentoring programs to rural and remote schools.

11.2 Aboriginal students will be provided with additional support through personalised learning to achieve their aspirations as they move into further training and/or work.

A number of strategies from the Government's plan for Aboriginal education, employment and accountability – *Opportunity, Choice, Healing, Responsibility, Empowerment* (OCHRE)¹⁴ – will underpin personalised learning and support to enable Aboriginal students in rural and remote communities to gain skills and build confidence and resilience.

Under the OCHRE plan, Aboriginal communities across NSW will have the opportunity to rejuvenate, revitalize and maintain Aboriginal language and culture through Language and Culture Nests. Opportunity Hubs will also be established to give Aboriginal young people pathways to real jobs by coordinating employment and training opportunities between schools, local businesses and the community.

In the 15 *Connected Communities*¹⁵ schools, Aboriginal students will have personalised learning plans to ensure teaching and learning is targeted to their individual needs.

In addition, each school will have a local School Reference Group, which will work collaboratively with the Executive Principal in the development, planning and shared decision-making of each school's *Connected Communities* strategy. This will ensure that the *Connected Communities* schools have a broader influence within the local community to better deliver key services to support children and young people from birth through school into further training, study and employment.

Effective partnerships and connections



Future State

Teachers and school leaders have access to professional learning and expert advice so they can meet the learning and support needs of every student.

Schools are able to access specialist assistance for students whose needs are challenging or complex.

State borders do not prevent students from obtaining the support they need.

Current State

Access to allied health services in rural and remote communities may be limited or non-existent. Schools have difficulty accessing and linking students and their families to these services even when they exist.

School staff and leaders have varying skills and expertise in facilitating support for students with additional learning needs.

State boundaries can limit teachers' opportunities to work with nearby colleagues and build professional networks.

Some students and families travel long distances to access services in their own state when the closest service is available in the neighbouring state or territory.

Schools located near state boundaries find it frustrating that there is limited coordination of education and support services across state borders.

Outcomes and actions

12. Teachers and school leaders have access to professional learning and expert advice so they can meet the learning and support needs of every student.

12.1 Professional learning will build the capabilities of school leaders and staff in creating and sustaining safe and supportive school communities.

From the start of 2014, schools will have access to teams of expert staff, who are part of Educational Services teams, to assist them to meet the diverse needs of their students, including those requiring additional learning and support. These teams will have a strong focus on providing and facilitating professional learning targeted to school needs. Examples include expanded access to:

- tutor-supported online courses that extend teacher knowledge and skills in supporting students with autism, behaviour support needs, dyslexia, hearing impairment and significant difficulties in reading, communication and motor coordination
- the *Connecting to Country* program, whereby school leaders and staff gain the knowledge, confidence and understanding to teach all students about Aboriginal culture and history, and implement culturally responsive teaching and learning practices for Aboriginal students
- advice and assistance about positive behaviour practices that schools might adopt and opportunities to network with schools already implementing these programs.

12.2 Teachers will be supported with tools to assist them to personalise learning and support.

Through the *Every Student, Every School*¹⁶ strategy, tools will be developed to assist teachers to personalise learning and support for students with additional needs. These tools will help schools to:

- collaborate with students, parents, carers and community
- identify the specific needs of individual students
- identify, implement and assess the impact of support.

While these tools will be available to all schools from 2014, they are particularly important in rural and remote schools where specialist support services and expertise may be harder to access.

Approximately 70% of schools currently participating in the *Early Action for Success*¹⁷ initiative are in rural and remote areas of NSW, including *Connected Communities* schools. From 2014, the number of schools in rural and remote areas with Instructional Leaders will be increased. Instructional Leaders will coordinate the identification of the literacy and numeracy achievement of all Kindergarten to Year 2 students, and strategically plan personalised learning and interventions for students. They will work with the school executive to determine the professional learning needs of staff to differentiate instruction, and lead the professional learning of teachers in effective literacy and numeracy teaching practices.

12.3 Student Support Officer traineeships will be offered to engage youth workers in schools.

Based on the Student Support Officer initiative in secondary schools, traineeships will be offered for schools to engage young people as youth workers to help schools respond to the needs of their students. Traineeships will provide opportunities for young people from the community to train and work locally with professional supervision and support from specialist staff.

The first traineeships will be offered in 2014 to groups of schools in rural and remote areas forming an education network.

13. Schools are able to access specialist assistance for students whose needs are challenging or complex.

13.1 Specialist centres will be established to bring together expertise and specialist staff.

From 2014, schools will progressively access a state-wide network of specialist assistance through a single local point of contact. Specialist centres will bring together coordinated inter-agency health and wellbeing services through the expertise of specialist departmental staff working in collaboration with other government and non-government agencies. These services will be in addition to what is already available in schools¹⁸.

Specialist centres will build on what we have learned from existing programs and strategies such as virtual faculties, the Student Support Officer initiative, and the NSW Centre for Effective Reading. Specialist centres will have a key role through their Senior Psychologists, Education in supporting schools to address and manage complex cases where students may be at risk of disengaging from education because of issues related to learning, health and/or wellbeing.

Specialist centres already existing in Dubbo and Wagga Wagga will be extended in 2014 to provide additional expertise in areas such as education psychology, school attendance and student health and wellbeing. New centres will be established in Broken Hill and Tamworth.

From 2015, more specialist centres will be established and by the end of 2016, 15 of 20 specialist centres will be operating in rural and regional NSW.

Each specialist centre will reflect local student wellbeing needs. The centres will provide advice and assistance, as well as direct assessment and support for schools, students and their families. As schools progressively access specialist centres, school counsellors will be better supported in delivering their psychology expertise in schools. Some centres will also provide opportunities for families, early childhood educators and schools to work together to achieve seamless transition to school for young children.

The Department has begun discussions with the NSW Ministry of Health and other agencies over how it will staff centres to reflect local student wellbeing needs. Over the next four years, over \$15 million in additional funding will be provided for operational support and to enhance expertise in areas such as youth, social and welfare work, speech, language and health care across the State's network of specialist centres.

In 2014, departmental staff appointed to the centres will be able to access ten new post graduate scholarships so that they have the expertise to support their work with schools, students and their families. In 2014-15, four early childhood scholarships will also be provided to early childhood educators working in Wagga Wagga, Tamworth, Dubbo and Broken Hill centres. This will enable them to upgrade their qualifications specifically in relation to working with young children with special needs

13.2 There will be more coordinated case management and planning for students with significant behavioural issues who are enrolled in distance education.

From the start of the 2014 school year, the guidelines for enrolment in distance education will be amended so there is stronger case management of, and support for, those students with complex needs. Currently, more than half of the students enrolled in distance education are not able to attend their local school because of their very challenging behaviour. While distance education is an effective intervention, these students and their families need other options for re-engaging with further education, training or employment.

14. State borders do not prevent students from obtaining the support they need.

14.1 The Department will simplify bureaucratic processes to make it easier for schools to work across state borders.

Teachers and school leaders find departmental processes frustrating when they try to work across a state border. The Rural and Remote Education Advisory Group will be asked to identify examples where schools wanting to work across state borders encounter difficulty, and the Department will look to review those processes. For example, the Department will review and simplify processes for approving excursions and professional learning held in another state or territory.

14.2 The Minister for Education will seek support from the Cross Border Commissioner and the Standing Council on School Education and Early Childhood (SCSEEC) for schools operating near borders to be able to share education services.

The Cross Border Commissioner will be asked to investigate and make recommendations about:

- strategies that will enable children and students to enrol in preschools and specialist support classes in another state when these are the closest service to them
- ways education resources can be shared between states and territories
- solutions to issues impacting on students' education in border communities.

The Minister will also seek the support of other State and Territory Ministers for schools operating near borders to share resources and facilitate staff professional learning and networking.

References

- 1 MCEETYA Geographical Location Classification www.mceecdya.edu.au/mceecdya/geolocation_questions_and_coding_index,11968.html
- 2 Centre for Education Statistics and Evaluation, 2013, *Rural and remote education: Literature review*, NSW Department of Education and Communities. www.cese.nsw.gov.au
- 3 For more information on the community preschool funding model, go to: www.dec.nsw.gov.au/what-we-offer/regulation-and-accreditation/early-childhood-education-care/funding/community-preschool-funding
- 4 Professor Deborah Brennan, 2012, *Review of NSW Government Funding for Early Childhood Education*, NSW Government. https://www.det.nsw.edu.au/media/downloads/about-us/statistics-and-research/public-reviews-and-enquiries/review-of-nsw-government-funding-for-early-childhood-education/review_nsw_gov_funding_ece.pdf
- 5 For more information on *Local Schools, Local Decisions*, go to: www.dec.nsw.gov.au/about-the-department/our-reforms/local-schools-local-decisions
- 6 For more information on the RAM (Resource Allocation Model), go to: www.dec.nsw.gov.au/about-the-department/our-reforms/local-schools-local-decisions/reform-agenda/resource-allocation-model
- 7 FOEI is based on the occupation and education status of each student's primary carers. It uses information on parental level of school education, highest non-school qualification and occupation category drawn from school administrative data collected on student enrolment forms and recorded on the Department's Enrolment Registration Number (ERN) system. For more information go to: www.cese.nsw.gov.au/images/stories/PDF/CESE_Learning_Curve5_FINAL_FOEI.pdf
- 8 For more information on the AEDI, go to: www.rch.org.au/aedi/
- 9 For more information on *Best Start*, go to: www.curriculumsupport.education.nsw.gov.au/beststart/information/index.htm
- 10 For more information on the *Great Teaching, Inspired Learning* reforms, go to: www.dec.nsw.gov.au/our-services/schools/great-teaching-inspired-learning
- 11 In September 2013, the NSW Government announced its intention to merge the current functions of the NSW Institute of Teachers and the Board of Studies NSW to form a new body called the Board of Studies, Teaching and Educational Standards (BoSTES). Legislation is planned to take effect in January 2014.
- 12 Office of the Chief Scientist, 2013, *Science, Technology, Engineering and Mathematics in the National Interest: A Strategic Approach*, Australian Government, Canberra. www.chiefscientist.gov.au/wp-content/uploads/STEMstrategy290713FINALweb.pdf
- 13 *NSW Government Review of Tertiary Pathways*, June 2012, NSW Government. www.det.nsw.edu.au/media/downloads/about-us/statistics-and-research/public-reviews-and-enquiries/review-tertiary-pathways.pdf
- 14 *OCHRE: Opportunity, Choice, Healing, Responsibility, Empowerment*. NSW Government Plan for Aboriginal affairs: education, employment and accountability, NSW Government, 2013. www.aboriginalaffairs.nsw.gov.au/nsw-government-aboriginal-affairs-strategy
- 15 For more information on *Connected Communities*, go to: www.dec.nsw.gov.au/about-us/careers-centre/school-careers/focus-areas/connected-communities
- 16 For more information on *Every Student, Every School*, go to: www.dec.nsw.gov.au/what-we-offer/education-and-training/disability-support/every-student-every-school
- 17 For more information on *Early Action for Success*, go to: www.det.nsw.edu.au/media/downloads/about-us/news-at-det/announcements/yr2013/early-action-success-2013-implementation-plan.pdf
- 18 More information about the importance of linking education and health to support mental health in young people can be found at: <http://nswmentalhealthcommission.com.au/assets/File/Living-Well-in-Our-Community-FINAL-20130523.pdf>

For more information go to:

**[www.dec.nsw.gov.au/about-the-department/
our-reforms/rural-and-remote-education](http://www.dec.nsw.gov.au/about-the-department/our-reforms/rural-and-remote-education)**

© NSW Department of Education and Communities
November 2013



Education &
Communities



Country Mayors Association of NEW SOUTH WALES

Chairman: Cr Rod Kendall
PO Box 20, Wagga Wagga NSW 2650
02 6926 9111
ABN 92 803 490 533

22 August 2016

RECEIVED
24 AUG 2016

BY:

Mr Dean Lynch
Administrator
Snowy Monaro Regional Council
PO Box 714
COOMA NSW 2630

Dear Dean,

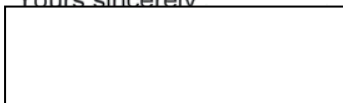
I refer to your Councils recent application for membership of the Country Mayors Association.

I have pleasure in advising that at our meeting held on the 12 August it was resolved that Snowy Monaro Regional Council be admitted as a member.

I know your council will receive value from attending meetings and listening and liaising with the guest speakers, as well as networking with fellow delegates.

I look forward to seeing you and your Council representatives at future meetings.

Yours sincerely



Cr Rod Kendall
Chairman
Country Mayors Association of NSW

10.1 TO PROVIDE APPROPRIATE DELEGATIONS FOR A NEWLY APPOINTED STAFF MEMBER.

Record No:

Responsible Officer:	Director Service Planning
Author:	Noxious Weeds Officer
Key Direction:	1. Sustaining Our Environment for Life
Delivery Plan Strategy:	DP1.5 Continue to control and promote the eradication of Noxious Weeds and invasive species on Rural and Urbane Lands within the Snowy River Shire through education, inspections and enforcement.
Operational Plan Action:	OP1.14 Provide a Vegetation Management Program/Unit that achieves Regional Weed Strategies and statutory requirements.
Attachments:	Nil
Cost Centre	N/A
Project	N/A
Further Operational Plan Actions:	N/A

EXECUTIVE SUMMARY

Mr Geoffrey Drew has accepted the position of Weed Management Officer with the Cooma Branch of Snowy Monaro Regional Council and commenced duties on 18 July 2016. Mr Drew will require the following delegations to enable him to carry out his duties. Note that some delegations are provided by the General Manager. The format of Mr Drew's delegations is in line with those of the former Cooma-Monaro Shire Council and will be reviewed as all delegations of the new Council are brought into a standardised format.

The following officer's recommendation is submitted for Council's consideration.

OFFICER'S RECOMMENDATION

That Council authorise the delegations detailed below for Mr Geoffrey Drew.

BACKGROUND

Authority	Delegation
Noxious Weeds Act 1993	1 Authority to act as an Inspector under Section 41 of the Noxious Weeds Act 1993. 2 Authority to enter premises, being land and places, to control noxious weeds on behalf of the local control authority under Section 20 (2) of the Noxious Weeds Act 1993. 3 Authority to give occupier prior notice of entry under Section 45 of the Noxious Weeds Act 1993.

4 All delegations of the Noxious Weeds Manager when acting in that position.

5 Authority to exercise specific force to enter private property under Section 46 of Noxious Weeds Act 1993

6 Authority to issue SEINS Notices relating to Noxious Weeds Act 1993

Local Government Act 1993

7 Subject to any policy of the Council, the power to issue orders specified in Section 124 Order 21 only and exercise the powers of Council in relation to land not maintained in a safe or healthy condition.

8 Authorized to enter properties for the purposes of exercising Council's functions.

9 Authority to sign correspondence relating to inspections and information relating to such inspections.

The Signature block is:

Geoffrey Drew
Weed Management Officer
for
Peter Smith
Director of Service Planning

10 Authority to make expenditure to the value of \$ 2,000 within approved budget for Noxious Weeds Service

Environmental Planning &
Assessment Act 1979

11 Act as a Council investigation officer authorised to exercise powers under this Division

QUADRUPLE BOTTOM LINE REPORTING

1. Social

By adopting the recommendation, Council will ensure that Mr Drew is a fully operational staff member and able to effectively service the community

2. Environmental

Positive environmental outcomes are expected through the adoption of this report.

3. Economic

Positive economical outcomes are expected through the protection of local agricultural enterprises from the threat of invasive weeds.

4. Civic Leadership

Council's adoption of the recommendation in this report will ensure that its staff are operating at full capacity and meeting its legal obligations in accordance with the Noxious Weeds Act 1993.

10.2 SMRC 210 - ASSET MANAGEMENT POLICY

Record No:

Responsible Officer:	Director Service Delivery
Author:	Deputy Director Service Delivery
Key Direction:	1. Sustaining Our Environment for Life
Delivery Plan Strategy:	DP1.6 Ensure Council services, facilities and land holdings achieve best practice for sustainability.
Operational Plan Action:	OP1.22 Ensure Council has a safe reliable, sustainable and cost effective assets through the effective management of Facilities, Infrastructure, Plant, Motor Vehicle and Equipment Assets.
Attachments:	1. SMRC 210 - Asset Management Policy ↓
Cost Centre	
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Asset management practices impact directly on the core business of Council and appropriate asset management is required to achieve our strategic service delivery objectives. This Asset Management Policy provide the objectives and principals to achieve this.

The following officer's recommendation is submitted for Council's consideration.

OFFICER'S RECOMMENDATION

That Council adopt SMRC 210 - Asset Management Policy.
--

BACKGROUND

The Asset Management Policy was developed to provide guidance to staff on the objectives and principals of Asset Management for the Snowy Monaro Regional Council.

Council is committed to implementing a systematic asset management methodology in order to apply appropriate asset management best practices across all areas of Council. This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Sound management of Council's assets ensure they are sustainable for future generations use.

2. Environmental

Effective management of assets reduces the negative impact on the environment.

3. Economic

Good Asset Management practice compliment financial management.

4. Civic Leadership

5. Proactively managing Council's Assets in an economically and environmentally friendly manner.



Title of Policy	SMRC 210 – Asset Management		
Responsible Department	All Council Services	Document Register ID	250.2016.210.1
Policy Owner	Assets Manager	Review Date	Date
Date of Council Meeting	Date Approved	Resolution Number	Number
Legislation, Australian Standards, Code of Practice	Local Government Act 1993 Regulations under the Act		
Aim	To set guidelines for implementing consistent asset management processes throughout Cooma-Monaro Shire Council		

1 Objective:

To ensure adequate provision is made for the long term replacement and maintenance of major assets by:

- Ensuring that Council's services and infrastructure are provided in a sustainable manner, with the appropriate levels of service to residents, visitors and the environment.
- Safeguarding Council assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Creating an environment where all Council employees take an integral part in overall management of Council assets by creating and sustaining asset management awareness throughout the Council.
- Meeting legislative requirements for asset management.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
- Demonstrating transparent and responsible asset management processes that align with demonstrated best practice.

2 Policy:

- Council is committed to implementing a systematic asset management methodology in order to apply appropriate asset management best practices across all areas of Council. This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery.
- Asset management practices impact directly on the core business of Council and appropriate asset management is required to achieve our strategic service delivery objectives.
- Asset management relates directly to the Community Strategic Plan and its goals and strategies.
- Asset management supports the Community Strategic Plan and its goals, aims and objectives. A strategic approach to asset management will ensure that Council delivers the highest appropriate level of service through its assets. This will provide positive impact on:
 - Members of the public and staff;

- Council's financial position;
- The ability of Council to deliver the expected level of service and infrastructure
- The political environment in which Council operates; and
- The legal liabilities of Council.

3 Principles:

- A consistent Asset Management Strategy must exist for implementing systematic asset management and appropriate asset management best-practice throughout all Services of Council.
- All relevant legislative requirements together with political, social and economic environments are to be taken into account in asset management.
- Asset management principles will be integrated within existing planning and operational processes.
- An inspection regime will be used as part of asset management to ensure agreed service levels are maintained and to identify asset renewal priorities.
- Asset renewals required to meet agreed service levels and identified in Infrastructure and Asset Management Plans will be fully funded in the annual budget estimates.
- Service levels agreed through the budget process and defined in Infrastructure and Asset Management Plans will be fully funded in the annual budget estimates
- Asset renewal plans will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service.
- Systematic and cyclic reviews will be applied to all asset classes and are to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards. Asset valuations will be performed as detailed in the Asset Valuation Procedure.
- All asset acquisitions and disposals will be performed in accordance with the Asset Acquisition, Modification and Disposal Procedure. Developer built assets will be brought into the system as detailed in the Developer Built Assets Procedure.
- Future lifecycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets.
- Future service levels will be determined in consultation with the community.

4 Responsibility:

Councillors are responsible for adopting the policy and ensuring that sufficient resources are applied to manage the assets.

The General Manager has overall responsibility for developing an asset management strategy, plans and procedures and reporting the status and effectiveness of asset management within Council

5 Review Date:

This policy has a life of 4 years.

Documentation

250.2016.#.1	Asset Valuation Procedure
250.2016.#.1	Asset Acquisition, Modification and Disposal Procedure
250.2016.#.1	Developer Built Assets Procedure

Variation

Council reserves the right to review, vary or revoke this policy and should be reviewed periodically to ensure it is relevant and appropriate.

13.1 MICHELAGO REGION COMMUNITY ASSOCIATION LOAN

Record No:

Responsible Officer:	Director Service Delivery
Author:	Deputy Director Service Delivery
Key Direction:	4. Creating a Safer, Healthier and Thriving Community
Delivery Plan Strategy:	DP4.5 Support the availability of volunteering opportunities and build capacity.
Operational Plan Action:	OP4.20 Promote volunteering as a valued vocation that builds social capital. Executive Team at its meeting on 31 August 2016 resolved that the matter be referred to the Ordinary Council Meeting meeting to be held on 28 September 2016.
Attachments:	1. MRCA Draft Business Plan ↓
Cost Centre	
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The Michelago Region Community Association (MRCA) undertook a project for the construction of a tennis clubhouse and courts. In order to maximise the income for the project it was agreed that Council would purchase materials on behalf of the MRCA, and the MRCA would be invoiced for payment of these materials.

As a result of poor financial management on behalf of the MRCA it was identified that a significant debt remained unpaid to Council.

The MRCA President and Treasure met with Council to discuss payment options for this debt.

The following officer's recommendation is submitted for Council's consideration.

OFFICER'S RECOMMENDATION

- A. That Council allocate the remaining \$7,216.43 of committed funds to MCRA to part pay the outstanding invoice, reducing amount to \$35,868.56.
- B. That Council encourage MRCA to allocate the DSS Community Grant \$4,196.00 for the installation of the Playground. Noting additional funding will be required before project can be started.
- C. That MCRA make payment in full to Combine Rural Services for the installation of the fencing of \$5,470 and MetalMart \$310 immediately.
- D. That Council request an upfront payment from MRCA of \$22,798.00 be made immediately.
- E. That the remaining \$13,070.56 be paid to Council over a period of 3.5 years. Payment to be made monthly in the amount of \$300 (annually \$3,600).

- F. The MRCA review the fees and charges for tennis court and club house use to ensure income covers annual maintenance costs.
- G. That MRCA get confirmation in writing that the grant received for \$16,500 from Sport Facility Program can be finalise with the change in scope of works.
- H. MRCA to present books to Council on a bi-monthly basis for review to ensure good financial management has been established.
- I. That MRCA note they will be ineligible for any Council funding until the debt is paid in full.
- J. That Council review policies and procedures related to support of Community Associations, and ensure clear guidelines are established for funding agreements.

BACKGROUND

The Michelago Region Community Association (MRCA) Incorporated is a not for profit incorporate community association. The MRCA's objective is to represent and work for people in the Michelago region by helping to develop and maintain public and community places and services.

The MRCA recently embarked on a project to construct tennis courts and club house for the region.

The MRCA were successful in 2 grants:

- Community Building Partnerships NSW for \$30,000 for the construction of the Club House, and
- Sport Facilities Program NSW \$16,500 for the construction of the tennis court fence and lighting.

The remaining costs were to be covered from MRCA fundraising and existing funds.

The agreement between former Cooma-Monaro Shire Council and MRCA was that materials would be purchased under the Council banner, and then Council would invoice MRCA for the costs. Prior to Council agreeing to order materials for the project on Council managed land, a breakdown of costs and income was presented to Council by the MRCA. This showed the project was fully funded.

Following a meeting with MRCA on Friday 15 July 2016, Council was advised that MRCA were not in a position financially to pay the Council invoice in full. At this meeting MRCA were requested to provide a detailed operating budget for the MRCA for the next 12 months.

Currently there is an outstanding amount of \$43,084.99 (Invoice Number 31618.01).

A copy of the MRCA Business Plan was presented to Council on Monday 22 August 2016, see attached.

MRCA Current financial position

MRCA currently has the following reserves:

- Term Deposit – Maturing on 5 September 2016 for \$18,174.00
- Cash - \$10,404.00
- Council Grant allocation \$7,216.43 (Cash has not been released to MRCA)

- Grant Funds - \$12,396.00
 - DSS Community Grant \$4,196.00 (Project not allocated)
 - Office of Communities Sport and Recreation Participation Project \$8,200

Outstanding Expenses

- Fencing construction (Contractor Combined Rural Services) \$5,470.00
- MetalMart Fyshwick \$310.00
- Snowy Monaro Regional Council \$43,084.99

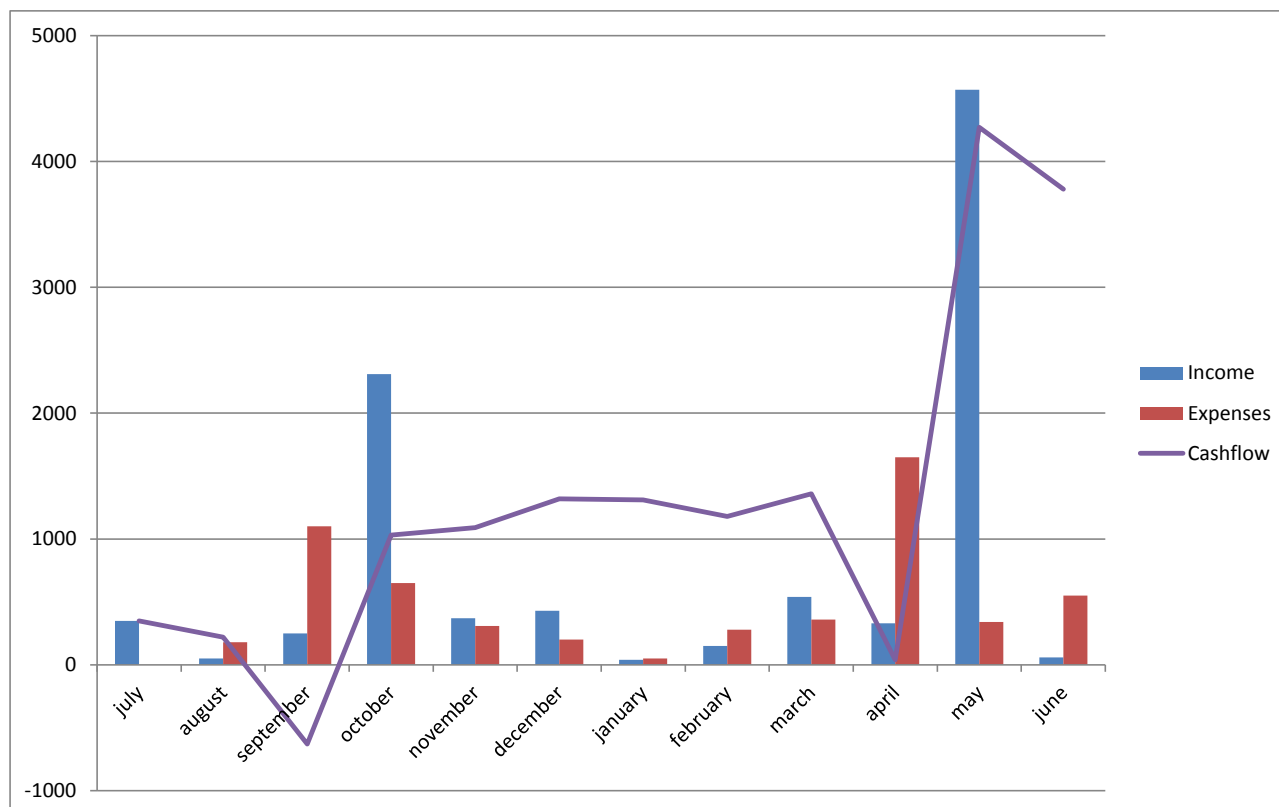
Income / Expense Statement

The following is a summary of the income / expense statement from MRCA for the 2016/2107 year.

INCOME		
Membership	300	
Donations	500	
Tennis Court Hire	250	
Sports Club membership	250	
Fundraising		
Driver Reviver	250	
Father's Day raffle	200	
BBQ Elections	300	
BBQ Halloween	300	
Battle of the Buskers	300	
Christmas Fair	300	
Mayfair	4,500	
BBQ Bunnings	2,000	
	TOTAL ANNUAL INCOME	9,450
EXPENSES		
Operating Cost; electricity, insurance, hall rental,	1,670	
Administration, website	600	
Fundraising Costs	1000	

13.1 MICHELAGO REGION COMMUNITY ASSOCIATION LOAN

Railway Station Rental	550	
Tennis Court Maintenance	650	
Clubhouse Maintenance	1,200	
	TOTAL ANNUAL EXPENSES	5,670
	ANNUAL BALANCE	3,780



Council Repayment Options

Unrestricted funding available to MRCA

- Term Deposit \$18,174
- Cash \$4,624 (Following payment to CRS for Fencing \$5,470 and Metalmart for gate \$310)
- TOTAL \$23,108

Debt to Council of \$43,084.99, however Council are currently holding an allocation of \$7,216.43 for MRCA to go toward their group. If this was paid to the invoice it would leave a debt amount of \$35,868.56.

Option 1: Maximum repayment, and loan of 3.5 years

Request that MRCA make payment to Council with all available cash immediately (\$22,798.00). This would leave the club with no operating budget.

This would leave a debt of \$13,070.56 to be paid to Council. Establish a repayment plan with MRCA of \$300 per month for a period of approx. 3.5 years. Whilst there is a debt remaining with Council the MRCA would not be eligible for any addition council funding during this time.

Option 2: Maximum repayment, and loan of 5 years

Request that MRCA make payment to Council with all available cash immediately (\$22,798.00). This would leave the club with no operating budget.

This would leave a debt of \$13,070.56 to be paid to Council. Establish a repayment plan with MRCA of \$217.85 per month for a period of approx. 5 years. Whilst there is a debt remaining with Council the MRCA would not be eligible for any addition council funding during this time.

Recommendation

1. That Council allocate the remaining \$7,216.43 of committed funds to MCRA to part pay the outstanding invoice, reducing amount to \$35,868.56.
2. That Council encourage MRCA to allocate the DSS Community Grant \$4,196.00 for the installation of the Playground. Noting additional funding will be required before project can be started.
3. That MCRA make payment in full to Combine Rural Services for the installation of the fencing of \$5,470 and MetalMart \$310 immediately.
4. That Council request an upfront payment from MRCA of \$22,798.00 be made immediately.
5. That the remaining \$13,070.56 be paid to Council over a period of 3.5 years. Payment to be made monthly in the amount of \$300 (annually \$3,600).
6. The MRCA review the fees and charges for tennis court and club house use to ensure income covers annual maintenance costs.
7. That MRCA get confirmation in writing that the grant received for \$16,500 from Sport Facility Program can be finalise with the change in scope of works.
8. MRCA to present books to Council on a bi-monthly basis for review to ensure good financial management has been established.
9. That MRCA note they will be ineligible for any Council funding until the debt is paid in full.
10. That Council review policies and procedures related to support of Community Associations, and ensure clear guidelines are established for funding agreements.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Council has provided support to this community association in good faith, and is working with the group to achieve a result that is best for the Michelago community and the Council community as a whole.

2. Environmental

The MRCA provide services to the community that improve the area.

3. Economic

To reduce the Council's financial liability from the organisation in the shortest time frame possible. Will also ensure association can maintain its function to deliver services to the community.

4. Civic Leadership

Provide support and leadership to community organisation to ensure good financial management, with Council to review accounting books bi-monthly.



Kerry Rooney
Treasurer
Michelago Region Community Association
[Main Business Address]
ABN: 69 045 806 574
ICN: 9884198

Michelago Region Community Association Incorporated

Business Plan

Prepared: 20 August 2016

Contents

Business Plan Summary	3
The Business.....	3
The Market	3
The Future.....	3
The Finances.....	4
The Association	5
Association details	5
Registration details	5
Organisation chart	5
Members	5
Insurance	5
Risk management.....	6
Legal considerations.....	7
Operations.....	7
S.W.O.T. analysis	8
The Future	9
Vision statement	9
Mission statement.....	9
Goals/objectives	9
Action plan – See Draft Action Plan at end of document.....	9
The Finances	10
Key objectives & financial review	10
Assumptions	10
Balance sheet forecast	11
Profit and loss forecast	12
Expected Cash Flow 2016-17	13
MRCA Grant Register	14
Action Plan	15

Business Plan Summary

[Please complete this page last]

[Your business summary should be no longer than a page and should focus on why your business is going to be successful. Your answers below should briefly summarise your more detailed answers provided throughout the body of this plan.]

The Business

Business name: *[Enter your business name as registered in your state/territory. If you have not registered your business name, add your proposed business name.]*

Business structure: *[Sole trader, partnership, trust, company.]*

ABN: *[Registered Australian business number.]*

ACN: *[Registered Australian company number, if applicable.]*

Business location: *[Main business location]*

Date established: *[The date you started trading.]*

Business owner(s): *[List all of the business owners.]*

Relevant owner experience: *[Briefly outline your experience and/or years in the industry and any major achievements/awards.]*

Products/services: *[What products/services are you selling? What is the anticipated demand for your products/services?]*

The Market

Target market:

[Who are you selling to? Why would they buy your products/services over others?]

Marketing strategy:

[How do you plan to enter the market? How do you intend to attract customers? How and why will this work?]

The Future

Vision statement:

[The vision statement briefly outlines your future plan for the business. It should state clearly what your overall goals for the business are.]

Goals/objectives:

[What are your short & long term goals? What activities will you undertake to meet them?]

The Finances

[Briefly outline how much profit you intend on making in a particular timeframe. How much money will you need up-front? Where will you obtain these funds? What portion will you be seeking from other sources? How much of your own money are you contributing towards the business?]

The Association

Association details

Objects:

to represent and work for people in the Michelago region by helping to:

- develop and maintain public and community places and services and
- progress other community organisations (eg fire brigade, hall committee, school's P&C) and businesses in the region.

Registration details

Business name: Michelago Region Community Association Incorporated

Date registered: 15 August 2005

Location(s) registered: New South Wales

Business structure: Not for profit community association

ABN: 69 045 806 574

ICN: 9884198

GST: Not registered for GST

Organisation chart

Figure 1: Office bearers of the MRCA:

PRESIDENT: Romney Kelly

VICE PRESIDENT: Cate Spencer

TREASURER: Kerry Rooney

SECRETARY: Libby Melton

PUBLIC OFFICER: John Rooney

COMMITTEE MEMBERS: Bronny Gattringer; Maureen Morgan, Glenn Fowler; Susie Ryrie.

Members

Current paid up members total 33.

Insurance

Public liability insurance:

CGU Business Insurance Policy (through Landmark Operations Ltd)

Period of cover: 01/05/2016 to 01/05/2017 at 4.00pm

Public liability cover of \$20 million plus \$20 million in Product liability cover.

Contact: Ryan Anderson, Landmark Insurance, 02 4842 2405 or 0447 201 308

ryan.anderson@landmark.com.au

Risk management

[List the potential risks (in order of likelihood) that could impact your business.]

Risk	Likelihood	Impact	Strategy
Inadequate community support	Very likely	High	Develop a benefits package to attract new members Increase collaboration with other community groups Act as an umbrella group to help further objectives of other groups Continue to actively engage with community Continue to seek community's input to MRCA priorities Invite other groups to have observer status on MRCA Committee
Playing courts public liability	Very likely	High	Confirm that public liability insurance covers people playing on courts who are MRCA members. Confirm that tennis coach's insurance covers non-MRCA members in coaching programs
Volunteers or contractors injuring themselves while undertaking MRCA work	Likely	High	Seek advice about not-for profits need for workers compensation cover
Committee members held liable for debts of MRCA	Unlikely	High	Manage the MRCA in a way that does not expose committee to any liability Seek views of Snowy Monaro Region Council Check out director's insurance

Legal considerations

The MRCA is incorporated under the New South Wales Associations Incorporation Act 2009. This governs its structure and operations. The Act can be found at www.legislation.nsw.gov.au/#/view/act/2009/7/part5/div2

The MRCA is required to report annually to the NSW Director General of Fair Trading who is responsible for administering the Act. Reporting requirements include the lodgement and payment of fees associated with the MRCA AGM minutes and a summary of the MRCAs' financial affairs. The summary must be lodged one month after the AGM or seven months after the end of the financial year, whichever is earlier.

MRCA is classified as a Tier 2 organisation. It is required to prepare annual financial statements that must be submitted to the AGM. There is no requirement that these be audited. However the Director General may request an audit be carried out.

The MRCA must keep a Register of Committee Members which notes:

- (a) the committee member's name, date of birth and residential address,
- (b) the date on which the committee member takes office,
- (c) the date on which the committee member vacates office,
- (d) such other particulars as may be prescribed by the regulations.

The Register must be kept at the address of the Public Officer.

Operations

Assets under management

[List your current plant and equipment purchases. These can include vehicles, computer equipment, phones and fax machines.]

Asset	Completion date	Capital Cost	Running cost \$ outlays	In kind cost \$ notional
Michelago Railway Station	Refurbishment completed 2015	\$ 7 134 refurb only	\$1260 per year	\$1500 per year
Michelago Oval Clubhouse	Completed 2016	\$30 000	\$1200 per year	\$2000 per year
Michelago Multi-Purpose Courts	Officially opened 1 May 2016	\$90 000	\$660 per year	\$3000 per year
War Memorial	Erected 2015	\$ 3 400	neg	\$90 per year
Rope Playground	Not yet complete	\$13 682 +	\$1000 per year	\$360 per year

Communication channels: Committee Members by phone or by email. Correspondence and notes can be left at the General Store in the MRCA box.

Payment types accepted: Cheque and direct credit

[Business Name] Business Plan [YEAR]

S.W.O.T. analysis

[List each of your businesses strengths, weaknesses, opportunities or threats in the table below and then outline how you plan to address each of the weaknesses/threats.]

Strengths (internal to MRCA)	Weaknesses (internal to MRCA)
Passionate and entrepreneurial committee members Ability to get donations and sponsorships Events that make a real difference to community life Ambitious projects	Dependence on a few individuals Large financial liability Heavy reliance on Mayfair as the major fundraiser Too many projects to manage at a time
Opportunities (external)	Threats (external)
Growing population Winter ski traffic on highway Grant programs for community groups	Community disinterest Few volunteers

[Business Name] Business Plan [YEAR]

The Future

Vision statement

To become a highly valued community organisation in the Michelago region.

Mission statement

To represent and work for people in the Michelago region by helping to:

- develop and maintain public and community places and services and
- progress other community organisations (eg fire brigade, hall committee, P&C, Landcare) and businesses in the region.

Goals/objectives

- take a more professional approach to financial management and project management
- reach a mutually satisfactory agreement with the Snowy Monaro Region Council on outstanding invoices
- increase membership
- increase utilisation by the community of the multipurpose courts, clubhouse and railway station
- introduce two major fundraising events in addition to Mayfair

Action plan – See Draft Action Plan at page 15

Milestone	Date of expected completion	Person responsible
[What are the business milestones that you need to complete starting from today?]	[When do you expect to complete them?]	[Who is responsible for delivering this milestone?]
[What are the business milestones that you need to complete starting from today?]	[When do you expect to complete them?]	[Who is responsible for delivering this milestone?]
[What are the business milestones that you need to complete starting from today?]	[When do you expect to complete them?]	[Who is responsible for delivering this milestone?]
[What are the business milestones that you need to complete starting from today?]	[When do you expect to complete them?]	[Who is responsible for delivering this milestone?]

[Business Name] Business Plan [YEAR]

The Finances

Key objectives & financial review

Financial objectives

The major objective is to introduce more rigorous governance processes especially in the areas of financial management, project management and the management of grants. This will ensure the MRCA does not unknowingly enter into commitments that lead to unfunded liabilities again.

It is also imperative to reach a mutually satisfactory agreement on the outstanding invoice from the Snowy Monaro Region Council of approx. \$43 000.

Finance required

MRCA has identified new fund-raising events. However these will not generate adequate revenue to offset the remaining liability. Moreover new events are likely to take several years to reach their full fund raising potential.

In the short term the MRCA cannot pay the Council invoice in full, and even paying a majority of it, may necessitate the winding up of the MRCA.

Assumptions

The financial tables on the subsequent pages are based on the assumptions listed below:

- [List your financial assumptions. These can include seasonal adjustments, drought or interest rates etc.]

[Business Name] Business Plan [YEAR]

Balance sheet forecast

BALANCE SHEET FORECAST	2015-16	2016-17	2017-18
Current assets			
Cash	\$36,040	\$25,239	
Petty cash	\$104	\$100	
Term Deposit	\$18,174	\$0	
Accounts receivable	\$420	\$0	
Total assets	\$54,738	\$25,339	\$0
Current/short-term liabilities			
Combined Rural Services	\$5,470	\$0	
SMRC - playground equipment	\$13,681	\$0	
More...			
Long-term liabilities			
SMRC - court surface	\$43,084	\$38,084	
NSW Govt- tennis fencing grant	\$0	\$0	
NSW Govt - tennis participation grant	\$8,200	\$4,100	\$0
DSS community grant	\$4,196	\$0	
Total liabilities	\$74,631	\$42,184	\$0
NET ASSETS	-\$19,893	-\$16,845	\$0

[Business Name] Business Plan [YEAR]

Profit and loss forecast

PROFIT & LOSS FORECAST	2015-16	2016-17	2017-18
Sales			
less cost of goods sold			
More...			
Gross profit/net sales	\$0	\$0	\$0
Expenses			
Accountant fees			
Advertising & marketing			
Bank fees & charges			
Bank interest			
Credit card fees			
Utilities (electricity, gas, water)			
Telephone			
Lease/loan payments			
Rent & rates			
Motor vehicle expenses			
Repairs & maintenance			
Stationery & printing			
Insurance			
Superannuation			
Income tax			
Wages (including PAYG)			
More...			
Total expenses	\$0	\$0	\$0
NET PROFIT	\$0	\$0	\$0

[Business Name] Business Plan [YEAR]

Expected Cash Flow 2016-17

Expected Cash Flow 2016-2017													
Cash Inflow	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	TOTAL
Membership										300			300
Grants									10000				10000
Donations									500				500
Mayfair											4500		4500
Driver Reviver	50	50	50								50	50	250
Father's Day Raffle			200										200
BBQ Election	300												300
BBQ Bunnings				2000									2000
BBQ Halloween				300									300
Battle of the Buskers					300								300
Christmas Fair						300							300
Court Hire				10	20	30	40	50	40	30	20	10	250
Sports Club Membership					50	100		100					250
Close Term Deposit			18174										18174
TOTAL INFLOW	350	50	18424	2310	370	430	40	150	10540	330	4570	60	37624
CASH OUTFLOW													
Railway Station Rent				550									550
Electricity/Gas		177			160			180			190		707
Advertising													
Public Liability Insurance										850			850
Website										100			100
Administration			200							300			500
Hall rental									110				110
Fundraising costs			100	100	100	100			100	400	100		1000
Tennis Participation Incentive				500	500		500	500	500	500	500	600	4100
Playground Installation	13682											10000	23682
Court Maintenance			300		50		50	100	50		50	50	650
Magnet Mart - gate		310											310
Fencing - CRS			5470										5470
Court surface - SMRC			5000										5000
Community Grant												4196	4196
Clubhouse maintenance			500			100			100			500	1200
TOTAL OUTFLOW	13682	487	11570	1150	810	200	550	780	860	2150	840	15346	48425
OPENING CASH	36040	22708	22271	29125	30285	29845	30075	29565	28935	38615	36795	40525	-10801
NET SURPLUS(DEFECIT)	-13332	-437	6854	1160	-440	230	-510	-630	9680	-1820	3730	-15286	-10801
CLOSING CASH	22708	22271	29125	30285	29845	30075	29565	28935	38615	36795	40525	25239	

[Business Name] Business Plan [YEAR]

MRCA Grant Register

Source of Grant	Ref No	Purpose	\$ grant	\$ spent	Acquittal Due Date	Actual Date of Acquittal or Status	Who Acquitted
COMMUNITY BUILDING PARTNERSHIP – NSW Government	15608	Clubhouse for sports oval	30,000.00	30,000.00		01-04-2016	Ingrid Penberthy
SPORT FACILITY PROGRAM – NSW Government		Tennis court fence and lighting	16,500.00	18,606.51	19-07-2016	Seeking variation to grant to fund only the fence	
FOUNDATION FOR RURAL AND REGIONAL RENEWAL – NGO Bendigo	21389	Renovating Railway Station for Golden Oldies	7,134.00	7,134	June 2016	Acquittal yet to be approved	Cate Spencer
WAR MEMORIAL – Department of Veterans Affairs – Australian Government		Construct a cenotaph for war veterans	1,960.00	3,410.00		Project complete	
Office of Communities Sport and Recreation Participation Project - NSW Government		Tennis participation grant	10,000	1,800.00		Started spending this grant in 2016	
DSS Community Grant – Australian Government		To be determined	4196			Funding received June 2016	

[Business Name] Business Plan [YEAR]

Action Plan

Financial Management

- Budget for 2016-17
- Business Plan
- Update activity centres for spreadsheet for 2016-17
- Set up balance sheet function in addition to existing Profit & Loss and Cash Flow function
- Meet with Business Enterprise Centre
- Meet with Council and seek their comments on budget and plan
- Agree a mutually satisfactory arrangement for the outstanding invoice of \$43k

Corporate Governance

Document our Corporate Governance structure, processes and regulations

Report to DG NSW Fair Trading:

- Public Officer and change of address
- Financial Statements
- Committee Membership Register

Update Membership list

Consolidate all grant contracts in one location

Get approval to vary terms of Tennis Fence grant and then acquit

Finalise arrangements for Railway station lease

New Fundraisers and revenue

Tennis Lessons and court usage

- document charging policy and rules
- assign a project manager for Tennis Operations

Bunnings BBQ

Father's Day Raffle

Buskers Competition

Halloween BBQ

Christmas Fair

Community Support

- invite other community groups onto the Committee as observers
- develop and promote a benefits package to attract new members

13.2 REQUEST FOR DONATION FOR 25TH ANNUAL BOMBALA BIKE SHOW

Record No:

Responsible Officer:	Director Service Planning
Author:	Economic Development & Tourism Manager
Key Direction:	4. Creating a Safer, Healthier and Thriving Community
Delivery Plan Strategy:	DP4.2 Support activities, events and celebrations that promote cultural diversity and inclusiveness.
Operational Plan Action:	OP4.10 Promote and provide operational assistance to enhance and encourage events and tourism.
Attachments:	1. Letter of Request from Bombala Bike Show President ↓
Cost Centre	3050-350-622 – General Donations
Project	25 th Annual Bombala Bike Show
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Council has received a request from the President of the Bombala Bike Show for financial assistance to run the 25th Annual Bombala Bike Show.

This event is one of the major events in Bombala's event calendar and attracts around 2,000 motor cycle enthusiasts to the region.

The following officer's recommendation is submitted for Council's consideration.

OFFICER'S RECOMMENDATION

That Council provide additional funding assistance of \$1,000 to the event organisers of the 25th Annual Bombala Bike Show.

BACKGROUND

In the past the former Bombala Council has provided funding assistance to the organisation, generally speaking this would have amounted to \$500 in cash plus in kind support and promotional activities. In addition, most years the Visitor Information Centre has been a business sponsor of the event and paid between \$200 and \$300 for this sponsorship.

For this year's event the Visitor Information Centre has already provided \$300 in cash as business sponsorship. Also, Council has paid for a half page advertisement in Australian Road Rider valued at \$605.00 and organised editorial space. Council has also been promoting the event via the Visitor Information Centre Facebook page and will provide ongoing social media and in kind promotion for this event.

While the requested amount was \$2,500, in preparing the General Donations budget for 2016/17 Council had allowed for a \$500 donation towards this event. However, in the light of the request we have revised the allocations and determined that we can provide \$1,000 in addition to that

already provided for the event without impacting on our other proposed donations. It is my understanding that the \$1,000 will be spent on additional promotional activities as per the attached letter.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The annual Bike Show is well supported by local community members with attendees also coming from Cooma, the ACT, Jindabyne and the South Coast in addition to the enthusiasts that come from further afield. The event provides a good opportunity for like- minded people to come together and celebrate their love of motor cycles and motor cycle riding. Events like these add to the social value of the area.

2. Environmental

There is very little environmental impact on the Bombala Exhibition Ground as a result of this event, and those impacts are managed as for previous events.

3. Economic

Motor cycle tourism is an important tourism sector for the Snowy Monaro Regional Council with thousands of motor cycle riders spending money in all of our towns and villages. Many of our local businesses rely on this trade. The annual Bombala Bike Show attracts around 2,000 visitors to the region, many staying for three days.

4. Civic Leadership

By supporting this event Council is demonstrating its commitment to fostering tourism growth in the region.



16/15581

Bombala Bike Show
PO Box 298
BOMBALA NSW 2632
ABN: 76 854 755 377

W: www.officialbombalabikeshow.com

E: bombalabikeshow@yahoo.com.au

Ph: (02) 64582003

Dean Lynch
Snowy Monaro Regional Council

Dear Dean,

I am writing to you on behalf of the Bombala Bike Show committee.

This year sees our 25th annual Bombala Bike Show to be held on Saturday 19th November from 10am til midnight at the Bombala showgrounds.

We are expecting around 2,000 attendees which makes this the largest event in Bombala's annual calendar.

We are passionate about promoting tourism to Bombala and the surrounding regions with a particular target on motorcyclists.

The influx of visitors to Bombala for our event begins on the Friday and a large number of these visitors stay in town until Sunday meaning they have plenty of time to browse our local businesses and tour the surrounding regions.

We are trying to expand our event and attract a greater number of visitors to our region however our advertising budget is quite limited.

We would like to ask for your assistance in providing some funds towards our show that could be used to place advertising in various magazines and papers to not only promote our show but our region.

We would like to suggest that you become the 'Stage Sponsor' for this years event.

Each year we have a large truck that acts as our stage. This year we have a DJ on stage from 10 – 3 followed by an hour of singing from some local talent then 3 live bands playing through the night. We also do all of the official presentations and the drawing of our major raffle from this stage.

We would envisage hanging a banner the full length of the truck at the front of the stage with 'Proudly sponsored by Snowy Monaro Regional Council' or similar wording.

In terms of funding we would propose a \$2,000 donation plus the costs of the banner. This banner could then be used by you for other events. I would estimate the cost of the banner at around \$500.

I am very confident that if we work together we can use this event to promote tourism to our region.

Please feel free to give me a call on 0264582003 or 0418784260 so that we can discuss this further.

Kind Regards,
Darren Cotterill
Bombala Bike Show President

**15.1 DA 10.2014.353.2 - 40 LOT SUBDIVISION AT BURRA ROAD, BURRA - REQUEST TO DEFER
PAYMENT OF SECTION 94 CONTRIBUTIONS**

Record No:

Responsible Officer:	Director Service Planning
Author:	Planning Manager
Key Direction:	6. Managing Development and Service Delivery to Retain the Things We Value
Delivery Plan Strategy:	DP6.10 Ensure that Council's policy, land use planning, development assessment enhance liveability.
Operational Plan Action:	OP6.30 Ensure that the local planning framework enhances amenity, safety and sustainability of community neighbourhoods.
Attachments:	1. Development consent ↓ 2. Approved subdivision plans ↓
Cost Centre	WO 200.2.180
Project	Section 94 works for a 40 lot subdivision at Burra Road, Burra (Robfam subdivision)
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

This report considers a request by the applicant of a 40 lot subdivision at Burra Road, Burra to defer payment of the required Section 94 Contributions for the subdivision in accordance with the provisions of Yarrawlumla Section 94 Contributions Plan (Provision of Access Roads). The contributions are intended to be used to upgrade Burra Road in the vicinity of the development, in particular a bridge over Burra Creek, which is in a deteriorating condition and will bear the bulk of new traffic movements generated by the subdivision once complete.

Deferment of the payment of Section 94 Contributions for the subdivision will mean Council would need to bear the full upfront cost of the bridge upgrading works if works were to commence as soon as possible, although it will recoup these costs once lots are sold or within 3 years at the latest. Alternatively, if the contributions are not received, the Council could defer construction works on the bridge until it receives payment of the contributions. Council's Engineering section have advised that current traffic demand and the existing state of the bridge necessitate upgrading works occurring sooner rather than later. As such the preferred option is that payment of Section 94 contributions be received up front.

The following officer's recommendation is submitted for Council's consideration.

OFFICER'S RECOMMENDATION

That Council reject the applicant's request to defer payment of Section 94 Contributions in accordance with Yarrawlumla Section 94 Contributions Plan.

15.1 DA 10.2014.353.2 - 40 LOT SUBDIVISION AT BURRA ROAD, BURRA - REQUEST TO DEFER PAYMENT OF SECTION 94 CONTRIBUTIONS

BACKGROUND

A subdivision for 40 rural residential lots at the northern end of Burra Road, Burra was approved on 23 January 2015. A modification to the original determination was subsequently approved on 18 June 2015. The provisions of Yarrowlumla Section 94 Contributions Plan (Provision of Access Roads) were applied to the development and a condition of consent required the payment of \$780,000 of developer contributions spread over 6 stages of the subdivision. Condition 62 reads as follows:

Fees & Contributions

62) A contribution under Section 94(1)(b) of the *Environmental Planning and Assessment Act 1979* shall be paid in accordance with the following:

a) **Cash Contribution Required**

In accordance with the *Yarrowlumla Section 94 Contributions Plan*, a cash contribution shall be paid to Council in accordance with this condition.

b) **Amount and Purposes of Contribution**

The amount payable will be reassessed at the time of payment in accordance with Council's adopted Fees and Charges at that time.

The contribution is required and shall be held by Council in accordance with the provisions of the *Environmental Planning and Assessment Act, 1979* and the *Cooma-Monaro Section 94 Contributions Plan* for the purposes of:

Description	Lots	\$/Lot	Total
Provision of Access Roads (Rural Roads)	39	20,000.00	780,000
TOTAL			\$780,000

Note: Council's Schedule of Fees and Charges 2014-15 has a contribution rate of \$23,972 per lot applying to this site in the category of 'Provision of Access Roads'. However the Contribution Rate has been capped at \$20,000 per lot as a result of the *Environmental Planning and Assessment (Local Infrastructure Contributions) Direction 2012*. This is a Ministerial Direction made under Section 94E of the *Environmental Planning and Assessment Act 1979* and applying from 28 August 2012.

c) **Timing of Payment**

The contribution shall be paid prior to the release of the Subdivision Certificate for each stage in accordance with the following:

Stage 1	5 lots
Stage 2	5 lots
Stage 3	6 lots
Stage 4	6 lots
Stage 5	12 lots
Stage 6	5 lots
Total	39 lots

d) **Inspection**

A copy of the *Yarrowlumla Section 94 Contributions Plan* may be inspected at the offices of Council at any time during normal office hours.

Reason: In accordance with Section 94 of the *Environmental Planning and Assessment Act 1979* and Council's *Section 94 Contributions Plan*.

Part (c) of the above condition specifies that contributions for 5 lots are required to be paid in each of stage 1 and 2 of the subdivision prior to the release of the subdivision certificate for each

15.1 DA 10.2014.353.2 - 40 LOT SUBDIVISION AT BURRA ROAD, BURRA - REQUEST TO DEFER PAYMENT OF SECTION 94 CONTRIBUTIONS

stage. Between the two stages a total of \$200,000 of developer contributions for 10 lots is required to be paid.

A Construction Certificate for Stages 1 and 2 was issued by council on 14 June 2016. Since that time construction of these stages has commenced. On 16 March 2016, the owner of the site wrote to Council with the following request:

I would like to request an amendment to the payment of section 94 costs for Stage 1 and 2 of the Mount Burra Subdivision. My proposal is along the lines of page 38 of Yarrowlumla Shire Council Contributions Plan - Provision of Access Roads which details how Council may consider the payment of contributions. I would like to seek your agreement to lodge a bank guarantee to the value of \$200,000 covering the full fee for Stage 1&2 and then pay \$20,000 per lot as specified in the DA when each lot is sold. I understand that the full amount would need to be paid within 3 years.

It is also requested that this arrangement be approved for subsequent stages based on the number of lots in each stage being undertaken.

Clause P9.2 and P9.3 of the Yarrowlumla Section 94 Contributions Plan address the issue of the timing of payment of Section 94 Contributions. Clause P9.3 permits the Council to consider deferral of the payment of contributions upon application in writing. Clauses P9.2 and P9.3 are shown below:

15.1 DA 10.2014.353.2 - 40 LOT SUBDIVISION AT BURRA ROAD, BURRA - REQUEST TO DEFER PAYMENT OF SECTION 94 CONTRIBUTIONS

P 9.2 Timing of Contribution

Contributions are required to be paid as follows:

- DA's involving subdivision – at release of plan of subdivision.
- DA's involving building work – prior to issue of the construction certificate.
- DA's where no building approval is required – prior to the commencement of the development.

P 9.3 Deferred and Periodic Payment

Council will consider deferral of the payment of contributions upon application in writing.

Deferred payment arrangements shall include the following conditions:

1. A bank guarantee will be required to be lodged for the full value of the contribution(s) plus an allowance for expected increases in the road cost index during the period for which the bank guarantee is expected to be held. The applicant will be responsible for any charges involved in servicing the guarantee.
2. The amount of contribution outstanding will be indexed in line with movements in the Road Cost Index (see P 7.6.11) so that the value of the contribution does not diminish over time. Indexing will be calculated from the date on which the contribution was due to the date of payment.
3. For subdivisions, a period of up to 3 years will be allowed from the release of linen plan for applicants to exchange the bank guarantee held by Council for cash. Applicants will be required to pay the S94 contribution attributable to each lot as each lot is sold, or otherwise Council will call up the amount due. At the completion of the 3 year period Council will call up any outstanding amount still payable regardless of whether all lots are sold or not.

An alternative to deferred payments is for an applicant to request that contributions be satisfied through periodic payments. An application for periodic payments needs to be made in writing and should include details of instalments, including interest calculations. Periodic payments will be indexed in the same manner as deferred payments and similar bank guarantee requirements will also apply.

The applicant has indicated that he understands of the requirements of clause P9.3 and will lodge the required bank guarantee and undertake to pay the contributions upon the sale of individual lots or within 3 years, if his request for deferral of the payments is granted.

It is intended that the bulk of the Section 94 payments from this subdivision will go towards the cost of upgrading the Burra Road bridge over Burra Creek and associated approaches. This is a key piece of road infrastructure associated with the subdivision as it is located adjacent to the site and will bear the majority of additional traffic movements generated by the subdivision once it is completed. The approaches to the bridge at present form an undesirable 'S' bend which also requires some upgrading work to improve driver safety and vision.

15.1 DA 10.2014.353.2 - 40 LOT SUBDIVISION AT BURRA ROAD, BURRA - REQUEST TO DEFER PAYMENT OF SECTION 94 CONTRIBUTIONS

The applicant, local residents, the adjacent Queanbeyan-Palerang Council staff and Snowy Monaro Council staff all agree that the improvement of the Burra Creek bridge is a priority work. This work is required to be undertaken by Snowy Monaro Regional Council. Preliminary estimates of the cost of upgrading works to bridge and approaches is in the order of \$300,000-\$400,000 at least, based on estimates by the Council's Cooma works depot. If Council is to carry out these works as soon as possible but agrees to defer payment of the applicants Section 94 contributions, then Council will be required to fund the full cost of these works up front and re-coup the cost later upon payment of the deferred Section 94 contributions by the applicant. However, this is a substantial upfront cost for the Council to bear and Council's Works Manager – Cooma Depot advises that funding is not available at present for Council to absorb the full cost of construction. If the works are required as soon as possible, the up-front costs must be shared between Council and the applicant by insisting the applicant to pay the relevant contributions upfront as required. In this circumstance Council should not permit the deferment of these payments.

Council's Works Manager – Cooma Depot advises the following:

*The proposed upgrade to the Burra Bridge is being investigated to meet the expected increase in traffic generated by the Robfam development.
Planning to bring the works forward was based on the availability of the S94 contributions. Although earlier completion of this work will be of benefit to the Residents and the Developer, if the developer requires or by necessity wishes to delay, Council can investigate temporary repairs to ensure the bridge continues to supply the current level of service. I am assuming the developer is aware that delaying until lots are sold, may result in construction works on those lots commencing before the bridge upgrade occurs.*

The Works Manager further advises that it may cost Council \$30,000-\$40,000 to maintain the bridge in a satisfactory state at its current 15 tonne load limit over the next 5 years, until upgrade works can commence. As it is likely trucks used in construction of future dwellings on the site will exceed this 15 tonne load limit, they would need to access the site via Michelago. Issues have already been raised by residents on Burra Road regarding increased heavy traffic on the road between Michelago and the bridge since the load limit was imposed. The Works Manager also notes that once construction works on the bridge begins, Burra Road will need to be closed at the bridge. This will have one of two consequences:

- It will cut off access to the north along Burra Road from the new subdivision whilst construction works are carried out, thereby inconveniencing builders and local residents; or
- It will require construction of a temporary bridge by-pass whilst works are carried out, which may increase the cost of the works by an additional \$100,000 or so.

The longer that bridge upgrading works are delayed whilst the subdivision progresses, the more likely it will be that a bridge by-pass will be required, thereby adding further to the cost of the works.

15.1 DA 10.2014.353.2 - 40 LOT SUBDIVISION AT BURRA ROAD, BURRA - REQUEST TO DEFER PAYMENT OF SECTION 94 CONTRIBUTIONS

Whilst these consequences of deferring payment will remain, if Council agrees to defer payment of the contributions there is nothing that would prevent the applicant paying the contributions earlier. Based on the above advice it would be in the applicant's best interests to do so. However deferral of the payments would provide the applicant with considerably more flexibility for the timing of payment.

Whilst the Council awaits payment, design work can commence however it is unlikely any construction work will be able to commence until Section 94 funds are received. It should also be noted that deferral of the payments would still require a bank guarantee to be lodged with the Council for the full amount of contributions. This would guarantee Council would receive the funds at some point, and would not need to chase the applicant for payment once the timeframe for payment has expired.

Comment was requested from Council's Deputy Director of Service Delivery in relation to these issues. The advice received was as follows:

- *The cost of not doing anything now and delaying the project for 5 years is high. It could cost council and additional \$30k over 5 years whilst the developer retains the \$200k in his bank account.*
- *The risk of not doing anything now is high. If upgrade works are delayed and the bridge fails then Council is at risk. The opportunity is there now to ensure Council has \$200k in its account to contribute to the construction now, why would Council not take up that opportunity.*
- *There is high potential risk of damage to Council's reputation. If payment of the s94 is delayed, and the bridge fails and council money must be used to fix it, questions will be asked as to why Council did not take up the opportunity now to have a significant portion of that contribution in its account. Once the decision to defer payment is made it cannot be reversed if the bridge fails.*
- *It will be a lot easier now to undertake the construction work with minimal additional traffic on Burra Road. If works are delayed until all blocks are sold there will be 10 houses of additional cars to deal with. This will be a problem especially if Council is going to shut the bridge down for a period of time.*
- *The burden to enforce the 15 tonne load limit on the existing bridge will be high for a longer period of time. This may require up to 5 years of monitoring to ensure compliance, that's a lot of phone calls, inspections, monitoring. ie a lot of extra work which could be avoided by upgrading the bridge sooner rather than later.*

In consideration of these issues, it is recommended that the Council does not permit the applicant to defer payment of the required Section 94 Contributions in accordance with Yarrawluma Section 94 Contributions Plan (Provision of Access Roads).

15.1 DA 10.2014.353.2 - 40 LOT SUBDIVISION AT BURRA ROAD, BURRA - REQUEST TO DEFER PAYMENT OF SECTION 94 CONTRIBUTIONS

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The bridge provides an important social link for people in the Burra Road community.

2. Environmental

The bridge is located across a creek and requires upgrading, including improvements to the approaches to the bridge, in accordance with current safety and environmental design standards.

3. Economic

Upgrading of the bridge is costly and will require a combined Council and applicant contribution via Section 94 funding. Deferring the Section 94 payment may place a financial pressure on Council to utilise reserve funding to address any upgrading works required as a result of increased vehicle movements due to the subdivision, until such time as the full Section 94 contribution amount has been paid.

4. Civic Leadership

The Council may consider different options for payment of Section 94 Contributions in accordance with Yarrawlumla Section 94 Contributions Plan. It also has responsibility to ensure that Burra Road is in a safe and trafficable condition.

Enquiries Mark Adams
Planning
Our Ref 10.2014.353.2
Your Ref

Robfam Pty Limited
1 Baroona Road
NORTHBRIDGE NSW 2063



Notice of Determination of a Modified Development Application

Issued under the *Environmental Planning and Assessment Act 1979* (the 'Act')

Application Number 10.2014.353.2
(Original application 10.2014.353.1)
Property Description Burra Road BURRA 2620
Lot: 10 DP: 754889, Lot: 11 DP: 754889, Lot: 28 DP: 754889, Lot:
30 DP: 754889, Lot: 49 DP: 754889, Lot: 57 DP: 754889, Lot: 97
DP: 754889, Lot: 98 DP: 754889, Lot: 103 DP: 754889, Lot: 106
DP: 754889, Lot: 118 DP: 754889, Lot: 124 DP: 754889, Lot: 136
DP: 754889, Lot: 224 DP: 754889, Lot: 1 DP: 1108101, Lot: 2 DP:
1108101, Lot: 3 DP: 1108101
Development Description 40 Lot Subdivision (6 Stages)

Determination

Pursuant to Section 80(1)(a) & 96(1A) of the Act

Notice is hereby given of the determination by Cooma-Monaro Shire Council of modified Development Application **10.2014.353.2** relating to the land described above.

The modified Development Application has been **APPROVED** subject to the Conditions specified in this Notice.

Authority:	Delegated (Staff)
Determination Date:	18/06/2015
Original Determination Date:	23/01/2015
Consent to Operate from:	23/01/2015
Consent will Lapse on:	23/01/2020

Integrated Approval Bodies

Pursuant to Section 93 of the Act

The following Approval Bodies were consulted in relation to this modification application:

- Rural Fire Service

Their general terms of approval have been included in the Conditions below.

Note: The Office of Water did not require *Water Management Act 2000* approvals at the DA stage of this development.

Conditions

General

- 1) The development being carried out substantially in accordance with the approved documents/plans listed in the Schedule below and development application except where amended by the conditions of this Consent as set out in the following conditions or by any subsequently approved Section 96 modification.

Document/Plan Schedule			
Ref	Description	Prepared/Drawn By	Received
-	Statement of Environmental Effects	Peter W. Burns	29/08/2014
PN 12061	Overall stages 3-6 plans (except building envelope on Lot 306)	PHL Surveyors	29/08/2014
PN 12061	Overall subdivision and Stage 1-2 plan	PHL Surveyors	18/11/2014
PN 12061	Staging Layout Plans (Stages 1 to 6 inclusive)	PHL Surveyors	29/08/2014
PN 12061	Plan showing amended building envelope location for Lot 306 (only)	PHL Surveyors	26/03/2015

Reason: Requirement that the development is completed in accordance with Council's consent.

- 2) The construction of the public roads forming part of the development is to be completed for each stage in accordance with the following:
 - Stage 1 – Burra Road intersection and Road 1 to the end of Stage 1
 - Stage 2 – Road 1 to the end of Stage 2
 - Stage 3 – Road 2 to the end of Stage 3 plus Road 5 reserve created
 - Stage 4 – Road 2 full length
 - Stage 5 – Complete Road 1, Road 3, Road 4, Road 6
 - Stage 6 – All roads complete

The roads are to be dedicated as public road on the plans for the Subdivision Certificate for each stage.

Reason: To ensure that road infrastructure is completed at the end of each stage.

- 3) All lots within the subdivision must have a minimum area of 2 hectares.
Reason: To comply with Cooma-Monaro Local Environmental Plan 2013.
- 4) A restriction to user under Section 88B of the *Conveyancing Act 1919* is to be created to apply to each lot within the subdivision (other than Lot 501). The restriction to user is to prevent the construction of any building, including rainwater tanks, outside of the building envelope identified on each lot. The building envelopes on the plan for registration must be located as shown on the approved plans for the subdivision, except where modified by a condition of this consent. Council is to be empowered as the only authority able to release, vary or modify the restriction to user.
Reason: To limit building within the site to those areas identified and assessed as part of this development consent.
- 5) A restriction to user under Section 88B of the *Conveyancing Act 1919* is to be created to apply to each lot within the subdivision (other than Lot 501). The restriction to user is to require a minimum 45000 litre rainwater tank for a one or two bedroom dwelling house and a 90000 litre rainwater tank for all other dwellings be installed prior to issue of any Occupation Certificate (including any Interim Occupation Certificate) for a dwelling house on the lot. Council is to be empowered as the only authority able to release, vary or modify the restriction to user.
Reason: To comply with the requirements of Development Control Plan 2014 and to minimise impacts on surface and groundwater from the development by ensuring dwellings have a sustainable water supply.
- 6) A restriction to user under Section 88B of the *Conveyancing Act 1919* is to be created to apply to each lot upon which a significant remnant tree(s) has been identified and mapped as per condition 39. The Restriction to User is to prevent the removal of or any damage to the tree(s) without the written permission of the Council. Council is to be empowered as the only authority able to release,

vary or modify the restriction to user.

Reason: To protect and preserve significant remnant trees identified on the site associated with high habitat value and/or a critically endangered ecological community.

- 7) A restriction to user under Section 88B of the *Conveyancing Act 1919* is to be created to apply to each lot (other than Lot 101) upon which an aboriginal site has been identified. Aboriginal sites are those identified as BC1-BC15 and PADs 1-3 in the report prepared by Archaeological Heritage Surveys (Patricia Saunders) dated May 2014 and received by Council on 29 August 2014 titled 'Mount Burra Estate – 1758 Burra Road, Burra – Archaeological Assessment Summary'. The terms of the restriction to user must identify which sites are located on which lots and prevent any disturbance of the site unless an Aboriginal Heritage Impact Permit (AHIP) is first obtained (available from NSW Office of Environment and Heritage). Council is to be empowered as the only authority able to release, vary or modify the restriction to user.

Reason: To protect and preserve significant aboriginal sites and objects identified on the site.

- 8) A restriction to user under Section 88B of the *Conveyancing Act 1919* is to be created to apply to Lot 101 in the approved plans. The restriction to user is to prevent any disturbance to the soil in the area between Cassidy's Creek and Burra Creek unless an Aboriginal Heritage Impact Permit (AHIP) is first obtained (available from NSW Office of Environment and Heritage). Council is to be empowered as the only authority able to release, vary or modify the restriction to user.

Reason: To protect and preserve significant aboriginal sites and objects identified on the site.

- 9) A 'Restriction to User' is to be created under Section 88B of the *Conveyancing Act 1919* to burden each lot (other than Lot 501). The Restriction to User is to ensure that all waste water on-site sewage management facilities are capable of treating effluent to a standard of secondary treatment. Council is to be empowered as the only authority able to release, vary or modify the restriction to user.

Reason: To ensure all wastewater is treated to a standard of secondary treatment.

Prescribed Conditions

The following conditions are prescribed by the *Environmental Planning and Assessment Act and Regulations*:

- 10) A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
- (a) Showing the name, address and telephone number of the principal certifying authority for the work; and
 - (b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - (c) stating that unauthorised entry to the work site is prohibited.

Reason: Prescribed condition of the *Environmental Planning and Assessment Act and Regulations*.

- 11) Any such sign (required by condition 10) is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when work has been completed.

Reason: Prescribed condition of the *Environmental Planning and Assessment Act and Regulations*.

Design Changes

- 12) The building envelope for Lot 101 on the approved plans must maintain a buffer of at least 40 metres from Cassidy's Creek and a buffer of at least 25 metres from Burra Road.
Note: The building envelope may be reduced in size to accommodate this change if required but must not be increased above its present size of 3670m².

Reason: To ensure that an adequate buffer is retained to Cassidy's Creek.

- 13) Deleted.

- 14) The rear setback of the building envelope on Lot 103 is to be increased to 25 metres. This may be achieved by moving the entire envelope the required distance to comply or by reducing the size of

the building envelope to comply.

Reason: To ensure the setback of this building envelope complies with the minimum setback requirements of Development Control Plan 2014.

- 15) No building envelopes within the subdivision are to exceed a maximum area of 4000m². Building envelopes which exceed this maximum area on the approved plans are to be reduced in size to comply.
Note: Lots 102, 104, 105, 201, 202, 301, 403, 405, 406, 503, 504, 505, 507-511 on the approved plans will need to reduce the size of their building envelopes.
Reason: To comply with the requirements of clause 4.1.11 of Development Control Plan 2014.
- 16) The battle-axe access handles to Lots 105 and 504 are to be reduced in length to 100 metres.
Reason: To comply with the requirements of clause 4.1.3 of Development Control Plan 2014.
- 17) The battle-axe access handle to Lot 106 is to be eliminated by adjusting the boundary with Lot 204 such that all of the watercourse (which on the approved plans runs within lot 204 parallel to the battle-axe handle for lot 106) will be located within Lot 106.
Reason: To comply with the requirements of clause 4.1.3 of Development Control Plan 2014.
- 18) The battle-axe access handle to Lots 405, 508, 509 and 604 is to be eliminated by adjusting the boundary to introduce a splayed boundary within this area.
Note: This means the street frontage for these lots can remain the same, but the access handle must be amended to have its fixed width removed and instead have a width which increases with distance from the road.
Reason: To comply with the requirements of clause 4.1.3 of Development Control Plan 2014.
- 19) The battle-axe access handle to lot 506 is to be eliminated by widening the access handle to a minimum 30 metre width for its entire length.
Reason: To comply with the requirements of clause 4.1.3 of Development Control Plan 2014.

Required Works

- 20) Works on public roads shall be carried out in accordance with the *Roads & Maritime Services* document 'Traffic Control at Work Sites' - RTA 2003.
Reason: In accordance with *Cooma-Monaro Shire Council Development Control Plan 2014*.
- 21) Road construction within the subdivision and the connection of the entry road to Burra Road is subject to the road standards as set out in Cooma Monaro Shire Council DCP2014 Appendix 5. Design and construction shall be in accordance with Council's Specification for Engineering Works, except that the reference for geometric design shall be Austroads Guide to Road Design in place of the design references included in the Specification for Engineering Works. The roads standards specified in DCP 2014 Appendix 5 shall be adjusted as indicated below.
The road types shall be:
- Road 1 – equivalent to Yarrawlumla Council specification Type 4(b) (60kph design speed, 90m horizontal radius, 6m sealed pavement, 7.5m carriageway, 25m road reserve)
Road 2 – DCP 2014 Category 3 with adjustment to pavement width (60kph design speed, 90m horizontal radius, 6m sealed pavement, 7m carriageway, 20m road reserve)
Road 3 – DCP 2014 Category 3 (60kph design speed, 90m horizontal radius, 3.7m sealed pavement, 6m carriageway, 20m road reserve)
Road 4 – DCP 2014 Category 3 (60kph design speed, 90m horizontal radius, 3.7m sealed pavement, 6m carriageway, 20m road reserve)
Road 5 – DCP 2014 Category 3 unformed (20m road reserve)
Road 6 – DCP 2014 Category 3
- All roads shall be bitumen sealed.
Reason: In accordance with *Cooma-Monaro Shire Council Development Control Plan 2014* and *Specification for Engineering Works*.
- 22) The applicant shall nominate, in writing to Council, the preferred name/s for the proposed new public

COOMA-MONARO SHIRE COUNCIL

road/s for approval by Council. Road name signs bearing the approved names shall be erected in accordance with the requirements of Council's *Development Control Plan 2014*.

Reason: In accordance with *Cooma-Monaro Shire Council Development Control Plan 2014*.

- 23) Each road intersection shall be designed and constructed as a BAL/BAR junction providing Safe Intersection Sight Distance in accordance with Austroads Standard, *'Guide to Road Design Part 4A 2009*.

Reason: In accordance with *Cooma-Monaro Shire Council Development Control Plan 2014* and *Specification for Engineering Works*.

- 24) The intersection of proposed Road 1 with Burra Road shall be designed and constructed as a BAL/BAR junction in accordance with *Austroads Guide to Road Design Part 4A 2009*. The intersection shall be located to provide Safe Intersection Sight Distance of 160 metres. Burra Road shall be constructed and bitumen sealed for a distance of 100 metres in each direction from the intersection to the standard of a Category 5 Road (RU1 Zone DCP 2014). Any adjustments to the road reserve location, including openings and closings to ensure that the constructed road is contained within the legal road reserve, shall be carried out by the developer at the developer's expense.

Reason: To provide safe and legal road access to the subdivision in accordance with DCP standards.

- 25) Vehicular entrances to each lot shall be constructed and located so as to achieve Safe Intersection Sight Distances or better, as defined in the *Austroads Guide to Road Design* for the design speed of the road at the location. Each entrance driveway is to comply with Council Drawing B238.

Reason: In accordance with *Cooma-Monaro Shire Council Development Control Plan 2014* and *Specification for Engineering Works*.

- 26) Stormwater drainage to ensure the proper drainage of all roads and drainage lines shall be constructed in accordance with the requirements of Council's *Specification for Engineering Works*.

Construction standards are to be as follows:

- a) Culverts shall be reinforced concrete of not less than 450 mm diameter and such greater diameter as determined by design
- b) Culverts shall extend the full width of the road formation and shall be provided with reinforced concrete or mortared rock headwalls.

Reason: In accordance with *Cooma-Monaro Shire Council Development Control Plan 2014* and *Specification for Engineering Works*.

Conditions to be met prior to release of Construction Certificate

- 27) An application for a Construction Certificate is to be submitted for approval for works on private property required by this consent.

Details to be submitted are as follows:

Road Works

- Engineering designs, plans and specifications for the construction/upgrading of the proposed/existing public road/s, prepared in accordance with the requirements of Council's *Specification for Engineering Works*
- Road pavement investigations, testing and design for public roads to be bitumen sealed shall be undertaken in accordance with the requirements of Council's *Specification for Engineering Works*
- A copy of test results of proposed road pavement materials by an approved laboratory, for compliance with the requirements of Council's *Specification for Engineering Works*
- Sample of the tested material

Drainage

- Hydrological and hydraulic design calculations shall be provided for all watercourse crossings.

Reason: In accordance with *Cooma-Monaro Shire Council Development Control Plan 2014* and *Specification for Engineering Works*.

- 28) The applicant shall, prior to issue of a Construction Certificate, obtain a Section 138 (*Roads Act 1993*) consent from Council for the following works:

- a) Works on Burra Road

The applicant shall make application to Council for approval under Section 138 of the *Roads Act*

COOMA-MONARO SHIRE COUNCIL

1993 using the *Application for Works within a Road Reserve* form. All works shall be in accordance with *Cooma-Monaro Shire Council Development Control Plan 2014, Specification for Engineering Works* and Conditions of this Consent.

All works shall be carried out in accordance with the Section 138 Approval.

Reason: In accordance with *Roads Act 1993*.

- 29) Signs and markings shall be provided on the public road carriageway in accordance with the requirements of RMS Signs and Markings and Delineation Guides.
Reason: In accordance with *Cooma-Monaro Shire Council Development Control Plan 2014 and Specification for Engineering Works*.
- 30) The applicant shall pay the current fee for issue of a rural address number/s. The fee (\$70 per lot for 2014-15 financial year) shall be paid prior to issue of the Construction Certificate.
Reason: To allow identification of rural properties.
- 31) A soil and water management plan is to be prepared in accordance with Council's *Specification for Engineering Works* and submitted to the Principal Certifying Authority prior to release of the Construction Certificate.
Reason: To ensure erosion and sediment movement is retained within the site and does not impact on adjoining property or public areas.
- 32) Road pavement investigations, testing and design for public roads to be bitumen sealed shall be undertaken in accordance with the requirements of Council's *Specification for Engineering Works*. Details and results shall be submitted for approval prior to the issue of a Construction Certificate.
Reason: To provide public road access in accordance with design standards for transfer to Council ownership
- 33) The developer shall provide for the supply of electricity and telephone services. Compliance with the requirements of the relevant authorities is to be achieved and shown on the Construction Certificate plans. Such facilities are to be placed within the road reserve.
Reason: To provide adequate services to all lots at acceptable standards.
- 34) Prior to the release of the Construction Certificate for each stage where the proposed works involve:
(a) the construction of a watercourse crossing; and/or
(b) works within 40 metres of the bank of a watercourse,

The applicant must obtain a controlled activity approval under the *Water Management Act 2000* (available from the NSW Office of Water) and, if required, the necessary permit under the *Fisheries Management Act 1994* (available from Fisheries NSW). Evidence these approvals have been obtained must be provided to the Council. If no approval is required verification of this from the relevant office/department must be submitted.

Note: NSW Office of Water contact – Tim Smith – tim.smith@water.nsw.gov.au
Fisheries NSW contact – Allan Lugg – Allan.Lugg@dpi.nsw.gov.au
Reason: Requirement of the *Water Management Act 2000* and *Fisheries Management Act 1994*.
- 35) Prior to release of the Construction Certificate for Stage 1, evidence must be provided to Council that the applicant has consulted with Jemena Pty Ltd regarding the proposed construction works and that any requirements of Jemena regarding protection of the integrity of the eastern gas pipeline infrastructure and easement have been addressed to the satisfaction of Jemena Pty Ltd.

Note: Jemena Pty Ltd can be contacted on 0402 060 389 (Mr James Maldon).

Reason: To ensure that the integrity of the Eastern Gas Pipeline is not impacted by proposed construction works.
- 36) Prior to the release of the Construction Certificate for stage 1, a flora survey is to be conducted within and alongside all proposed road reserves within the entire subdivision (ie all 6 stages) specifically targeting the Silky Swainson-pea (*Swainsona sericea*). Any plants located are to be mapped. The results of the survey, including any maps, are to be provided to Council. Plants located within areas to be disturbed in any way by construction works are to be fenced off prior to work commencing to prevent harm. Works are to be designed to avoid disturbance of identified

plants on the site.

Reason: To protect the threatened species from impacts of the development.

- 37) The access point to any lot must be located a minimum of 20 metres from any identified areas of Silky Swainson-pea (*Swainsona sericea*) mapped along the road reserves.

Reason: To protect the threatened species from impacts of the development.

- 38) The access points to Lots 101, 102 and 104 are to be shown on the plans for the Construction Certificate and are to be located such that the Eastern Gas Pipeline easement will not need to be crossed by any internal access track between the access point and the building envelope on the lot.

Reason: To minimise the need for works within the Eastern Gas Pipeline easement.

- 39) Prior to release of the Construction Certificate for stage 1, a survey is to be undertaken of all lots in the entire subdivision with frontage to Road 1 on the approved plans to identify any remnant specimen trees representative of the White-Box-Yellow Box-Blakely's Red Gum Grassy Woodland Endangered Ecological Community (as defined in the *Environment Protection and Biodiversity Conservation Act 1999*) which are over 5 metres in height. Remnant hollow bearing trees are also to be identified. All identified trees are to have their location mapped and a copy of the map is to be submitted to Council.

Reason: To protect and preserve remnant woodland trees on the site.

Conditions to be met during Construction

- 40) The requirements of the approved Soil and Water Management Plan are to be implemented on site at all times during construction works and following the completion of works till such time as areas have been revegetated or stabilised such that sediment will not leave the property.

Reason: To ensure erosion and sediment movement is retained within the site and does not impact on adjoining property or public areas.

- 41) During construction the applicant must ensure that all construction contractors and their employees are made aware of the locations of aboriginal sites BC1-BC15 and PADs 1-3 and of the need to avoid direct and indirect impacts on the sites and PADs during construction activity, including bulk earthworks, stockpiling of materials and parking of construction equipment. Temporary security fencing is to be installed around any sites at risk of inadvertent disturbance.

Note: Aboriginal sites are those identified as BC1-BC15 and PADs 1-3 in the report prepared by Archaeological Heritage Surveys (Patricia Saunders) dated May 2014 and received by Council on 29 August 2014 titled 'Mount Burra Estate – 1758 Burra Road, Burra – Archaeological Assessment Summary'.

Reason: To protect and preserve significant aboriginal sites and objects identified on the site.

- 42) If disturbance of an aboriginal site cannot be avoided, an Aboriginal Heritage Impact Permit must be obtained (available from the NSW Office of Environment and Heritage) **prior** to any disturbance taking place.

Note: Aboriginal sites are those identified as BC1-BC15 and PADs 1-3 in the report prepared by Archaeological Heritage Surveys (Patricia Saunders) dated May 2014 and received by Council on 29 August 2014 titled 'Mount Burra Estate – 1758 Burra Road, Burra – Archaeological Assessment Summary'.

Reason: To protect and preserve significant aboriginal sites and objects identified on the site.

- 43) If, during construction, any object suspected to be of aboriginal origin (but not previously known or identified) is inadvertently uncovered or unearthed, work at that location must cease immediately and advice on appropriate action be obtained from the Conservation and Regulation Division – South, Office of Environment and Heritage (OEH), NSW Department of Premier and Cabinet, PO Box 733, Queanbeyan, NSW 2620. If human remains are found, work must cease, the site must be secured and the NSW Police (Queanbeyan Station 6298-0555), NSW OEH (9995-5000) and Council (6455-1912) must be notified immediately.

Reason: To protect and preserve significant aboriginal sites and objects identified on the site.

Conditions to be met prior to release of Subdivision Certificate

- 44) All Conditions identified as 'Required Works' in this consent (conditions 20-26) must be completed prior to issue of the Subdivision Certificate.
Reason: To ensure all required works are completed.
- 45) For works which are to revert to Council's ownership and control, cash or other acceptable form of security, of not less than 10% of the cost of works undertaken in association with the consent, shall be lodged with Council for a period of 6 months to cover:
- maintenance or rectification works during this period
- bitumen sealed sections of the access road
- erosion and sediment control measures including revegetation of the site.
The six month period commences from the date of issue of the Subdivision Certificate. Any repairs required during or at the conclusion of the six month period will be funded from the bond.
After this six month period, arrangement is to be made with Council's Engineer for inspection of the works. Council will refund any remaining amount of the bond following inspection.
Reason: In accordance with *Cooma-Monaro Shire Council Development Control Plan 2014*.
- 46) An area of land 10 metres x 10 metres splay corner of each lot shall be dedicated as road reserve at each road intersection.
Reason: To provide adequate sight lines and verge width at intersections.
- 47) A rural address number sign for each lot shall be installed by the applicant, with numerals at least 75 mm in height. The sign shall comply with Australian/New Zealand Standard AS/NZS 4724.2 – Geographic information – Rural addressing (details are available from Council).
Reason: To allow identification of rural properties.
- 48) Works-as-Executed drawings for all constructed assets which are to revert to Council ownership or control are to be provided to Council in PDF format.
Each asset class drawing (ie, water, wastewater, roads, stormwater, parks, buildings) is to be presented on a separate pdf file. The drawings are to include the following details:
Roads
- Certification from a registered surveyor that all pipes/utilities/constructed roads are wholly contained within the respective easements or reserves/road reserves.
- Road construction details.
Reason: To satisfy the requirements in Council's *Asset Valuation Policy* to document its asset register.
- 49) The applicant shall be responsible for the re-alignment of Burra Road adjacent to the subdivision entrance so as to provide practical and legal access to the subdivision from and to Burra and Michelago.
Reason: To provide concurrent practical and legal access to the subdivision
- 50) In respect of any internal public roads and Crown reserve roads the applicant shall be responsible for the closure and purchase of such roads at no cost to Cooma-Monaro Shire Council. It is the responsibility of the applicant to negotiate this position with the relevant roads authority.
Reason: To enable the closure of unnecessary roads to achieve the subdivision of the land as proposed.
- 51) Road 5 shall be dedicated as a public road 20 metres wide, and the applicant shall provide heavy bollards or large boulders and a lockable gate across the link at each end to prevent unauthorised vehicle access. Vehicular traffic shall not be permitted to use this access, other than possibly emergency vehicles.
Reason: To provide a secondary non-vehicular and emergency access for the subdivision
- 52) The road reserves containing the constructed roads shall be dedicated to Council as public roads.
Reason: To provide public road access to all lots.
- 53) Coincident legal and practical access from Burra Road to Lot 58 DP 754889 shall be provided at all times both during construction and at the completion of each stage.
Reason: To provide continuous practical and legal access to adjoining land.

- 54) All conditions identified as 'Design Changes' (conditions 12-19) are to be shown on the plans for the Subdivision Certificate for each respective stage.
Reason: To ensure the changes are verified.
- 55) Prior to release of the Subdivision Certificate for each stage, the applicant is to provide Council with a plan of the site showing the approximate location of all existing utility services (ie electricity, telephone, gas, water, sewer, stormwater) if any, on the site. If there are no services on the site, a statement is to be provided in this regard.
Reason: To verify the location of these services and any easements subsequently required to be shown on the linen plans.
- 56) Prior to release of the Subdivision Certificate for each stage, a copy of a 'Provisioning Confirmation' letter from a telephone service provider is to be provided to Council.
Note: The Provisioning Confirmation must specifically identify the approved development (preferably by the DA number on the consent) and not simply identify the site. Telstra can be contacted to request the 'Provisioning Confirmation' on 1800 226 543.
Reason: To confirm that a telephone service is available for connection to future development on the approved lots.
- 57) Prior to release of the Subdivision Certificate for each stage, a copy of a 'Notice of Arrangement for Electricity Supply to a new Subdivision' from an electricity service provider is to be provided for the approved development.
Note: The Notice must indicate that satisfactory arrangements have been made to supply electricity to the approved lots. It must also specifically identify the approved development (preferably by the DA number on the consent) and not simply identify the site. Essential Energy can be contacted on 6214-9772 to request the 'Notice of Arrangement for Electricity Supply to a new Subdivision'.
Reason: To confirm that an electricity supply is available for connection to future development on the approved lots.
- 58) For each respective stage of the development, an 88B Instrument is to be prepared for all proposed easements (eg for gas, electricity, access, etc) on any lot within the subdivision which benefits another lot, and also for any restrictions to user to be created on any lot. Council is to be empowered as the only authority able to vary or extinguish any restriction to user it required and any easements which burden or benefit it and a space must be provided on such 88B Instruments for Council's General Manager to sign.
Reason: To ensure legal access for all lots to appropriate utility services.
- 59) Prior to the release of the Subdivision Certificate for each stage, written verification is to be provided to Council as to the approximate amount (in cubic metres or tonnes) of any fill imported to the site during construction of that stage. Where fill has been imported, evidence sufficient to establish that the fill used on site was 'virgin excavated natural material' is to be provided to Council.
Note: 'Virgin excavated natural material' is defined in Schedule 1 of the *Protection of the Environment Operations Act 1997* as the following:
virgin excavated natural material means natural material (such as clay, gravel, sand, soil or rock fines):
(a) that has been excavated or quarried from areas that are not contaminated with manufactured chemicals, or with process residues, as a result of industrial, commercial, mining or agricultural activities, and
(b) that does not contain any sulfidic ores or soils or any other waste,
and includes excavated natural material that meets such criteria for virgin excavated natural material as may be approved for the time being pursuant to an EPA Gazettal notice.
Reason: To ensure contaminated fill is not imported to the site during construction.
- 60) Any existing unused/redundant road reserves located within the site are to be removed prior to release of the Subdivision Certificate for each stage or as part of the plans for registration submitted for the Subdivision Certificate for each stage.

COOMA-MONARO SHIRE COUNCIL

Reason: To ensure no redundant land remains on the site.

- 61) Prior to the release of the Subdivision Certificate for Stage 5, the adjoining Lot 99 DP 754889 must be consolidated with Lot 507 on the approved plans (this may be shown on the plans for registration for stage 5) unless Lot 99 has prior been sold to the owner of the adjoining Lots 15 and 100 DP 754889.

Reason: Lot 99 DP 754889 will be landlocked as a result of the development and will not possess a legal access to a public road. A right of way across Lot 507 in the development will not comply with clause 2.5.3.4 of Development Control Plan 2014.

Fees & Contributions

- 62) A contribution under Section 94(1)(b) of the *Environmental Planning and Assessment Act 1979* shall be paid in accordance with the following:

a) **Cash Contribution Required**

In accordance with the *Yarrowluma Section 94 Contributions Plan*, a cash contribution shall be paid to Council in accordance with this condition.

b) **Amount and Purposes of Contribution**

The amount payable will be reassessed at the time of payment in accordance with Council's adopted Fees and Charges at that time.

The contribution is required and shall be held by Council in accordance with the provisions of the *Environmental Planning and Assessment Act, 1979* and the *Cooma-Monaro Section 94 Contributions Plan* for the purposes of:

Description	Lots	\$/Lot	Total
Provision of Access Roads (Rural Roads)	39	20,000.00	780,000
TOTAL			\$780,000

Note: Council's Schedule of Fees and Charges 2014-15 has a contribution rate of \$23,972 per lot applying to this site in the category of 'Provision of Access Roads'. However the Contribution Rate has been capped at \$20,000 per lot as a result of the *Environmental Planning and Assessment (Local Infrastructure Contributions) Direction 2012*. This is a Ministerial Direction made under Section 94E of the *Environmental Planning and Assessment Act 1979* and applying from 28 August 2012.

c) **Timing of Payment**

The contribution shall be paid prior to the release of the Subdivision Certificate for each stage in accordance with the following:

Stage 1	5 lots
Stage 2	5 lots
Stage 3	6 lots
Stage 4	6 lots
Stage 5	12 lots
Stage 6	5 lots
Total	39 lots

d) **Inspection**

A copy of the *Yarrowluma Section 94 Contributions Plan* may be inspected at the offices of Council at any time during normal office hours.

Reason: In accordance with Section 94 of the *Environmental Planning and Assessment Act 1979* and Council's *Section 94 Contributions Plan*.

Ongoing Conditions

- 63) Notwithstanding the issue of this development consent, separate approval from Council under section 68 of the *Local Government Act 1993* is required for the installation of any on-site sewage management facility. An application for assessment under section 68 LGA 1993 must be submitted on Council's standard application form and be accompanied by a separate site and soil assessment by a suitable qualified person. Additionally, the application is to be accompanied by the appropriate fees for an on-site sewage management facility installation.
Reason: To ensure compliance with the *Local Government Act 1993*.

Integrated Development Conditions

The Rural Fire Service has provided the following General Terms of Approval:

- 64) The development proposal is to comply with the subdivision layout identified on the drawing prepared by PHL Surveyors numbered PN 12061, dated 5 June 2014, and the drawings dated 25 March 2015 in relation to Lot 306 only.
- 65) A restriction to the land use pursuant to section 88B of the 'Conveyancing Act 1919' shall be placed on all lots within the subdivision requiring the identification of the building precincts as identified on the drawing prepared by PHL Surveyors numbered PN 12061, dated 5 June 2014, and the drawings dated 25 March 2015 in relation to Lot 306 only.
- 66) **Water and Utilities**
Water, electricity and gas are to comply with section 4.1.3 of 'Planning for Bush Fire Protection 2006'.
Reason: The intent of measures is to provide adequate services of water for the protection of buildings during and after the passage of a bush fire, and to locate gas and electricity so as not to contribute to the risk of fire to a building.
- 67) **Access**
Public road access shall comply with section 4.1.3 (1) of 'Planning for Bush Fire Protection 2006'.
Reason: The intent of measures for public roads is to provide safe operational access to structures and water supply for emergency services, while residents are seeking to evacuate from an area.

Modified conditions

- 1 Conditions 1, 12, 21, 64 and 65 have been amended in this modification.
- 2 Condition 13 has been deleted in this modification.

Advice to Applicant

- a) Council wishes to advise that it is the responsibility of the owner and/or applicant to determine if site security and/or safety fencing is required to be provided in accordance with clause 235 of the *Occupational Health and Safety Regulation 2001* and *Work Cover Authority* requirements. Failure to comply with these requirements may result in penalties being imposed upon the owner and/or applicant.
- b) Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact *Dial Before You Dig* at www.1100.com.au or telephone 1100 before excavating or erecting structures. This is the law in NSW. If alterations are required to the configuration, size, form or design of the development upon contacting the *Dial Before You Dig* service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the *Dial Before you Dig* service in advance of any construction or planning activities.

COOMA-MONARO SHIRE COUNCIL

Note: Under the *Telecommunications Act 1997 (Commonwealth)*, Telstra (and its authorised contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the *Criminal Code Act 1995 (Cth)* and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact Telstra's Network Integrity Team on 1800 810 443.

- c) It is the responsibility of the applicant to check, understand and seek assistance where needed so as to ensure full compliance with the conditions of this Development Consent. Please contact Planning on (02) 6455 1911 if there is any difficulty in understanding or complying with any of the above conditions.
- d) Please note that the final linen plan submitted to Council will be checked against the approved DA plan for the subdivision and the conditions of consent. Any proposed changes to the approved plans (beyond the minor surveying corrections often required in the preparation of a final linen plan) should be discussed with Council and may require the submission of a Section 96 application to Council to modify the approved plans.

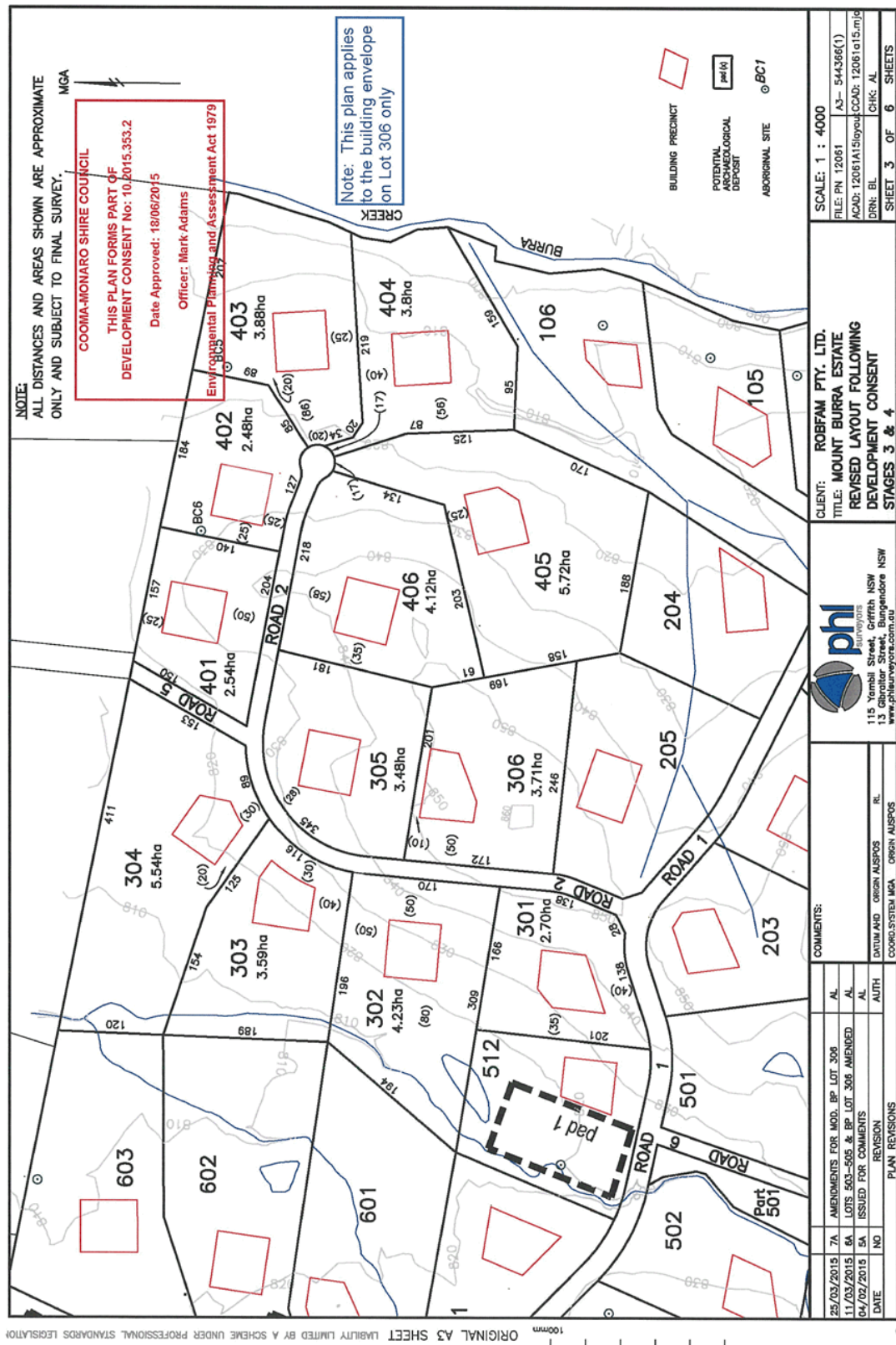
Notes

- 1) An applicant may request a review of this determination under Section 82A of the Environmental Planning and Assessment Act 1979. A request for a review must be lodged within 6 months of the date of this notification. A review under Section 82A cannot be made for Integrated, Designated or Crown Development.
- 2) Section 97 of the Act confers on an applicant or an objector who is dissatisfied with the determination of Cooma-Monaro Shire Council, a right of appeal to the Land and Environment Court exercisable within 6 months after receipt of this notice.

On behalf of the above Council:



Mark Adams
Planning Manager
for
Peter Smith
Director of Environmental Services



PETER W. BURNS PTY LIMITED

REGISTERED LAND & ENGINEERING SURVEYORS

ABN 64 002 953 291



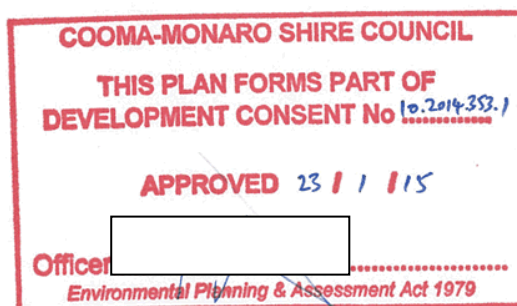
Office: 88 Commissioner Street, Cooma NSW 2630
Postal Address: PO Box 737, Cooma NSW 2630
Phone: Cooma (02) 6452 3221 Fax: (02) 6452 4220
Free Call: 1800 060 743

www.pburns.com.au
Email: survey@pburns.com.au

PETER WILLIAM BURNS B.Surv.(UNSW)
Grad.Dip.GIS & Remote Sensing (C.Sturt)
Registered Surveyor (NSW) (ACT)
M.I.S Aust S.S.I.

1. OVERALL SUBDIVISION LAYOUT PLANS (6 sheets)

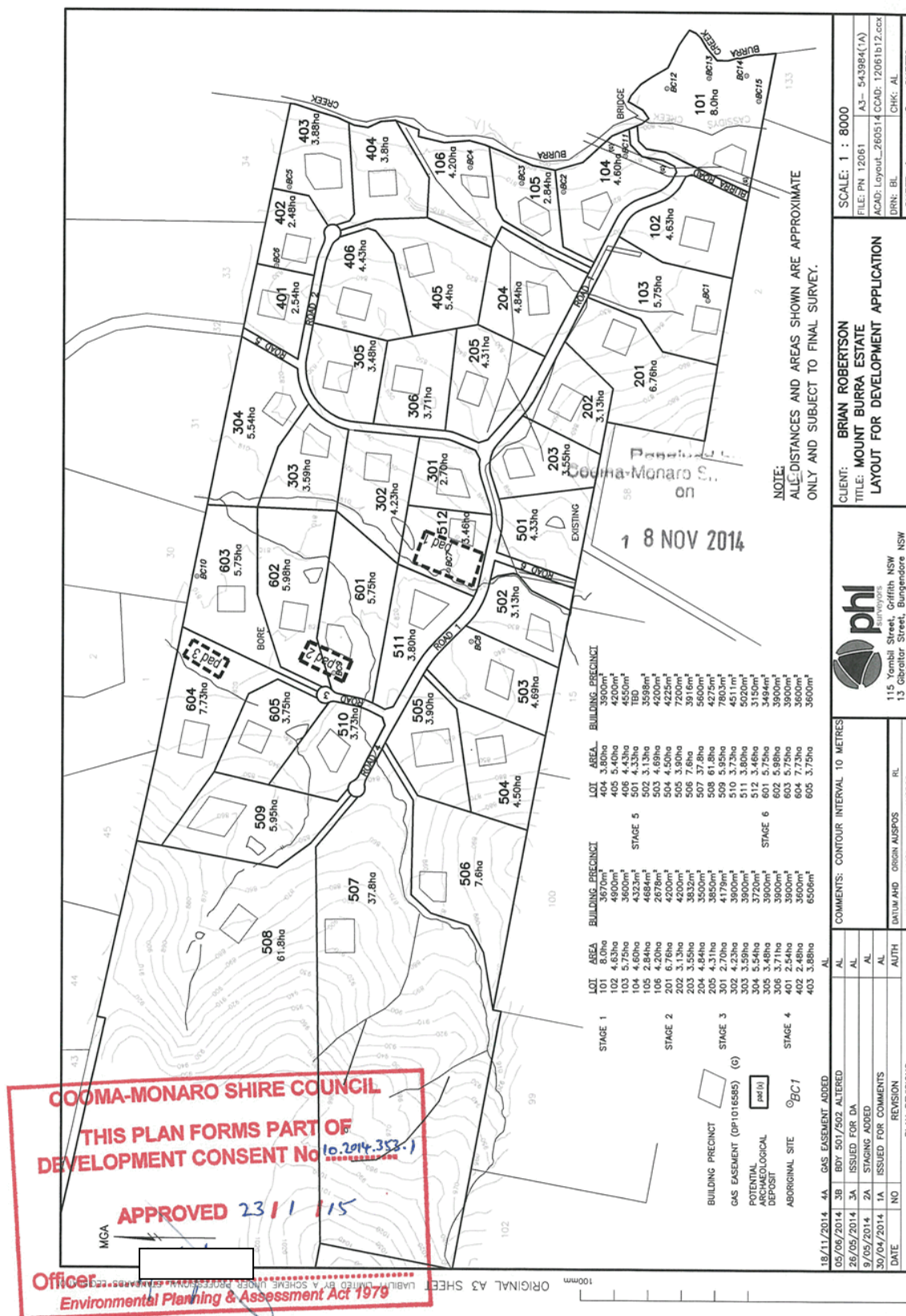
(Showing Roads, Lots, Building Envelopes, Aboriginal sites and Potential Archaeological Deposit sites)

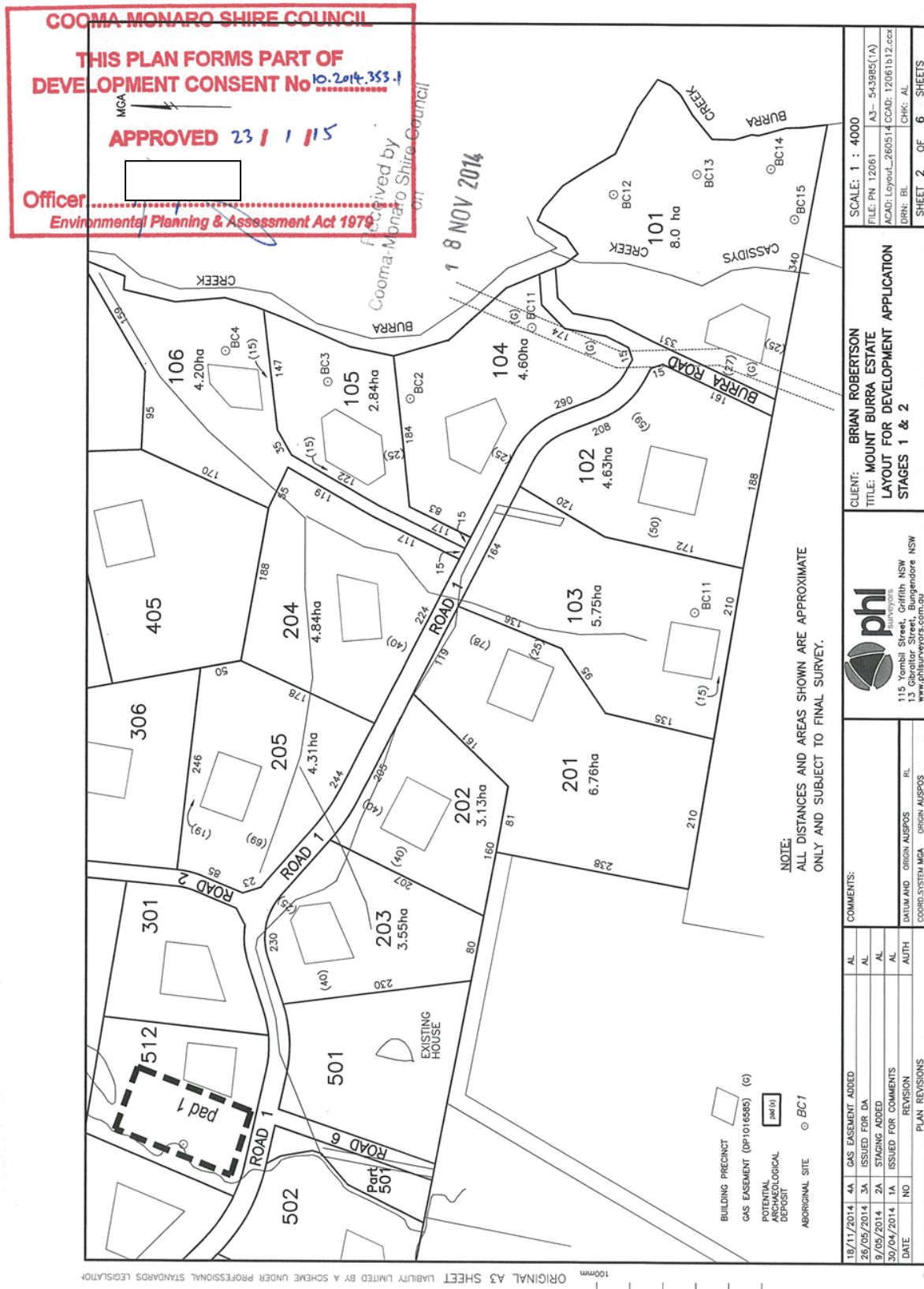


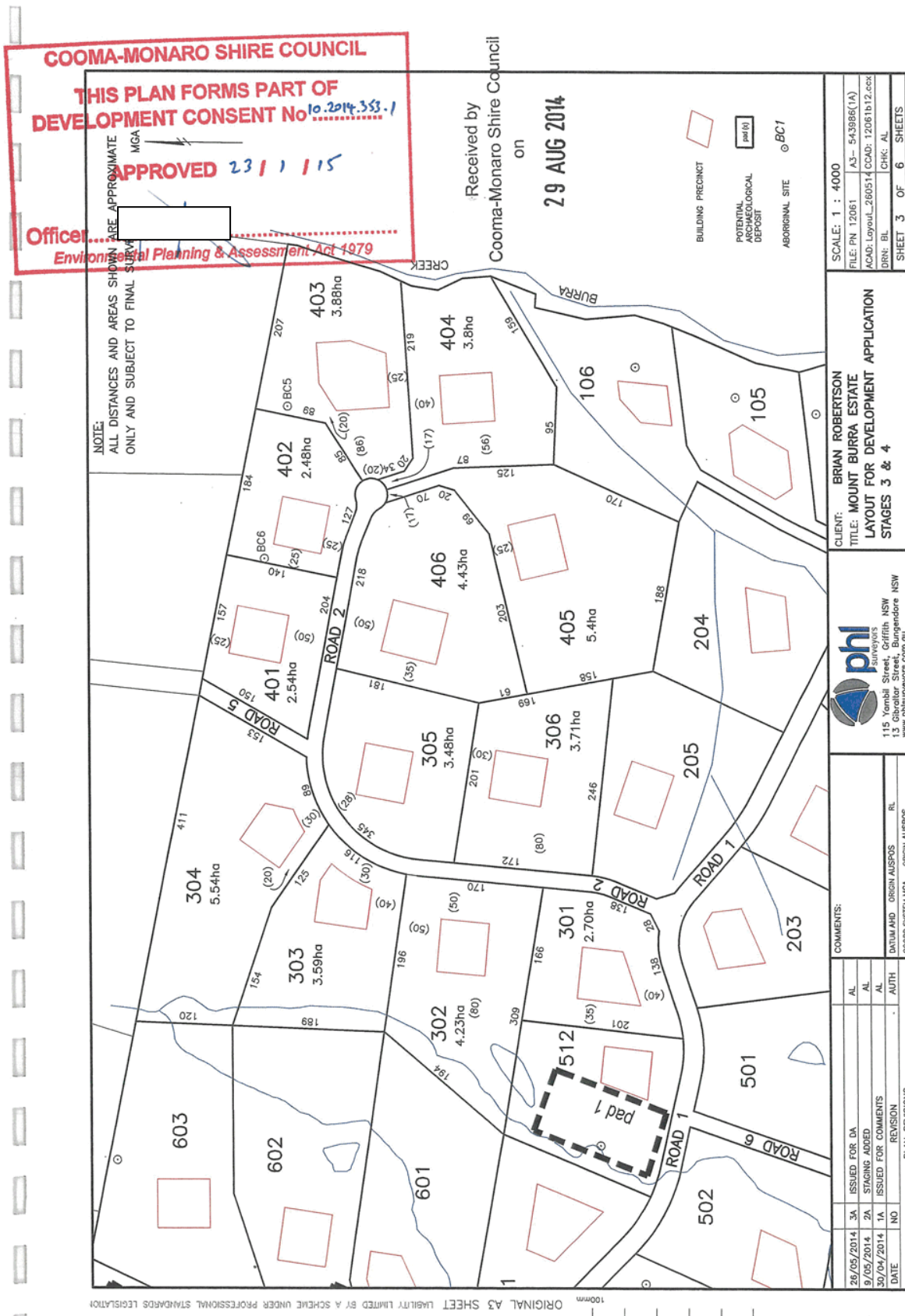
GPS • REMOTE SENSING • FARMPLANS • CADASTRAL • GIS • PRECISE MEASUREMENT • ENGINEERING

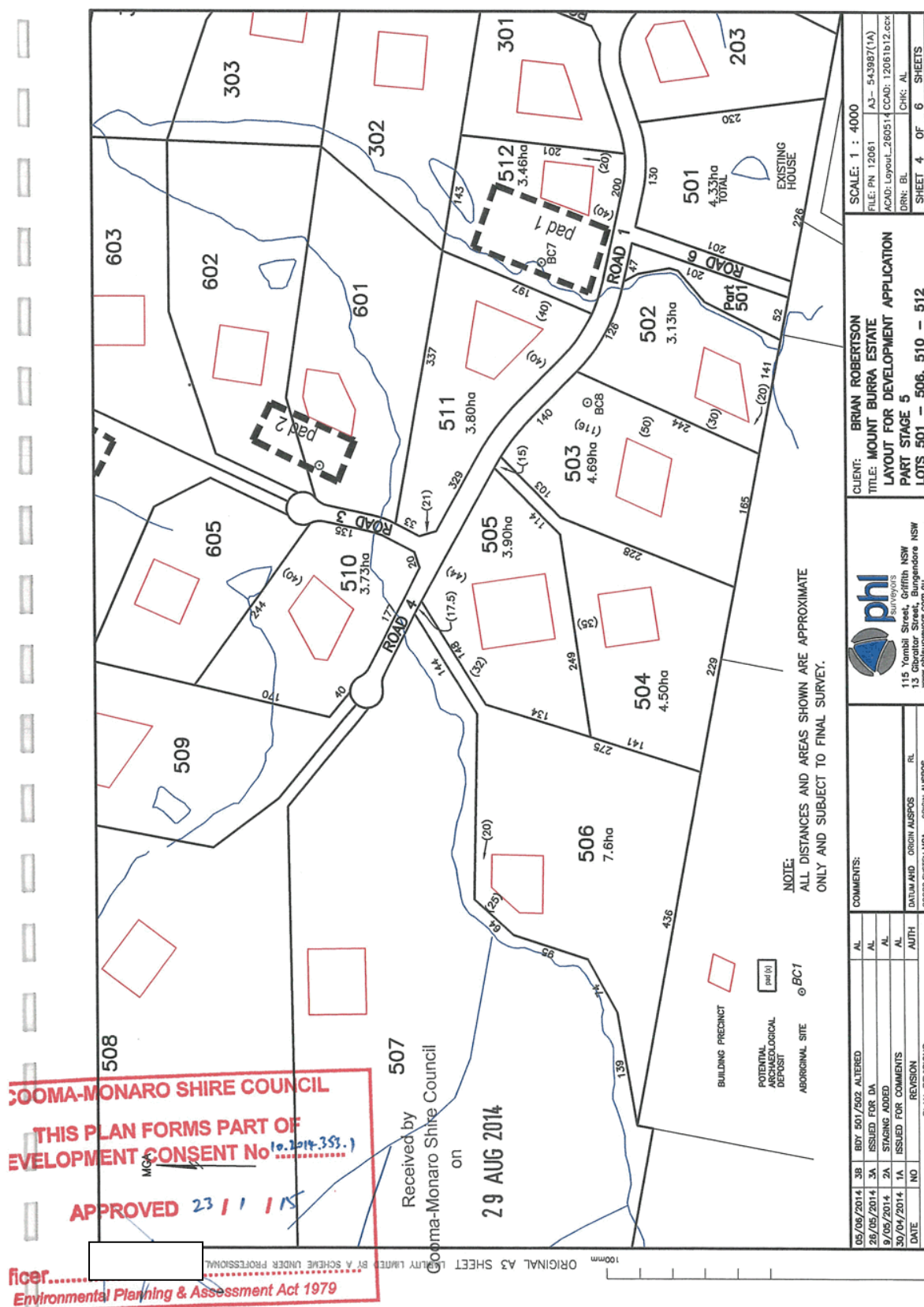
SPATIAL DATA AND LAND DEVELOPMENT SERVICES

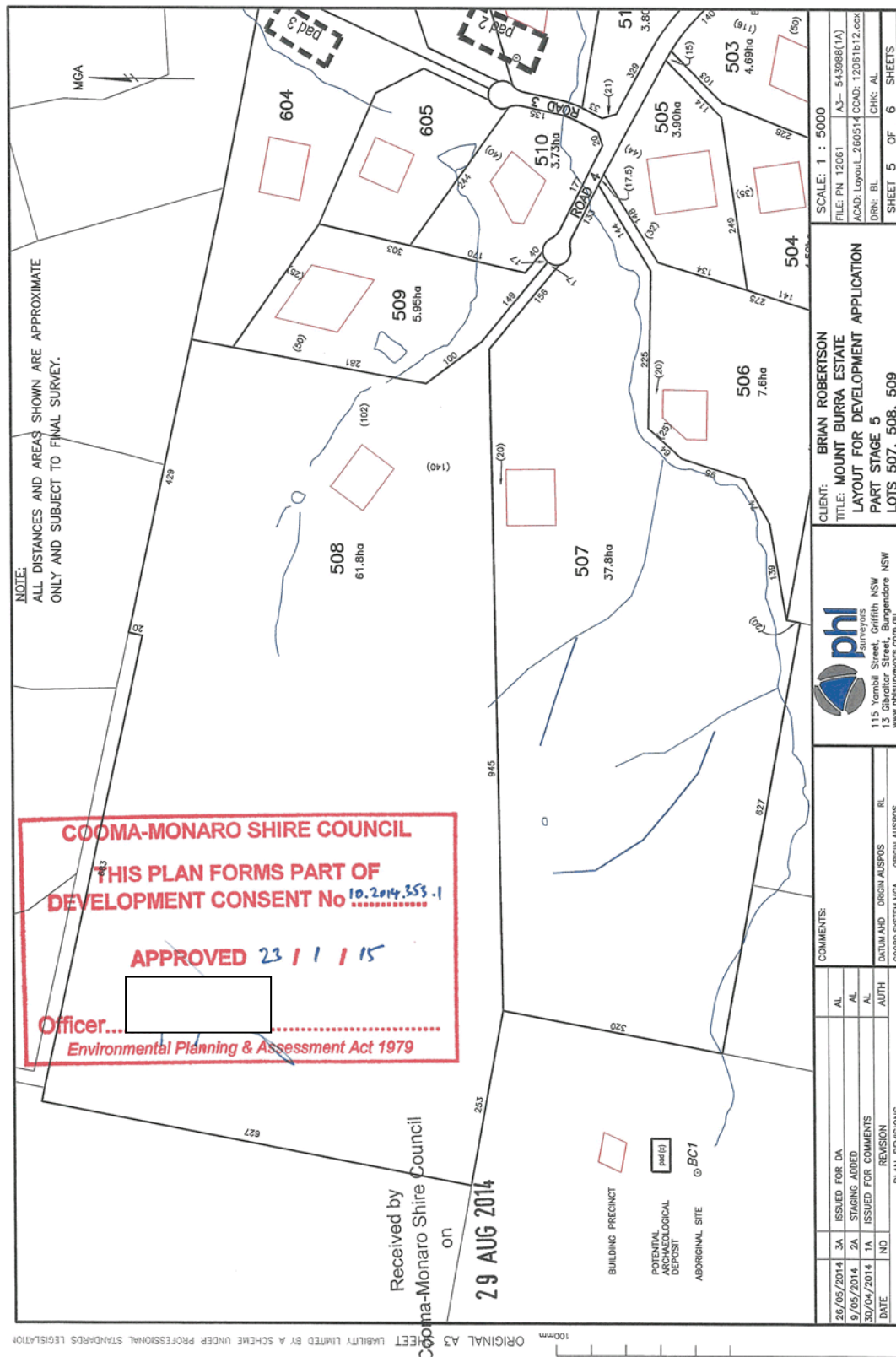
crc•si Participant through 43•pl

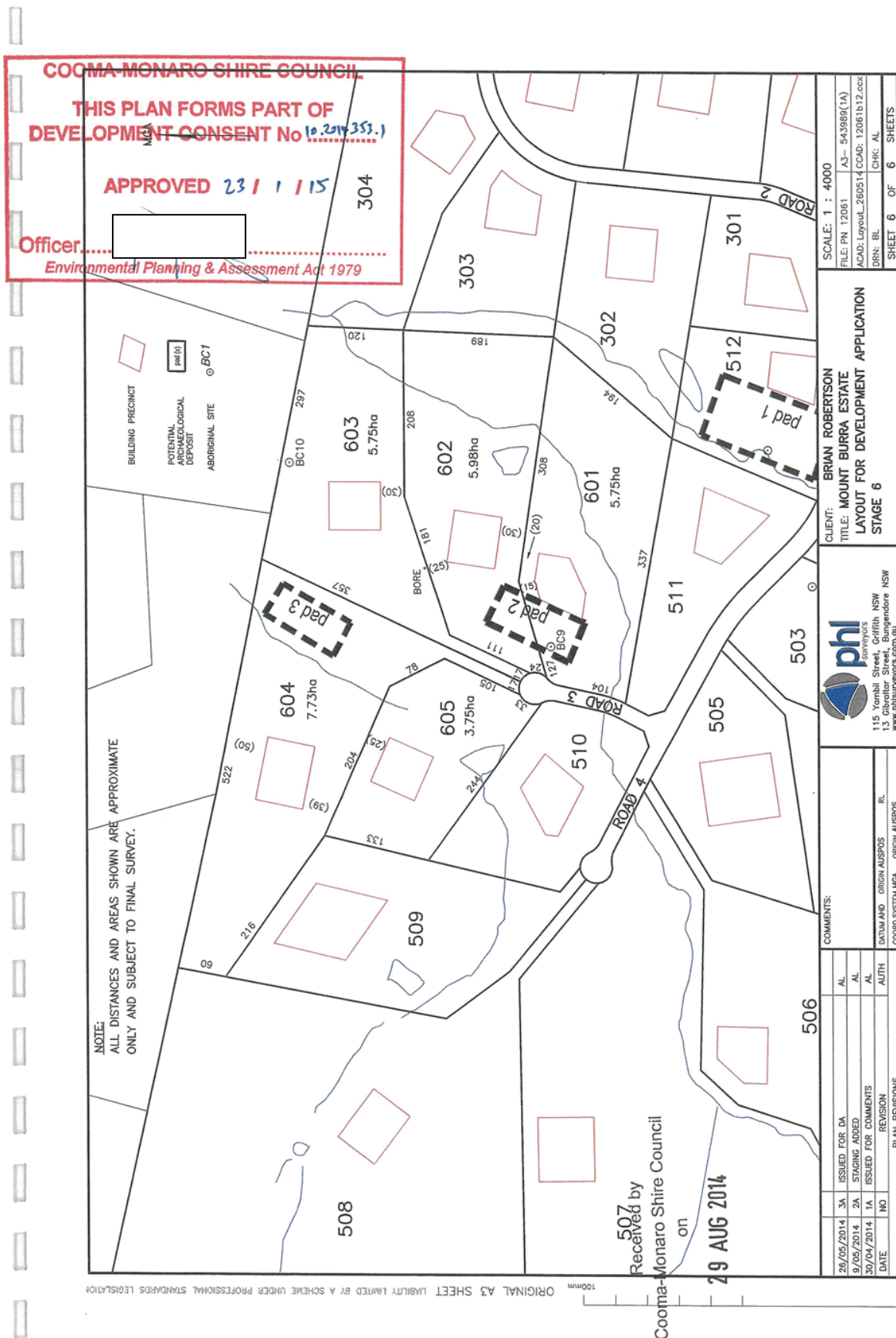












Lot Number	Building Precinct Centroid (MGA)	
	Easting	Northing
101	701679	6058149
102	701495	6058227
103	701289	6058203
104	701552	6058474
105	701532	6058616
106	701606	6058759
201	701246	6058411
202	701090	6058538
203	700947	6058656
204	701337	6058604
205	701122	6058763
301	700905	6058812
302	700933	6058989
303	700984	6059136
304	701070	6059224
305	701148	6059084
306	701141	6058918
401	701319	6059239
402	701454	6059185
403	701638	6059119
404	701611	6058978
405	701428	6058892
406	701323	6059046
502	700549	6058600
503	700427	6058696
504	700258	6058716
505	700264	6058856
506	699933	6058854
507	699814	6059075
508	699841	6059317
509	700096	6059370
510	700266	6059093
511	700574	6058884
512	700782	6058792
601	700522	6059083
602	700575	6059187
603	700616	6059337
604	700282	6059426
605	700287	6059280

COOMA-MONARO SHIRE COUNCIL

**THIS PLAN FORMS PART OF
DEVELOPMENT CONSENT No 10.2014.353.1**

APPROVED 23 / 1 / 15

Officer.....
Environmental Planning & Assessment Act 1979

PETER W. BURNS PTY LIMITED

REGISTERED LAND & ENGINEERING SURVEYORS

ABN 64 002 953 291

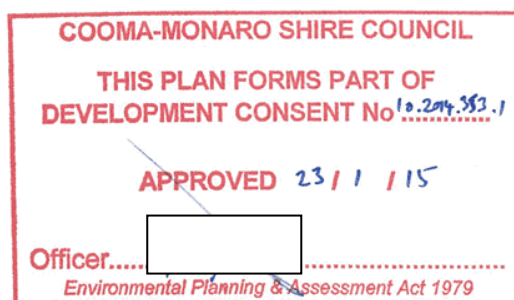


Office: 88 Commissioner Street, Cooma NSW 2630
Postal Address: PO Box 737, Cooma NSW 2630
Phone: Cooma (02) 6452 3221 Fax: (02) 6452 4220
Free Call: 1800 060 743

www.pburns.com.au
Email: survey@pburns.com.au

PETER WILLIAM BURNS B.Surv.(UNSW)
Grad.Dip.GIS & Remote Sensing (C.Sturt)
Registered Surveyor (NSW) (ACT)
M.I.S Aust S.S.I.

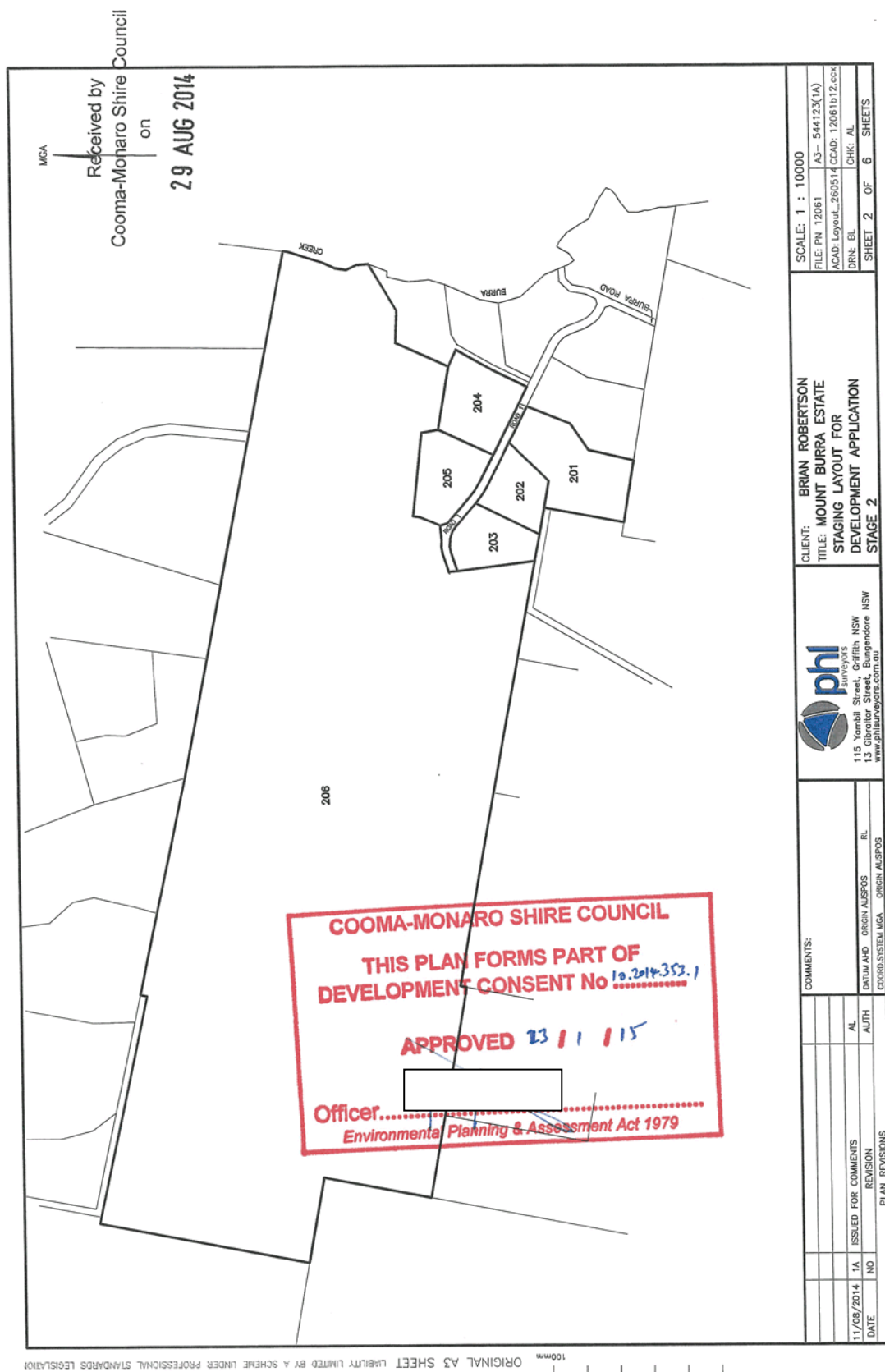
2. STAGING LAYOUT PLANS (Stages 1 to 6 inclusive)

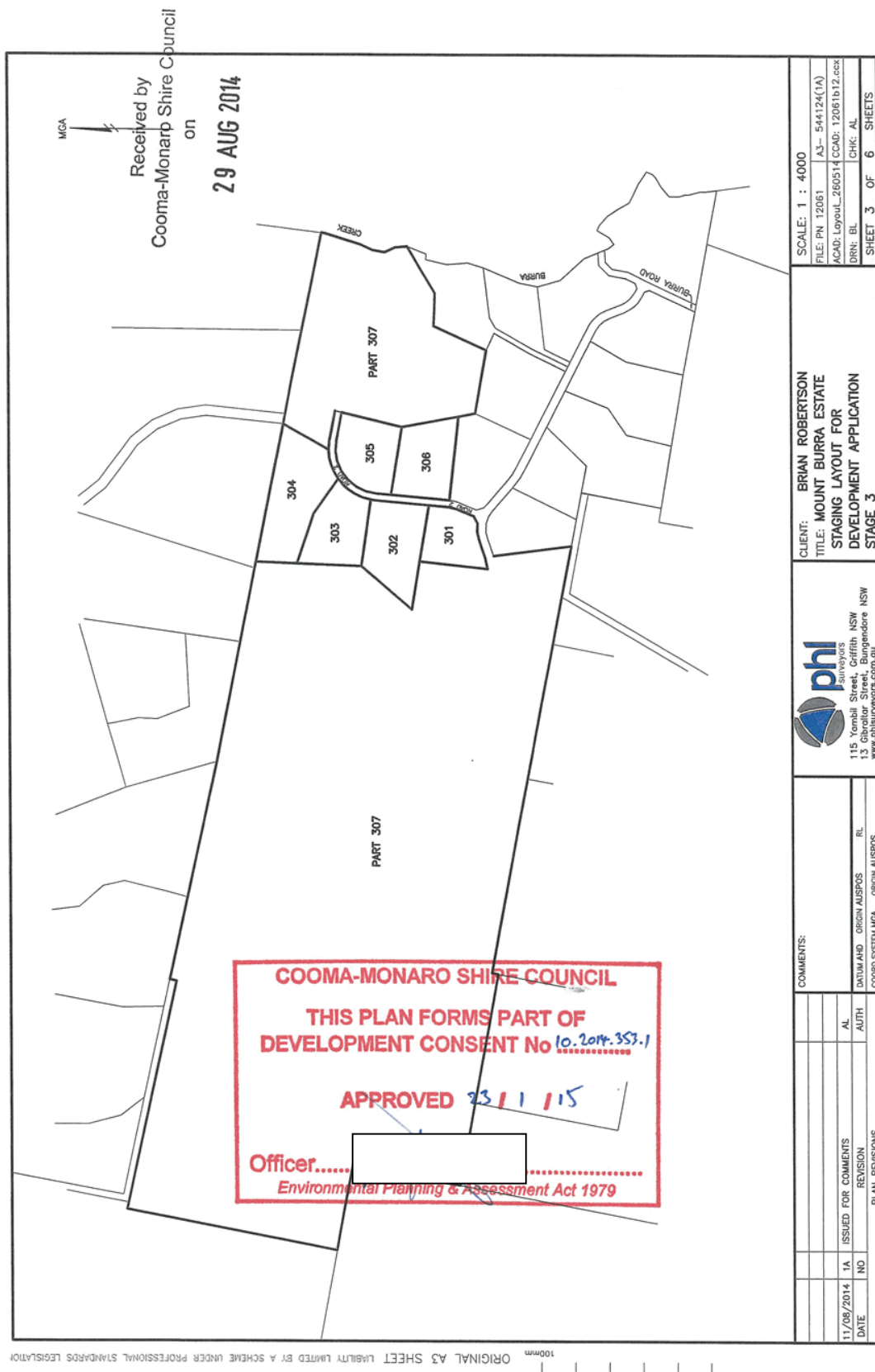


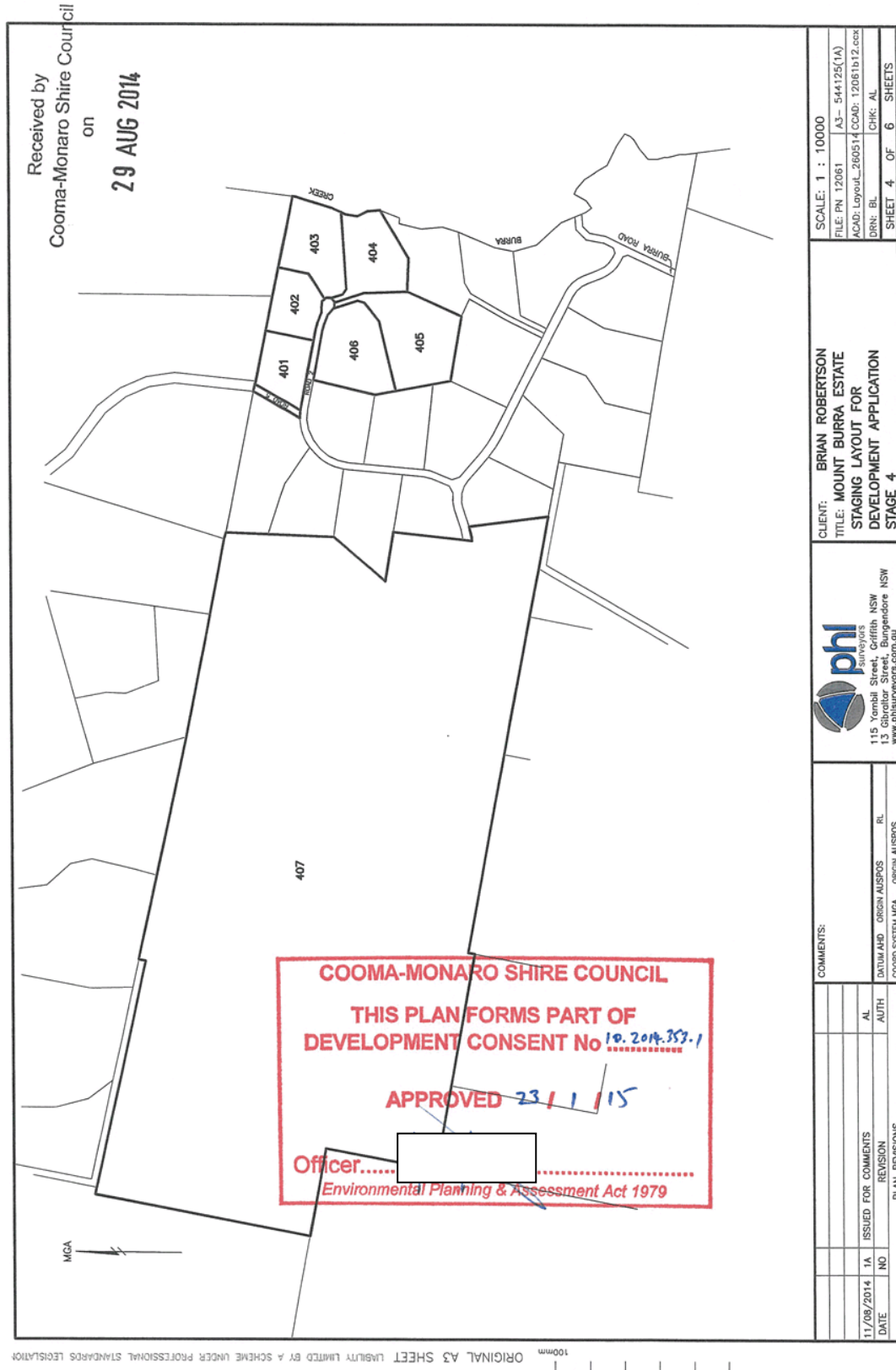
GPS • REMOTE SENSING • FARMPLANS • CADASTRAL • GIS • PRECISE MEASUREMENT • ENGINEERING

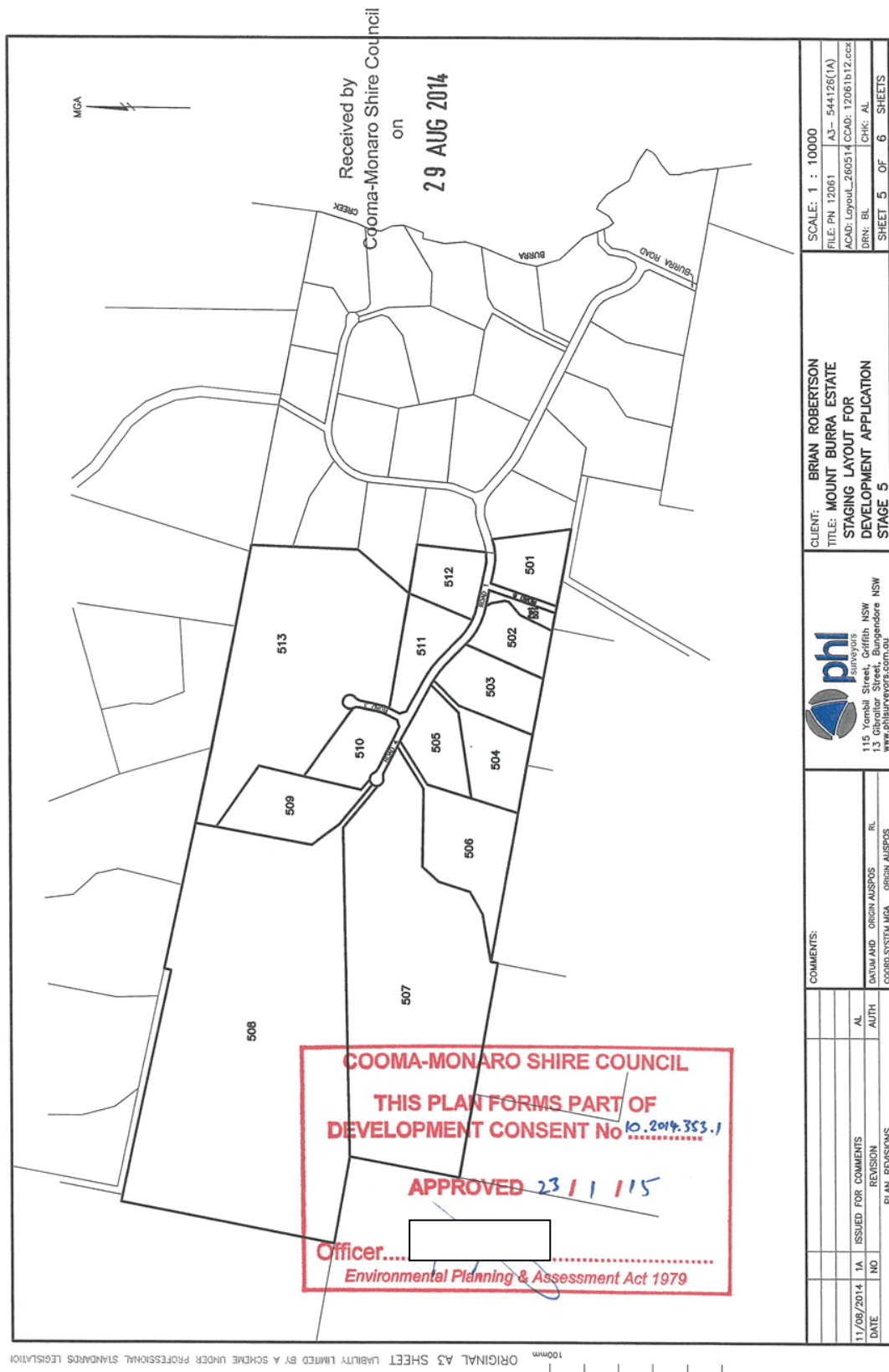
SPATIAL DATA AND LAND DEVELOPMENT SERVICES

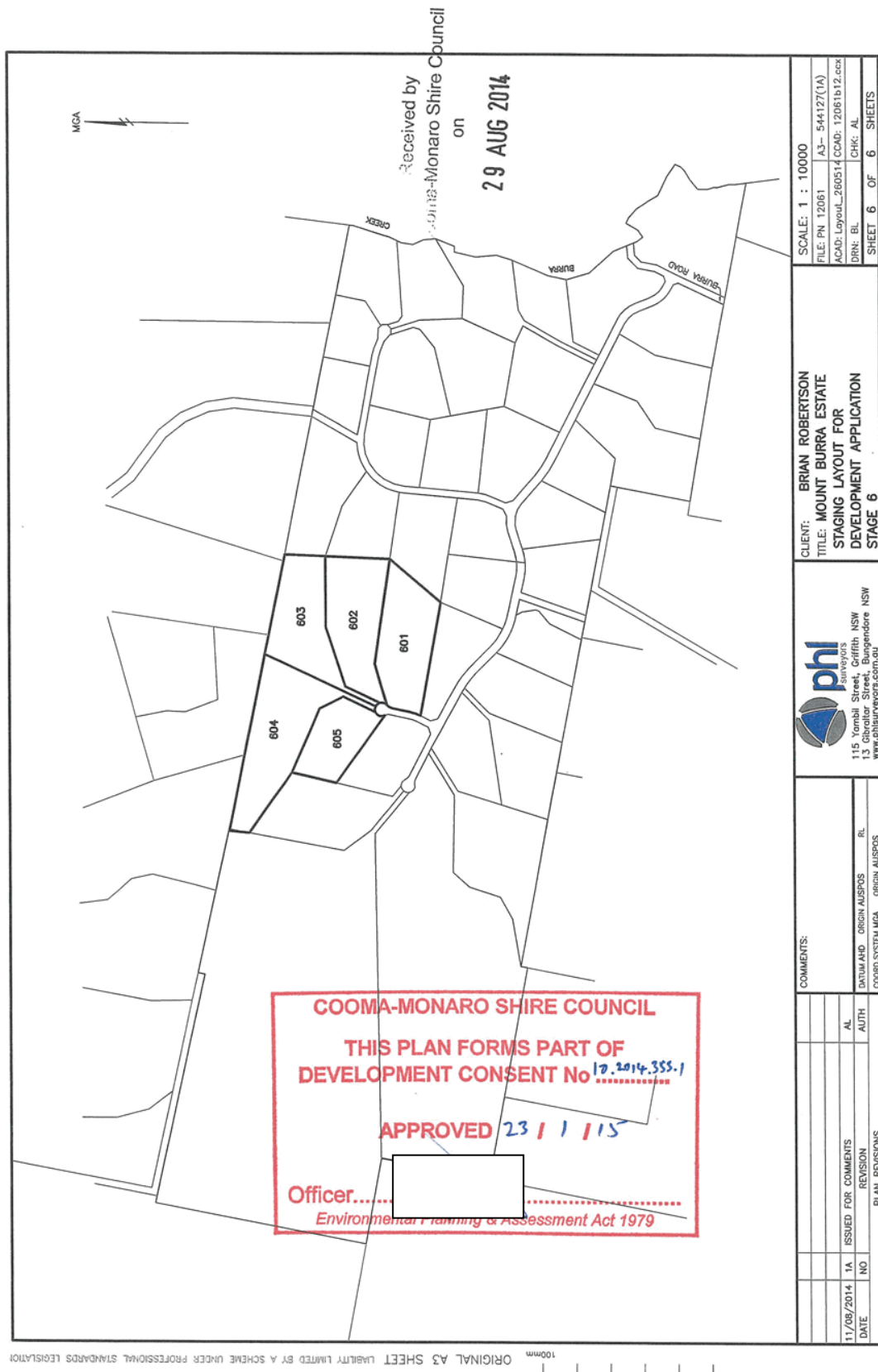
crc•si Participant through 43pl











SCALE: 1 : 10000		CLIENT: BRIAN ROBERTSON	
FILE: PN 12061	A3- 544127(1A)	TITLE: MOUNT BURRA ESTATE	
ACAD: Layout_200514 COAD: 12061b12.cox		STAGING LAYOUT FOR	
DRN: BL	CHK: AL	DEVELOPMENT APPLICATION	
SHEET 6 OF 6		STAGE 6	
 115 Yambili Street, Griffith NSW 13 Gibraltar Street, Bungendore NSW www.phlgriffith.com.au		COMMENTS: DETAIL AND ORIGIN AUSPOS RL COORD SYSTEM MDA ORIGIN AUSPOS	
11/08/2014	1A	ISSUED FOR COMMENTS	AL
DATE	NO	REVISION	AUTH
PLAN REVISIONS			

15.2 PROPOSAL FOR CROWN ROAD NAME OFF MURRELLS ROAD

Record No:

Responsible Officer:	Director Service Delivery
Author:	Deputy Director Service Delivery
Key Direction:	2. Expanding Connections Within the Shire and Beyond
Delivery Plan Strategy:	DP2.3 Continually monitor and improve traffic management throughout the Shire.
Operational Plan Action:	OP2.6 Investigation into the use of appropriate Traffic Management measures as an aid to increase road safety throughout the Shire.
Attachments:	Nil
Cost Centre	
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Council received a request for rural address updating from a crown road that comes off Murrells Road. The Road has previously been issued addressing as Murrells Road, but since development over the decades, it is definitely a separate road from the Council owned and controlled Murrells Road reserve. The following officer's recommendation is submitted for Council's consideration.

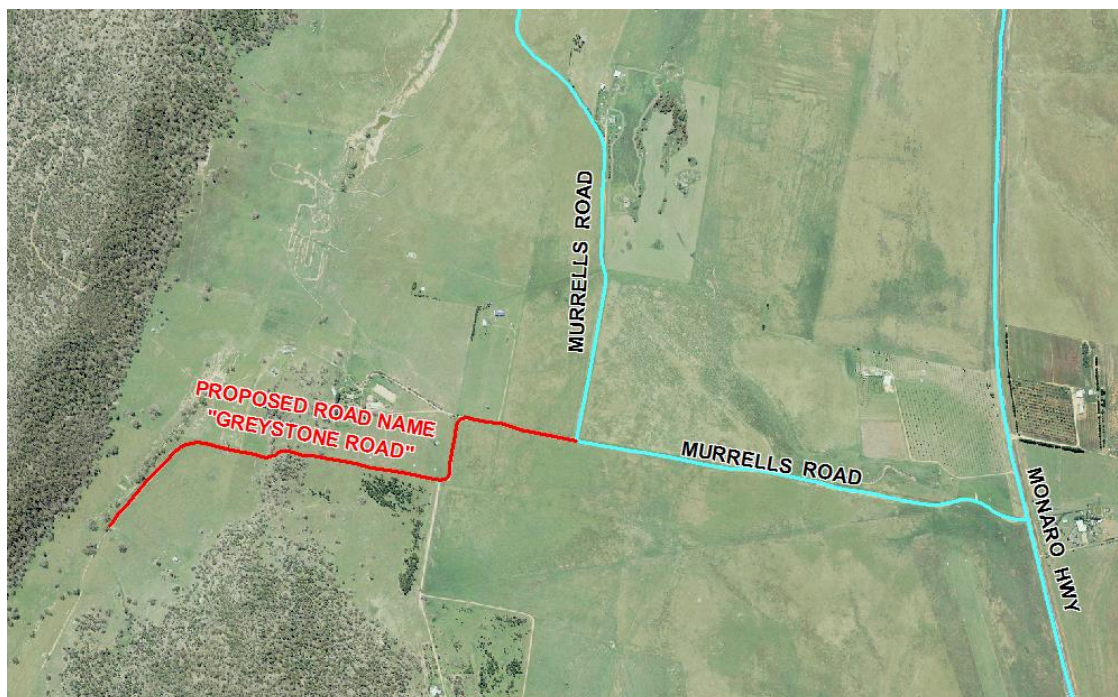
OFFICER'S RECOMMENDATION

That Council

- A. Endorse the name "Greystone Road"; and
- B. Commences the public exhibition of the name to formalise and gazette the road name.

BACKGROUND

Council received a request for rural address updating from a crown road that comes off Murrells Road. The Road has previously been issued addressing as Murrells Road, but since development over the decades, it is definitely a separate road from the Council owned and controlled Murrells Road reserve. (Red line road, pictured below)



In order to abide by the NSW Addressing Policy issued by the Geographical Names Board of NSW, it was deemed to officially name this section of road then re-allocate address numbers to the respective properties.

A letter was sent to all owners along the crown road on 14 July 2016 seeking submissions for a road name up to 1 August 2016.

Through this period the name “Greystone Road” was proposed, with comments: “The name reflects the wonderful rocks and hill formations of the Brindabella Hills which characterise these properties”.

A second letter was sent to all owners on 2 August 2016 notifying of the “Greystone Road” proposal to seek any objections to the road name. The second letter accepted submissions to 1 September 2016. Two separate owners contacted Council to confirm acceptance of the road name.

This report is to seek Council’s endorsement of the name to publically exhibit the name and barring no objections, have the road name gazetted and sign-posted at the appropriate time.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Naming of the road will provide faster responses from emergency services.

2. Environmental

No environmental impact.

3. Economic

Cost incurred will be advertising the public notification period and the installation of the sign blade once the road name is gazetted.

4. Civic Leadership

This report was developed in accordance with the NSW Addressing Policy adopted by the Geographical Names Board of NSW.

15.3 DA3192/2016 EARTHWORKS CONSTRUCTION OF A SHARED TRAIL FROM CURIOSITY ROCKS TO HATCHERY BAY

Record No:

Responsible Officer:	Director Service Planning
Author:	Manager Development Assessment
Key Direction:	6. Managing Development and Service Delivery to Retain the Things We Value
Delivery Plan Strategy:	DP6.10 Ensure that Council's policy, land use planning, development assessment enhance liveability.
Operational Plan Action:	OP 6.29 Ensure development assessment is undertaken in accordance with adopted Local Environmental Plans, Development Control Plans, Council Policy and State and Federal legislation.
Attachments:	<ol style="list-style-type: none"> Attachment 1 Draft Conditions of Consent DA3192/2016 (<i>Under Separate Cover</i>) ➡ Attachment 2 Statement of Environmental Effects including all Plans and Supporting Documents (<i>Under Separate Cover</i>) ➡ Attachment 3 General Terms of Approval OEH (<i>Under Separate Cover</i>) ➡ Attachment 4 Response from RMS (<i>Under Separate Cover</i>) ➡ Attachment 5 Submission (<i>Under Separate Cover</i>) ➡ Attachment 6 DA Form (<i>Under Separate Cover</i>) ➡ Attachment 7 Aboriginal Cultural Heritage Assessment Report (<i>Under Separate Cover</i>) ➡

Further Operational Plan Actions:

Applicant Number:	DA3192/2016
Applicant:	Snowy Monaro Regional Council
Owner:	Snowy Hydro Limited
DA Registered:	24/6/2016
Property Description:	Lot 3 DP236901, lot 1 DP236901, 161 DP756686
Zone:	SP1 – Special Activities
Current Use:	Vacant Land
Proposed Use:	Environmental Facility – Extension of the shared trail Curiosity Rocks to Hatchery Bay.
Permitted in Zone:	Yes
Recommendation:	That the application be approved with conditions

EXECUTIVE SUMMARY

The purpose of this report is to seek Council approval for the construction of an extension to the Lake Jindabyne Shared Trail from Curiosity Rocks to Hatchery Bay. The 4.2 km extension of the

pathway will be constructed with minimal earthworks and in accordance with the principles of the International Mountain Bike Association for sustainable trails. All works will be completed above the full supply level of Lake Jindabyne with the exception of the entrance to and including a bridge crossing at Wollondibby Creek. The bridge will be constructed using a steel mesh platform and granite material to minimise damage during occasional flood occurrences.

Due to the identification of Aboriginal cultural heritage in the area the application was considered integrated development and referred to the Office of Environment and Heritage (OEH) for general terms of approval and the issuing of an Aboriginal Heritage Impact Permit (AHIP). A response with general terms of approval (GTA) was received from the department, these GTAs have been included in the draft conditions of consent.

The application was publically advertised for a period of 30 days and one submission was received. The issues raised in the submission related mostly to how the trail would be used into the future and concerns with the type of users that this trail and the others in the network were attracting. None of the issues raised in the submission led to changes to the application or conditions of consent.

The application has been recommended for approval with conditions.

RECOMMENDATION

A. That pursuant to section 80(1)(a) of the *Environmental Planning and Assessment Act 1979 (as amended)* it is recommended that the **consent** for an Environmental Facility – Extension of the shared trail Curiosity Rocks to Hatchery Bay. Lot 3 DP236901, lot 1 DP236901, 161 DP756686 Ph Crackenback, Kosciuszko Road JINDABYNE NSW 2627 is granted subject to conditions:

B. That those persons that made submissions be advised of Councils Determination.

BACKGROUND

The Snowy Monaro Regional Council has submitted an application to extend the current Lake Jindabyne Shared Trail from Curiosity Rocks to Hatchery Bay. The extension will be 4.2 km in length and incorporate one creek crossing requiring a bridge to be constructed.

The proposed route for the trail is through disturbed open grassland that is currently used for grazing under licence from Snowy Hydro. The track width will be a maximum of 1.8m and will be constructed using either manual labour or a small excavator/bobcat. The whole of the trail with the exception of the bridge crossing will be constructed above the full supply level of Lake Jindabyne.

There are proposed to be two types of trail construction employed in the development, rolling contour trails and rolling contour bench cuts. These types of trail construction require minimal ongoing maintenance and are employed to enhance water runoff.

The proposal has been divided into three sections,

- Section 1 will require the construction of a 1-2m wide bridge crossing Wollondibby Creek and machine excavation of a rolling contour bench cut trail. There is proposed to be vegetation clearing of 1.8m wide through this section.
- Sections 2 and 3 will be constructed mostly by vegetation removal and some areas of manual labour. These sections will also require a pedestrian grids to be installed to access through an existing stock fences.

ASSESSMENT

The application has been assessed against the provisions of the following documents:

State Environment Planning Policies (SEPPs)	None applicable to the development
Local Environmental Plan (LEP) (including draft LEPs)	Snowy River LEP 2013
Development Control Plans	Snowy River DCP 2013

SECTION 79C

Section 79C and EP&A Act Checklist

The suitability of the site for the development:	<p>The site is generally suitable for development being foreshore land which is currently open and generally disturbed from use by grazing animals. There have been no threatened species identified on the site and advice from the Office of Environment and Heritage deemed that the impact on native flora and fauna was low.</p> <p>The land is generally gently sloping allowing for good visitable and sight lines when the track is in use.</p>
The provisions of any environmental planning instrument and draft environmental planning instrument:	<p>The proposal has been assessed against the provisions of all relevant SEPP's and the development has been found to achieve an acceptable level of compliance.</p> <p>The proposal has been examined in detail against the provisions of SRLEP2013 and has been found to achieve an acceptable level of compliance.</p>
The provision of any development control plan:	The application generally complies with the provisions of Council's relevant development control plans.
Any matters prescribed by the regulations:	The application generally complies with the <i>EP&A Regulation 2000</i> .

<p>The likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality:</p>	<p>The impacts of the use of the property for this purpose can be managed through appropriate conditions of consent and ongoing maintenance of the facility by Council.</p> <p>Impacts relating to the proposed land use conflicting with the current agricultural activities carried out on the land have been considered and conditions of consent incorporated to ameliorate them. Signage, use of grids and self-closing gates will be employed as mechanisms to allow for the two uses to coexist on the site.</p>
<p>Any submissions made in accordance with the EP&A Act or the regulations:</p>	<p>The application was advertised for a period of 30 days with one submission received.</p>
<p>The public interest:</p>	<p>The proposal is not contrary to the public interest, as it complies with the Council's standards and will not contribute to creating an undesirable precedent.</p>

SUBMISSIONS

Submissions

The application was not notified as all neighbouring owners to the subject site were involved in prior consultation with Council and Snowy Hydro. The application was however publicly advertised, for a period of 30 days with one submission received.

The submission raised issues regarding the connection of the existing pathway which currently terminates at the Snowline Caravan Park and the new trail, the potential conflicts in this area and the impacts of the water level and the proposed marine rescue shed. These are issues that are outside the scope of this assessment as they do not directly relate to the subject development. They are however issues that Council will need to address with a formal plan of this area.

Concerns were raised regarding the width of the track and that two bikes would not be able to pass, the area has good sight lines and its open grassed nature means that these conflicts would be unlikely to occur and can be managed easily by users. The type of trail and that it may be predominantly used by mountain bikers was raised as an issue, the trail has been constructed for use as a shared trail and it is the market which ultimately deems who will be the greater user of the facility. The trail construction methodology does not preclude the use of the path for walkers or runners and the use of the mountain biking standard merely allows for a method of construction that will manage drainage and runoff.

The location of the path in relation to the full operating level of the Lake was also raised as an area of concern, the area has been surveyed and only the bridge and its approaches are below the operating level of the lake. These will be constructed and designed to allow for occasional inundation.

The balance of the submission related primarily to ongoing maintenance issues with the proposed trail and Council's existing assets. These are not issues that can be managed through this development application process and are best dealt with through other means, the submission has been referred to Council's Open Space and Recreation Coordinator for further action.

CONCLUSION

It is considered that the proposed development generally complies with the relevant provisions of Section 79C of the Act, LEP, REP, DCPs, Codes and Policies.

In conclusion, it is considered that the proposal is generally aesthetically, economically, socially and environmentally acceptable having regard to the surrounding natural and built environment. Accordingly, approval is recommended subject to the imposition of the conditions of consent listed below.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The development will have positive social impacts on the community by the provision of outdoor recreation facilities that are appropriate for the location. Potential impacts on the properties that have grazing licenses over the land will be mitigated through appropriate use of fencing, self-closing gates and grids to ensure stock is not impacted. Further impact mitigation measures such as signage to alert the users of the trail that no dogs are permitted and that the area is used for stock grazing will be required prior to the commencement of use of the trail

2. Environmental

There will be minimal environmental impacts in relation to the construction of the pathway extension. The development application has been referred to the Office of Environment and Heritage due to identification of Aboriginal Cultural Heritage in the location. General terms of approval were provided by the OEH and an assessment of the developments impact on biodiversity was also carried out. OEH have concluded that the development would have minimal impacts on native flora and fauna.

3. Economic

The development will have minimal economic impact on Council as construction is subject to grant funding. Cost will be incurred for ongoing maintenance of the trail, as it becomes part of the wider trail network. The creation of trails such as these add to the year round tourist facilities situated in the region thereby allowing for increased visitation to the area throughout the year.

4. Civic Leadership

As the application was submitted by Council for Council works and as per the Code of Conduct it is required to be determined by Council. Due to the non-controversial nature of the development it was deemed not necessary that the assessment of the application be outsourced and it was carried out by Council officers.

15.4 DA 10.2016.1006.1 - INSTALLATION OF THE 'NIMMITY BELL'

Record No:

Responsible Officer:	Director Service Planning
Author:	Planning Manager
Key Direction:	6. Managing Development and Service Delivery to Retain the Things We Value
Delivery Plan Strategy:	DP6.10 Ensure that Council's policy, land use planning, development assessment enhance liveability.
Operational Plan Action:	OP 6.29 Ensure development assessment is undertaken in accordance with adopted Local Environmental Plans, Development Control Plans, Council Policy and State and Federal legislation.
Attachments:	<ol style="list-style-type: none">1. North South Elevation (<i>Under Separate Cover</i>) ➡2. East West Elevation (<i>Under Separate Cover</i>) ➡3. Site and Landscape Plan (<i>Under Separate Cover</i>) ➡4. Draft Notice of Determination (<i>Under Separate Cover</i>) ➡5. Public submissions (redacted) (<i>Under Separate Cover</i>) ➡

Further Operational Plan Actions:

Application Number:	DA 10.2016.1006.1
Applicant:	Nimmitabel Lions Club
Owner:	Snowy Monaro Regional Council
DA Registered:	30 May 2016
Property Description:	Adjacent to 39 Bombala Street, Nimmitabel - Lot 6 Section 42 DP 758776
Property Number:	Clarke Street road reserve, Nimmitabel
Area:	N/A
Zone:	RU5 – Village Zone
Current Use:	Site forms part of Clarke Street road reserve
Proposed Use:	Installation of the Nimmity Bell within the road reserve
Permitted in Zone:	Permitted only with Council consent
Recommendation:	Refusal

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the matters it is required to consider in determining a development application for the installation of the 'Nimmity Bell' in Nimmitabel.

The proposed development involves constructing a plinth and supporting structure to permanently locate the 'Nimmity Bell' on Council's road reserve in Clarke Street, Nimmitabel at the intersection with Bombala Street.

The 'Nimmity Bell' is a cast bronze bell mounted on a cast iron frame manufactured in the USA, measuring 2 metres high by 2 metres wide and weighing approximately 1.8 tonnes. The completed structure is proposed to be 3.3 x 3.8 x 4.5 metres high.

The intersection of Clarke and Bombala Streets is in the heart of the village of Nimmitabel, and surrounding development consists of commercial/retail premises, residential dwellings and the local Police Station. Of particular note is that a number of these buildings are listed as heritage items in the *Cooma-Monaro Local Environmental Plan 2013*. The site is zoned RU5 – Village Zone under the provisions of *Cooma-Monaro Local Environmental Plan 2013*.

Traversing Council's road reserve at the site are a number of services including two Telstra lines and Council's underground water main service.

The Application complies with the requirements of the *Cooma-Monaro Local Environmental Plan 2013* and the prescriptive provisions of *Development Control Plan 2014 (Amendment 1)*, although concerns are raised in the report as to whether the proposal meets some of the performance requirements of the DCP.

The Application was notified in the local press on 27 July 2016 and 3 August 2016, and 87 letters were mailed out to surrounding property owners. Neighbour notification closed on 10 August 2016. Of the 25 submissions Council received only three were in favour of the proposal as submitted.

Of the other 22 submissions received, the objectors were in support of the Bell being permanently installed but not in the location proposed. Noise, negative impact on heritage values, and adverse impact on traffic were the most common issues raised.

Taking into account potential environmental impacts, the public interest and issues raised in the submissions received it is recommended the Application be refused.

.

RECOMMENDATION

That DA 10.2016.1006.1 being for the installation of the 'Nimmity Bell' within Council's road reserve at the intersection of Clarke Street and Bombala Street at Nimmitabel be REFUSED for the following reasons:

- A. The proposal has the potential to create frequent intrusive noise impacts on surrounding properties and has not sufficiently demonstrated how these potential noise impacts can be mitigated (S.79C(1)(b))
- B. The proposal will detract from the heritage values of the streetscape in its proposed location (S.79C(1)(b))
- C. The proposed site is unsuitable and unsafe for the congregating of a large number of persons likely to gather there for civic and festive events (S.79C(1)(b))
- D. The Council received a number of public submissions against the proposal which, by virtue of the issues raised and the number received, are considered significant (S.79C(1)(d))
- E. The proposed structure will increase the Council's public liability being located within the road reserve which is not in the public interest (S.79C(1)(e))

That Council adopt the attached Draft determination as its determination of the application subject to signature and minor administrative changes (if required) by the Planning Manager – Cooma Branch.

BACKGROUND

In 2015 the Nimmitabel Lions Club instigated and organised the purchase and transportation of a bell from the USA to the village, with funds donated by members of the Nimmitabel community.

The former Cooma-Monaro Shire Council was advised via a 'Notice of Intention to Organise an Event' on 15 September 2015 of the Nimmitabel Lions Club's intention to conduct the Nimmity Bell Festival which was to take place on 31 October 2015 in the village of Nimmitabel with the main attraction being the 'unveiling' of the said bell.

On 7 October 2015 Council advised, *"Council is unable to assess if any applications or approvals are required for the transportation, temporary parking, and public access to the bell for the 'unveiling', as no information has been provided by the applicant/organiser. Council does not accept any legal liability of these activities should they occur"*.

Following this advice and due to the short timeframe and unexplored inhibitors associated with the site then proposed to permanently locate the Bell, the unveiling took place from the back of a truck parked on Council's road reserve in Clarke Street, on the now proposed site.

After the ceremony the Bell was placed within the grounds of Geldmacher House. No approvals were sought or obtained at that time. Early in 2016 a number of requests were made to the Club and the owner/s of Geldmacher House to remove the Bell, as to permanently locate it on that site would require Council approval (see Photograph 1). There were also concerns raised about the

structural integrity of the “temporary” arrangement as it appeared that the timber pallets upon which the bell had been placed, had subsided in places. It is also understood that the Bell was the focus of some vandalism and “opportunistic ringing” while at that location. Eventually the Bell was transported and is now stored in the pavilion at the Nimmitabel Showground.



Photograph 1 – Bell located inside the Geldmacher House property

A pre-DA meeting was convened on 11 April 2016 to discuss a proposal to permanently locate the Bell. At that meeting the Applicant was advised that building on/over Council’s road reserve may require the site to be professionally surveyed to determine (in this case) that the Bell would be wholly within the road reserve and not on private property, and to ensure no encroachment on infrastructure.

The Applicant was also advised that as the corner of Clarke and Bombala Streets has a high number of heritage listed properties in the vicinity any application should demonstrate consideration of their associated fabric, settings and views and how the Bell may impact upon such items.

It was also advised that any method of immobilising the bell (i.e. preventing it from being rung indiscriminantly) would also have to accompany the Application.

The Application was lodged on 30 May 2016. On 3 June 2016 Council requested additional information being a detailed site plan, specifically confirming the location of Council’s and Telstra’s infrastructure. The Applicant was notified that neighbour notification could not proceed without this information.

Site plan and structural details were received on 19 July 2016.

The Application was notified in the local press on 27 July 2016 and 3 August 2016, and 87 letters were mailed out to surrounding property owners. Neighbour notification closed on 10 August 2016.

On 27 July 2016 the Applicant was requested (by email) to provide information on the ‘locking mechanism’. 11 August 2016 information received along with ‘manufacturer’s specifications’ which was requested on 2 August 2016 (by email).

It should be noted the Bell is not synonymous with the name ‘Nimmitabel’ and has no historical significance to the village.

ASSESSMENT

Existing Site Features

The proposed site for the location of the 'Nimmity Bell' is on the road reserve in Clarke Street, Nimmitabel at the corner of Bombala Street, adjoining Lot 6 Section 42 DP 758776.

Clarke Street is a Council-owned and maintained 'collector' road and the proposed site is level and sparsely covered with grass. Three small deciduous trees have been planted further along the street adjacent to Lot 6.

Lot 6 Section 42 DP 758776 contains a number of structures, in particular Geldmacher House, described in the Nimmitabel Main Streets Study undertaken by Richard J Ratcliffe and John Armes & Associates in 1995 as being *"a building with three wings. The CWA occupies a weatherboard shoplike building with a simple verandah and interesting gablet. The front has been modernised to incorporate an aluminium window. The second wing is a combination of rendered masonry weatherboard and cgi, and has a simple gable roof. The third (museum) wing has rendered and scored masonry walls with a hipped iron roof incorporating a splayed panel at one corner. It has double hung, 12 pane windows"*.

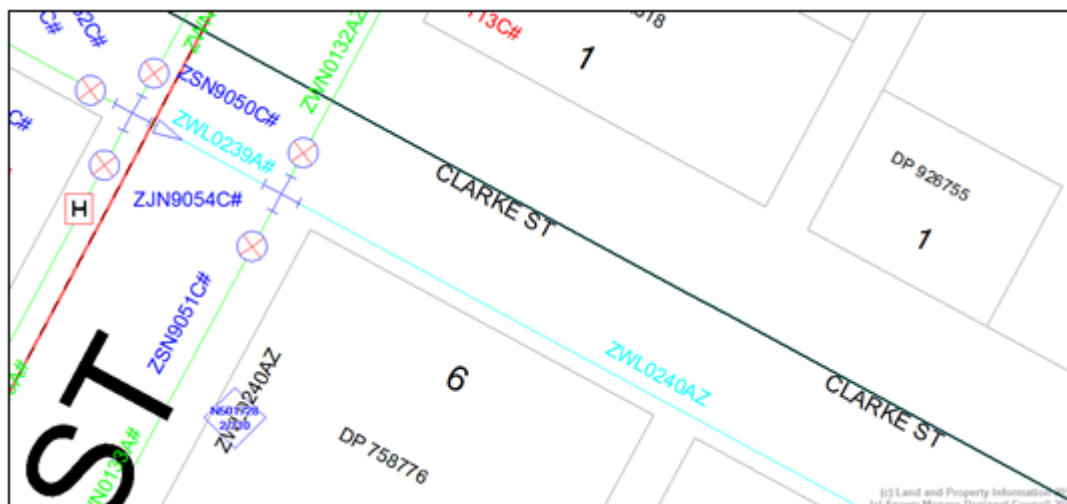
The intersection of Clarke and Bombala Streets is in the heart of the village of Nimmitabel, and surrounding development consisting of commercial/retail premises, residential dwellings and the local Police Station. Of particular note is that a number of these buildings are listed as heritage items in the *Cooma-Monaro Local Environmental Plan 2013*. Map 1 below highlights the number of heritage listed properties within the vicinity of the proposed location of the 'Nimmity Bell'.



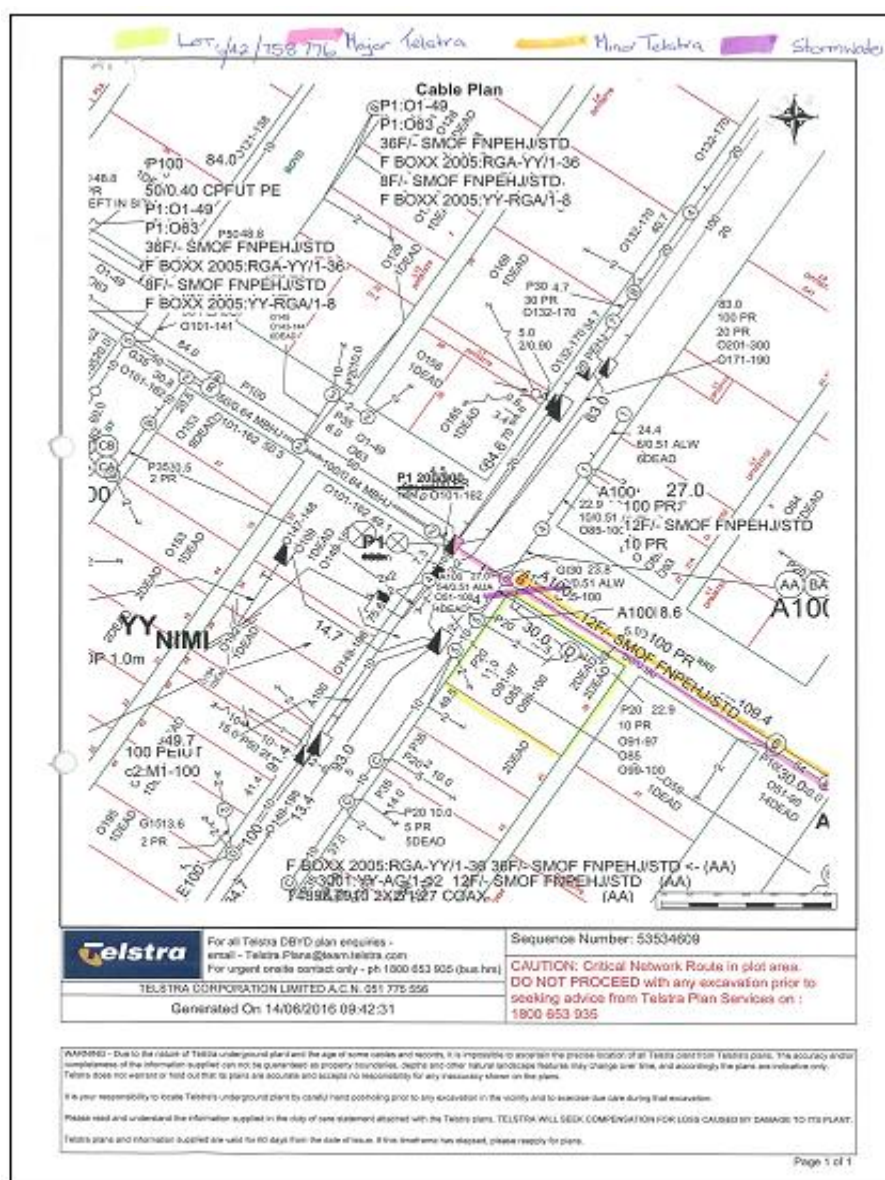
Map 1 – Number of heritage listed items within the vicinity of the proposed location of the 'Nimmity Bell' (shown in red)

Utility services are not required for the proposed development, and the vehicular access point to Geldmacher House is well distanced from the proposed site.

Traversing Council's road reserve are a number of services. Council's underground water main service is highlighted in Map 2 and Map 3 (below) identifies the major and minor underground Telstra services and flow of stormwater drainage from the surrounding area.



Map 2 – Location of Council's underground water main service



Map 3 – Location of Telstra's underground services

Proposal

The proposed development involves constructing a plinth and supporting structure to permanently locate the 'Nimmity Bell' on Council's road reserve in Clarke Street, Nimmitabel at the intersection with Bombala Street.

The estimated cost of the proposal (construction of the supporting structure/plinth only) according to the applicant is \$50,000 which is considered reasonable. It is understood \$60,000 was raised for the purchase and transportation of the Bell.

The 'Nimmity Bell' is a cast bronze bell mounted on a cast iron frame manufactured in the USA, measuring 2 metres high by 2 metres wide and weighing approximately 1.8 tonnes. The completed structure is proposed to be 3.3 x 3.8 x 4.5 metres high.

The Applicant advises it was made by the Meneely Bell Co of Troy, New York, USA in 1920. The Applicant has also advised details on the noise and vibration emissions are difficult to obtain *“as the level would be totally different in the Showground shed to outside”*.

It is proposed the plaques at the base of the structure will record the names of those who contributed financially to the purchasing and transportation of the Bell to Nimmitabel. Details of the wording on the proposed plaques have not been supplied, but the Applicant has proposed *“several brass plaques explaining the history of the bell and names of families who contributed funds to bring bell from USA will be fixed to concrete plinth after landscaping is completed”*.

Consideration of Threatened Species (S.5A)

Council is required under Section 79C to make an assessment of whether the proposed development will have a significant impact on any threatened species, populations, or ecological communities, or their habitats. Such threatened species in NSW may be protected under the NSW Threatened Species Conservation Act 1995 (TSC Act) or under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act). The assessment process under the EPBC Act can occur outside the NSW planning system and requires input from the Federal Department of Environment. There are no EPBC Act requirements associated with this proposal.

Section 5A of the Act sets out what must be considered in determining whether a proposed development will have a significant impact. Section 5A requires the consideration of the following:

- any assessment guidelines applicable to the species, population, or ecological communities, or their habitats, and
- the application of the ‘seven-part test’ described in the Section.

The Applicant did not submit a report on potential threatened species.

Council’s predictive native vegetation mapping does not capture the proposed development site.

It is noted that the proposed development site is urbanised and contains no native vegetation.

On the basis of the above information, the proposed locating of the Nimmity Bell on Council’s road reserve is considered unlikely to result in any significant impacts upon any threatened flora or fauna species.

Compulsory Consultations and referrals to other bodies (S.79B, 79BA, 91)

Concurrence requirements

Section 79B requires the Council to obtain the concurrence of certain agencies prior to determining a development application if the Act or an environmental planning instrument requires it to do so. No agency has a concurrence role in this application as no SIS or Clause 4.6 variation is required.

Although there is no requirement for the Roads and Maritime Services (RMS), to give concurrence prior to the determination process, given the proximity of the proposed site to the Monaro Highway (Bombala Street), the Application was referred to the RMS, who advised:

- *The proposed location for the Bell is outside of the required clear zone for the Monaro Highway (Bombala St)*
- *Although the Bell appears to be of substantial size, sight lines at the intersection of the Monaro Highway and Clarke Street do not appear to be obstructed, due to the setback of the proposed location of the bell to the hold line of the intersection.*

Bushfire consultation

Section 79BA requires an assessment to be made of the proposal against the requirements of the Rural Fire Service document 'Planning for Bushfire Protection 2006'.

A search of Council's Bushfire Prone Land map identified no bushfire prone land upon the subject site.

Integrated development

Some types of development require approvals under multiple Acts before they can commence. Section 91 of the Act lists certain approvals under other Acts which may be obtained as part of the development application process. The table below sets out the approvals under the other Acts which the proposed development requires and which may be obtained through the integrated development process.

Act	Approval	Reason	Responsible Authority	Comment
Fisheries Management Act 1994	No	No works in or near creek	NSW Trade & Investment - Primary Industries - Fisheries and Aquaculture	N/A
Heritage Act 1977	No	No state heritage items on site	NSW Department of Premier and Cabinet - Office of Environment and Heritage	N/A
Mine Subsidence Compensation Act 1961	No	Area not subject to mine subsidence	NSW Trade & Investment – Mineral Resources and Energy	N/A
Mining Act 1992	No	No mining involved in proposal	NSW Trade & Investment – Mineral Resources and Energy	N/A
National Parks and Wildlife Act 1974	No	No aboriginal objects affected by proposal	NSW Department of Premier and Cabinet - Office of Environment and Heritage	N/A
Petroleum (Onshore) Act 1991	No	Proposal does not involve petroleum	NSW Trade & Investment – Mineral Resources and Energy	N/A
Protection of Environment Operations Act 1997	No	No environmental licences/approvals required	NSW Department of Premier and Cabinet - Office of Environment and Heritage	N/A
Roads Act 1993	No	Proposed works are in a road reserve but Council is the Roads authority in this case	NSW Trade & Investment - Primary Industries – Crown Land Division	N/A
Rural Fires Act 1997	No	Proposal not a subdivision or special fire protection purpose	Department of Attorney General and Justice – NSW Rural Fire Service	N/A

Act	Approval	Reason	Responsible Authority	Comment
Water Management Act 2000	No	No works within 40m of creek. No aquifer interference.	NSW Trade & Investment – Primary Industries - Office of Water	N/A

As can be seen from the above table, the application was not integrated development.

SECTION 79C

The application has been assessed against the provisions of the following documents:

State Environment Planning Policies (SEPPs)	Refer to table below
Local Environmental Plan (LEP) (including draft LEPs)	Cooma-Monaro Local Environmental Plan 2013
Development Control Plans	Development Control Plan 2014

Provision of any Environmental Planning Instruments (S79C(1)(a)(i))

The following State Environmental Planning Policies apply to the site. Their applicability to the proposed development is summarised in the table below:

State Environmental Planning Policy	Summary notes	Applies to proposed development?
SEPP (Sydney Drinking Water Catchment) 2011	Published: 21.1.11 Commences: 1.3.11 Abstract: Replaces the Regional Environmental Plan which applied to the Sydney Drinking Water Catchment. (see file EP/CAT/8 for further info)	No
SEPP (Affordable Rental Housing) 2009	Published: 31.07.09 Abstract: Establishes a consistent planning regime for the provision of affordable rental housing. The policy provides incentives for new affordable rental housing, facilitates the retention of existing affordable rentals, and expands the role of not-for-profit providers. It also aims to support local centres by providing housing for workers close to places of work, and facilitate development of housing for the homeless and other disadvantaged people.	No
SEPP (Exempt and Complying Development Codes) 2008	Gazetted: 12.12.08; commences 27.02.09 Abstract: Streamlines assessment processes for development that complies with specified development standards. The policy provides exempt and complying development codes that have state-wide application, identifying, in the General Exempt Development Code, types of development that are of minimal environmental impact that may be carried out without the need for development consent; and, in the General Housing Code, types of complying development that may be carried out in accordance with a complying development certificate as defined in the <i>Environmental Planning and Assessment Act 1979</i> .	No
SEPP (Rural Lands) 2008	Published: 09.05.08 Abstract: The aim of this policy is to facilitate the orderly and economic use and development of rural lands for rural and related purposes. The policy applies to local government areas that are not listed in clause 4	No
SEPP (Infrastructure) 2007	Gazetted: 21.12.07; commences 1.1.08 Abstract: Provides a consistent planning regime for infrastructure and the provision of services across NSW, along with providing for consultation with relevant public authorities during the assessment process. The SEPP supports greater flexibility in the location of infrastructure and service facilities along with improved regulatory certainty and efficiency. More details about the SEPP, including a guide, are available here.	No
SEPP (Mining, Petroleum Production and Extractive Industries) 2007	Gazetted: 16.02.07 Abstract: This Policy aims to provide for the proper management and development of mineral, petroleum and extractive material resources for the social and economic welfare of the State. The Policy establish appropriate planning controls to encourage ecologically sustainable development.	No

State Environmental Planning Policy	Summary notes	Applies to proposed development?
SEPP (Major Development) 2005	Gazetted: 01.08.05 Abstract: Defines certain developments that are major projects to be assessed under Part 3A of the Environmental Planning and Assessment Act 1979 and determined by the Minister for Planning. It also provides planning provisions for State significant sites. In addition, the SEPP identifies the council consent authority functions that may be carried out by joint regional planning panels (JRPPs) and classes of regional development to be determined by JRPPs. Note: This SEPP was formerly known as State Environmental Planning Policy (Major Projects) 2005.	No
SEPP (Building Sustainability Index: BASIX) 2004	Gazetted: 25.06.04 Abstract: This SEPP operates in conjunction with Environmental Planning and Assessment Amendment (Building Sustainability Index: BASIX) Regulation 2004 to ensure the effective introduction of BASIX in NSW. The SEPP ensures consistency in the implementation of BASIX throughout the State by overriding competing provisions in other environmental planning instruments and development control plans, and specifying that SEPP 1 does not apply in relation to any development standard arising under BASIX. The draft SEPP was exhibited together with draft Regulation amendment in 2004.	No
SEPP (Housing for Seniors or People with a Disability) 2004	Gazetted: 31.03.04 Abstract: Encourage the development of high quality accommodation for our ageing population and for people who have disabilities - housing that is in keeping with the local neighbourhood. Note the name of this policy was changed from SEPP (Seniors Living) 2004 to SEPP (Housing for Seniors or People with a Disability) 2004 effective 12.10.07	No
SEPP No. 65 - Design Quality of Residential Flat Development	Gazetted: 26.07.02 Abstract: Raises the design quality of residential flat development across the state through the application of a series of design principles. Provides for the establishment of Design Review Panels to provide independent expert advice to councils on the merit of residential flat development. The accompanying regulation requires the involvement of a qualified designer throughout the design, approval and construction stages	No
SEPP No. 64 - Advertising and Signage	Gazetted: 16.03.01 Abstract: Aims to ensure that outdoor advertising is compatible with the desired amenity and visual character of an area, provides effective communication in suitable locations and is of high quality design and finish. The SEPP was amended in August 2007 to permit and regulate outdoor advertising in transport corridors (e.g. freeways, tollways and rail corridors). The amended SEPP also aims to ensure that public benefits may be derived from advertising along and adjacent to transport corridors. Transport Corridor Outdoor Advertising and Signage Guidelines (DOP July 2007) provides information on design criteria, road safety and public benefit requirements for SEPP 64 development applications	No
SEPP No. 62 - Sustainable Aquaculture	Gazetted: 25.08.00 Abstract: Encourages the sustainable expansion of the industry in NSW. The policy implements the regional strategies already developed by creating a simple approach to identify and categorise aquaculture development on the basis of its potential environmental impact. The SEPP also identifies aquaculture development as a designated development only where there are potential environmental risks	No
SEPP No. 55 - Remediation of Land	Gazetted: 28.08.98 Abstract: Introduces state-wide planning controls for the remediation of contaminated land. The policy states that land must not be developed if it is unsuitable for a proposed use because it is contaminated. If the land is unsuitable, remediation must take place before the land is developed. The policy makes remediation permissible across the State, defines when consent is required, requires all remediation to comply with standards, ensures land is investigated if contamination is suspected, and requires councils to be notified of all remediation proposals. To assist councils and developers, the Department, in conjunction with the Environment Protection Authority, has prepared Managing Land Contamination: Planning Guidelines	No
SEPP No. 44 - Koala Habitat Protection	Gazetted: 06.01.95 Abstract: Encourages the conservation and management of natural vegetation areas that provide habitat for koalas to ensure permanent free-living populations will be maintained over their present range. The policy applies to 107 local government areas. Local councils cannot approve development in an area affected by the policy without an investigation of core koala habitat. The policy provides the state-wide approach needed to enable appropriate development to continue, while ensuring there is ongoing protection of koalas and their habitat	No

State Environmental Planning Policy	Summary notes	Applies to proposed development?
SEPP No. 36 - Manufactured Home Estates	Gazetted: 16.07.93 Abstract: Helps establish well-designed and properly serviced manufactured home estates (MHEs) in suitable locations. Affordability and security of tenure for residents are important aspects. The policy applies to Gosford, Wyong and all local government areas outside the Sydney Region. To enable the immediate development of estates, the policy allows MHEs to be located on certain land where caravan parks are permitted. There are however, criteria that a proposal must satisfy before the local council can approved development. The policy also permits, with consent, the subdivision of estates either by community title or by leases of up to 20 years. A section 117 direction issued in conjunction with the policy guides councils in preparing local environmental plans for MHEs, enabling them to be excluded from the policy	No
SEPP No. 33 - Hazardous and Offensive Development	Gazetted: 13.03.92 Abstract: Provides new definitions for 'hazardous industry', 'hazardous storage establishment', 'offensive industry' and 'offensive storage establishment'. The definitions apply to all planning instruments, existing and future. The new definitions enable decisions to approve or refuse a development to be based on the merit of proposal. The consent authority must careful consider the specifics the case, the location and the way in which the proposed activity is to be carried out. The policy also requires specified matters to be considered for proposals that are 'potentially hazardous' or 'potentially offensive' as defined in the policy. For example, any application to carry out a potentially hazardous or potentially offensive development is to be advertised for public comment, and applications to carry out potentially hazardous development must be supported by a preliminary hazard analysis (PHA). The policy does not change the role of councils as consent authorities, land zoning, or the designated development provisions of the Environmental Planning and Assessment Act 1979.	No
SEPP No. 32 - Urban Consolidation (Redevelopment of Urban Land)	Gazetted: 15.11.91 Abstract: States the Government's intention to ensure that urban consolidation objectives are met in all urban areas throughout the State. The policy focuses on the redevelopment of urban land that is no longer required for the purpose it is currently zoned or used, and encourages local councils to pursue their own urban consolidation strategies to help implement the aims and objectives of the policy. Councils will continue to be responsible for the majority of rezonings. The policy sets out guidelines for the Minister to follow when considering whether to initiate a regional environmental plan (REP) to make particular sites available for consolidated urban redevelopment. Where a site is rezoned by an REP, the Minister will be the consent authority.	No
SEPP No. 30 - Intensive Agriculture	Gazetted: 08.12.89 Abstract: Requires development consent for cattle feedlots having a capacity of 50 or more cattle or piggeries having a capacity of 200 or more pigs. The policy sets out information and public notification requirements to ensure there are effective planning control over this export-driven rural industry. The policy does not alter if, and where, such development is permitted, or the functions of the consent authority.	No
SEPP No. 21 - Caravan Parks	Gazetted: 24.04.92 Abstract: Ensures that where caravan parks or camping grounds are permitted under an environmental planning instrument, movable dwellings, as defined in the Local Government Act 1993, are also permitted. The specific kinds of movable dwellings allowed under the Local Government Act in caravan parks and camping grounds are subject to the provisions of the Caravan Parks Regulation. The policy ensures that development consent is required for new caravan parks and camping grounds and for additional long-term sites in existing caravan parks. It also enables, with the council's consent, long-term sites in caravan parks to be subdivided by leases of up to 20 years	No
SEPP No. 15 - Rural Land-Sharing Communities	Gazetted: 09.04.98 Abstract: Makes multiple occupancy permissible, with council consent, in rural and non-urban zones, subject to a list of criteria in clause 9(1) of the policy. Multiple occupancy is defined as the collective management and sharing of unsubdivided land, facilities and resources. The policy encourages a community-based environmentally-sensitive approach to rural settlement, and enables the pooling of resources to develop opportunities for communal rural living. SEPP 15 Guide provides guidance to intending applicants.	No

As can be seen from the above table, there are no SEPPs which apply to the proposed development.

Cooma-Monaro Local Environmental Plan 2013

The proposed development site is zoned RU5 Village under the *Cooma-Monaro Local Environmental Plan 2013* (LEP). The Bell and supporting structure is permissible in the RU5 zone by virtue of the fact that it is not specifically prohibited in the zone (it is an 'innominate use').

In accordance with Clause 2.3 of the LEP, before determining a development application the consent authority is to have regard to the objectives for development in a zone. The objectives of the RU5 zone are:

Zone RU5 Village

1 Objectives of zone

- *To provide for a range of land uses, services and facilities that are associated with a rural village.*
- *To encourage development that is compatible with the general residential character of villages.*
- *To allow for small-scale light industrial uses in locations where impacts on residential amenity are negligible.*
- *To provide for tourist-oriented development that supports the character of the village and the rural products of Cooma-Monaro.*
- *To have regard for the character, including the natural and physical features, of each village.*
- *To coordinate village development to achieve the most efficient use of existing utility services (such as water supply systems and sewerage systems) and roads.*
- *To protect the water quality of receiving watercourses and groundwater systems and to reduce land degradation.*

The proposed development may be viewed as providing for tourist-oriented development that supports the character of Nimmitabel, and as such considered to be consistent with the objectives of the RU5 Village zone.

Provision of any proposed Environmental Planning Instruments (S.79C(1)(a)(ii))

The Department of Planning has directed in Circular PS 08-013 issued on 13 November 2008 that for the purposes of this subsection Council is only required to consider proposed environmental planning instruments which have been publicly exhibited within the last three years.

In accordance with the above direction, there are no other proposed environmental planning instruments applying to this site which are relevant to the proposed development.

Provision of any Development Control Plan (S.79C(1)(a)(iii))

Cooma-Monaro Development Control Plan 2014 (Amendment 1)

Chapter 2 of the Cooma-Monaro Development Control Plan 2014 (Amendment 1) (DCP) outlines a number of general development standards that require consideration for all applications. There are no specific prescriptive requirements relating to the permanent locating of the Bell, however the following performance based requirements should be addressed:

Clause 2.1.2 (Streetscape)

- *Building facades must respect and enhance the streetscape.*
- *If a building is adjacent to a heritage building, its external design, as it appears from all public areas in the vicinity where it can be seen along with the heritage building, must be sympathetic to the design of the heritage building.*

Clause 2.2.2 (Building height and bulk)

- *Where a new building is to be sited adjacent to a building of significant character and/or heritage value that is less than 15 metres in height, the height of the new building must respect the height of the existing building/s of significant character and must not overwhelm it.*

Given the open-nature design of the supporting structure and plinth for the Bell (see Diagram 1 below), and that it will be some distance from Geldmacher House, the application is considered to comply with the provisions of the Chapter 2 of the DCP.

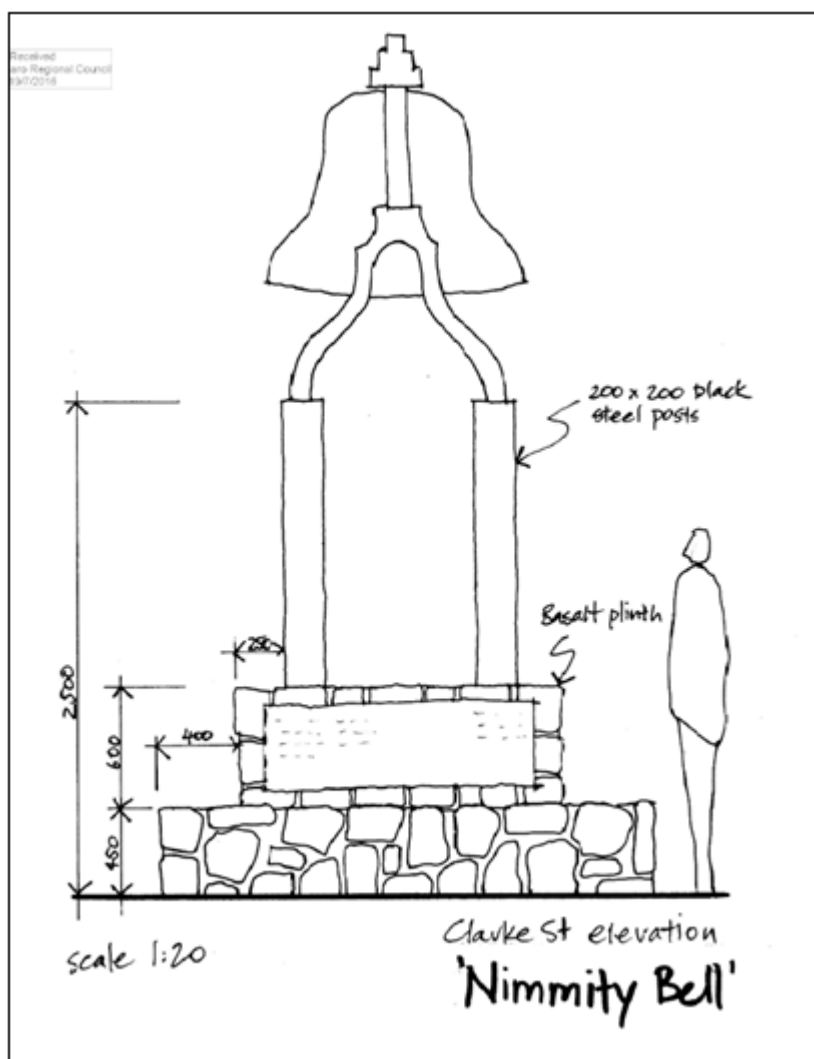


Diagram 1 – Elevation view of the Bell

The Bell is not considered 'Public Art' as it is not synonymous with the word 'Nimmitabel' and has no historical significance to the village. However Clause 5.1.2 (Culture and Public Art) below has been given consideration:

- *Artwork/s located within sight of classified roads in the shire must not create traffic-safety issues on the roads. Where it is likely passing motorists will wish to stop and/or part to examine the artwork/s, take photographs etc, adequate space must be provided for parking in an appropriate location. Such artwork/s should also be signposted if necessary to aid motorists.*



Photograph 2 – View of the proposed site of the Bell demonstrating parking arrangements in the vicinity

Given the available street parking within the vicinity of Geldmacher House, the application is considered to comply with the provisions of the Chapter 5.1 of the DCP.

This application has also been considered against the objectives and prescriptive requirements for development of Chapter 6.5 – Heritage, which outlines the requirements for development on or near a heritage listed item or conservation area. Under Clause 6.5.5 such heritage values are being considered in this circumstance because the proposal is ‘in the vicinity’ of a Heritage Item. This is generally taken to mean the adjacent allotments in urban areas and is a function of visibility and distance in non-urban area”, and “Development in a village that may impact on a Heritage Item”. Of note Clause 6.5.7 – Development in relation to heritage items and heritage conservation areas states:

New development

- *Development shall have regard to the prevailing heritage fabric and character of a place.*
- *Development, whether secondary buildings on the heritage site, or infill development on vacant land, shall be sympathetic with surrounding heritage items.*
- *The scale and bulk of any new development must not detract from heritage items and the precinct generally.*
- *The siting of any new development in an urban context shall have regard to the streetscape where there are heritage items.*
- *The siting of development in a non-urban context shall not have an adverse impact on significant vistas, cultural landscapes or other significant cultural or natural values.*
- *New development is not to obstruct important views or vistas to heritage buildings and places of historic and aesthetic significance.*

Development within the vicinity of a heritage item

- *In the urban context the 'vicinity' shall be taken to mean on or adjacent to the Heritage Item, unless Council considers that the vicinity is greater or less given the specific circumstances. In the non-urban context the 'vicinity' shall be a function of distance and visibility.*
- *Development within the vicinity of a heritage item shall not cause an adverse heritage impact upon the heritage item.*
- *The height, scale and bulk of development shall not be greater than that of adjacent heritage places unless it can be demonstrated that the new building will not have an adverse heritage impact.*
- *New buildings within the vicinity of heritage places shall have due regard to the character and significance of the heritage place and shall be sympathetic in terms of character, scale, form, siting, materials, colour and detailing. A good source of information on this requirement is the NSW Heritage Office publication 'Design in context – Guidelines for Infill Development in the Historic Environment'. It is available on-line at www.hertiage.nsw.gov.au.*

Given the proximity to a number of heritage items in the Village, this application was referred to Council's Heritage Advisor for assessment and comment. In providing comment, the Heritage Advisor also referred to the 'Nimmitabel Main Street Study' (see attached report) and states:

The bell will not have a direct physical impact on a heritage item and it is unlikely that excavation of the footing will expose or compromise any subsurface relics as the area has been extensively reworked over the years. However, because of the open nature of the corner, the bell and tower will be readily visible to travellers through the village and those coming down Clark Street. The primary issue with bell and tower will be its visual and streetscape impact which in turn could detract from heritage character.

The proposed bell is not an item of Nimmitabel's heritage. It does not reinforce or promote Geldmacher's distinctive role in the town's history, and does not pay tribute to or acknowledge the town's rural heritage or social history. As a visually prominent item located in the centre of the town it would be at risk of being seen as a distraction that had little relevance to Nimmitabel, in much the same way as does the elephant adjacent to the bakery.

One of the problems with a proposal such as this is that it seeks to introduce into a historic streetscape a dominant element that has little if any historic relevance. Unlike commemorative memorials it is not borne out of a significant historic event such as a war or other binding social activity (eg earthquake, fire, epidemic etc). In this case the proposed bell will contain plaques to those who have donated money to its purchase and erection. This runs the risk of being seen as 'grandstanding' and could end up by being divisive rather than cohesive within the small

community. It could also attract graffiti and vandalism and if not maintained would become a degrading feature in the landscape.

When considered against the provisions of Chapter 6.5 the application is considered to lack regard to the prevailing heritage fabric and character of Nimmitabel's main street, and having an adverse impact on the local streetscape and heritage character.

The height, scale and bulk of the Bell may be visualised by comparing the following photographs of the a) St Andrew's Roman Catholic Church, b) St Peter's Anglican Church, and c) the Nimmity Bell.



Photograph 3 – Bell at St Andrew's Roman Catholic Church



Photograph 4 – Bell at St Peter's Anglican Church



Photograph 5 – The Nimmity Bell at rest in the showground pavilion

Provision of any Planning Agreement (S.79C(1)(a)(iia))

There are no planning agreements in place in relation to the proposed development.

Provision of the Regulations (S.79C(1)(a)(iv))

This subsection refers to clauses 92-94A of the Regulations. None of these clauses directly apply to the proposal.

Impacts of the Development – Environmental, Social & Economic (S.79C(1)(b))

Context and setting: Bombala Street is the main thoroughfare of the village of Nimmitabel and there are a number of commercial ventures within the vicinity of the subject site. Clarke Street is a Council-owned and maintained road and is classified as a 'collector' road which is sealed with kerb or guttering. The proposed site is surrounded by a number of heritage listed buildings which has been addressed in Clause 8 above.

Access, transport and traffic: Prior to lodgement, this application was referred to the Local Traffic Committee which raised no objection in principal to the proposal provided that the Bell is not located within the Monaro Highway Road Reserve, is demonstrated to be out of the 'Clear Zone' provisions for infrastructure on roads for clear line of sight at intersections and makes provision for pedestrian movement in the vicinity of the Bell.

Following this advice the application was also referred to the RMS who responded, "*The proposed location for the Bell is outside of the required clear zone for the Monaro Highway (Bombala St). Although the Bell appears to be of substantial size, sight lines at the intersection of the Monaro Highway and Clarke Street do not appear to be obstructed, due to the setback of the proposed location of the bell to the hold line of the intersection*".

The locating of the Bell in Clarke Street is not envisaged to have a negative impact on access, transport or traffic in the Village.

Public domain: Given the size of the proposed supporting structure/plinth, being 3.3 x 3.8 metres, impediment to pedestrian movement is envisaged. The structure will also impact on the current 'open space amenity' associated with the intersection, which is highlighted in Photograph 6 below.



Photograph 6 – Intersection where Bell is proposed to be located

Impacts on supply of utilities: The proposed site for the Bell is encumbered with Council's underground water main service, and two underground Telstra service lines. The attached site plan indicates the structure will be clear of such services.

Heritage: The proposed locating of the Bell in Clarke Street, adjacent to Geldmacher House, and in the vicinity of a number of heritage listed items is viewed as having a negative impact on the local streetscape and heritage character of Nimmitabel.

Natural and other land resources: As there are no recorded natural resources on or around the site the proposed development will have no effect on natural resources.

Water supply and potential impacts on surface and ground water: The site is encumbered with Council underground water main service and stormwater drains across the road reserve to a stormwater pit in Bombala Street (see site plan). The proposed structure is not envisaged to have a negative impact on water supply or surface and ground water.

Soils: Due to the nature of the development, no impacts are envisaged on soils eg effluent disposal or erosion.

Air quality, pollution and microclimate impacts (eg odour): Due to the nature of the development, no impacts are envisaged.

Flora and fauna: Due to the nature of the development and being on Council's road reserve in the village, no impacts on flora and fauna generally nor threatened species are envisaged.

Waste facilities and controls: N/A

Energy efficiency and greenhouse gas emissions: N/A

Noise and vibration: The applicant has been unable to provide specific manufacturer's details, including the audibility and resonance of the bell. The proposed placement of the bell has the potential to impact the adjoining neighbourhood with noise through nuisance activity and organised ringing. Whilst it is not an article identified within the Noise Regulation of the *Protection of the Environment Operations Act 1997* that has specified hours of use, it does not mean that this makes the bell exempt from 'offensive noise' complaints from the general public. Offensive noise is the subject of an offensive noise test and is subjective in nature.

During the period the Bell was placed on the property of Geldmacher House a number of complaints were made about persons banging/hitting the bell to create nuisance noise. It is envisaged this practice may continue, even if the bell is 4 metres above ground level, and thus the potential of noise/vibration impacts is very high.

Technological hazards and other risks to people, property and the environment: None known.

Safety, security and crime prevention: Vandalism and nuisance noise/vibration are considered possible.

Social impact in locality: It is not envisaged the locating of the Bell in Clarke Street will promote the history of Nimmitabel, but given the number of submissions (which object to the location NOT the Bell itself) this application appears to have a negative impact on the village of Nimmitabel.

Economic impact in locality: The Applicant proposes the siting of the Bell in Clarke Street, as opposed to any other location within the village, "will have good visual effect on visitors to Nimmitabel's CBD". It is assumed this means that tourism will promote economic development in the village.

Site and internal design issues: Whilst the siting of the Bell will be distanced from the historic buildings associated with Geldmacher House, it is considered the location is not in keeping with the streetscape, as the finished structure, though open and unenclosed will be double the height of the 'Kybeyan' road sign in Photograph 7 below.



Photograph 7 – Height of the Bell will be double the height of the 'Kybeyan' sign

Impacts during construction: There may be some disruption to pedestrian traffic along the Geldmacher House site during the construction of the plinth, but this will be short-term and not expected to adversely affect many residents.

Cumulative impacts: Concerns with approving the siting of the bell on the road reserve are:

1 There is an increased public liability risk for Council, should there be an accident, such as someone climbing the structure and falling off.

2 Council will assume ownership of the structure if it is placed on the road reserve as the Roads Authority. This raises the issue of maintaining the structure and those associated costs.

The Applicant has stated "Bell maintenance and paved area around bell will be maintained by the Lions Club of Nimmitabel", However, if the applicant (Lions Club of Nimmitabel) folds, then Council may become responsible for the structure.

This may be addressed by a renewable legally binding agreement between the Applicant and Council to ensure that public liability cover is maintained at all times and the responsibility for maintenance is made clear.

It could be argued the same issues, public liability and maintenance, would be raised if the Bell were to be located on a Council reserve. The difference however with a reserve as opposed to a 'road' reserve is that insurance, equipment and staff resources will have been allocated and budgeted for with such maintenance being routine in a public reserve or recreation area.

Impact on pedestrian movements and safety Photograph 8 (below) read in conjunction with the site plan indicates the plinth will be distanced 3.46 metres from the Geldmacher House fence, and 2.98 meters from the kerb, which will still permit pedestrian movement in safety.



Photograph 8 – Height of the Bell will be double the height of the 'Kybeyan' sign

Mineral resources and/or deposits in the vicinity: The proposed development is unlikely to have any impact on mineral resources as there are no recorded mineral resources on or around the site – Asbestos Potential NSW Govt Data checked.

Impacts on aboriginal heritage: An Aboriginal Heritage Impact Management System (AHIMS) Basic Search found no records of Aboriginal sites or places in or near the subject site.

Suitability of the Site (S.79C(1)(c))

Natural Hazards: Land slip, flooding and subsidence are not envisaged. The site is not bushfire prone land.

Potential contamination: Nil

Availability of utility services: The proposed development does not require utility services.

Potential land use conflicts with surrounding development: The most contentious issue with the surrounding residential development is noise – both ‘controlled’ (the Bell being rung daily at midday) and ‘nuisance noise’ which occurs when the Bell is struck by objects other than the clapper. Although the Applicant has provided photographic evidence that the clapper can be locked to prevent it striking, no details have been provided on how ‘nuisance noise’ can be prevented or even mitigated.

Bells are usually synonymous with being rung for celebrations or as warnings. Chimes on the other hand are associated with tolling of time. There has been no supporting evidence as to why the Bell is to be rung twelve times at midday, every day (being the hours of operation). Although there were no submissions from the two churches in the village, there is potential for conflict if the Nimmity Bell is rung when the church bells are rung for church services and/or weddings.

Topography: The topography of the site, being level road reserve, is suitable for the erection of the proposed structure, taking into account the encumbered underground services.

Suitability of the access arrangements: The proposed development does not require access arrangements. The application was referred to the RMS and those comments have been addressed previously in this report. However, if the intent of installing the Bell in this location is to encourage the public to stop and admire, and to be the focal point during festive occasions, then this site (road reserve/footpath) is unsuitable as there is nowhere for a large crowd to congregate.

Public Submissions (S.79C(1)(d))

The proposed development was placed on public exhibition and 87 landowners within the Village were notified in accordance with the provisions of Chapter 8 of the Cooma-Monaro Development Control Plan 2014 (Amendment 1). The Application was also advertised in the Monaro Post on 27 July and 3 August 2016 to ensure the broader community was advised of the development. The public exhibition period was 14 days and the period for receiving submissions closed on 10 August 2016.

Following the close of the submission period a total of 25 submissions were received. Of these submissions, two were in support of *“the Bell being located in the centre of town, and the ‘ringing’ of the bell at regular times”*, one stating *“the Bell well deserves to be installed as per the proposal where locals and tourists alike will have the pleasure of viewing it in a prominent position”*.

Of the other 22 submissions no one in particular was against the ‘permanent installation of the Nimmity Bell’, but what each and every submission was against was the installation being in Clarke Street at the corner of Bombala Street, and the ringing of the bell.

By way of background, a number of the submissions referred to 'community meetings' where the notion of a bell was discussed. Council has no record of such 'meetings', eg when they were held, where they were held, who attended the meetings, etc, but the submissions indicate that at such meetings people were said to have been advised *"that the bell would only be rung on special occasions, including the Nimmity Bell Festival, averaging a possible five times in a year"*. Other comments attributed to those meetings include: *"When the idea of the bell was first mooted the tongue was to be removed & the bell rung on SPECIAL OCCASIONS ONLY. Daily ringing of the bell would not constitute a special occasion."*, *"We were told that the Bell would only be rung on the Bell Celebration weekend and the clanger removed for the rest of the year."*, *"It would be more preferable to install it at the Lake, with the clanger attached only on special occasions, as per original plan"*, *"... and rung only as per the original proposal to the community – on the Bell Festival weekend!"*, *"Unlike the 'original' promise of it being rung only on the Bell Festival day"*.

The issues raised in the objections received are summarised below and a response provided:

1. *Statement of Environmental Effects (SEE)*

(a) *The SEE is deficient in relevant detail*

Comment: The purpose of a SEE is to identify:

- (a) the environmental impacts of the development,
- (b) how the environmental impacts of the development have been identified,
- (c) the steps to be taken to protect the environment or to lessen the expected harm to the environment.

To assist applicants in addressing such issues Council has a standard form, which the Applicant had completed, but given the nature of this application, the standard form perhaps did not adequately address the impacts associated with the proposal, so the Applicant did provide additional information. In addressing the levels of excavation/fill associated with the development, the Applicant's response was "Engineers survey or report to follow", and against the 'height of bell' – "Total height will depend on final engineers plans", 'locking mechanism' – "is being designed at present", 'full comprehensive structural engineering report' – "to follow ASAP".

The observation made in this submission is correct, and the Applicant upon request supplied a site and landscape plan, a structure plan and structural details, prepared by a suitably qualified engineer.

In regards to the 'locking mechanism' the Applicant has provided Photographs 9 and 10 below as evidence as to how the Bell maybe locked into place stating "It cannot swing or ring with the clapper locked as well".



Photographs 9 & 10 – Proposed locking mechanism

Although the Applicant has photographed a 'locking mechanism' for the Bell, there are no details on how this can be achieved once the Bell is mounted 4 metres above the ground, what equipment and controls will be put in place to ensure the safety of the 'bell ringer', who the 'bell ringer' will be, how they may be contacted, what insurance

2. Parking and Traffic

(a) *If this is to be a public attraction, should not additional vehicle parking be provided or at least considered? At its earlier launching, cars were parked everywhere, and normal traffic was so very impeded.*

(b) *The road is too narrow to permit car parking and traffic.*

- (c) Parking spaces are limited, the intersection of Bombala & Clarke Streets is already hazardous when no vehicles are parked on the crest of the road, and the Bell may not be clearly seen by passing traffic.*
- (d) The proposed site is the main intersection, with constant heavy traffic on both roads and the interest in the Bell is likely to generate safety implications and create a logistical nightmare where parking is concerned.*
- (e) It poses a traffic safety concern in regards to pedestrians crossing the Clarke street/Monaro highway in either direction, as this intersection has fall in it to the south thus on approach from the north drivers have difficulty seeing any traffic off to the left.*
- (f) It limits parking space for visitors to the monthly CWA market days.*
- (g) The intersection of the Highway and Clarke Street can be a very busy intersection and a surprising number of heavy vehicles turn off the Highway into Clarke Street and vice-versa. If cars are parked on either side of Clarke Street near the intersection, a truck turning into Clarke Street has to travel in the middle of the road to avoid them. Two heavy vehicles could not pass if there were vehicles parked on either side of Clarke Street. The road is too narrow to permit car parking and traffic.*
- (h) Clarke Street carries traffic from Kybeyan, the garbage facility & 200 metres approx. from a pedestrian refuge on the Monaro Highway. I fear drivers could be distracted looking at the bell causing minor accidents or worse the possibility of more serious consequences, considering the volume of large trucks using the highway.*
- (i) Remember also the Monaro Highway is main arterial road from Bombala, the coast & certain areas of Victoria. Looking to the future the traffic on the Monaro Highway will only increase.*

Comment: Council acknowledges the proposed site forms part of a major intersection within the village of Nimmitabel, and as such the pre-application was firstly discussed at the Local Traffic Committee, which provided the following advice:

"The Committee raises no objection in principal to the proposal provided that the Bell is not located within the Monaro Highway Road Reserve, is demonstrated to be out of the 'Clear Zone' provisions for infrastructure on roads for clear line of sight at intersections and makes provision for pedestrian movement in the vicinity of the Bell."

This advice was provided to the Roads and Maritime Services (RMS) when comment was sought in relation to the formal application. The response from the RMS was as follows:

"The proposed location for the Bell is outside of the required clear zone for the Monaro Highway (Bombala St).

Although the Bell appears to be of substantial size, sight lines at the intersection of the Monaro Highway and Clarke Street do not appear to be obstructed, due to the setback of the proposed location of the bell to the hold line of the intersection.

RMS has reviewed the provided information and notes that the development does not propose vehicular access to either the state classified or local road networks.

RMS does not object to the development application in principle”.

The Application was also forwarded to Council’s Development Engineer who raised no issue with the availability of parking in Clarke Street, nor pedestrian impediment along the footpath.

3. *Landscaping – appropriate structure*

(a) Paved area 4m x 4m does not provide any detail as to depth, reinforcing, source of material, jointing material, etc, nor even drainage.

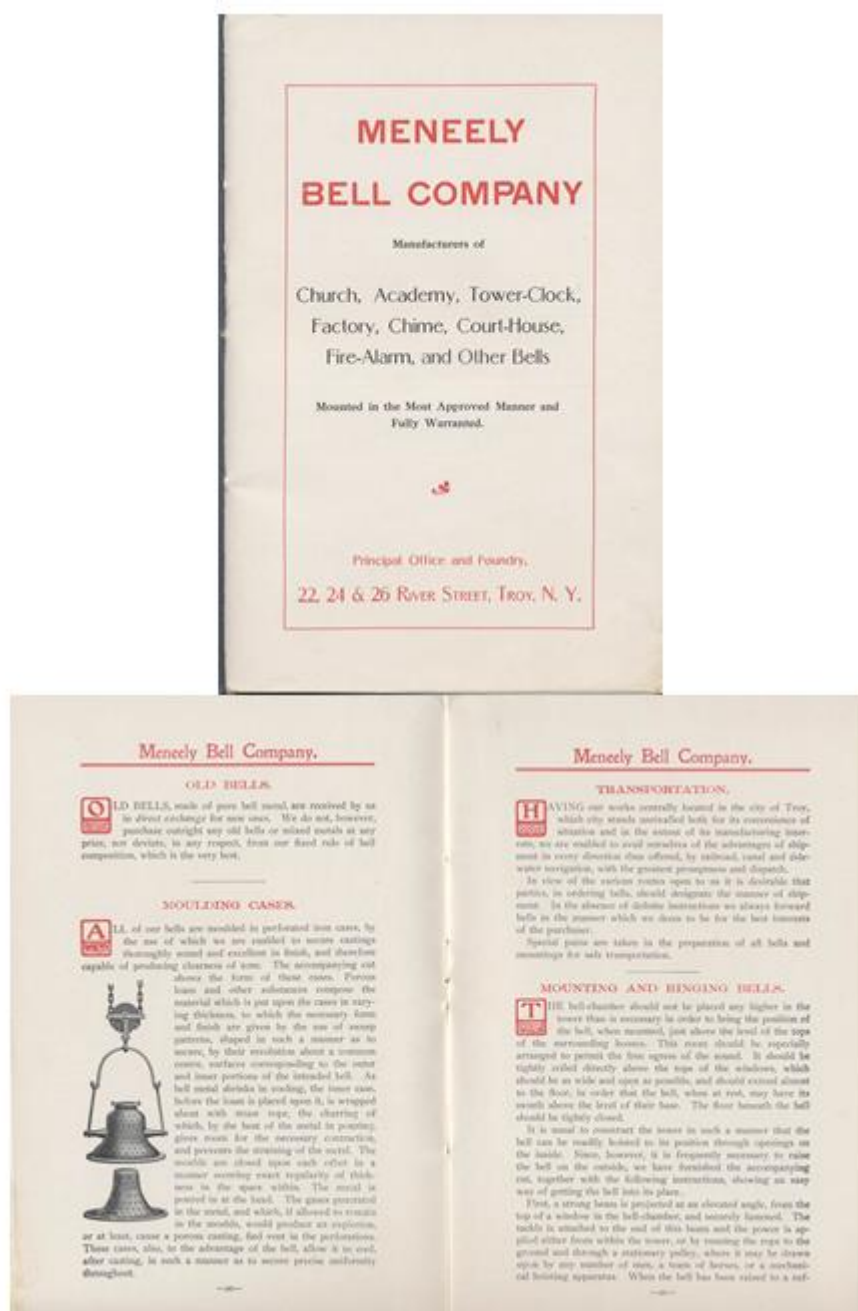
(b) The bell should be mounted in a properly constructed belltower-like structure more in keeping with its original home.

(c) Why not build a tower on top of the hill Most small villages in Europe locate their bells on hill tops.

Comment: Construction details of the supporting structure and plinth, prepared by a suitably qualified engineer, have been supplied. These details are normally assessed at Construction Certificate stage.

Given the current sparse vegetation cover on the footpath, the proposed site, no further landscaping details are required for the assessment of the Application.

A copy of the manufacturer’s details (produced 1906), being Meneely Bell Co, Troy, New York, housed in the Smithsonian Library (see Photographs 11 and 12 below) indicate the company manufactured bells for churches, ships, courthouses, academies, and factories and provided technical information describing rotary yokes, clapper springs, and tolling hammers as well as how to mount a bell in a tower.



Photographs 11 & 12 – Information obtained from Smithsonian Libraries

Upon request the Applicant has stated the manufacturer's details are:

"The Bell weighs 1.8 tonne and is made of cast Bronze, mounted on a cast iron frame. It was made by the Meneely Bell Co of Troy, New York, USA, in 1920. It is very difficult to do an acoustic test for noise level, as the level would be totally different in the Showground shed to outside."

Whilst the accompanying structural details are based on the supporting structure/plinth being capable of supporting the weight of the Bell, it is unknown if the chapter on 'Mounting and Ringing Bells' have been considered by the engineer or the Applicant.

The manufacturer recommends bells of this size are housed in a tower and that *"it is usual to construct the tower in such a manner that the bell can be readily hoisted to its position through openings on the inside. The bell-chamber should not be placed any higher in the tower than is necessary in order to bring the position of the bell, when mounted, just above the level of the tops of the surrounding houses."*

Whilst the above publication describes a 'chime' and a 'peal' and that "the tone of a bell is the result of vibrations" it does not address the loudness of the noise (decibels) nor the length of time a person is exposed to it (if rung twelve times).

This bell was manufactured as a large church bell, and although the proposed supporting structure and plinth may support the Bell, its size and potential for loudness, make the proposed setting unsuitable.

4. Noise

(a) *After several community gatherings it was decided that the bell would only be rung on special occasions, including the Nimmity Bell Festival, averaging a possible five times in a year. Daily ringing of the bell certainly does not constitute special occasions.*

(b) *There has apparently been no thought given to late-night nuisance activities, nor any means of minimising or controlling noise.*

(c) *What happens after the trial period? Why 12 times? Has any assessment been made or considered of the noise impacts, whether at midday or at night? How far will the sound carry and what are the effects of that type of sound on nearby residents?*

(d) *Every time the bell was rung, by locals, passers by, drunks vacating the pub in close vicinity, we were inundated with offensive deafening clanging noise from the bell. It woke us up at all hours of the night, even when the clanger had been removed. No matter who it was bashing the bell with no clanger in it, people used bricks, rocks, walking sticks, umbrellas to make the thing sound a tune, all day and night.*

(e) *We were told that the Bell would only be rung on the Bell Celebration weekend and the clanger removed for the rest of the year. The bell's ringing is loud where we are and it should be placed further from homes and rung only as it was originally promised at town meetings ie one day of the year.*

(f) *So, to have it rung on a daily basis and freely available to any passing hoons to create mischief at any hour of the day (as has already occurred several times), would be a great intrusion to the everyday lives of the people in the town.*

(g) *There is a reasonable expectation that on still days the peeling of this large church bell will be heard many kilometres from the township..... No reasonable person should ask another to tolerate*

this “offensive” noise at short range. Daily continuous ringing of the bell would make its “special occasion” status null and void! Background noise in the main street precinct in Nimmitabel often falls to zero depending on traffic flow etc but particularly at night.

(h) When rung every person in town will hear the noise.

(i) Bell peel is connected with church, celebration and or emergency. Wall clocks chime regularly and bells peel in towers. The design on the proposal is neither. For what reason would the bell need to be rung in the middle of town every day?

(j) I do not support So close to people’s home and ring it 12 times every day. To minimise the effects of nuisance ringing (throwing of rocks and other objects) a suitable clear material should be placed around the bell to act as a sound damper when not being used. I am keen to stress that the bell should only be rung on special occasions.

(k) as noise pollution is a very real concern for many.

(l) Siting of the Nimmity Bell at the Lake would also restrict the noise of the Bell – when rang – and not impact needlessly on residents living in close proximity to the propose site.

(m) It must be placed as far away as possible from resident’s homes and rung only a few times per year if at all.

(n) In its current location the bell is much too close to neighbouring residences. The negative impact of its regular sounding and any sporadic “nuisance” ringing on those who would be subjected to it on a daily basis far outweighs any possible perceived benefits to the town.

(o) The injustice of imposing the impacts of the bell on its surrounding residents is not lost on us, nor many other people of Nimmitabel. We could only support the bell ringing for special events.

(p) Before the bell was taken way, we were witness to the bell being rung by anyone passing by on foot, in cars and buses. This happened either with the donger in place or not. Being woken at night time, by nuisance ringing, were annoying and wearing. The bell’s gong, when hit hard, is incredibly loud..... where locals lives aren’t trashed by useless, offensive noise every day!

(q) The ringing of the Bell needs to be strictly controlled to avoid disturbance to nearby residents and users of local facilities. We acknowledge that the purpose of a bell is that it is rung, however it needs to be rung only at certain times, eg midday on Saturdays and Sundays and celebration days and only by a designated bell ringer. The clanger needs to be removed at other times. This does not stop the general public from using rocks and beer bottles to try to achieve a tone out of the Bell, (as was demonstrated when the Bell was temporarily residing in the Geldmacher yard). Perhaps raising the Bell even higher than is proposed, out of arms reach, should be considered.

Comment: Council’s Health & Building Officer has assessed the effect of noise on adjoining properties and has provided the following comment:

“The proposed placement of the bell has the potential to impact the adjoining neighbourhood with noise through nuisance activity and organised ringing. Whilst it is not an article identified within the Noise Regulation of the Protection of the Environment Operations Act 1997 that has specified hours of use, it does not mean that this makes the bell exempt from ‘offensive noise’ complaints from the general public. Offensive noise is the subject of an offensive noise test and is subjective in nature.

There is potential through any offensive noise complaints that the placement of the bell, ownership and operation of the bell may cause future regulatory issues for Council. Given this, my preference would be for the bell to be relocated to an area that is less sensitive to noise due to the location and proximity of residential dwelling houses.

For a number of months the Bell resided inside the grounds of Geldmacher House from October 2015 until sometime after 10 February 2016 (without Council approval). It could be argued that this period provided a sufficient 'time trial' for determining if the Bell attracted 'nuisance activity' if installed in the proposed location.

From the above submissions it would appear that during this 'time trial' a number of residents experienced 'offensive noise'.

The Applicant has provided photographic evidence that the clapper may be rendered immovable, thus preventing the Bell from being rung at all and any time of the day or night. But the Applicant has failed to demonstrate if this is to be undertaken as a daily exercise, how it will be achieved given the weight, size and height above ground-level of the Bell, and who will be responsible for this undertaking. This 'chaining of the clapper' is only applicable to the daily ringing of the Bell at midday and does not address how offensive noise emitting from the hitting of objects against the bell at any other time can be eliminated or mitigated.

5. *Heritage*

(a) It has no relevance to the town historical or otherwise.

(b) The proposed second site inside the Geldmacher Estate boundary was agreed to, but later rejected by the Geldmacher House group as not in keeping with the historic nature of that site.

(c) There is no historic context for the bell in the proposed location. The bell is simply a 'play on words' of the town's name or, at best, vaguely symbolic in the minds of the proponents.

(d) While I recognise that it is a play on the town's name, the bell symbolism is irrelevant to its history and irreverent to the original indigenous meaning of the term Nimmitabel, 'the dividing of the waters', referencing the directionality of the water runoff from the town.

(e) I am entirely unaware of any significance that a bell or anything bell related has in the cultural background of the area. I can only assume that a bell bears a resemblance to the last three letters of the name 'Nimmita-bel'. Apart from the obvious noise impacts, I would consider the construction of a large ringing bell in the heart of Nimmitabel to be a regrettable distraction from the historical background of the township simply for the purpose of word-play. Considerable research and effort has been undertaken to accurately represent the cultural heritage of Nimmitabel by many of the local residents in the form of Geldmacher House, the Mill, the Heritage Trail, etc. A centrepiece of this heritage is in the form of the aforementioned Geldmacher House. The proposed bell construction is located immediately outside the grounds of this historical museum. The construction would very obtrusively stand as a crass and culturally irrelevant distraction.

In a township with a relatively few number of residents it is difficult to maintain and preserve the cultural heritage of the township for future generations. Because of the few individuals who are willing to be custodians, it is a fragile body of history which is vulnerable to the pressures placed onto it, even by a small number of proponents who wish to erect these types of structures. It would be easy to theorise that for any of those visiting or passing through the township that such a bell would be somehow representative of the town or its people.

Comment: The Nimmitabel Main Street Study undertaken in August 1995 by Richard J Ratcliffe and John Armes & Associates was commissioned by the Cooma-Monaro Shire Council who wished to take measures to conserve and enhance the identified heritage items within the central area of Nimmitabel. Its purpose was to provide advice, information and guidance to building owners and occupiers and to Council to enable appropriate conservation, colour schemes, infill and streetscape conservation advice.

The Study provided the following overview of Nimmitabel – *Nimmitabel is a quiet charming village of predominantly timber structures but with stone churches and mill set on prominent rises within the village. Most of the buildings in the Main Street date back to last century and retain much of the character of the era in which they were built.*

Street trees are scarce but the overall landscape character of the town, though unplanned, represents a satisfying setting for a rural community. Signage is subdued and generally in keeping with the town character.

The Study in recognising Geldmacher House identifies its cultural significance as ‘considerable’, commenting ‘the building is a prominent feature of the streetscape, and an important civic focus for the community’, and recommending ‘retain as an important historic element in the village, and prepare a conservation management plan for the building and its setting’.

Due to the number of historic buildings in the vicinity of the proposed site, the Application was referred to Council’s Heritage Advisor (see attached Report) who also refers to the Study and provided the following comments:

‘The bell will not have a direct physical impact on a heritage item and it is unlikely that excavation of the footing will expose or compromise any subsurface relics as the area has been extensively reworked over the years. However, because of the open nature of the corner, the bell and tower will be readily visible to travellers through the village and those coming down Clark Street. The primary issue with bell and tower will be its visual and streetscape impact which in turn could detract from heritage character.

The proposed bell is not an item of Nimmitabel's heritage. It does not reinforce or promote Geldmacher's distinctive role in the town's history, and does not pay tribute to or acknowledge the town's rural heritage or social history. As a visually prominent item located in the centre of the town it would be at risk of being seen as a distraction that had little relevance to Nimmitabel, in much the same way as does the elephant adjacent to the bakery.

The SEE has failed to describe how the development will complement the existing Heritage items or conservation area by simply stating "*the Nimmit Bell has been positioned to 'compliment' Geldmacher House*".

6. Land values

- (a) *Properties Located in such close proximity to the proposed location of the ell in the centre of town, it is surely going to see the biggest reduction in value.*
- (b) *... the proximity of the large actively ringing open bell and the deleterious effect it may have on all surrounding property prices and financial returns from rental properties. It is a demonstrable fact that loss of amenity near homes is directly proportional to diminished property values and income from rental, particularly from unwanted noise.*
- (c) *I am concerned about the possible devaluation of the dual tenancy property atI foresee both short and long term personal financial losses arising from noise-related issues and the deleterious visual effect of the bell and its plinth on the historic streetscape.*

Comment: The value of land is subjective and not given consideration under Section 79(c) of the Environmental Planning and Assessment Act 1997.

Public Interest (S.79C(1)(e))

There are no Federal or State government policies, Management Plans associated with this Application. The road reserve is encumbered with Council's underground water main service, and Telstra underground services.

The Nimmitabel Main Street Study recommends "*the heritage values of Nimmitabel should be conserved*" with every effort made to "*promote a 'vision' for Nimmitabel which reinforces its heritage values. The responsibility of implementing the 'vision' lies within the community, building owners and the local government*". The Study proposed building upon present character, using unifying elements aimed at creating a readily identifiable sense of place for Nimmitabel, creating a quality environment for the Main Street, and developing a sense of civic pride. To achieve this, the Study stated, "*It is important that the existing village atmosphere be continued and that attempts at gentrification be avoided. Street furniture chosen from the centre should be limited to items such as litter bins, seating and planters*".

It has not been identified in the Application how the proposal meets the recommendations of the planning study.

Although no mention is made in the SEE of the purpose of installing the Bell in Clarke Street, during the pre-DA meeting and subsequent conversations the Applicant advised the intention of permanently installing the Bell on Council's road reserve at the major intersection, was to entice travellers to stop in the village. With reference to last year's event when the unveiling took place, the Applicant advised it was proposed to hold an annual festival in the village and that the Bell would be the focal point of such future events.

Given the proximity to the major Highway and the amount of traffic generated on the local road, this site is not viewed as an appropriate venue to for the congregating of a large number of people, and it would not be in the public interest to centralize such an event at this location.

Other Matters

The proposed development was referred to Council's Manager of Public Health & Environment, Development Engineer, Heritage Advisor, and Water and Wastewater Engineer, as well as the RMS for comment.

Issues raised by the Development Engineer are:

1. *There is an increased public liability risk for Council, should there be an accident, such as someone climbing the structure and falling off.*
2. *Council will assume ownership of the structure if it is placed on the road reserve as the Roads Authority. This raises the issue of maintaining the structure and the associated costs.*

Should Council accept the structure, a renewable legally binding agreement between the applicant and Council should be required to ensure that public liability cover is maintained at all times and the responsibility for maintenance is made clear. However, if the applicant (Lions Club of Nimmitabel) folds, then Council may become responsible for the structure.

The Manager of Public Health & Environment has commented:

There is potential through any offensive noise complaints that the placement of the bell, ownership, and operation of the bell may cause future regulatory issues for Council. Given this, my preference would be for the bell to be relocated to an area that is less sensitive to noise due to the location and proximity of residential dwelling houses.

Summary provided by the Heritage Advisor is as follows:

Erecting an item such as this in a prominent historic location sets a precedent that could be undesirable elsewhere in the Council region.

For the reasons mentioned above [addressed elsewhere in this report] the erection of this bell in the core part of the village is likely to have an adverse impact on local streetscape and heritage character. Its erection down by Lake Williams would be much more appropriate. There it could have a dramatic setting, provide added meaning to that location, and could carry additional information that explained the origins of Nimmitabel's name.

Although Council may enter into an 'agreement' with the Applicant on matters such as public liability and maintenance, and impose Conditions of Consent that restricted the tolling of the Bell, enforcement of such conditions and agreement/s are unreasonable and will become impossible for Council to act upon, especially preventing 'nuisance noise'.

CONCLUSION

The proposed installation of the Nimmity Bell has been considered in the above report. The provisions of Cooma-Monaro Local Environmental Plan 2013 and Development Control Plan 2014 were considered as part of this assessment, along with 25 public submissions received concerning the proposal. Considering all these factors, and the potential impacts of the Bell on the environment, the following issues remain a concern:

- The Application fails to describe how the development complies with the recommendations of the planning study 'Nimmitabel Main Street Study'.
- The 'Nimmity Bell' has no historical association with the village of Nimmitabel nor heritage value.
- The proposed site is unsuitable for the congregating of a large number of persons and will not be in the public's interest.
- There will be increased public liability for Council for a structure erected on Council's road reserve.
- The Application fails to demonstrate how the clapper can be safely made inoperable and how 'nuisance noise' can be mitigated.
- There is potential through any offensive noise complaints that the placement of the bell, ownership, and operation of the bell may cause future regulatory issues for Council.

It is recommended the application be refused, and that the applicant be encouraged to submit an application to locate the Bell at a different location, having regard to the assessed potential impacts and the community concerns highlighted above..

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The Nimmity Bell would be an important social gathering point on civic and festive occasions as well as serving informally as a meeting place. It would provide a streetscape feature that would influence the town socially. From submissions received, however, there is a possibility that the erection of the Bell at this location will have a divisive effect within the small community.

2. Environmental

If erected in the location proposed in this application, the Bell will have visual and noise impacts on the community which will likely be detrimental. These may be mitigated by moving the bell to another location.

3. Economic

The Bell may serve as a tourist attraction and may encourage people to stop in the town. This may translate into localised economic benefits.

4. Civic Leadership

The Bell will be located on Council land and will create a civic gathering place for events of significance to the community. It is important it be located in a place which can cater for this significance and crowds likely to be in attendance. Council must also take into account the broader public interest and from submissions received, the proposed location is considered unsuitable due to potential negative impacts.

15.5 DA 10.2016.552.1 - 117 DRY PLAINS ROAD, DAIRYMANS PLAINS

Record No:

Responsible Officer:	Director Service Planning
Author:	Planning Manager
Key Direction:	6. Managing Development and Service Delivery to Retain the Things We Value
Delivery Plan Strategy:	DP6.10 Ensure that Council's policy, land use planning, development assessment enhance liveability.
Operational Plan Action:	OP 6.29 Ensure development assessment is undertaken in accordance with adopted Local Environmental Plans, Development Control Plans, Council Policy and State and Federal legislation.
Attachments:	1. Proposed plans (<i>Under Separate Cover</i>) ➡ 2. Draft Determination (<i>Under Separate Cover</i>) ➡ 3. Public submission (<i>Under Separate Cover</i>) ➡

Further Operational Plan Actions:

Applicant Number:	10.2016.552.1
Applicant:	Christopher C Mould & Donna M Mould
Owner:	Christopher C Mould & Donna M Mould
DA Registered:	17/02/2016
Property Description:	117 Dry Plains Road DAIRYMANS PLAINS 2630
Property Number:	Lot: 166 DP: 750524 Parcel - 10997
Area:	17.701ha
Zone:	R5 Large Lot Residential
Current Use:	Residential Dwelling
Proposed Use:	Dual Occupancy
Permitted in Zone:	Yes
Recommendation:	Approval subject to recommended conditions

EXECUTIVE SUMMARY

The purpose of this Report is to provide Council with an assessment of the matters it is required to consider in making its determination of the proposed development under the *Environmental Planning and Assessment Act 1979 (the Act)*.

This Application is reported to Council for a decision because it involves non-compliances with *Cooma-Monaro Development Control Plan 2014 (Amendment 1)* (DCP 2014), which fall outside the authority of staff delegations to determine.

This Report considers an application for a second dwelling on a site which already contains a single dwelling, to form a dual occupancy. The proposed development involves the erection of a one bedroom dwelling house, dual occupancy development, approximately 45m east of Dry Plains Road and approximately 20m from the Northern boundary. The proposed dual occupancy will be located approximately 300m east of the principal dwelling. The proposed one bedroom dwelling will have a gross floor area of 52.2m² with an attached garage of 26.35m². The proposed dwelling will also include a verandah on the southern elevation with a floor area of 13.08m². The proposed dwelling is to be constructed from a combination of metal clad timber frame and Colorbond roof.

The site is located at 117 Dry Plains Road DAIRYMANS PLAINS 2630. It is zoned R5 Large Lot Residential under the provisions of *Cooma-Monaro Local Environmental Plan 2013*. The proposed development is defined as a dual occupancy and is permissible with consent in the zone.

The major issues associated with this Application concern non-compliances with:

- requirements of 2.3.3 in DCP 2014, which prescribes a 50m minimum setback from all boundaries is required for buildings in R5 zones and;
- requirements of 3.3.2.3.1 in DCP 2014, which prescribes the two dwellings forming the detached dual occupancy are to be located within a 200 metre curtilage of each other.

The proposed development will have a minimum front setback of 45.01 metres. This distance represents a variation, from the DCP 2014 requirements, of approximately 10%. Additionally the proposed development will be located approximately 300 metres from the existing dwelling which represents a variation of approximately 50% to the requirements of clause 3.3.2.3.1 of DCP 2014.

One public submission was received in relation to the proposal. The submission received raised concerns about effluent pollution to watercourses and impacts to visual amenities of the neighbouring property owners. The points raised were addressed in the 79C assessment and involved a design change to the effluent disposal system. Concerns about visual amenity were not considered to be applicable due to the considerable screening afforded by existing vegetation which will remain on the site and the adjoining site due to a restriction on clearing imposed by Crown Lands.

It is recommended that the proposed development be approved subject to appropriate Conditions of Consent shown in full in the draft Consent ATTACHED.

.

RECOMMENDATION

That DA 10.2016.552.1 for a dual occupancy (second dwelling) at 117 Dry Plains Road, Dairymans Plains, be APPROVED subject to the following:

- A. That Council endorse a variation to Clause 2.3.3 of the *Cooma-Monaro Development Control Plan 2014 (Amendment 1)* to allow the siting of a dwelling 45 metres from the proposed front (western) boundary.
- B. That Council endorse a variation to Clause 3.3.2.3.1 of the *Cooma-Monaro Development Control Plan 2014 (Amendment 1)* to allow the siting of the proposed development to be outside the maximum allowed curtilage of 200m.
- C. That Council adopt the attached draft consent as its determination of the application, subject to signature and minor administrative changes (if required) by the Planning Manager – Cooma Branch.

BACKGROUND

This application is for the construction of a dual occupancy dwelling and as such is to be assessed in regards to its individual merits and the existing single dwelling house which was approved by Council 16/09/2010. A modification to the original approval for this house was approved 23/05/2012. The relevant information can be viewed in DA 18/11 and 24/12. An application for a 5 lot subdivision was withdrawn 17/11/2009.

It should be noted that Lot: 166 DP: 750524 is split by Dry Plains Road with the proposed development site being located in the smaller eastern portion (1.7ha) while the existing development is located in the larger western portion (16ha).

This lot was until about 5 years ago Crown land. It was converted to freehold title but as a result of this process the Minister for Lands imposed Section 77A and Section 77B covenants on the site under the Crown Lands Act 1989.

A section 77B restriction prevents the subdivision of the land and prevents Council from approving any such subdivision without the consent of the Minister. This section does not apply to the development application.

Section 77A restrictions prevent the degradation of the environmental values of the land. This restriction does not prevent the Council from determining the application.

ASSESSMENT

The application has been assessed against the provisions of the following documents:

State Environment Planning Policies (SEPPs)	State Environmental Planning Policy (Rural Lands) 2008
Local Environmental Plan (LEP) (including draft	Cooma Monaro Local Environmental Plan 2013

LEPs)	
Development Control Plans	Cooma-Monaro Development Control Plan 2014

SECTION 79C

Consideration of Threatened Species (S.5A)

Council is required under Section 79C to make an assessment of whether the proposed development will have a significant impact on any threatened species, populations, or ecological communities, or their habitats. Such threatened species in NSW may be protected under the NSW Threatened Species Conservation Act 1995 (TSC Act) or under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act). The assessment process under the EPBC Act can occur outside the NSW planning system and requires input from the Federal Department of Environment. Any EPBC Act requirements associated with this proposal are discussed later in this section.

Section 5A of the Act sets out what must be considered in determining whether a proposed development will have a significant impact. Section 5A requires the consideration of the following:

- any assessment guidelines applicable to the species, population, or ecological communities, or their habitats, and
- the application of the 'seven-part test' described in the Section.

The application did not submit a report on potential threatened species impact.

The site is predicted to contain Tableland Clay Grassy Woodlands under Council's predictive native vegetation mapping.

An inspection of the site noted that the majority of the site, including the proposed dwelling location, did not contain enough timbered vegetation to be classified as a woodland community and are more appropriately described as woodland remnants. These are unlikely to identify as an endangered ecological community because of the prolific weeds in the understorey. Additionally the proposed dwelling house and attached carport are only a total of 78.55m² in size and located in an area that is already relatively clear of vegetation. It is anticipated it will have only a minimal impact upon the vegetation on the site. As such it is not expected there will be any significant impact on threatened species as a result of its development.

On this basis of the above information, the threatened species listed in the table below are known or considered highly likely to be present on the site. The potential impact of the proposed development upon them is also considered in the table below.

Species	Type	Level of threat listed	Particular listed threats to survival	Potential impact of proposal
Gang-gang Cockatoo (<i>Callocephalon fimbriatum</i>)	Bird	Vulnerable	Clearing of vegetation and degradation of habitat may reduce the	While the proposed development will be occurring within the

			<p>abundance of optimal foraging and roosting habitat.</p> <p>Individual pairs show high fidelity to selected nesting trees (choosing nesting hollows of particular shape, position and structure), with clearing and frequent fire posing a threat to continued successful breeding.</p> <p>Climate change may alter the extent and nature of its preferred habitat (cool temperate vegetation).</p> <p>Susceptible to Psittacine cirovirus disease (PCD) which is spread through contaminated nest chambers. PCD is known to have increased near Bowral in the southern highlands of New South Wales over the past decade and constitutes a further threat to the species.</p>	<p>areas identified as potentially containing Gang-gang Cockatoo the proposed development does not involve the removal of any significant timbered vegetation. In this regard it is considered unlikely that the proposed development will result in any of the species key threatening processes.</p>
Brown Treecreeper (<i>Climacteris picumnus victoriae</i>)	Bird	Vulnerable	<p>Historical loss of woodland, forest and mallee habitats as a result of agriculture, forestry, mining and residential development.</p> <p>Fragmentation of woodland and forest remnants which isolates populations and causes local extinctions.</p> <p>Ongoing degradation of habitat, particularly the loss of tree hollows and fallen timber from firewood collection and</p>	<p>While the proposed development will be occurring within the areas identified as potentially containing Brown Treecreeper the proposed development does not involve the removal of any significant timbered vegetation or good cover of native perennial grasses. In this regard it is considered unlikely that the proposed development will result in any of the</p>

			<p>overgrazing.</p> <p>Lack of regeneration of eucalypt overstorey in woodland due to overgrazing and too-frequent fires.</p> <p>Loss of ground litter from compaction and overgrazing.</p> <p>Inappropriate forestry management practices.</p>	<p>species threatening processes.</p> <p>key</p>
Speckled Warbler (<i>Chthonicola sagittata</i>)	Bird	Vulnerable	<p>Due to the fragmented nature of the populations and their small size the species is susceptible to catastrophic events and localised extinction.</p> <p>Clearance of remnant grassy woodland habitat for paddock management reasons and for firewood.</p> <p>Poor regeneration of grassy woodland habitats.</p> <p>Modification and destruction of ground habitat through removal of litter and fallen timber, introduction of exotic pasture grasses, heavy grazing and compaction by stock and frequent fire.</p> <p>Habitat is lost and further fragmented as land is being cleared for residential and agricultural developments. In particular, nest predation increases significantly, to nest failure rates of over 80%,</p>	<p>The proposed development will not occur within the areas identified as potentially containing habitat for the Speckled Warbler. Additionally no habitat including key habitat elements will be removed as a result of this development. As such it is considered unlikely that the proposed development will impact upon Speckled Warbler populations.</p>

			<p>in isolated fragments.</p> <p>Nest failure due to predation by native and non-native birds, cats, dogs and foxes particularly in fragmented and degraded habitats.</p>	
Hooded Robin (<i>Melanodryas cucullata cucullata</i>)	Bird	Vulnerable	<p>Clearing of woodlands, resulting in loss and fragmentation of habitat.</p> <p>Modification and destruction of ground habitat through heavy grazing and compaction by stock, removal of litter and fallen timber, introduction of exotic pasture grasses and frequent fire.</p>	<p>The proposed development will not occur within the areas identified as potentially containing habitat for the Hooded Robin. Additionally no habitat including key habitat elements will be removed as a result of this development. As such it is considered unlikely that the proposed development will impact upon Hooded Robin populations.</p>
Diamond Firetail (<i>Stagonopleura guttata</i>)	Bird	Vulnerable	<p>Clearing and fragmentation of woodland, open forest, grassland and Mallee habitat for agriculture and residential development, and firewood collection.</p> <p>Poor regeneration of open forest and woodland habitats.</p> <p>Invasion of weeds, resulting in the loss of important food plants.</p> <p>Modification and destruction of ground- and shrub layers within habitat through: removal of native plants, litter and fallen timber; introduction of exotic</p>	<p>While the proposed development will be occurring within the areas identified as potentially containing Diamond Firetail the proposed development does not involve the removal of any significant timbered vegetation. In this regard it is considered unlikely that the proposed development will result in any of the species key threatening processes.</p>

			<p>pasture grasses; heavy grazing and compaction by stock; and frequent fire.</p> <p>Predation of eggs and nestlings by increased populations of native predators such as the Pied Currawong <i>Strepera graculina</i>.</p> <p>Risk of local extinction due to small, isolated populations.</p> <p>Aggressive exclusion from forest and woodland habitat by over abundant Noisy Miners.</p>	
--	--	--	---	--

As can be seen from the above table five species could be potentially impacted by the proposal. The threatened species website maintained by the Department of Environment, Climate Change and Water lists certain actions which need to be taken to recovery a particular threatened species. These actions are summarised below for the species identified above as potentially impacted by the proposal.

Species	Listed recovery actions	Impacted by proposal?	Suggested resolution
Gang-gang Cockatoo (<i>Callocephalon fimbriatum</i>)	<p>A targeted strategy for managing this species has been developed by OEH under the Saving Our Species program. The following actions listed can be used by stakeholders, where applicable to guide management at a site:</p> <ul style="list-style-type: none"> Protect known and potential remnant gang-gang cockatoo habitat, particularly tall wet forest and dry sclerophyll forest vegetation communities with large trees supporting hollows 	The proposed development is consistent with the current control actions.	Nil

	<p>that are 10cm in diameter or larger and manage these areas to allow ongoing regeneration of local native trees, shrubs and ground layer plants. Where possible, negotiate management agreements with landholders that are funded in perpetuity that allows ongoing recruitment of native local trees, shrubs and grasses.</p> <ul style="list-style-type: none"> • Restore gang-gang cockatoo habitat in strategic locations close to known habitat and movement corridors, using appropriate local tree, shrub and ground cover species. Care must be taken to ensure that the removal of exotic berry-bearing shrubs and trees such as cotoneaster, hawthorn and pyracantha, that provide foraging habitat, is compensated for by planting of appropriate native foraging plant species such as acacias and eucalypts. • Report illegal shooting or trapping of gang-gang cockatoos to Environment Line 		
--	--	--	--

	<p>(131 555).</p> <ul style="list-style-type: none"> • Liaise with land managers and landholders managing fire to raise awareness about the importance of live and standing dead hollow-bearing trees, and to minimise losses of these trees when carrying out prescribed burns. 		
<p>Brown Treecreeper (<i>Climacteris picumnus victoriae</i>)</p>	<p>A targeted strategy for managing this species has been developed by OEH under the Saving Our Species program. The following actions listed can be used by stakeholders, where applicable to guide management at a site:</p> <ul style="list-style-type: none"> • Encourage the retention of woody ground debris. Raise public awareness of the impact of firewood collection, cleaning up, and fuel reduction burns on this critical resource. Promote the retention of large old trees that have the potential to contribute woody ground debris via the shedding of limbs. • Identify sites where hollows are limiting and develop and implement strategies to increase hollow availability that have clear objectives and include monitoring, 	<p>The proposed development is consistent with the current control actions.</p>	<p>Nil</p>

	<p>maintenance, and reporting requirements. Actions include nest box installation, the humane control of introduced species, and the protection of trees having the potential to develop hollows.</p> <ul style="list-style-type: none"> • Ensure populations remain connected by avoiding gaps greater than 100m between habitat patches and along linear remnants. Eliminate gaps through revegetation, either corridors or stepping stone plantings, focusing on important movement pathways. • Target removal of weeds significantly compromising habitat values (e.g. invasive perennial grasses) and restore native vegetation. Care should be taken to avoid widespread removal of beneficial exotic woody vegetation without replacement and avoid non-target impacts of herbicides. • Measure the abundance and impact of noisy miners on species populations and habitat, and 		
--	--	--	--

	<p>implement appropriate management actions with demonstrated effectiveness to reduce the impacts of noisy miners if/where required. The preferred method for managing aggressive honeyeater impacts is through habitat modification (e.g. reduce the amount of edge and establish a structurally complex understorey).</p> <ul style="list-style-type: none"> • Undertake revegetation, using a diverse mix of locally appropriate native species, focussing on expanding and connecting areas of existing habitat. Where appropriate, establish new habitat patches in areas where native vegetation cover is lacking. Target the productive lower parts of the landscape, especially areas adjacent to streams, which may provide important drought refuges. To maximise these benefits, riparian plantings should be at least 50m wide. • Conduct targeted research into identifying different practical methods for restoring the structure and 		
--	--	--	--

	function of the ground layer in degraded habitat, including soil biota and its functionality.		
Hooded Robin (<i>Melanodryas cucullata cucullata</i>)	<p>A targeted strategy for managing this species has been developed by OEH under the Saving Our Species program. The following actions listed can be used by stakeholders, where applicable to guide management at a site:</p> <ul style="list-style-type: none"> • Measure the abundance and impact of noisy miners on species populations and habitat, and implement appropriate management actions with demonstrated effectiveness to reduce the impacts of noisy miners if/where required. The preferred method for managing aggressive honeyeater impacts is through habitat modification (e.g. reduce the amount of edge and establish a structurally complex understory). • Undertake revegetation, using a diverse mix of locally appropriate native species, focussing on expanding and connecting areas of existing habitat. Where appropriate, establish new habitat patches in 	The proposed development is consistent with the current control actions.	Nil

	<p>areas where native vegetation cover is lacking. Target the productive lower parts of the landscape, especially areas adjacent to streams (which may provide important drought refuges). To maximise these benefits, riparian plantings should be at least 50m wide.</p> <ul style="list-style-type: none"> • Conduct targeted research into identifying different practical methods for restoring the structure and function of the ground layer in degraded habitat, including soil biota and its functionality. • Encourage the retention of woody ground debris. Raise public awareness of the impact of firewood collection, cleaning up, and fuel reduction burns on this critical resource. Promote the retention of large old trees that have the potential to contribute woody ground debris via the shedding of limbs. • Ensure populations remain connected by avoiding gaps greater than 100m between habitat patches and along linear remnants. Eliminate gaps through revegetation (either corridors or stepping 		
--	---	--	--

	<p>stone plantings), focusing on important movement pathways.</p> <ul style="list-style-type: none"> • Targeting of weeds that are significantly compromising habitat values (e.g. invasive perennial grasses) and restore native vegetation. Care should be taken to avoid widespread removal of beneficial exotic woody vegetation without replacement and avoid non-target impacts of herbicides. 		
<p>Diamond Firetail (<i>Stagonopleura guttata</i>)</p>	<p>A targeted strategy for managing this species has been developed by OEH under the Saving Our Species program. The following actions listed can be used by stakeholders, where applicable to guide management at a site:</p> <ul style="list-style-type: none"> • Protect and maintain areas of high quality habitat, which includes open forest, woodland, mallee and grasslands with a diverse ground layer dominated by a mixture of grass species which seed at different times of year (providing a year round food supply) and provides scattered shrubs for shelter. Areas with access to water, especially riparian areas, are 	<p>The proposed development is consistent with the current control actions.</p>	<p>Nil</p>

	<p>particularly important. Where possible negotiate conservation agreements with landholders, agreements should preferably be funded and in perpetuity.</p> <ul style="list-style-type: none"> Undertake revegetation, using a diverse mix of locally appropriate native species, which will produce high quality habitat. Revegetation should focus on expanding areas of existing habitat, connecting isolated habitat patches (either through corridor or stepping stone plantings) or establishing additional habitat patches in landscapes with already existing, although insufficient, patches of suitable habitat. Areas with access to water, especially riparian areas, are particularly important, although care should be taken to ensure that riparian revegetation programs are sufficiently wide (minimum 50m wide), and that the composition of the ground and understorey is managed. Undertake control of 		
--	---	--	--

	<p>invasive exotic plant species that compete with native grasses, so as to increase the prevalence and diversity of food plants, in suitable habitat.</p> <ul style="list-style-type: none"> • Exclude grazing from suitable habitat, or reduce grazing intensity and regularity so that a diverse grass sward and scattered shrub layer is maintained, and seeding grasses are present throughout the year. • Remove introduced fruit or berry producing plants (for example blackberry, hawthorn, cotoneaster, privet) that provide a food supply for nest predators such as pied currawongs. • Retain mistletoe and scattered patches of dense shrubs for nesting habitat, particularly in areas close to water. 		
--	---	--	--

Having considered the species potentially impacted by the proposal, the nature of these impacts and what might be done to minimise or eliminate them; the seven part test can now be applied to these species as required by Section 5A.

The application of the seven part test to these species is shown below:

Seven Part Test	Potentially impacted species		
	Gang-gang Cockatoo	Speckled Warbler	Hooded Robin

Seven Part Test	Potentially impacted species		
	Gang-gang Cockatoo	Speckled Warbler	Hooded Robin
<i>(a) (a) in the case of a threatened species, whether the action proposed is likely to have an adverse effect on the life cycle of the species such that a viable local population of the species is likely to be placed at risk of extinction</i>	The proposed development involves no actions that are considered likely to result in any adverse impacts upon the life cycle of any local population of the species	The proposed development involves no actions that are considered likely to result in any adverse impacts upon the life cycle of any local population of the species	The proposed development involves no actions that are considered likely to result in any adverse impacts upon the life cycle of any local population of the species
<i>(b) in the case of an endangered population, whether the action proposed is likely to have an adverse effect on the life cycle of the species that constitutes the endangered population such that a viable local population of the species is likely to be placed at risk of extinction,</i>	Not Applicable	Not Applicable	Not Applicable
<i>In (c)(i) the case of an endangered ecological community or critically endangered ecological community, whether the action proposed:</i> <i>(i) is likely to have an adverse effect on the extent of the ecological community such that its local occurrence is likely to be placed at risk of extinction, or</i>	Not Applicable	Not Applicable	Not Applicable
<i>in (c)(ii) the case of an endangered ecological community or critically endangered ecological community, whether the action proposed:</i> <i>(i) is likely to substantially and adversely modify the composition of the ecological community such that its local occurrence is likely to be placed at risk of extinction</i>	Not Applicable	Not Applicable	Not Applicable
<i>(d)(i) in relation to the habitat of a threatened species, population or ecological community: the extent to which habitat is likely to be removed or modified as a result of the action proposed, and</i>	The proposed development does not involve the disturbance of any vegetation that is considered to form core species habitat	The proposed development does not involve the disturbance of any vegetation that is considered to form core species habitat	The proposed development does not involve the disturbance of any vegetation that is considered to form core species habitat
<i>(d)(ii) in relation to the habitat of a threatened species, population or ecological community: whether an area of habitat is likely to become fragmented or isolated from other areas of habitat as a result of the proposed action, and</i>	No known areas of habitat will become fragmented or isolated as a result of the proposed development as the development will take place within a relatively small and clear area.	No known areas of habitat will become fragmented or isolated as a result of the proposed development as the development will take place within a relatively small and clear area.	No known areas of habitat will become fragmented or isolated as a result of the proposed development as the development will take place within a relatively small and clear area.
<i>(d)(iii) in relation to the habitat of a threatened species, population or ecological community: the importance of the habitat to be removed, modified, fragmented or isolated to the long-term survival of the species, population or ecological community in the locality,</i>	The proposed development involves no actions that are considered likely to result in the fragmentation of any of the species habitat within the locality.	The proposed development involves no actions that are considered likely to result in the fragmentation of any of the species habitat within the locality.	The proposed development involves no actions that are considered likely to result in the fragmentation of any of the species habitat within the locality.

Seven Part Test	Potentially impacted species		
	Gang-gang Cockatoo	Speckled Warbler	Hooded Robin
<i>(e) whether the action proposed is likely to have an adverse effect on critical habitat (either directly or indirectly),</i>	There is no critical habitat declared in Cooma Monaro	There is no critical habitat declared in Cooma Monaro	There is no critical habitat declared in Cooma Monaro
<i>(f) whether the action proposed is consistent with the objectives or actions of a recovery plan or threat abatement plan,</i>	The proposed development involves no actions that are considered to restrict or impact upon any of the specie's listed recovery actions.	The proposed development involves no actions that are considered to restrict or impact upon any of the specie's listed recovery actions.	The proposed development involves no actions that are considered to restrict or impact upon any of the specie's listed recovery actions.
<i>(g) whether the action proposed constitutes or is part of a key threatening process or is likely to result in the operation of, or increase the impact of, a key threatening process.</i>	While the proposed development will be occurring within the areas identified as potentially containing Gang-gang Cockatoo the proposed development does not involve the removal of any significant timbered vegetation. As such the proposed development will not constitute or be part of a key threatening or is likely to result in the operation of, or increase the impact of, a key threatening process.	While the proposed development will be occurring within the areas identified as potentially containing Speckled Warbler the proposed development does not involve the removal of any significant timbered vegetation or good cover of native perennial grasses. As such the proposed development will not constitute or be part of a key threatening or is likely to result in the operation of, or increase the impact of, a key threatening process.	While the proposed development will be occurring within the areas identified as potentially containing Hooded Robin the proposed development does not involve the removal of any significant timbered vegetation or good cover of native perennial grasses. As such the proposed development will not constitute or be part of a key threatening or is likely to result in the operation of, or increase the impact of, a key threatening process.

Seven Part Test	Potentially impacted species	
	Diamond Firetail	Brown Treecreeper
<i>(a) (a) in the case of a threatened species, whether the action proposed is likely to have an adverse effect on the life cycle of the species such that a viable local population of the species is likely to be placed at risk of extinction</i>	The proposed development involves no actions that are considered likely to result in any adverse impacts upon the life cycle of any local population of the species	The proposed development involves no actions that are considered likely to result in any adverse impacts upon the life cycle of any local population of the species
<i>(b) in the case of an endangered population, whether the action proposed is likely to have an adverse effect on the life cycle of the species that constitutes the endangered population such that a viable local population of the species is likely to be placed at risk of extinction,</i>	Not Applicable	Not Applicable

Seven Part Test	Potentially impacted species	
	Diamond Firetail	Brown Treecreeper
<i>In (c)(i) the case of an endangered ecological community or critically endangered ecological community, whether the action proposed:</i> <i>(i) is likely to have an adverse effect on the extent of the ecological community such that its local occurrence is likely to be placed at risk of extinction, or</i>	Not Applicable	Not Applicable
<i>in (c)(ii) the case of an endangered ecological community or critically endangered ecological community, whether the action proposed:</i> <i>(i) is likely to substantially and adversely modify the composition of the ecological community such that its local occurrence is likely to be placed at risk of extinction</i>	Not Applicable	Not Applicable
<i>(d)(i) in relation to the habitat of a threatened species, population or ecological community: the extent to which habitat is likely to be removed or modified as a result of the action proposed, and</i>	The proposed development does not involve the disturbance of any vegetation that is considered to form core species habitat	The proposed development does not involve the disturbance of any vegetation that is considered core species habitat
<i>(d)(ii) in relation to the habitat of a threatened species, population or ecological community: whether an area of habitat is likely to become fragmented or isolated from other areas of habitat as a result of the proposed action, and</i>	No known areas of habitat will become fragmented or isolated as a result of the proposed development as the development will take place within a relatively clear area	No known areas of habitat will become fragmented or isolated as a result of the proposed development as the development will take place within a relatively clear area
<i>(d)(iii) in relation to the habitat of a threatened species, population or ecological community: the importance of the habitat to be removed, modified, fragmented or isolated to the long-term survival of the species, population or ecological community in the locality,</i>	The proposed development involves no actions that are considered likely to result in the fragmentation of any of the species habitat within the locality.	The proposed development involves no actions that are considered likely to result in the fragmentation of any of the species habitat within the locality

Seven Part Test	Potentially impacted species	
	Diamond Firetail	Brown Treecreeper
<i>(e) whether the action proposed is likely to have an adverse effect on critical habitat (either directly or indirectly),</i>	There is no critical habitat declared in Cooma Monaro	There is no critical habitat declared in Cooma Monaro
<i>(f) whether the action proposed is consistent with the objectives or actions of a recovery plan or threat abatement plan,</i>	The proposed development involves no actions that are considered to restrict or impact upon any of the specie's listed recovery actions.	The proposed development involves no actions that are considered to restrict or impact upon any of the specie's listed recovery actions.
<i>(g) whether the action proposed constitutes or is part of a key threatening process or is likely to result in the operation of, or increase the impact of, a key threatening process.</i>	While the proposed development will be occurring within the areas identified as potentially containing Diamond Firetail the proposed development does not involve the removal of any significant timbered vegetation. As such the proposed development will not constitute or be part of a key threatening or is likely to result in the operation of, or increase the impact of, a key threatening process.	While the proposed development will be occurring within the areas identified as potentially containing Brown Treecreeper the proposed development does not involve the removal of any significant timbered vegetation. As such the proposed development will not constitute or be part of a key threatening or is likely to result in the operation of, or increase the impact of, a key threatening process.

Based on the above assessment it is considered unlikely that any threatened species will be significantly impacted upon as a result of the proposed development due to the lack of key habitat elements and small size of the development which will require only minimal clearing and impact to the site.

Commonwealth Environment Protection and Biodiversity Conservation Act 1999

There are no EPBC Act concerns associated with this site

Compulsory Consultations and referrals to other bodies (S.79B, 79BA, 91)

Concurrence requirements

Section 79B requires the Council to obtain the concurrence of certain agencies prior to determining a development application if the Act or an environmental planning instrument requires it to do so. No agencies have a concurrence role in this application because no SIS is required and no Clause 4.6 variation has been applied for.

Bushfire consultation

Section 79BA requires an assessment to be made of the proposal against the requirements of the Rural Fire Service document 'Planning for Bushfire Protection 2006'. The Act allows this assessment to be made by the Council or the RFS. Assessments under Section 79BA against the PBP 2006 need to be made for most development on bushfire prone land which does not require an approval under the Rural Fires Act 1997 as integrated development.

Bushfire prone land on the subject site covers the entirety of the proposed development site.

The table below summarises the performance of the proposed development against the requirements of Planning for Bushfire Protection 2006.

Performance Criteria	Acceptable solution	Proposal	Complies
APZ – defensible space provided and maintained	APZ provided in accordance with appendix 2 of PBP	It will be conditioned that the property is to be maintained as an inner asset protection area in the following fashion: <ul style="list-style-type: none"> • North, West and East for a minimum distance of 20m; • South for a minimum distance of 25m; 	Yes to be conditioned
Buildings sited and designed to minimise risk of bushfire attack	See principles in section 4.3.5	Building sited centrally within block with a reasonably uncomplicated design.	Yes
Construction standards – building can withstand attack	Constructed in accordance with appendix 3	It will be conditioned that the property is to be constructed to BAL 19 standards.	Yes to be conditioned
Access requirements – safe and operational	Compliance with sections 4.1.3 or 4.2.7 of PBP	The site is accessed via direct frontage to Dry Plains Road (Council maintained road). The length of the internal access road is approximately 60m.	Yes
Water and utility services – adequate services provided	Compliance with section 4.1.3 of PBP	The submitted plans indicate that the applicant plans to install a 45,000L rainwater tank. It will be conditioned that services are provided in accordance with section 4.1.3 of PBP.	Yes to be conditioned
Landscaping – designed to minimise flame contact	Compliance with appendix 5	A basic landscaping plan has been proposed. It will be conditioned that all landscaping comply with Appendix 5 of PBP 2006.	Yes to be conditioned

Council officers have recommended certain conditions of consent be applied to the proposal. Particularly a requirement that the proposed building be constructed to a BAL 19 level of construction under *AS3959-1999: Building in bushfire prone areas*.

Integrated development

Some types of development require approvals under multiple Acts before they can commence. Section 91 of the Act lists certain approvals under other Acts which may be obtained as part of the

development application process. The table below sets out the approvals under the other Acts which the proposed development requires and which may be obtained through the integrated development process.

Act	Approval required?	Reason	Responsible Authority	Comment on response
Fisheries Management Act 1994	No	No works in or near creek	NSW Trade & Investment - Primary Industries - Fisheries and Aquaculture	-
Heritage Act 1977	No	No state heritage items on site	NSW Department of Premier and Cabinet - Office of Environment and Heritage	-
Mine Subsidence Compensation Act 1961	No	Area not subject to mine subsidence	NSW Trade & Investment – Mineral Resources and Energy	-
Mining Act 1992	No	No mining involved in proposal	NSW Trade & Investment – Mineral Resources and Energy	-
National Parks and Wildlife Act 1974	No	No aboriginal objects affected by proposal	NSW Department of Premier and Cabinet - Office of Environment and Heritage	-
Petroleum (Onshore) Act 1991	No	Proposal does not involve petroleum	NSW Trade & Investment – Mineral Resources and Energy	-
Protection of Environment Operations Act 1997	No	No environmental licences/approvals required	NSW Department of Premier and Cabinet - Office of Environment and Heritage	-
Roads Act 1993	No	No works in road reserve	NSW Trade & Investment - Primary Industries – Crown Land Division	-
Rural Fires Act 1997	No	Proposal not a subdivision or special fire protection purpose	Department of Attorney General and Justice – NSW Rural Fire Service	-
Water Management Act 2000	No	No works within 40m of creek. No aquifer interference.	NSW Trade & Investment – Primary Industries - Office of Water	-

Provisions of any Environmental Planning Instruments (S79C(1)(a)(i))

The following State Environmental Planning Policies apply in Cooma-Monaro. Their applicability to the proposed development is summarised in the table below:

State Environmental Planning Policy	Summary notes	Applies to proposed development?
SEPP (Sydney Drinking Water Catchment) 2011	Published: 21.1.11 Commences: 1.3.11 Abstract: Replaces the Regional Environmental Plan which applied to the Sydney Drinking Water Catchment. (see file EP/CAT/8 for further info)	No
SEPP (Affordable Rental Housing) 2009	Published: 31.07.09 Abstract: Establishes a consistent planning regime for the provision of affordable rental housing. The policy provides incentives for new affordable rental housing, facilitates the retention of existing affordable rentals, and expands the role of not-for-profit providers. It also aims to support local centres by providing housing for workers close to places of work, and facilitate development of housing for the homeless and other disadvantaged people.	No

State Environmental Planning Policy	Summary notes	Applies to proposed development?
SEPP (Exempt and Complying Development Codes) 2008	Gazetted: 12.12.08; commences 27.02.09 Abstract: Streamlines assessment processes for development that complies with specified development standards. The policy provides exempt and complying development codes that have state-wide application, identifying, in the General Exempt Development Code, types of development that are of minimal environmental impact that may be carried out without the need for development consent; and, in the General Housing Code, types of complying development that may be carried out in accordance with a complying development certificate as defined in the Environmental Planning and Assessment Act 1979 .	No
SEPP (Rural Lands) 2008	Published: 09.05.08 Abstract: The aim of this policy is to facilitate the orderly and economic use and development of rural lands for rural and related purposes. The policy applies to local government areas that are not listed in clause 4	Yes
SEPP (Infrastructure) 2007	Gazetted: 21.12.07; commences 1.1.08 Abstract: Provides a consistent planning regime for infrastructure and the provision of services across NSW, along with providing for consultation with relevant public authorities during the assessment process. The SEPP supports greater flexibility in the location of infrastructure and service facilities along with improved regulatory certainty and efficiency. More details about the SEPP, including a guide, are available here .	No
SEPP (Mining, Petroleum Production and Extractive Industries) 2007	Gazetted: 16.02.07 Abstract: This Policy aims to provide for the proper management and development of mineral, petroleum and extractive material resources for the social and economic welfare of the State. The Policy establish appropriate planning controls to encourage ecologically sustainable development.	No
SEPP (Major Development) 2005	Gazetted: 01.08.05 Abstract: Defines certain developments that are major projects to be assessed under Part 3A of the Environmental Planning and Assessment Act 1979 and determined by the Minister for Planning. It also provides planning provisions for State significant sites. In addition, the SEPP identifies the council consent authority functions that may be carried out by joint regional planning panels (JRPPs) and classes of regional development to be determined by JRPPs. Note: This SEPP was formerly known as State Environmental Planning Policy (Major Projects) 2005.	No
SEPP (Building Sustainability Index: BASIX) 2004	Gazetted: 25.06.04 Abstract: This SEPP operates in conjunction with Environmental Planning and Assessment Amendment (Building Sustainability Index: BASIX) Regulation 2004 to ensure the effective introduction of BASIX in NSW. The SEPP ensures consistency in the implementation of BASIX throughout the State by overriding competing provisions in other environmental planning instruments and development control plans, and specifying that SEPP 1 does not apply in relation to any development standard arising under BASIX. The draft SEPP was exhibited together with draft Regulation amendment in 2004.	No
SEPP (Housing for Seniors or People with a Disability) 2004	Gazetted: 31.03.04 Abstract: Encourage the development of high quality accommodation for our ageing population and for people who have disabilities - housing that is in keeping with the local neighbourhood. Note the name of this policy was changed from SEPP (Seniors Living) 2004 to SEPP (Housing for Seniors or People with a Disability) 2004 effective 12.10.07	No
SEPP No. 65 - Design Quality of Residential Flat Development	Gazetted: 26.07.02 Abstract: Raises the design quality of residential flat development across the state through the application of a series of design principles. Provides for the establishment of Design Review Panels to provide independent expert advice to councils on the merit of residential flat development. The accompanying regulation requires the involvement of a qualified designer throughout the design, approval and construction stages	No
SEPP No. 64 - Advertising and Signage	Gazetted: 16.03.01 Abstract: Aims to ensure that outdoor advertising is compatible with the desired amenity and visual character of an area, provides effective communication in suitable locations and is of high quality design and finish. The SEPP was amended in August 2007 to permit and regulate outdoor advertising in transport corridors (e.g. freeways, tollways and rail corridors). The amended SEPP also aims to ensure that public benefits may be derived from advertising along and adjacent to transport corridors. Transport Corridor Outdoor Advertising and Signage Guidelines (DOP July 2007) provides information on design criteria, road safety and public benefit requirements for SEPP 64 development applications	No
SEPP No. 62 - Sustainable Aquaculture	Gazetted: 25.08.00 Abstract: Encourages the sustainable expansion of the industry in NSW. The policy implements the regional strategies already developed by creating a simple approach to identify and categorise aquaculture development on the basis of its potential environmental impact. The SEPP also identifies aquaculture development as a designated development only where there are potential environmental risks	No

State Environmental Planning Policy	Summary notes	Applies to proposed development?
SEPP No. 55 - Remediation of Land	Gazetted: 28.08.98 Abstract: Introduces state-wide planning controls for the remediation of contaminated land. The policy states that land must not be developed if it is unsuitable for a proposed use because it is contaminated. If the land is unsuitable, remediation must take place before the land is developed. The policy makes remediation permissible across the State, defines when consent is required, requires all remediation to comply with standards, ensures land is investigated if contamination is suspected, and requires councils to be notified of all remediation proposals. To assist councils and developers, the Department, in conjunction with the Environment Protection Authority, has prepared Managing Land Contamination: Planning Guidelines	No
SEPP No. 44 - Koala Habitat Protection	Gazetted: 06.01.95 Abstract: Encourages the conservation and management of natural vegetation areas that provide habitat for koalas to ensure permanent free-living populations will be maintained over their present range. The policy applies to 107 local government areas. Local councils cannot approve development in an area affected by the policy without an investigation of core koala habitat. The policy provides the state-wide approach needed to enable appropriate development to continue, while ensuring there is ongoing protection of koalas and their habitat	No
SEPP No. 36 - Manufactured Home Estates	Gazetted: 16.07.93 Abstract: Helps establish well-designed and properly serviced manufactured home estates (MHEs) in suitable locations. Affordability and security of tenure for residents are important aspects. The policy applies to Gosford, Wyong and all local government areas outside the Sydney Region. To enable the immediate development of estates, the policy allows MHEs to be located on certain land where caravan parks are permitted. There are however, criteria that a proposal must satisfy before the local council can approved development. The policy also permits, with consent, the subdivision of estates either by community title or by leases of up to 20 years. A section 117 direction issued in conjunction with the policy guides councils in preparing local environmental plans for MHEs, enabling them to be excluded from the policy	No
SEPP No. 33 - Hazardous and Offensive Development	Gazetted: 13.03.92 Abstract: Provides new definitions for 'hazardous industry', 'hazardous storage establishment', 'offensive industry' and 'offensive storage establishment'. The definitions apply to all planning instruments, existing and future. The new definitions enable decisions to approve or refuse a development to be based on the merit of proposal. The consent authority must careful consider the specifics the case, the location and the way in which the proposed activity is to be carried out. The policy also requires specified matters to be considered for proposals that are 'potentially hazardous' or 'potentially offensive' as defined in the policy. For example, any application to carry out a potentially hazardous or potentially offensive development is to be advertised for public comment, and applications to carry out potentially hazardous development must be supported by a preliminary hazard analysis (PHA). The policy does not change the role of councils as consent authorities, land zoning, or the designated development provisions of the Environmental Planning and Assessment Act 1979.	No
SEPP No. 32 - Urban Consolidation (Redevelopment of Urban Land)	Gazetted: 15.11.91 Abstract: States the Government's intention to ensure that urban consolidation objectives are met in all urban areas throughout the State. The policy focuses on the redevelopment of urban land that is no longer required for the purpose it is currently zoned or used, and encourages local councils to pursue their own urban consolidation strategies to help implement the aims and objectives of the policy. Councils will continue to be responsible for the majority of rezonings. The policy sets out guidelines for the Minister to follow when considering whether to initiate a regional environmental plan (REP) to make particular sites available for consolidated urban redevelopment. Where a site is rezoned by an REP, the Minister will be the consent authority.	No
SEPP No. 30 - Intensive Agriculture	Gazetted: 08.12.89 Abstract: Requires development consent for cattle feedlots having a capacity of 50 or more cattle or piggeries having a capacity of 200 or more pigs. The policy sets out information and public notification requirements to ensure there are effective planning control over this export-driven rural industry. The policy does not alter if, and where, such development is permitted, or the functions of the consent authority.	No
SEPP No. 21 - Caravan Parks	Gazetted: 24.04.92 Abstract: Ensures that where caravan parks or camping grounds are permitted under an environmental planning instrument, movable dwellings, as defined in the Local Government Act 1993, are also permitted. The specific kinds of movable dwellings allowed under the Local Government Act in caravan parks and camping grounds are subject to the provisions of the Caravan Parks Regulation. The policy ensures that development consent is required for new caravan parks and camping grounds and for additional long-term sites in existing caravan parks. It also enables, with the council's consent, long-term sites in caravan parks to be subdivided by leases of up to 20 years	No

State Environmental Planning Policy	Summary notes	Applies to proposed development?
SEPP No. 15 - Rural Land-Sharing Communities	Gazetted: 09.04.98 Abstract: Makes multiple occupancy permissible, with council consent, in rural and non-urban zones, subject to a list of criteria in clause 9(1) of the policy. Multiple occupancy is defined as the collective management and sharing of unsubdivided land, facilities and resources. The policy encourages a community-based environmentally-sensitive approach to rural settlement, and enables the pooling of resources to develop opportunities for communal rural living. SEPP 15 Guide provides guidance to intending applicants.	No

As can be seen from the above table, SEPP (Rural Lands) 2008 applies to the proposal. The requirements of this SEPP for the proposed development are outlined below.

State Environmental Planning Policy (Rural Lands) 2008

The aims of the State Environmental Planning Policy (Rural Lands) 2008 are outlined below and must be taken into consideration when assessing this development application as the site is classified as rural zoned land.

Aims of Policy

The aims of this Policy are as follows:

- (a) to facilitate the orderly and economic use and development of rural lands for rural and related purposes,*
- (b) to identify the Rural Planning Principles and the Rural Subdivision Principles so as to assist in the proper management, development and protection of rural lands for the purpose of promoting the social, economic and environmental welfare of the State,*
- (c) to implement measures designed to reduce land use conflicts,*
- (d) to identify State significant agricultural land for the purpose of ensuring the ongoing viability of agriculture on that land, having regard to social, economic and environmental considerations,*
- (e) to amend provisions of other environmental planning instruments relating to concessional lots in rural subdivisions.*

While all of the subclauses above have been taken into consideration, subclauses (a) and (c) are most relevant to this development. The topography and size of the site does not lend itself to large-scale rural activities. It should be noted that the presence of similar sized residential allotments containing rural-residential dwellings in the area indicate that this type of development is consistent with the surrounding area.

Section 10 of the SEPP (Rural Lands) 2008 identifies matters that need to be considered by the consent authority when determining rural dwellings on land in a rural or environmental protection zone.

10 Matters to be considered in determining development applications for rural subdivisions or rural dwellings

- (1) This clause applies to land in a rural zone, a rural residential zone or an environment protection zone.*
- (2) A consent authority must take into account the matters specified in subclause (3) when considering whether to grant consent to development on land to which this clause applies for any of the following purposes:*

- (a) subdivision of land proposed to be used for the purposes of a dwelling,*
- (b) erection of a dwelling.*
- (3) The following matters are to be taken into account:*
 - (a) the existing uses and approved uses of land in the vicinity of the development,*
 - (b) whether or not the development is likely to have a significant impact on land uses that, in the opinion of the consent authority, are likely to be preferred and the predominant land uses in the vicinity of the development,*
 - (c) whether or not the development is likely to be incompatible with a use referred to in paragraph (a) or*
 - (d) if the land is not situated within a rural residential zone, whether or not the development is likely to be incompatible with a use on land within an adjoining rural residential zone,*
 - (e) any measures proposed by the applicant to avoid or minimise any incompatibility referred to in paragraph (c) or (d).*

Clause 3 outlines matters that need to be taken into account when determining an application for a dwelling in a rural area. Subclause 3(a) refers to the surrounding land uses; the subject site is zoned R5- Large Lot Residential surrounded by similar sized rural allotments, with a number of rural-residential allotments within the immediate vicinity; as such, the development will be compatible with the surrounding land uses. Subclause (d) and (e) do not apply to the proposed development. In this regard the proposed development complies with the relevant section of the SEPP (Rural Lands) 2008.

Cooma Monaro Local Environmental Plan 2013

Under the provisions of the Cooma Monaro Local Environmental Plan (CMLEP) 2013 the site is zoned R5 Large Lot Residential. The proposed development involves the erection of a one bedroom dwelling house, dual occupancy development, approximately 45m east of Dry Plains Road and approximately 20m from the Northern boundary. In accordance with Clause 2.3 of the CMLEP 2013, before determining a development application the consent authority is to have regard to the objectives for development in a Zone.

Zone R5 Large Lot Residential

1 Objectives of zone

- *To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.*
- *To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.*
- *To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.*
- *To minimise conflict between land uses within this zone and land uses within adjoining zones.*
- *To promote an innovative and flexible approach to rural residential development.*

The proposed development is consistent with the objectives of the R5 zone as it is an innovative and flexible approach to rural residential development. Due to its size and location it will result in minimal additional impact to the vegetation on the site. This vegetation is considered to be environmentally sensitive (threatened species habitat) and of scenic quality (part of the bushland setting of the area). For this reason the proposal is considered consistent with the first zone objective above. Additionally no unreasonable increase in the demand for public services or public facilities will result from the development.

Under the provisions of the CMLEP 2013 the erection of the new dwelling house is best defined as a *dual occupancy (detached)*.

dual occupancy (detached) means 2 detached dwellings on one lot of land, but does not include a secondary dwelling.

Dual occupancies are permissible with consent within the R5 zone.

Clause 4.2B of the CMLEP provides certain provisions for the erection of dual occupancies in certain rural, residential and environment protection zones. As the site is zoned R5- Large Lot Residential the provisions of Cl4.2B must be considered. This clause reads as follows:

4.2B Erection of dual occupancies and dwelling houses on land in certain rural, residential and environment protection zones

(1) *The objectives of this clause are as follows:*

- (a) *to minimise unplanned rural residential development,*
- (b) *to enable the replacement of lawfully erected dual occupancies and dwelling houses in rural, residential and environment protection zones.*

(2) *This clause applies to land in the following zones:*

- (a) *Zone RU1 Primary Production,*
- (b) *Zone R5 Large Lot Residential,*
- (c) *Zone E3 Environmental Management,*
- (d) *Zone E4 Environmental Living.*

(3) *Development consent must not be granted for the erection of a dual occupancy or dwelling house on land to which this clause applies unless the land:*

- (a) *is a lot that has an area that is not less than the minimum lot size shown on the [Lot Size Map](#) in relation to that land, or*
- (b) *is a lot created under clause 4.1, 4.1AA, 4.1B or 4.1C (3) (a) or (5) (b), or*
- (c) *is a lot containing land in more than one zone with the largest portion of zoned land in the lot having an area that is not less than the minimum lot size shown on the [Lot Size Map](#) in relation to that land, or*
- (d) *is a lot created by a subdivision under an environmental planning instrument before this Plan commenced and on which the erection of a dual occupancy or dwelling house was permissible immediately before that commencement, or*
- (e) *is a lot resulting from a subdivision for which development consent (or equivalent) was granted before this Plan commenced and on which the erection of a dual occupancy or dwelling house would have been permissible if the plan of subdivision had been registered before that commencement, or*
- (f) *is a 1995 holding, or*
- (g) *is a 1997 holding, or*

(h) would have been a lot or a holding referred to in paragraph (a), (b), (c), (d), (e), (f) or (g) had it not been affected by:

(i) a minor realignment of its boundaries that did not create an additional lot, or

(ii) a subdivision creating or widening a public road or public reserve or for another public purpose, or

(iii) a consolidation with an adjoining public road or public reserve or for another public purpose.

Note. A dwelling cannot be erected on a lot created under clause 9 of [State Environmental Planning Policy \(Rural Lands\) 2008](#) or clause 4.2.

At 17.7ha the subject lot of proposed development site has an area that is not less than the minimum lot size of 8ha. As such the proposed dual occupancy is permissible with consent under the provisions of Clause 4.2B(3(a)) of the CMLEP 2013.

Clause 6.1 of CMLEP 2013 requires consideration of earthworks in relation to the development. This clause reads as follows:

6.1 Earthworks

(1) The objective of this clause is to ensure that earthworks for which development consent is required will not have a detrimental impact on environmental functions and processes, neighbouring uses, cultural or heritage items or features of the surrounding land.

(2) Development consent is required for earthworks unless:

(a) the earthworks are exempt development under this Plan or another applicable environmental planning instrument, or

(b) the earthworks are ancillary to development that is permitted without consent under this Plan or to development for which development consent has been given.

(3) Before granting development consent for earthworks (or for development involving ancillary earthworks), the consent authority must consider the following matters:

(a) the likely disruption of, or any detrimental effect on, drainage patterns and soil stability in the locality of the development,

(b) the effect of the development on the likely future use or redevelopment of the land,

(c) the quality of the fill or the soil to be excavated, or both,

(d) the effect of the development on the existing and likely amenity of adjoining properties,

(e) the source of any fill material and the destination of any excavated material,

(f) the likelihood of disturbing relics,

(g) the proximity to, and potential for adverse impacts on, any waterway, drinking water catchment or environmentally sensitive area,

(h) any appropriate measures proposed to avoid, minimise or mitigate the impacts of the development.

The earthworks in the proposal will be relatively insignificant and will take place well away from the lot boundaries. It is not expected there will be any adverse impact from these works having regard to the issues referred to in 3(a)-(h) above.

Clause 6.3 of CMLEP 2013 requires consideration of biodiversity issues. It reads as follows:

6.3 Terrestrial biodiversity

- (1) *The objective of this clause is to maintain terrestrial biodiversity by:*
 - (a) *protecting native fauna and flora, and*
 - (b) *protecting the ecological processes necessary for their continued existence, and*
 - (c) *encouraging the conservation and recovery of native fauna and flora and their habitats.*
- (2) *This clause applies to land identified as “Biodiversity” on the [Terrestrial Biodiversity Map](#).*
- (3) *Before determining a development application for development on land to which this clause applies, the consent authority must consider:*
 - (a) *whether the development is likely to have:*
 - (i) *any adverse impact on the condition, ecological value and significance of the fauna and flora on the land, and*
 - (ii) *any adverse impact on the importance of the vegetation on the land to the habitat and survival of native fauna, and*
 - (iii) *any potential to fragment, disturb or diminish the biodiversity structure, function and composition of the land, and*
 - (iv) *any adverse impact on the habitat elements providing connectivity on the land, and*
 - (b) *any appropriate measures proposed to avoid, minimise or mitigate the impacts of the development.*
- (4) *Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that:*
 - (a) *the development is designed, sited and will be managed to avoid any significant adverse environmental impact, or*
 - (b) *if that impact cannot be reasonably avoided by adopting feasible alternatives—the development is designed, sited and will be managed to minimise that impact, or*
 - (c) *if that impact cannot be minimised—the development will be managed to mitigate that impact.*

The entire site is within an area of terrestrial biodiversity under Council’s Terrestrial Biodiversity Map. However, by virtue of its small size, location in a relatively open area and minimal impact on vegetation, the development is considered to be designed and sited to avoid any significant adverse impact.

Clause 6.10 of the CMLEP 2013 ensures that all essential services are available to the proposed development. The provisions of Cl6.10 are listed below.

6.10 Essential services

Development consent must not be granted to development unless the consent authority is satisfied that any of the following services that are essential for the development are available or that adequate arrangements have been made to make them available when required:

- (a) *the supply of water,*

Comment: Water will be supplied to the development via the installation of rainwater tanks. It is noted that while the submitted plans show the installation of a 45,000L tank it will be conditioned that an additional 2,500L be provided for bushfire protection purposes.

- (b) *the supply of electricity,*

Comment: Electricity is currently available to the site.

(c) the disposal and management of sewage,

Comment: The proposed development involves the installation of an OSSM to service the proposed dwelling. A site and soil report undertaken by Allan Mills identifies the site as being suitable for such purposes.

(d) stormwater drainage or on-site conservation,

Comment: All stormwater generated by the development will be collected in a rainwater tank.

(e) suitable vehicular access.

Comment: The site is accessed via direct frontage to Dry Plains Road with a new driveway of approximately 60m to be constructed as part of the development.

As outlined above the proposed development complies and is consistent with the relevant provisions of the CMLEP 2013.

Provision of any proposed Environmental Planning Instruments (S.79C(1)(a)(ii))

The Department of Planning has directed in Circular PS 08-013 issued on 13 November 2008 that for the purposes of this subsection Council is only required to consider proposed environmental planning instruments which have been publicly exhibited within the last three years.

In accordance with the above direction, there are no other proposed environmental planning instruments applying to this site which are relevant to the proposed development.

Provision of any Development Control Plan (S.79C(1)(a)(iii))

Cooma-Monaro Development Control Plan 2014

Chapter 2 of the Cooma-Monaro Development Control Plan (DCP) 2014 provided generic development controls that need to be considered when assessing this development application. The following table indicates compliance with the requirements of chapter 2.

Chapter 2 Generic Development Controls			
DCP provision	Requirement	Proposal	Complies
2.1 Streetscape	No zincalume facades or roofing	The proposed development will utilise Colorbond for the facades and roofing.	Yes to be conditioned no raw zincalume is to be used
	Carports or garages no wider than 6 metres (or 50% of dwelling width)	The proposed development includes a carport/garage with an opening of 4.631m.	Yes
2.2 Building height and bulk	Lowest habitable floor no more than 1.2m above existing ground	The proposed dwelling will be constructed on a slab on ground.	Yes

	No basements >1m above existing ground		N/A	-
	Min 3.3m floor to ceiling height on ground floor and 2.7m on others in business zones		N/A	-
	Building two or more storeys in height – shadow diagrams required		N/A	-
	Maximum height of Building in R5 zone is 8.5m		The maximum height of the proposed development is approximately 3.6m	Yes
2.3 Building setbacks (Increase by 1m for building above 2 storeys)	See table below			
Zone	Setback	Distance (m)	Proposal	Complies
R5 minimum lot size >2ha	Front Setback	50	The proposed dwelling will be approximately 45m from Dry Plains Rd	No
	Side Setback	10	Minimum 20m side setback.	Yes
	Rear Setback	25	Rear setback will be more than 25m.	Yes
2.4 Crime and Safety	Building facades adjoining a public area must not contain recesses, fin wall etc		N/A	-
	Visitor parking to be located close to/ within the front setback		N/A	-
	Private open space clearly defined		The site contains ample private open space.	Yes
2.5 Vehicular access and roads	Road access constructed to lot boundary in accordance with standards specified in Appendices 5 and 6 and Council's <i>Specification for Engineering</i>		Access via Dry Plains Rd. New access to be constructed as per Council's Roads and Stormwater Engineer conditions.	Yes to be conditioned

	<i>Works – Volume 1 (Design) and Specification for Engineering Works – Volume 2 (Construction) (SFEW).</i>		
	For R5 lots (>2ha) internal access road/driveway must be shown on plans for new buildings and be constructed to the standard specified in Appendix 5 for a Category 1 road.	New access driveway is proposed of approx. 60m length. It is to be conditioned that it will be constructed to relevant standards.	Yes to be conditioned
2.6 Stormwater	Where on-site disposal system is proposed, a soil analysis must be submitted.	N/A All stormwater generated by the proposed dwelling will be captured into the proposed rainwater tank with overflow directed to suitable areas.	-
2.7 Energy efficiency	Outdoor clothes drying area	Nothing indicated on plans. There is sufficient area to provide clothes drying facilities.	Yes to be conditioned
2.8 Erosion and sediment control	Erosion and sediment control plan required	The applicant has not provided an Erosion and Sediment control plan. It will be conditioned that the applicant install erosion and sediment control measures during construction. It is noted that due to the nature of the development only minor disturbance is required.	Yes to be conditioned
	Construction on slopes >15% to be avoided	Construction site is on slope of approx. 3 to 5%.	Yes
	Use of hay-bales to be avoided in areas of high value native vegetation	No hay bales are indicated to be used on the submitted plans. Additionally It will be conditioned that hay bales are not to be used without prior consent from Council	Yes to be conditioned
2.9 Landscaping	Landscape plan required in R1, R2 and B zones	N/A	-
	35% free of hard-paved surfaces	Over 35% of the site will be free of hard-paved surfaces	Yes
	IN1- min 2m wide landscape strip	N/A	-

	along front setback where front setback is less than 12m		
	Plantings in front setback	N/A	-
2.10 Off-street parking	To be shown on plan (Refer table six for requirements) 2 spaces per dwelling house	The proposed development includes an attached carport and ample off street parking.	Yes
2.11 Public Infrastructure	Infrastructure within or adjacent to a site must be protected from harm by a development	Proposed development will not impact on any infrastructure	Yes
	New buildings within 225m of water main must be connected and meter installed	N/A	-
	Section 68 required for any new water supply or wastewater works	A section 68 will be required for the proposed development	Yes to be conditioned
	Water supply pipes and connections are required to meet the specifications contained in Appendix 3	N/A - Water to be supplied by onsite tanks.	-
	No new or extended buildings are to be located within 5 metres of a Council water supply rising main pipeline.	N/A	-
	New buildings with wastewater facilities to be connected reticulated drainage systems if within 75m of mains.	N/A	-

The proposed development is not consistent with all the relevant provisions of Chapter 2 of DCP 2014 and will require minor variations to Clause 2.3 of DCP 2014.

Chapter 3.3 of the DCP 2014 provides specific development controls for dwelling houses and dual occupancies that need to be considered when assessing this development application. The following table indicates compliance with the requirements of chapter 3.3.

Chapter 3.3 Dwelling Houses			
DCP provision	Requirement	Proposal	Complies
3.3.1.2 performance	New development is to minimise direct overlooking into living rooms of adjacent dwellings. Factors to consider include building layout, location and design of windows and balconies, screening devices and landscaping	The nearest dwelling to the proposed development is located approx. 200m away.	Yes
	Living rooms and balconies for entertaining purposes are not permitted above ground-floor level in a dwelling where they would be located behind the rear building line of a dwelling on an adjoining block.	N/A- Proposed development to be single level.	-
	New dwellings are not to be located on the top of ridgelines, hills or other elevated locations where they will stand out against the skyline when viewed from public roads in the vicinity of the site.	The location of the proposed dwelling is relatively flat and is not situated on the top of ridgelines or a hill.	Yes
	Where dwellings are built on hillsides visual scarring by cutting into the hillside is to be	The proposed dwelling will not be cut into the hillside.	Yes

	minimised.		
3.3.1.3 prescriptive	Parking space on-site sufficient to accommodate two (2) cars is to be provided.	The proposed development includes a carport and ample off street parking for multiple cars.	Yes
	When constructed in a location without a reticulated water supply, a minimum 45,000 litre rainwater tank is to be provided for a two bedroom or smaller dwelling and a minimum 90,000 litre rainwater tank is to be provided for all other dwellings as the primary source of potable water. This is in addition to any water supply required for bushfire safety purposes.	As part of the development a 45,000L rainwater tank is proposed to be installed. An additional 2,500L for bushfire requirements will be conditioned.	Yes to be conditioned
	In Residential, RU5 and Business Zones a minimum of 50 square metres of private open spaces is to be provided on-site behind the front building setback. Private open space must have a minimum dimension of at least 3 metres and provide outdoor space for clothes drying facilities hidden from view from the street. Private open space does not include car parking areas, driveways, verandahs or	N/A - The site contains ample private open space behind the front building setback.	-

	balconies.		
Section 3.3.2: Dual Occupancies			
DCP provision	Requirement	Proposal	Complies
3.3.2.2 Performance	Each dwelling should be designed to minimise overlooking the private open space and living areas of the other dwelling.	Ample distance and existing vegetation between structures	Yes
	The overshadowing requirements of Chapter 2 do not apply within the dual occupancy development itself, but only to adjoining properties. However design of the dual occupancy should minimise overshadowing by one dwelling of the other within the development.	No overshadowing between dwellings (300m of separation)	Yes
	Private open space areas should be an extension of the living areas of the dwelling and be directly accessible from these rooms in new buildings.	Extension of living area in the form of a balcony and private open space	Yes
	An area set aside for the storage of garbage bins is to be shown on the plans. This should be located away from sensitive areas in adjoining dwellings, such as living room windows and doors.	Not shown on plans, however the nearest dwelling is 200m from proposed development with ample vegetation screening.	Yes
	New dwellings are not to be located on the top of ridgelines, hills or other elevated locations where they will stand out against	No ridgelines on site	Yes

	the skyline when viewed from public roads in the vicinity of the site.		
3.3.2.3 Prescriptive	Attached dual occupancies must be separated by a solid party wall without any internal openings between each dwelling, such as a door.	N/A	-
	Where an attached dual occupancy is provided one of top of the other, the dwelling on the upper floor must have its own internal or external access independent of the ground floor dwelling.	N/A	-
	The following minimum gross floor area must be provided for each dwelling based on the number of bedrooms provided: <input type="checkbox"/> One- bedroom dwelling 50 square metres	52m ²	Yes
	An area of private open space is to be provided for each dwelling at the following rates: <input type="checkbox"/> 40 square metres for one-bedroom dwellings <input type="checkbox"/> these areas are to include a courtyard area with minimum dimensions of 5 x 5 metres	Over 40m ² behind dwelling. An additional 13m ² is provided in the form of a verandah.	Yes
	To be considered private open space an outdoor area must be at least 3 metres in width in	Over 3m in width	Yes

	any direction.		
	Private open space must not be included in the front setback except on corner lots where it must be screened from view from the street.	Behind front setback	Yes
	Car parking for dual occupancies is to be provided at the following rates: <input type="checkbox"/> one (1) 1 space for one-and-two-bedroom dwellings	1 space in attached carport.	Yes
	Where the design of the dual occupancy requires access to one dwelling via a driveway which passes alongside the other dwelling, adequate space is to be provided for the cars parking behind the front dwelling to enter and leave the site in a forwards direction.	N/A	-
	At least one (1) car parking space per unit is to be covered.	Single attached carport.	Yes
	Accessible and usable storage spaces are to be provided for each dwelling at the following rates: <input type="checkbox"/> two-bedroom units – 4 square metres	Proposed carport, office and wood storage areas indicated on plans.	Yes
	At least 50% of this storage space is to be provided within the dwelling. Storage space does not include built-in wardrobes in bedrooms, or kitchen storage cupboards. The remaining 50% may	Proposed storage inside and wood alcove will equal approx. 50% (1m ²).	Yes

	be located in the garage, in the sub-floor space or other outdoor enclosure but must be easily accessible and usable.		
	When constructed in a location without a reticulated water supply, a minimum 45,000 litre rainwater tank is to be provided for a two bedroom or smaller dwelling and a minimum 90,000 litre rainwater tank is to be provided for all other dwellings as the primary source of potable water. This is in addition to any water supply required for bushfire safety purposes.	45,000L rain water tank proposed, additional 2,500L for bushfire safety purposes, to be conditioned.	Yes to be conditioned
	In R5 zones the two dwellings forming the dual occupancy are to be located in a 200m curtilage of each other.	300m	No

Based upon the above assessment the proposed development is considered to not comply with the relevant provisions of the *Cooma-Monaro Development Control Plan 2014* and will require variations to the DCP.

Variations to Development Standards

The proposed development will require two variations to DCP 2014. A variation to 2.3 of DCP 2014 as the building will not comply with the standard minimum front setback of 50m (45.01m actual); and a variation to clause 3.3.2.3.1 of DCP 2014 as the dwelling will not be located within the maximum curtilage of 200m (300m actual) from the other dwelling required for a dual occupancy in an R5 zone. It must be noted that the subject development application was submitted approximately 2 months before the DCP 2014 standards were amended. Under the previous DCP 2014 requirements the development would have met the minimum front setback requirement of 25m.

Council recognises that there may be certain instances where a variation to a particular requirement may be reasonable and appropriate in order to achieve a good planning and/or

practical outcome for a particular development. In such cases Council will consider each potential variation on its merits, having regard to the following as per clause 1.9 of the DCP:

a) whether exceptional circumstances apply in the particular case such that it is unlikely the same variation would be warranted elsewhere;

comment: Circumstances include lot layout, environmental factors and site topography. The lot is split by Dry Plains Road with the development site located in the smaller portion on the west side of Dry Plains Road. The existing dwelling is located on the opposite side of the road. As such the following exceptional circumstances outline the reasons why the same variation would be unlikely to be warranted elsewhere: the narrow lot configuration; restrictions of drainage lines present and resultant constraints of the suitable OSSM location; and the selected dwelling site which will result in the least vegetation clearing and environmental impact.

b) the impact that setting a precedent may have;

comment: The variation would set a precedent, however due to the reasons being specific to the site and nature of variation it is unlikely the variation would be warranted elsewhere unless the exceptional circumstances were the same

c) the need for Council to make consistent decisions;

comment: Granting the variation would be consistent with Councils ability to grant variations that are warranted for valid considerations. All Council decisions follow the same merit based process in determining the suitability of any variation.

d) whether, considering the objectives of the particular DCP standard, permitting the proposed variation would result in a better planning and/or practical outcome for the development as opposed to complying with the standard;

comment: Allowing the variation would result in a better planning outcome as less environmental impact would occur as a result of reduced need to clear vegetation. This is a better outcome in relation to the lot containing sensitive habitat and the restriction to user on the subject lot under the Crown Lands Act which prevents clearing of significant habitat.

e) if there is some reason why meeting the DCP requirement would be unreasonable in the circumstances of the development application; and

comment: The variation for the front setback is minor in nature and the proposed development is to be sited at least two hundred metres from the nearest dwelling not associated with the development. The variation required for the maximum curtilage distance allowed for dual occupancies will not result in any impacts to the amenities of the neighbouring land owners and will result in a better environmental outcome. As such it is considered that enforcing the DCP standards would be unreasonable under these circumstances.

f) if the variation is so minor or insignificant as to be of little or no consequence.

comment: This is not a factor in the circumstances of this case.

Provision of any Planning Agreement (S.79C(1)(a)(iia))

There are no planning agreements in place in relation to the proposed development.

Provision of the Regulations (S.79C(1)(a)(iv))

This subsection refers to clauses 92-94A of the Regulations. None of these clauses directly apply to the proposal.

Impacts of the Development – Environmental, Social & Economic (S.79C(1)(b))

Context and setting	<i>The proposed development is considered to have minimal impact on the context and setting of the surrounding area, due to the occurrence of similar rural residential development on other lots in the locality.</i>
Access, transport and traffic	<i>The site has suitable vehicle access via direct frontage to Dry Plains Road. The access point will be created as part of the development as per Councils engineering specifications.</i>
Public domain	N/A
Impacts on supply of utilities	<i>There will be minimal impacts on the supply of utilities as it will be conditioned that the proposed dwelling be supplied with a minimum of 47,500L of rainwater tanks. Additionally the development will utilise an on-site effluent disposal system.</i>
Heritage	Nil
Natural and other land resources	<i>As there are no recorded natural resources on or around the site the proposed development will have no effect on natural resources.</i>
Water supply and potential impacts on surface and ground water	<i>There will be minimal impacts on water as the development will be serviced by a suitable OSSM and also the proposed dwelling will be supplied with 47,500L rainwater tanks. This will reduce any potential impacts on surface and ground water.</i>
Soils	<i>It is unlikely that the proposed development will result in any significant impacts to soil due to the slab on ground construction with minimal cut required and suitable siting of effluent disposal system.</i>
Air quality, pollution and microclimate impacts (eg odour)	<i>The proposed development is unlikely to have any significant impact on the air quality of the site and any surrounding properties due to the nature of the development.</i>

Flora and fauna	<i>While the proposed development will occur on a site that may contain threatened species and sensitive habitat, the proposed development does not pose any significant impact as the development site is to be located in an existing clearing and will require only a very small amount of clearing. Additionally the likelihood for additional impacts to flora and fauna on the site is also minimal due to the small size of the development and the abundance of similar vegetation remaining on the site.</i>
Waste facilities and controls	<i>The proposed development will be utilising an on-site effluent disposal system, as per the plans, and is therefore unlikely to have any impact on waste facilities and controls.</i>
Energy efficiency and greenhouse gas emissions	<i>The proposed development received passing scores for energy efficiency in its BASIX certificate. As for greenhouse gas emissions it is unlikely that this type of development is to have any significant impact.</i>
Noise and vibration	<i>Some noise will result from the construction of the proposed development; however, such noise would be temporary and have no lasting impact.</i>
Technological hazards and other risks to people, property and the environment	Nil
Safety, security and crime prevention	<i>It is likely the safety and security of the area are to benefit with the addition of a new dwelling through increased public surveillance.</i>
Social impact in locality	<i>The proposed development will result in minimal social impact within the locality of the development.</i>
Economic impact in locality	<i>The proposed development will result in minimal economic impact within the locality of the development.</i>
Site and internal design issues	<i>The proposed dwelling will be located approximately 200m from the nearest adjoining neighbour. As such due to the distance apart the visual amenity of the neighbouring property owners will not be significantly impacted on. The siting of the dual occupancy is outside of the distance allowed under the DCP 2014; however this will result in a better environmental outcome as less environmentally sensitive vegetation will be impacted upon as a result.</i>
Impacts during construction	<i>Any impacts during construction are going to be limited due to the location of the development and the distance to adjoining dwellings.</i>
Cumulative impacts	Nil

<i>Impact on pedestrian movements and safety</i>	<i>Nil</i>
<i>Mineral resources and/or deposits in the vicinity</i>	<i>The proposed development is unlikely to have any impact on mineral resources as there are no recorded mineral resources on or around the site.</i>
<i>Impacts on aboriginal heritage</i>	<i>An Aboriginal Heritage Information Management System (AHIMS) Basic Search found no records of Aboriginal sites or places in or near the subject site. Additionally the location of the dwelling contains no unique geographical features and the likelihood of disrupting or damaging an aboriginal object is considered low. Council is not aware of any additional information that would suggest the presence of an item or place of aboriginal heritage being on the site.</i>
<i>Environmental impacts as a consequence of the development (whether direct or indirect)</i>	<i>While the proposed development may result in some minor clearing of grasses and a few trees for bushfire safety, any impacts will be reduced by the considerable amount of similar vegetation remaining in the subject site.</i>

Suitability of the Site (S.79C(1)(c))

<i>Natural Hazards</i>	Entire site is mapped as being bushfire prone land.
<i>Potential contamination</i>	<i>Nil</i>
<i>Availability of utility services</i>	At present the site is serviced by electrical and telephone utilities. The proposal includes the installation of a 45,000L rainwater tank for potable water supply. A section 68 application is required to be lodged with Council for the installation and operation of an on-site effluent disposal system and solid fuel heater.
<i>Potential land use conflicts with surrounding development</i>	The proposed development is consistent with surrounding developments. As such it is predicted that no conflict should arise as a result of the proposed development. It is noted that a neighbouring property owner has raised an objection to the proposed development on the grounds of water contamination to their property as a result of stormwater runoff being contaminated by the OSSM dispersal area. This is discussed further below.
<i>Effluent disposal</i>	The report prepared by Alan Mills stated that the site is suitable for an on-site effluent disposal. An amendment was made to the report identifying an alternate location and dispersal method (wicked trenches) after concerns were raised about the suitability of the site.
<i>Topography</i>	Gently undulating site with approximately 3° down

	gradient slope running south east. Natural drainage lines include two dry gullies/intermittent streams located along the eastern boundary and to the south of the proposed development site.
<i>Suitability of the access arrangements</i>	The site has suitable vehicle access via direct frontage to Dry Plains Road. The development will not result in any significant impact to the local traffic of the area.

Public Submissions (S.79C(1)(d))

The proposed development was placed on public exhibition and adjoining landowners were notified in accordance with the provisions of Chapter 8 of the Cooma-Monaro Development Control Plan 2014. The public exhibition period was 14 days and the period for receiving submissions closed on 03/03/2016.

Following the close of the submission period a total of one submission was received objecting to the proposal.

Following an initial assessment the applicant has made minor amendments to the floor plans of the original proposal. The amended plans were essentially the same and as such were not placed on public exhibition for a further period of 14 days.

The issues raised in the objection received are summarised below and a response provided:

1. Development is out of character for an R5 zone and will reduce privacy while also essentially creating a new additional lot.

Comment: The addition of a dual occupancy is permitted with consent on the subject lot under the LEP 2013 and will meet the majority of the DCP 2014 requirements. The variations required are to be referred to a Council Meeting for deliberation. The development will be small in size, approximately 200m in distance from the neighbouring property and relatively screened by surrounding vegetation and topography of the land. As such the visual amenities of the neighbouring property owner will not be significantly impacted on. For all intents and purposes a new lot will not be created, although as the site of the development already exists as a separate portion of the subject lot it may appear to be.

2. Due to intermittent waterlogging and presence of drainage gullies/intermittent water courses the location of the OSSM will breach buffer zones, result in water/odour pollution and disposal trenches will not function properly.

Comment: The site is not subject to any minor watercourse buffers according to the LEP 2013 riparian land maps and does not breach any effluent disposal requirements. Allan Mills provided an amended report to Council on 18.5.2016 and recommended that the effluent disposal area be relocated to upslope of the system and a different disposal method being wicked trenches. Council's Health and Building officer has no objections to this recommendation. As such it is considered by Council that it is unlikely any pollution or adverse environmental/amenity impact will occur as a result of the installation of an OSSM system on the site.

Public Interest (S.79C(1)(e))

<i>Impact on public infrastructure</i>	The proposed development is considered likely to generate some additional demand for the supply of public infrastructure; however, this is considered unlikely to result in any significant impacts.
<i>Disabled Access</i>	N/A
<i>Federal or State government policies</i>	Nil
<i>Planning studies, strategies or guidelines</i>	Nil
<i>Management Plans</i>	Nil
<i>Restrictions on the title and/or easements upon the land</i>	Site is subject to s77A and s77B restrictions to user under the <i>Crown Lands Act 1989</i> prevent widespread loss of vegetation and prohibiting subdivision.
<i>Credible research findings applicable to the proposal</i>	Nil

Other Matters

<i>Developer Contributions</i>	In accordance with Council's Section 94 Contributions Plan the proposed development, creating a dual occupancy, would incur Section 94 contributions for rural roads to the value of \$4001.00. This will be conditioned.
<i>Property Vegetation Plan (PVP)</i>	Nil
<i>Crown Land</i>	The site was formerly Crown land until the last 5 years or so when it was converted to freehold title.
<i>Approvals under other Acts</i>	The proposed development requires approval under Section 68 of the Local Government Act 1993 for the installation of an OSSM and solid fuel heater. The required driveway works will require approval for undertaking works within a road reserve under Section 138 of the Roads Act 1993. This is to be conditioned.
<i>Explanation of certain conditions to be imposed</i>	Nil
<i>Enforcement of conditions</i>	In the event of any noncompliance with any condition of consent Council staff will be required to undertake enforcement action.

CONCLUSION

It is considered that the proposed development generally complies with the relevant provisions of Section 79C of the Act, LEP, REP, DCPs, Codes and Policies. The key issues arising out of the assessment of this application comprise:

- Non-compliance with the requirements of 2.3.3 in DCP 2014, which prescribes a 50m minimum setback from all boundaries is required for buildings in R5 zones and;
- Non-compliance with the requirements of 3.3.2.3.1 in DCP 2014, which prescribes the two dwellings forming the detached dual occupancy are to be located within a 200 metre curtilage of each other.

The proposed development will have a minimum front setback of 45.01 metres. This distance represents a variation, from the DCP 2014 requirements, of approximately 10%. Additionally the proposed development will be located approximately 300 metres from the existing dwelling which represents a variation of approximately 50% to the requirements of clause 3.3.2.3.1 of DCP 2014.

The proposed development is permissible with consent on the site. The proposed development was found to comply with the requirements of the *Cooma-Monaro Local Environmental Plan 2013* and *State Environmental Planning Policy (Rural Lands) 2008*. The proposed development involves variations to section 2.3 and 3.3.2.3.1 of the *Cooma-Monaro Development Control Plan 2014* relating to minimum front setbacks and maximum distance of separation (curtilage) between the two dwellings. Such variations were found to be suitable for the purposes of the subject application. One objection was raised by adjoining land owners; however, amendments to the OSSM trench design will address the main concerns about pollution. In Councils opinion, concerns relating to potential visual impacts were found not to warrant refusal. No significant objections were raised by referring officers.

In conclusion, it is considered that the proposal is generally aesthetically, economically, socially and environmentally acceptable having regard to the surrounding natural and built environment. Accordingly, approval is recommended subject to the imposition of the conditions of consent listed in the attached Draft Notice of Determination.

Quadruple Bottom Line Reporting:

1. Social

The proposed development will result in minimal social impact within the locality of the development.

2. Environmental

The proposed development will result in minimal environmental impact within the locality of the development.

3. Economic

The proposed development will result in minimal economic impact within the locality of the development.

4. Civic Leadership

In determining this DA Council is demonstrating effective governance in an efficient and consistent manner.

16.1 ENDORSEMENT OF CUSTOMER SERVICE CHARTER PUBLIC EXHIBITION

Record No:

Responsible Officer:	Director Service Support
Author:	Governance Officer
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.11 Provision of Customer Service by Council employees
Operational Plan Action:	OP7.29 Provide customer service centres throughout the Snowy Monaro Regional Council area that meets the communities and Councils standards and needs, outlined in Councils Customer Service Charter.
Attachments:	1. Draft Customer Service Charter ↓
Cost Centre	
Project	Customer Service
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Council's Communications Working Group has developed a draft Customer Service Charter for the Snowy Monaro Regional Council.

The draft charter requires public exhibition for a period of 28 day.

The following officer's recommendation is submitted for Council's consideration.

OFFICER'S RECOMMENDATION

That Council

- A. Endorse the draft Customer Service Charter be placed on public exhibition for a period of 28 days;
- B. That a further report be presented to Council at the conclusion of the public exhibition period advising of any submission and requesting adoption; and
- C. Note that Customer Service training will be provided for all staff upon adoption.

BACKGROUND

Continued delivery of best practice customer service has been identified as a priority as Council moves through the transitional phase post-merger. The establishment of a sound customer service culture and principles across the organisation will provide a foundation from which Council and the community will continue to thrive.

It is the expectation of the organisation that all council employees, whether that is front desk, office staff, staff working outdoors in the parks, on the roads, or at the landfills, exhibit a high level of customer service at all times. To ensure this is achieved training is required to ensure all staff are aware of these expectations and can confidently deliver in accordance with the proposed Customer Service Charter.

The SMRC 004 Communications Policy was one of the first policies to be adopted after the establishment of the Snowy Monaro Regional Council, identified as a priority to ensure the community was updated and engaged in a meaning way throughout the transition. The Customer Service Charter supports this policy and has been developed to assist the community by setting the service standard that is expected from our staff.

The Snowy Monaro Regional Council Customer Service Charter has been based on the charter established by the former Snowy River Shire Council. Feedback provided through a two week consultation with staff was reviewed by the Communications Working Group, whereby timeframes and language used were amended to better reflect key points. Resulting in a clear and simple message, outlining how we will behave, how we will communicate and how the community can help us provide greater customer service.

The pamphlet is a tri-fold A4 size and will be displayed at all Councils' front counters that deal directly with the public i.e. landfill stations, Berridale reception, Bombala reception, Cooma reception, Jindabyne reception, Community Care, Hostel, etc. In addition, it will be clearly displayed on Council's website and advertised through the local newspapers and Council's social media pages.

It is proposed that compulsory training be provided once the Charter is adopted by Council. To ensure that all staff are aware of the organisations and communities expectations.

The draft Snowy Monaro Regional Council Customer Service Charter requires consultation with the community and it is proposed that it be placed on public exhibition for a period of 28 days. The Charter will be available to the public via Council's website and at all branch offices. The public exhibition will be promoted throughout the exhibition period through a media release to all media outlets, social media (Council's Facebook page and local Facebook Notice Boards) and in our weekly Council News pages in the Monaro Post and Bombala Times.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The introduction of a Customer Service Charter for Snowy Monaro Regional Council sets out Council's service standards. It is envisaged that it will help enhance and build relationships and partnerships with our community and customers. It also allows us to provide a system for continuous improvement to our levels of customer service.

2. Environmental

There are no expected environmental impacts expected from the introduction of this Charter.

3. Economic

There will be an initial outlay for all staff training however, it could be reasonably expected that an improvement in Council's customer service will be reflected in reduced complaints and therefore a reduction in staff and Councillors time having to record and deal with those complaints.

4. Civic Leadership

The Customer Service Charter has been developed to compliment the SRMC 004 Communication Policy and enables Council to demonstrate leadership to the community by setting the service standard that is expected from our staff. It empowers the community to know what they can expect in terms of customer service and what is expected from them in return. It also allows for a

more efficient, productive and effective organisation where our communication processes are ethical and consistent.



SNOWY MONARO
REGIONAL COUNCIL

Customer Service Charter

The Snowy Monaro Regional Council Customer Service Charter sets out Council's service standards.

Our Customer Service Charter is designed to strengthen Council's relationships with our customers and our community. It also allows us to enable a system for continuous improvement to our levels of customer service.

Our customers are...
any person or organisation that deals with Council.

We will...

- Accurately record and monitor your enquiry
- Do what we say we will do
- Be courteous and positive
- Be punctual
- Be personally accountable for answering your concern
- Treat you with the respect and honesty that you deserve

**Stronger
together
Better
together**



We will communicate by...

- Responding to all written correspondence within 10 business days
- Returning phone calls within two business days
- Maintaining our website with current and accurate information
- Providing information in plain English

You can help by...

- Treating our staff with respect
- Respecting other customers
- Providing accurate and detailed information
- Respecting the community in which we live
- Working with us to solve problems
- Providing us with your feedback



Contact us

PHONE: 1300 345 345

HEAD OFFICE:

Cooma: 81 Commissioner Street
Cooma NSW 2630

BRANCH OFFICES:

Berridale: 2 Myack Street
Berridale NSW 2628

Bombala: 71 Caveat Street
Bombala NSW 2632

Jindabyne: Shop 2 Razorback Plaza
Gippsland Street
Jindabyne NSW 2627

E-MAIL:
council@snowymonaro.nsw.gov.au

FACEBOOK:
facebook.com/snowymonaroregionalcouncil

WRITE:
The General Manager
PO Box 714
Cooma NSW 2630

www.snowymonaro.nsw.gov.au

250.2016.195.1



16.2 MONTHLY FUNDS MANAGEMENT REPORT - AUGUST 2016

Record No:

Responsible Officer:	Deputy Director Service Support
Author:	Finance Manager
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.6 Increase and improve Council's financial sustainability.
Operational Plan Action:	OP7.17 Effective management of Council funds to ensure financial sustainability.
Attachments:	Nil
Cost Centre	4010 – Financial Services
Project	Funds Management
Further Operational Plan Actions:	OP7.2 Completion of reporting requirements in accordance with legislation

EXECUTIVE SUMMARY

The following details the funds management position for the reporting period ending 31 August 2016. Cash and Investments as at 31 August 2016 are \$70,656,185.

Certification

I, Jo-Anne Mackay, Responsible Accounting Officer of Snowy Monaro Regional Council hereby certify, as required by Regulation 212 of the Local Government (General) Regulation 2005, that investments as detailed in the attached listings were invested in accordance with Section 625 of the Local Government Act 1993, the Regulations and Council's Investment Policies.

The following officer's recommendation is submitted for Council's consideration.

OFFICER'S RECOMMENDATION

That Council

- A. Receive and note the report indicating Council's Funds Management position as at 31 August 2016.
- B. Receive and note the Certificate of the Responsible Accounting Officer.

BACKGROUND

Council's Cash and Investments 31 August 2016 consists of:

31/08/2016	Cash at Bank	Investments	Total
Bombala	707,761	10,525,508	11,233,269
Cooma	52,801	22,369,964	22,422,764
Snowy	429,555	16,558,572	16,988,127
Merger Grant		20,012,025	20,012,025
Total	1,190,117	69,466,069	70,656,185

NB: The balance of the Merger Grant does not include any expenses attributable to the Merger

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Total Cash and Investments are available to provide services and Infrastructure to the community in accordance with the 2017 budget, Council resolutions and other external restrictions.

2. Environmental

It is considered that the recommendations contained herein will not have any environmental impacts.

3. Economic

Total investments for Snowy Monaro Regional Council were \$69,466,069 on 31 August 2016.

Consolidated interest income on investments.

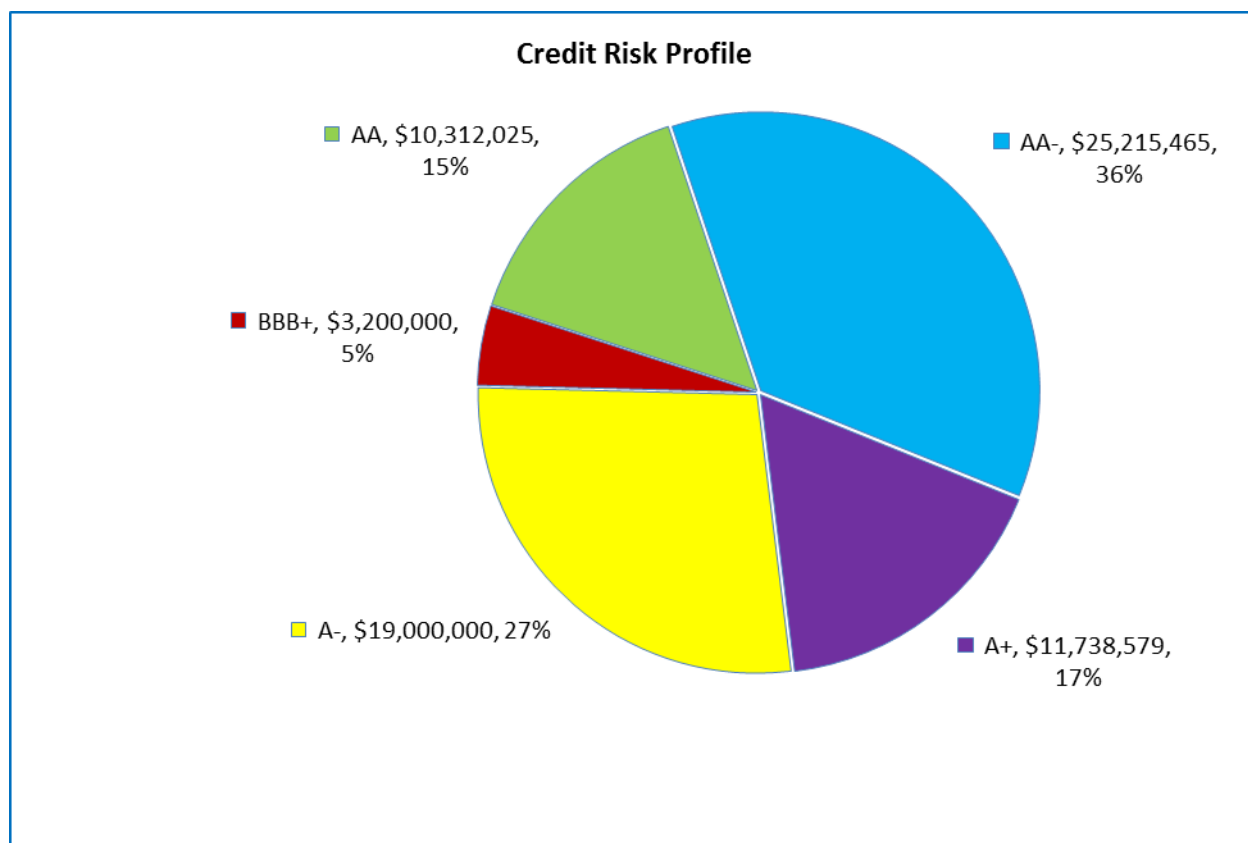
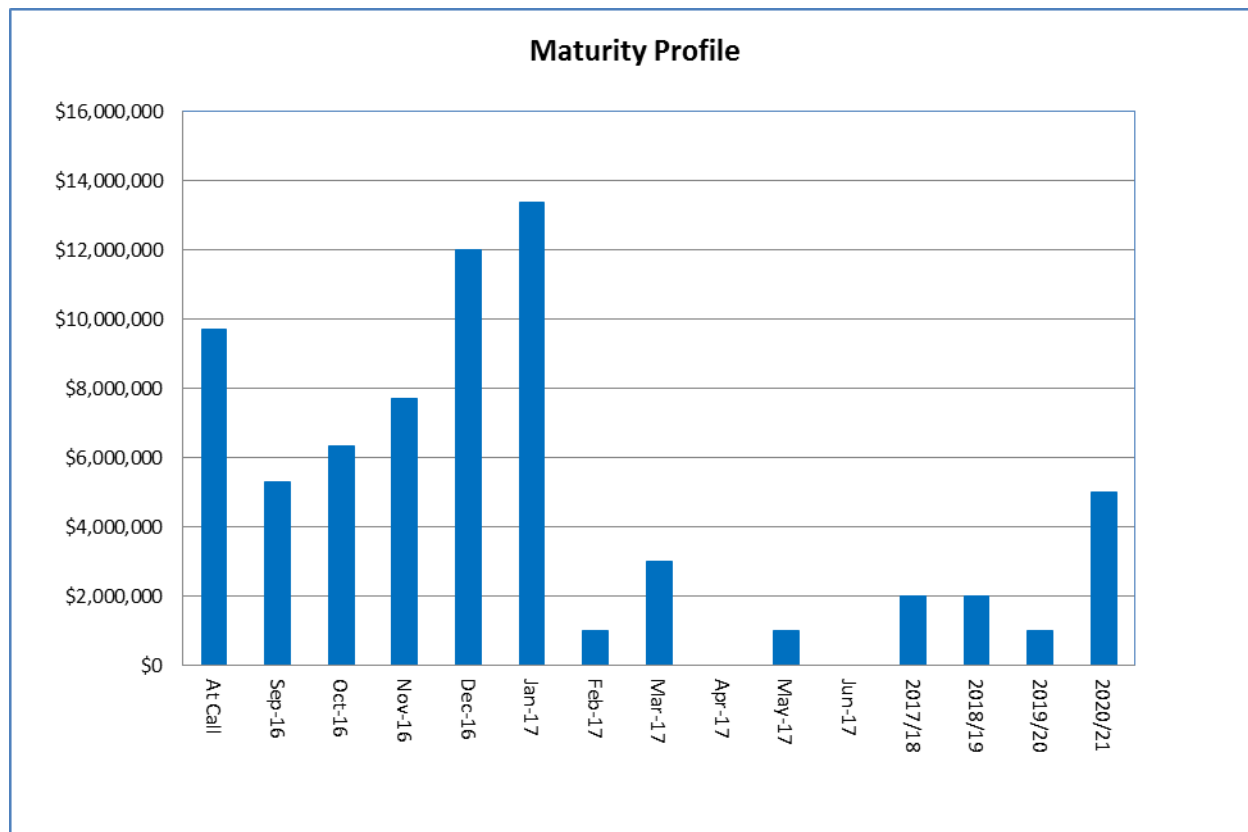
Annual Budget	\$1,387,408
Budget YTD	\$231,235
Interest YTD	\$337,906

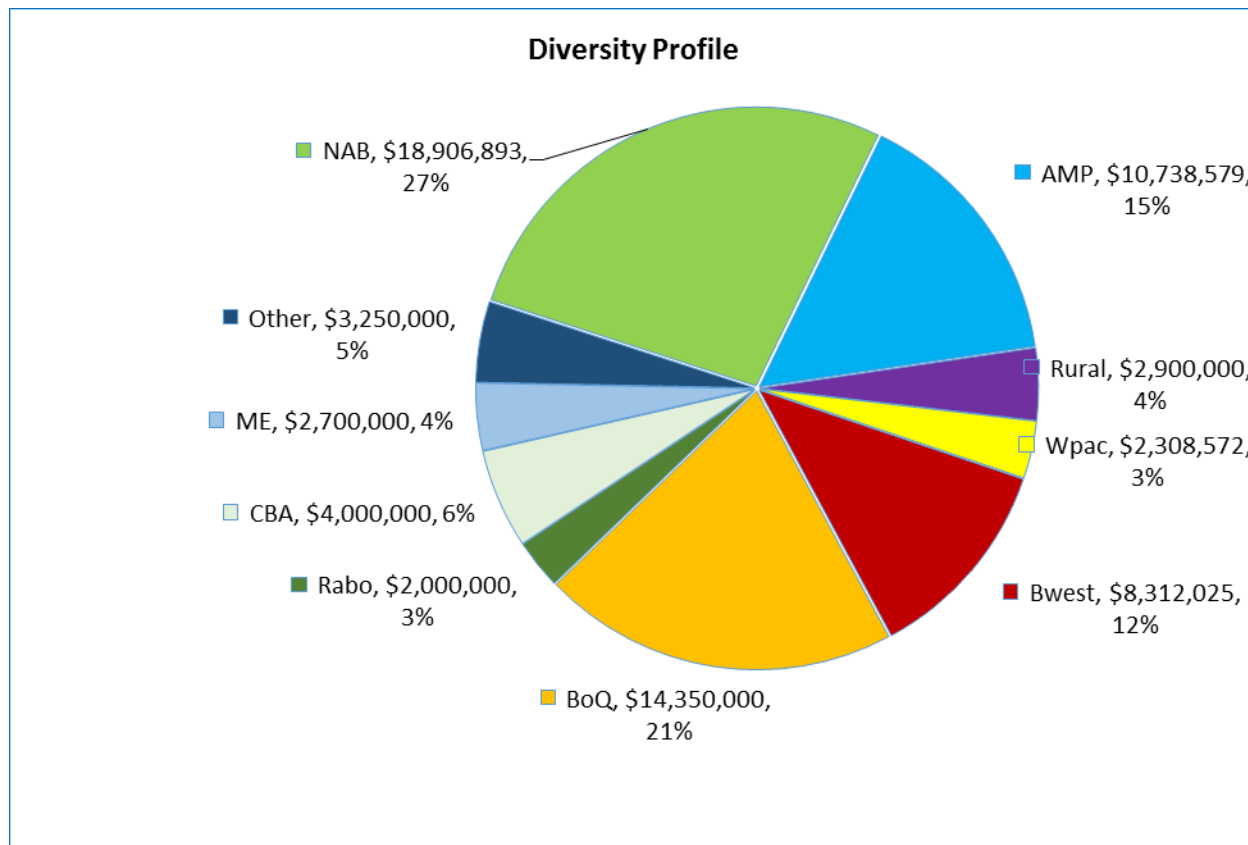
Council's investment portfolio returns

Month	Annualised Return	90 Day Bank Bill	Margin
August	2.90%	1.74%	1.16
July	3.03%	1.86%	1.17%

The table below lists the invested funds.

INVESTMENTS REGISTER							
31-August-2016							
Branch	DATE INVEST	FIN INST.	Rating	TYPE	CURRENT INVESTMENT	INT RATE	MATURITY
Bombala	n/a	NAB Maxi Account	A1+/AA-	At Call	1,025,508	Variable	At Call
Bombala	14-Apr-16	NAB	A1+/AA-	TD	1,000,000	3.11%	14-Sep-16
Bombala	14-Jun-16	NAB	A1+/AA-	TD	2,000,000	2.96%	14-Oct-16
Bombala	17-Jun-16	NAB	A1+/AA-	TD	2,000,000	2.96%	17-Nov-16
Bombala	15-Jul-16	NAB	A1+/AA-	TD	3,500,000	2.92%	15-Dec-16
Bombala	10-Aug-16	NAB	A1+/AA-	TD	1,000,000	2.80%	11-Jan-17
Cooma	n/a	National Australia Bank	A1+/AA-	At Call	631,385	1.55%	At Call
Cooma	n/a	AMP Bank - At Call	A1/A+	At Call	1,677,723	2.05%	At Call
Cooma	n/a	AMP Bank - 31 days Noti	A1/A+	31 days	1,060,856	2.20%	31 days
Cooma	04-Jul-16	Bankwest	A1+/AA	TD	1,000,000	2.80%	02-Sep-16
Cooma	30-Mar-16	Bank of Queensland	A2/A-	TD	1,000,000	3.05%	26-Oct-16
Cooma	08-Aug-16	National Australia Bank	A1+/AA-	TD	1,000,000	2.73%	07-Nov-16
Cooma	04-Jul-16	Suncorp Bank	A1/A+	TD	1,000,000	2.90%	06-Jan-17
Cooma	14-Aug-15	AMP Bank	A1/A+	TD	1,000,000	2.90%	07-Feb-17
Cooma	03-Mar-15	AMP Bank	A1/A+	TD	1,000,000	3.20%	02-Mar-17
Cooma	10-Mar-16	National Australia Bank	A1+/AA-	TD	2,000,000	3.07%	10-Mar-17
Cooma	23-May-16	AMP Bank	A1/A+	TD	1,000,000	3.00%	23-May-17
Cooma	29-Aug-16	Westpac Bank	A1+/AA-	TD	2,000,000	3.00%	29-Aug-17
Cooma	12-Sep-14	RaboDirect	P-1/Aa2 Moo	TD	2,000,000	4.10%	11-Sep-18
Cooma	16-Sep-15	Bank of Queensland	A2/A-	TD	1,000,000	3.20%	17-Sep-19
Cooma	23-Mar-16	ING Bank	A2/A-	TD	1,000,000	3.66%	22-Mar-21
Cooma	23-Jun-16	Commonwealth Bank	A1+/AA-	TD	4,000,000	3.47%	23-Jun-21
Snowy	25-May-16	Rural Bank	A2/A-	TD	750,000	2.85%	21-Sep-16
Snowy	01-Jun-16	AMP Bank	A1/A+	TD	500,000	3.00%	30-Nov-16
Snowy	08-Jun-16	NAB	A1+/AA-	TD	400,000	2.98%	07-Dec-16
Snowy	08-Jun-16	NAB	A1+/AA-	TD	450,000	2.98%	14-Dec-16
Snowy	08-Jun-16	Bankwest	A1+/AA	TD	500,000	2.80%	07-Sep-16
Snowy	16-Jun-16	IMB	A-2	TD	750,000	2.65%	07-Sep-16
Snowy	16-Jun-16	NAB	A1+/AA-	TD	500,000	2.99%	14-Dec-16
Snowy	16-Jun-16	NAB	A1+/AA-	TD	750,000	2.97%	16-Nov-16
Snowy	22-Jun-16	NAB	A1+/AA-	TD	750,000	2.97%	02-Nov-16
Snowy	22-Jun-16	NAB	A1+/AA-	TD	1,200,000	2.97%	23-Nov-16
Snowy	22-Jun-16	Bankwest	A1+/AA	TD	650,000	2.85%	28-Sep-16
Snowy	22-Jun-16	Bankwest	A1+/AA	TD	650,000	2.85%	14-Sep-16
Snowy	22-Jun-16	Bank QLD	A2/A-	TD	700,000	2.95%	21-Dec-16
Snowy	29-Jun-16	Rural Bank	A2/A-	TD	400,000	2.95%	12-Oct-16
Snowy	29-Jun-16	Rural Bank	A2/A-	TD	1,000,000	2.95%	09-Nov-16
Snowy	29-Jun-16	Rural Bank	A2/A-	TD	750,000	3.00%	19-Oct-16
Snowy	29-Jun-16	Bank QLD	A2/A-	TD	750,000	2.90%	21-Dec-16
Snowy	29-Jun-16	NAB	A1+/AA-	TD	700,000	2.91%	05-Oct-16
Snowy	29-Jun-16	ME Bank	BBB+	TD	1,500,000	2.90%	26-Oct-16
Snowy	06-Jul-16	Bankwest	A1+/AA	TD	500,000	2.75%	04-Jan-17
Snowy	14-Jul-16	Bank QLD	A2/A-	TD	400,000	2.90%	11-Jan-17
Snowy	29-Aug-16	ME Bank	BBB+	TD	1,200,000	2.65%	07-Dec-16
Snowy	31-Aug-16	Beyond Bank	BBB+	TD	500,000	2.70%	30-Nov-16
Snowy	n/a	Westpac Maxi-Account	A1+/AA-	At-Call	308,572	1.75%	n/a
Merger Grant	n/a	Bankwest	A1+/AA	At-Call	5,012,025	2.95%	n/a
Merger Grant	24-Jun-16	AMP	A1/A+	TD	4,500,000	3.00%	21-Dec-16
Merger Grant	24-Jun-16	Bank QLD	A2/A-	TD	10,500,000	2.95%	09-Jan-17
TOTAL					69,466,069		





4. Civic Leadership

In accordance with Regulation 212 of the Local Government (General) Regulation 2005, a report setting out details of money invested must be presented to Council in the following month.

Council's Fund Management Reporting exceeds minimum regulatory requirements and demonstrates a commitment to accountability and transparent leadership. It provides the Council, Executive and Community with timely, accurate and relevant reports on which to base decisions.

16.3 SMRC 55 POLICY - PURCHASING AND TENDERING

Record No:

Responsible Officer:	Director Service Support
Author:	Finance Manager
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.2 Council's leadership is based on ethics and integrity to enable informed and appropriate decisions in the community's best interest
Operational Plan Action:	OP7.6 Ensure that governance structures are open, transparent and fully accountable and that these are supported by relevant instruments.
Attachments:	1. DRAFT Purchasing and Tendering Policy ↓
Cost Centre	
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The Draft Purchasing and Tendering Policy as attached has been endorsed by the Purchasing/Inventory Working Group and the Executive Team following a period of public exhibition.

The following officer's recommendation is submitted for Council's consideration.

OFFICER'S RECOMMENDATION

That Council adopt SMRC 55 Purchasing and Tendering Policy.

BACKGROUND

The Draft Purchasing and Tendering Policy was presented to the Executive Team on the 6th July 2016, the Executive Team resolved -To recommend to the Administrator acceptance of the Purchasing and Tendering Policy with changes agreed on by Director Special Projects Office and that it be placed on public exhibition. The policy presented was a merger of the former Snowy River Shire Council's and the former Cooma-Monaro Shire Council's Purchasing Policy.

The Draft Policy was presented to Council's meeting of 27th July where it was resolved that the Policy be placed on public exhibition for a period of 28 days.

The Draft Policy was placed on public for a 28 day period closing on the 31st August 2016. No public submissions were received.

In the period of public submission it has come to light that Bombala Council's Purchasing Policy was not considered by the Purchasing/Inventory Working Group. In light of this the working group

recommend the changes to Section 3 of the Draft Policy as per the attached (the inclusion of the requirement to issue a purchase order)

The Draft policy with changes was endorsed by the Executive team on the 7 September 2016.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

[Type text here](#)

2. Environmental

[Type text here](#)

3. Economic

[Type text here](#)

4. Civic Leadership

EMT164/16

Council Resolution 98/16

EMT334/16



Title of Policy	SMRC – Purchasing and Tendering Policy		
Responsible Department	All services	Document Register ID	250.2016.55.1
Policy Owner	Executive Team	Review Date	Date
Date of Council Meeting	Date Approved	Resolution Number	Number EMT 164/16
Legislation, Australian Standards, Code of Practice	Section 55 of the Local Government Act 1993 Local Government (General) Regulation 2005, Part 7 – Tendering Tendering Guidelines for NSW Local Government Work Health & Safety Regulation 2011 Work Health & Safety Act 2011		
Aim	To ensure a fair, transparent and accountable process in the purchase of goods and the contracting of services. In accordance with best practice, the purpose of this policy is to: <ul style="list-style-type: none"> • Provide policy and guidance to Council employees to allow consistency and control over purchasing activities • Demonstrate accountability to ratepayers • Provide guidance to ethical behaviour in public sector purchasing • Demonstrate the application of elements of best practice in purchasing • Increase the probability of obtaining the right outcome when purchasing goods and services 		

POLICY OBJECTIVE:

To ensure a fair, transparent and accountable process in the purchase of goods and the contracting of services.

In accordance with best practice, the purpose of this policy is to:

- Provide policy and guidance to Council employees to allow consistency and control over purchasing activities
- Demonstrate accountability to ratepayers
- Provide guidance to ethical behaviour in public sector purchasing
- Demonstrate the application of elements of best practice in purchasing
- Increase the probability of obtaining the right outcome when purchasing goods and services

RELEVANT LEGISLATION/STANDARDS/CODE OF PRACTICE:

- Local Government Act 1993 Section 55 (outlines the requirements which relate to tendering when purchasing goods and contracting services)

- Local Government (General) Regulation 2005 Part 7 – Tendering
- Tendering Guidelines for NSW Local Government – NSW Department of Premier and Cabinet, Division of Local Government, October 2009
- Code of Practice and Code of Tendering for the Construction Industry – Practice Note No 8a (1996), Department of Local Government
- Trade Practices Act 1974
- Work Health and Safety Act 2011
- Other applicable documents include:
- Council’s Code of Conduct
- Council’s Gifts and Benefits policy
- ICAC Guidelines
- NSW Ombudsman Guidelines

There are various Acts, Regulations and Guidelines that apply to Council’s diverse range of purchasing activities. The Purchasing Policy is intended to supplement these instruments. Any inconsistency that may arise between the policy and a legal instrument shall be resolved in favour of the Act or Regulation.

Officers shall maintain a working knowledge of the Acts and Regulations applying to the purchasing activities they undertake.

POLICY STATEMENT:

1 PREAMBLE:

Council spends many millions of dollars in the procurement of goods and services each year. This significant procurement activity supports the delivery of services and projects in the Council Delivery Plan. The procurement needs to be undertaken in a manner that ensures value for money and accountability to the community for the expenditure of public monies.

Procurement in Council involves the use of best practice in contracting and purchasing and provides a foundation for organisations to achieve their goals and objectives.

The elements of best practice applicable to Local Government procurement incorporate:

- Broad principles covering ethics, value for money, responsibilities and accountabilities
- Guidelines giving effect to those principles
- A system of delegations (i.e. the authorisation of officers to approve a range of functions in the procurement process)
- Procurement processes, with appropriate procedures covering minor simple procurement to high value complex procurement
- A professional approach to all major procurements.

Council’s contracting and purchasing needs to be able to demonstrate that public money has been well spent and that the procurement process was conducted, and seen to be conducted, in a manner which is impartial, fair and ethical and where possible generates business in the local community.

As part of the Council's goal is to embrace innovative and technological advances; electronic purchasing and tendering processes including Government procurement contracts will be made available and used whenever appropriate.

2 SCOPE:

This policy applies to all Council Staff

This Policy relates to all procurement activities at Council.

3 PURCHASE METHODS:

The procurement method for obtaining goods and services will be determined according to the estimated costs of the goods or services sought. Depending upon the estimated costs, the procurement method may be by oral and /or written quotations, advertisement and by a tender process. Threshold values are indicated below.

The General Manager or Director (or their delegate) may waive the requirements to obtain written quotes or issue purchase orders providing they are satisfied those exceptional circumstances justify exemption from this requirement.

3.1 Quotation and Tender Thresholds

Less Than \$1,000

Goods or services may be purchased where appropriate to the needs of Council by obtaining a **verbal quotation**. The officer responsible must use professional discretion to ensure that value for money is achieved.

Between \$1,000 and \$4,999

Where the costs/rates are reasonable and consistent with the market values for items of a similar nature and the value of procurement of goods or services does not exceed \$4,999, **two verbal or emailed quotes** are required to be obtained.

Between \$5,000 and \$14,999

At least two written or emailed quotations are required including terms and conditions and documented scope of works from companies considered being capable of supply or performing the work.

Between \$15,000 and \$149,999

To maximise competition and enhance value for money, **at least three written quotations are required**, including documented scope of works/specifications, **or advertisements inviting quotations or an expression of interest**, making available where possible, opportunities for all, including local suppliers to offer their products and services.

Where the estimated expenditure is close to, but under, the \$150,000 threshold, tenders should be invited.

\$150,000 and above

Formal Public Tenders are to be invited either:

- By **public advertisement** in accordance with s55 Local Government Act 1993 and Part 7 Tendering under the Local Government (General) Regulation 2005, or
- From **selective tendering method** from persons short listed as a result of a public advertisement for expressions of interest, or from selective tendering method by recognised contractors selected from a prepared list and adopted by the Council.
- Using the **Services of Local Government Procurement**.

- Using the **Services of any State or Federal procurement** agencies

3.2 Purchase Order

On acceptance of a quote a purchase order is to be issued to the supplier as the instrument of engagement. Issuing a purchase order to a supplier constitutes a legal offer to buy products or services. Acceptance of a purchase order by a supplier forms the contract between the Council and the supplier.

4 KEY PRINCIPLES:

Persons engaged in procurement activities on behalf of Council will at all times pursue the following key procurement principles:

4.1 Open & Effective Competition

- Open and effective competition is the central operating principle in pursuit of the best outcome. Openness requires procurement actions that are visible to the Council, ratepayers and suppliers/contractors. The probability of obtaining the best outcome is increased in a competitive environment.
- Council will establish effective competition by maximising the opportunities for firms to do business with Council through the selection of procurement methods suited to market conditions. These methods will include requesting offers where possible from a number of suppliers, providing timely and adequate information and allowing ease of entry for new suppliers.
- Council will provide feedback to unsuccessful bidders, if requested.

4.2 Value for Money

- Value for money involves obtaining goods and services for Council that best meet the end user's needs at the lowest total cost with the minimum level of contractual risk.
- Value for money may mean not always accepting the lowest price. Factors to be considered as part of evaluating quotes and tenders include fitness for purpose, fair market prices and whole of life costs. 'Whole of life' includes, price, cost of spares, running costs, post-delivery support, effective warranties, cost of replacement, installation costs, etc.
- All decision-makers in the procurement process must satisfy themselves that the proposed expenditure will make efficient and effective use of rate payers' funds.

Having regard to these factors, the lowest price will not automatically represent the best value for money.

4.3 Ethical Behaviour and Fair Dealing

(See also Council's Code of Conduct and Gift & Benefits Policies)

- Council will not use or disclose information that confers unfair advantage, financial benefit or detriment to a supplier.
- Employees have a responsibility to act honestly and impartially, and be accountable for procurement actions. Adopting an ethical and fair approach is important because the concepts of honesty, integrity, fairness and accountability in local government are core expectations of public sector procurement.
- Employees must comply with their purchasing delegation limit.

- Council employees and officials will not engage in any private business or professional activity that would or may be seen to create conflict between personal interest and the interest of the organisation.

In pursuit of ethical behaviour and fair dealing, employees will:

- Treat potential and existing suppliers with equality and fairness
- Not seek or receive personal gain
- Maintain confidentiality of contract prices and other sensitive information
- Present the highest standards of professionalism and probity
- Deal with suppliers in an honest and impartial manner that does not allow conflicts of interest
- Provide all suppliers and tenderers with the same information and equal opportunity
- Be able to account for all decisions and provide feedback where required

4.4 Accountability and Transparency

- Accountability in procurement means being able to explain and evidence what has happened. An independent third party must be able to see clearly that a process has been followed and that the process is fair and reasonable.
- The processes by which all procurement activities are conducted will be in accordance with Council's Purchasing and Tendering Policy and Procedures.
- Delegations define the limitations within which Council employees are permitted to work. They ensure accountability and provide confidence to Council and the public that purchasing activities are dealt with at the appropriate level. As such, Council has delegated responsibilities to employees relating to the expenditure of funds for the purchase of goods and services and the acceptance of tenders.
- Employees must be able to account for all decisions and provide feedback on them. Additionally, all procurement activities will leave an audit trail for monitoring and reporting purposes.

4.5 Environmental Preference & Sustainability

- To promote and adopt procurement practices which conserve resources, suppliers may be asked if they can offer products and services which conserve resources, save energy, minimise waste and/or contain recycled products and/or are environmentally sustainable to the greatest extent that is practicable.
- Prospective suppliers to Council may be required to communicate their environmental practices as part of the tender specification.

4.6 Work Health and Safety

- Council is committed to protecting human health and safety. Council will ensure that its procurement activities protect the health and safety of its staff, customers, contractors and the general public.
- All contractors engaged by Council are required to demonstrate that they provide adequate risk management including hazard identification and risk control measures. These will be confirmed through the Contractor induction process.

4.7 Local Supplier Sourcing

- Council is committed to representing and assisting the community and the stakeholders of the Snowy Monaro Regional Council in meeting their needs at an affordable cost. In addition, Council will aim to encourage the development and

promotion of business and industry within the local economy and in so doing will assist in creating the growth of such business or industry.

- When considering local preference, Council will actively encourage and promote business and industry within the local government area without conferring an improper advantage or breaching the *Trade Practices Act 1974*.

A local benefit can be established where all things being equal there is/are one or more of the following:

- Locally sourced materials specific to the contract
- Locally sourced services and goods as a result of the contract (eg fuel and accommodation)
- Locally sourced labour (people domiciled within the SMRC local government area), either sub-contractors or employees, either at the time of tendering or as a result of being successful in the tender.
- A business premises in SMRC local government area
- Any variation in price can be justified

4.8 Confidentiality

All information provided between Supplier/Contractor and the Council shall be treated as confidential only to the extent provided by the *Government Information (Public Access) Act 2009*.

RISK ASSESSMENT:

Risk levels for this policy are considered to be high because:

- The policy must adhere to the provisions of the Local Government Act 1993 and Regulations and other relevant legislation
- Purchasing is a major element of Council expenditure
- Systems and procedures must be documented and followed
- Good business ethics and adherence to the Code of Conduct are crucial functions of Council

DOCUMENTATION:

This policy should be read in conjunction with:

250.2016.57.1 Procedure – Purchasing under Delegated Authority

250.2016.56.1 Procedure – Contracting under Delegated Authority

250.2016.58.1 Procedure – Tendering under Delegated Authority

250.2016.81.1 Procedure – Credit/Purchase Card Procedure

Variation

Council reserves the right to review, vary or revoke this policy and should be reviewed periodically to ensure it is relevant and appropriate.

16.4 GRANTS COMMISSION CALCULATION OF FINANCIAL ASSISTANCE GRANT (FAG)

Record No:

Responsible Officer:	Director Service Support
Author:	Deputy Director Service Support
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.6 Increase and improve Council's financial sustainability.
Operational Plan Action:	OP7.17 Effective management of Council funds to ensure financial sustainability.
Attachments:	1. Local Government Grants Commission - Grant Calculations ↓
Cost Centre	3020 Organisational Services
Project	Financial Assistance Grant (FAG)
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Council receives government funding through the Financial Assistance Grant (FAG). The amount is calculated according to formula set by Local Government Grants Commission. Submissions for the calculation of the 2018 FAG are invited but not required.

The following officer's recommendation is submitted for Council's consideration.

OFFICER'S RECOMMENDATION

- That Council
- A. Receive and Note the details of 2017 Grant Calculation
 - B. No Submission be made

BACKGROUND

Council relies on FAG to fund services.

QUADRUPLE BOTTOM LINE REPORTING**1. Social**

The FAG will assist Council in providing services to the Community.

2. Environmental

No known environmental impacts

3. Economic

Snowy Monaro Regional Council will receive the following FAG in 2017

Component	2017	2016 Adjustment	Total
-----------	------	--------------------	-------

General Purpose	\$6,219,053	\$1,101	\$6,220,154
Local Roads	\$2,577,827	\$0	\$2,577,827
Total	\$8,796,880	\$1,101	\$8,797,981

4. Civic Leadership

Appendix D of the attachment specifies the Guidelines for Special Submissions. It is expected that submissions will generally relate to expenditure disabilities.

Submission close 30 November 2016

The calculation of the FAG comprises of various disability factors. These are calculated based on the Council measure compared to the state standard and are applied to the former Local Government Areas (LGA).

Factors used include:

- Population
- Properties
- Isolation
- Revenue
- Expenditure
- Pensioner Rebate
- Local Roads

The values used in calculating disability factors are those provided by the former Councils in the Financial Data Return (FDR). While the 2016 FDR has not yet been submitted by the former Councils, it is anticipated that the calculated disability factor would not be substantially different from previous years.

This, together with the fact that Council staff currently have a higher than usual workload, indicates that there would be little value in making a submission this year.

However, a submission may be warranted in future years due to the captured costs associated with administering a larger LGA.



Local Government Grants Commission

5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541

Our Reference: GC 144

Contact: Bruce Wright
(02) 4428 4132
bruce.wright@olg.nsw.gov.au

Mr Joseph Vescio
General Manager
Snowy Monaro Regional Council
PO Box 143
BERRIDALE NSW 2628

5 September 2016

Dear Mr Vescio

The Commission has a policy of providing information to councils about the way it calculates financial assistance grants. Accordingly, please find attached a detailed summary of the 2016-17 grant calculations for the former Bombala, Cooma-Monaro Shire and Snowy River Shire Councils.

DETAILS OF 2016-17 GRANT CALCULATIONS

Appendix A, titled *Disability Calculations Summary – 2016-17*, shows the measures used in the calculation of grants for your council area. This information should be examined if council is considering making a special submission.

Appendix B, titled *Explanation of Calculation Summaries*, explains how the revenue and expenditure allowances are calculated and used in the grant determination process.

Appendix C, titled *Details of Disability Factors*, provides background information relating to what each expenditure disability factor recognises, the measures used, their source, the standards (State average) and weightings.

SPECIAL SUBMISSIONS RELATING TO 2016-17 GRANTS

Special submissions are invited from council in relation to the distribution of financial assistance grants for 2017-18. However, council is not required to make a submission.

The purpose of a submission is to give council the opportunity to present information on the financial impact of inherent expenditure disabilities beyond its control that are not generally recognised in the current methodology. This allows the Commission to adequately consider all legitimate factors that affect council's capacity to deliver services.

T 02 4428 4132 F 02 4428 4199 TTY 02 4428 4209
E grants@olg.nsw.gov.au
W <http://www.olg.nsw.gov.au> (follow the "Commissions & Tribunals" links)



2

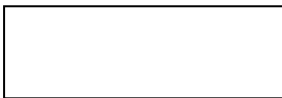
Appendix D, titled ***Guidelines for Special Submissions***, contains guidelines for preparing submissions – please read the guidelines carefully.

Submissions should be e-mailed to the Commission at grants@olg.nsw.gov.au by **30 November 2016**.

I would ask that this letter be tabled at the next council meeting.

If you have any questions concerning these matters please contact me on (02) 4428 4132.

Yours sincerely



Bruce Wright
Executive Officer

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Bombala

POPULATION BASED FUNCTIONS

POPULATION: 2,430

FUNCTION Disability Measure	Council Measure	State Standard	Weighting	Disability Factor
ADMINISTRATION AND GOVERNANCE (STANDARD COST): \$198.01				
Aboriginal and/or Torres Strait Islander:	1.95%	2.49%	0.005	0.0
Economies of Scale:	218	100	1.250	147.5
Non-English Speaking Background:	2.87%	18.45%	0.010	0.0
Population Distribution:	3.94	2.43	0.006	0.4
Population, Below Average Growth (5yr Average):	-0.59%	1.29%	0.019	2.8
Sparsity (sq km per capita):	1.62	0.26	0.010	5.3
Other:				0.0
Rounded Total:				156
AERODROMES (STANDARD COST): \$2.83				
Net Expenditure - Aerodromes:	-1.58	2.83	1.000	0.0
Other:				0.0
Rounded Total:				0
AGED PERSON'S SERVICES (STANDARD COST): \$0.83				
Aged Persons (>=60 Yrs):	29.31%	20.93%	1.000	40.0
Pensioners:	17.00%	13.23%	1.200	34.2
Population Distribution:	3.94	2.43	0.002	0.1
Other:				0.0
Rounded Total:				74
ANIMAL CONTROL (STANDARD COST): \$2.54				
Population Distribution:	3.94	2.43	0.070	4.3
Other:				0.0
Rounded Total:				4
CEMETRIES (STANDARD COST): \$0.35				
Population Distribution:	3.94	2.43	0.015	0.9
Other:				0.0
Rounded Total:				1

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Bombala

POPULATION BASED FUNCTIONS

POPULATION: 2,430

FUNCTION Disability Measure	Council Measure	State Standard	Weighting	Disability Factor
CHILDREN'S SERVICES (STANDARD COST): \$3.37				
One Parent Families:	14.11%	16.28%	0.815	0.0
Population Distribution:	3.94	2.43	0.001	0.1
Pre-School Children (0-4 Yrs):	4.62%	6.46%	1.000	0.0
Other:				0.0
			Rounded Total:	0
COMMUNITY SERVICES (STANDARD COST): \$12.40				
Aboriginal and/or Torres Strait Islander:	1.95%	2.49%	0.116	0.0
Non-English Speaking Background:	2.87%	18.45%	0.125	0.0
Occupation:	34.01%	24.51%	0.750	29.1
Pension and Benefit Recipients (<60 Yrs):	20.53%	24.93%	0.965	0.0
Population Distribution:	3.94	2.43	0.001	0.1
Youth (15-24 Yrs):	10.28%	13.04%	0.200	0.0
Other:				0.0
			Rounded Total:	29
CULTURAL FACILITIES (STANDARD COST): \$18.33				
Duplication of Halls:	287.12	11.46	0.100	50.0
Non-Resident Use - Cultural Facilities:	100	100	1.000	0.0
Other:				0.0
			Rounded Total:	50
FIRE CONTROL & EMERGENCY SERVICES (STANDARD COST): \$16.54				
Duplication of SES Units	1.00	1.00	0.002	0.0
Floodboats:	0.41	0.05	0.026	17.2
Flood Prone Buildings:	15.23	24.97	0.027	0.0
Rural Fire Fighting Contributions	74.65	4.04	0.300	500.0
Urban Fire Levy:	8.93	9.21	0.800	0.0
Other:				0.0
			Rounded Total:	517
HEALTH & SAFETY (STANDARD COST): \$9.22				
Food Premises:	9.47	5.91	0.751	45.2
Non-English Speaking Background:	2.87%	18.45%	0.100	0.0
Population Distribution:	3.94	2.43	0.015	0.9
Public Toilets:	150	100	0.250	12.5
Vandalism and Crime:	0.82%	0.89%	0.022	0.0
Other:				0.0
			Rounded Total:	59

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Bombala

POPULATION BASED FUNCTIONS

POPULATION:		2,430		
FUNCTION	Council	State	Weighting	Disability
Disability Measure	Measure	Standard		Factor
LIBRARIES (STANDARD COST): \$34.16				
Aged Persons:	29.31%	20.93%	0.260	10.4
Non-English Speaking Background:	2.87%	18.45%	0.100	0.0
Non-Resident Borrowers:	102.75	116.63	1.000	0.0
Population Distribution:	3.94	2.43	0.018	1.1
Students - Full Time:	15.48%	19.45%	0.195	0.0
Other:				0.0
Rounded Total:				12
PLANNING & BUILDING (STANDARD COST): \$30.02				
Development Activity:	58.95	58.19	0.250	0.3
Environmental Sensitivity:	1	1	0.060	0.0
Heritage:	1	1	0.028	0.0
Non-English Speaking Background:	2.87%	18.45%	0.040	0.0
Non-Residential Urban Properties:	6.42	2.54	0.200	30.0
Population Distribution:	3.94	2.43	0.017	1.1
Regional Centres and Secondary CBD's:	100	100	1.000	0.0
Other:				0.0
Rounded Total:				31
RECREATION (STANDARD COST): \$102.47				
Age Structure (5-29 yrs):	27.37%	32.50%	0.750	0.0
Beach Lifesaving:	100	100	1.000	0.0
Climate Measure:	1,330	898	0.277	13.3
Day Trippers:	100	100	1.000	0.0
Duplication of Playing Fields:	1.90	1.12	0.460	32.4
Duplication of Pools:	67.68	11.19	0.060	30.3
Non-Resident Use - Recreation:	110	100	1.000	10.0
Non-Urban Measure:	100	100	1.000	0.0
Population Distribution:	3.94	2.43	0.003	0.2
Tidal/Rock Pools	0.00	1.47	0.005	0.0
Other:				0.0
Rounded Total:				86

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Bombala

PROPERTY BASED FUNCTIONS

URBAN PROPERTIES: 1,263
NON-URBAN PROPERTIES: 618

FUNCTION Disability Measure	Council Measure	State Standard	Weighting	Disability Factor
URBAN PROPERTY BASED FUNCTIONS				
STORMWATER DRAINAGE & FLOOD CONTROL (STANDARD COST): \$84.69				
Flood Prone Urban Buildings:	1.03	1.00	1.810	5.3
Levee Measure:	0.00	0.20	0.010	0.0
Stormwater Drainage Index:	1.40	1.00	1.000	39.6
Other:				0.0
			Rounded Total:	45
STREET & GUTTER CLEANING (STANDARD COST): \$38.86				
Non-Res. Urban Props (Excl. Non-Metro LGAs):	12.39%	6.67%	0.500	N/A
Urban Density:	1	1,250	0.200	0.0
Other:				0.0
			Rounded Total:	0
STREET LIGHTING (STANDARD COST): \$37.20				
Net Expenditure - Street Lighting:	100	100	1.000	0.0
Other:				0.0
			Rounded Total:	0
NON-URBAN PROPERTY BASED FUNCTION				
NOXIOUS PLANTS & PEST CONTROL (STANDARD COST): \$139.66				
Infestation:	Low-Moderate	N/A	N/A	10.0
Terrain:	20.0%	N/A	N/A	2.0
Other:				
			Rounded Total:	12

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Bombala

ISOLATION ALLOWANCE DATA

POPULATION:	2,430
Adjusted Population (ceiling = 7,500):	2,430
Distance from Sydney:	490 km
Distance from Nearest Major Regional Centre:	205 km
Per Capita Allowance:	\$111.65
Western Zone Per Capita Allowance:	\$0.00
Total Per Capita Allowance:	\$133.97

REVENUE ALLOWANCE DATA

URBAN:	
No. of Properties:	1,263
Standard Value Per Property:	\$315,401
Council Value:	\$43,111
Standard Rate:	0.003982
NON-URBAN:	
No. of Properties:	618
Standard Value Per Property:	\$588,798
Council Value:	\$370,013
Standard Rate:	0.004819
PENSIONER REBATE ALLOWANCE:	
Pensioner Assessments as a % of Residential Assessments:	26.02%
Standard Percentage:	17.31%

LOCAL ROADS COMPONENT DATA 2016-17

Item	Council Measure
Population:	2,430
Local Road Length:	629 km
Length of Bridges on Local Roads:	882 m
Road Allowance (based on Road Length and Population):	\$601,135
Bridge Allowance (based on Bridge Length):	\$67,737
Total Allowance:	\$668,872

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Bombala

STANDARD COSTS USED IN THE CALCULATION OF EXPENDITURE ALLOWANCES

FUNCTION	Council Value	State Standard
ADMINISTRATION AND GOVERNANCE	\$959.26	\$198.01
AERODROMES	\$0.41	\$2.83
AGED PERSONS' SERVICES	\$0.00	\$0.83
ANIMAL CONTROL	\$2.47	\$2.54
CEMETERIES	\$8.23	\$0.35
CHILDREN'S SERVICES	\$0.00	\$3.37
COMMUNITY SERVICES	(\$10.70)	\$12.40
CULTURAL FACILITIES	\$100.41	\$18.33
FIRE CONTROL AND EMERGENCY SERVICES	\$58.85	\$16.54
HEALTH AND SAFETY	\$90.53	\$9.22
LIBRARIES	\$28.81	\$34.16
NOXIOUS PLANTS AND PEST CONTROL (per non-urban property)	\$66.34	\$139.66
PLANNING & BUILDING	(\$32.92)	\$30.02
RECREATION	\$92.18	\$102.47
STORMWATER DRAINAGE AND FLOOD CONTROL (per urban property)	\$51.46	\$84.69
STREET AND GUTTER CLEANING (per urban property)	\$0.00	\$38.86
STREET LIGHTING (per urban property)	\$19.00	\$37.20

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Bombala

STANDARD COSTS USED IN THE CALCULATION OF EXPENDITURE ALLOWANCES

FUNCTION	Council Value	State Standard
MAINTENANCE - URBAN LOCAL ROADS:		
a) Cost per length (km) of roads in urban/built-up areas for which council is responsible:	\$8,833.33	\$20,639.84
b) Urban length (m) per urban property:	23.75	11.11
c) Cost of maintenance of bridges and major culverts per network km of roads:	\$0.00	\$382.81
d) Bridge length (m) per network km of roads:	1.63	0.80
MAINTENANCE - SEALED RURAL LOCAL ROADS:		
a) Cost per length (km) of sealed roads in non-urban areas for which the council is responsible:	\$4,044.82	\$5,217.40
b) Sealed rural length (m) per non-urban property:	146.20	298.54
c) Cost of maintenance of bridges and major culverts per network km of roads:	\$7,022.41	\$568.94
d) Bridge length (m) per network km of roads:	3.14	2.24
MAINTENANCE - UNSEALED RURAL LOCAL ROADS:		
a) Cost per length (km) of unsealed roads in non-urban areas for which the council is responsible:	\$657.17	\$2,047.38
b) Unsealed rural length (m) per non-urban property:	801.4	685.93
c) Cost of maintenance of bridges and major culverts per network km of roads:	\$0.00	\$91.17
d) Bridge length (m) per network km of roads:	1.07	0.64

***** NOTES *****

- * Unless otherwise shown, costs are per capita, based on ABS estimated resident population data (preliminary), as at 30 June 2015, as determined by the Australian Bureau of Statistics.
- * The "Council Value" is the unit cost for the Council based principally on 2014-15 Schedule 1 data.
- * State Standard costs are based on annual State averages costs, which are then averaged over 5 years (2010-11 to 2014-15). Annual average costs exclude extreme values in some cases. Standard costs are not intended to represent an ideal or optimal level of expenditure.
- * Information on the standard cost for each function is provided for information only and individual council values are generally not used to determine grants.

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Cooma-Monaro (S)

POPULATION BASED FUNCTIONS

POPULATION: 10,145

FUNCTION Disability Measure	Council Measure	State Standard	Weighting	Disability Factor
ADMINISTRATION AND GOVERNANCE (STANDARD COST): \$198.01				
Aboriginal and/or Torres Strait Islander:	2.72%	2.49%	0.005	0.0
Economies of Scale:	166	100	1.250	82.5
Non-English Speaking Background:	7.89%	18.45%	0.010	0.0
Population Distribution:	0.82	2.43	0.006	0.0
Population, Below Average Growth (5yr Average):	0.12%	1.29%	0.019	1.8
Sparsity (sq km per capita):	0.51	0.26	0.010	1.0
Other:				0.0
Rounded Total:				85
AERODROMES (STANDARD COST): \$2.83				
Net Expenditure - Aerodromes:	0.00	2.83	1.000	0.0
Other:				0.0
Rounded Total:				0
AGED PERSON'S SERVICES (STANDARD COST): \$0.83				
Aged Persons (>=60 Yrs):	25.99%	20.93%	1.000	24.2
Pensioners:	14.97%	13.23%	1.200	15.8
Population Distribution:	0.82	2.43	0.002	0.0
Other:				0.0
Rounded Total:				40
ANIMAL CONTROL (STANDARD COST): \$2.54				
Population Distribution:	0.82	2.43	0.070	0.0
Other:				0.0
Rounded Total:				0
CEMETRIES (STANDARD COST): \$0.35				
Population Distribution:	0.82	2.43	0.015	0.0
Other:				0.0
Rounded Total:				0

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Cooma-Monaro (S)

POPULATION BASED FUNCTIONS

POPULATION: 10,145

FUNCTION Disability Measure	Council Measure	State Standard	Weighting	Disability Factor
CHILDREN'S SERVICES (STANDARD COST): \$3.37				
One Parent Families:	15.53%	16.28%	0.815	0.0
Population Distribution:	0.82	2.43	0.001	0.0
Pre-School Children (0-4 Yrs):	5.56%	6.46%	1.000	0.0
Other:				0.0
Rounded Total:				0
COMMUNITY SERVICES (STANDARD COST): \$12.40				
Aboriginal and/or Torres Strait Islander:	2.72%	2.49%	0.116	1.1
Non-English Speaking Background:	7.89%	18.45%	0.125	0.0
Occupation:	26.61%	24.51%	0.750	6.4
Pension and Benefit Recipients (<60 Yrs):	23.11%	24.93%	0.965	0.0
Population Distribution:	0.82	2.43	0.001	0.0
Youth (15-24 Yrs):	11.77%	13.04%	0.200	0.0
Other:				0.0
Rounded Total:				8
CULTURAL FACILITIES (STANDARD COST): \$18.33				
Duplication of Halls:	44.21	11.46	0.100	28.6
Non-Resident Use - Cultural Facilities:	100	100	1.000	0.0
Other:				0.0
Rounded Total:				29
FIRE CONTROL & EMERGENCY SERVICES (STANDARD COST): \$16.54				
Duplication of SES Units	1.88	1.00	0.002	0.2
Floodboats:	0.10	0.05	0.026	2.1
Flood Prone Buildings:	12.32	24.97	0.027	0.0
Rural Fire Fighting Contributions	25.95	4.04	0.300	162.6
Urban Fire Levy:	2.92	9.21	0.800	0.0
Other:				0.0
Rounded Total:				165
HEALTH & SAFETY (STANDARD COST): \$9.22				
Food Premises:	7.49	5.91	0.751	20.1
Non-English Speaking Background:	7.89%	18.45%	0.100	0.0
Population Distribution:	0.82	2.43	0.015	0.0
Public Toilets:	150	100	0.250	12.5
Vandalism and Crime:	0.77%	0.89%	0.022	0.0
Other:				0.0
Rounded Total:				33

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Cooma-Monaro (S)

POPULATION BASED FUNCTIONS

POPULATION: 10,145

FUNCTION Disability Measure	Council Measure	State Standard	Weighting	Disability Factor
LIBRARIES (STANDARD COST): \$34.16				
Aged Persons:	25.99%	20.93%	0.260	6.3
Non-English Speaking Background:	7.89%	18.45%	0.100	0.0
Non-Resident Borrowers:	102.75	116.63	1.000	0.0
Population Distribution:	0.82	2.43	0.018	0.0
Students - Full Time:	17.14%	19.45%	0.195	0.0
Other:				0.0
Rounded Total:				6
PLANNING & BUILDING (STANDARD COST): \$30.02				
Development Activity:	60.57	58.19	0.250	1.0
Environmental Sensitivity:	1	1	0.060	0.0
Heritage:	1	1	0.028	0.0
Non-English Speaking Background:	7.89%	18.45%	0.040	0.0
Non-Residential Urban Properties:	4.12	2.54	0.200	12.4
Population Distribution:	0.82	2.43	0.017	0.0
Regional Centres and Secondary CBD's:	100	100	1.000	0.0
Other:				0.0
Rounded Total:				13
RECREATION (STANDARD COST): \$102.47				
Age Structure (5-29 yrs):	28.38%	32.50%	0.750	0.0
Beach Lifesaving:	100	100	1.000	0.0
Climate Measure:	1,393	898	0.277	15.2
Day Trippers:	103	100	1.000	3.0
Duplication of Playing Fields:	1.17	1.12	0.460	2.1
Duplication of Pools:	16.21	11.19	0.060	2.7
Non-Resident Use - Recreation:	110	100	1.000	10.0
Non-Urban Measure:	100	100	1.000	0.0
Population Distribution:	0.82	2.43	0.003	0.0
Tidal/Rock Pools	0.00	1.47	0.005	0.0
Other:				0.0
Rounded Total:				33

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Cooma-Monaro (S)

PROPERTY BASED FUNCTIONS

URBAN PROPERTIES: 4,694
NON-URBAN PROPERTIES: 1,347

FUNCTION Disability Measure	Council Measure	State Standard	Weighting	Disability Factor
URBAN PROPERTY BASED FUNCTIONS				
STORMWATER DRAINAGE & FLOOD CONTROL (STANDARD COST): \$84.69				
Flood Prone Urban Buildings:	1.03	1.00	1.810	4.8
Levee Measure:	0.47	0.20	0.010	1.4
Stormwater Drainage Index:	1.46	1.00	1.000	45.9
Other:				0.0
			Rounded Total:	52
STREET & GUTTER CLEANING (STANDARD COST): \$38.86				
Non-Res. Urban Props (Excl. Non-Metro LGAs):	8.94%	6.67%	0.500	N/A
Urban Density:	2	1,250	0.200	0.0
Other:				0.0
			Rounded Total:	0
STREET LIGHTING (STANDARD COST): \$37.20				
Net Expenditure - Street Lighting:	100	100	1.000	0.0
Other:				0.0
			Rounded Total:	0
NON-URBAN PROPERTY BASED FUNCTION				
NOXIOUS PLANTS & PEST CONTROL (STANDARD COST): \$139.66				
Infestation:	Low-Moderate	N/A	N/A	10.0
Terrain:	35.0%	N/A	N/A	3.5
Other:				
			Rounded Total:	14

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Cooma-Monaro (S)

ISOLATION ALLOWANCE DATA

POPULATION:	10,145
Adjusted Population (ceiling = 7,500):	7,500
Distance from Sydney:	406 km
Distance from Nearest Major Regional Centre:	117 km
Per Capita Allowance:	\$66.47
Western Zone Per Capita Allowance:	\$0.00
Total Per Capita Allowance:	\$79.77

REVENUE ALLOWANCE DATA

URBAN:	
No. of Properties:	4,694
Standard Value Per Property:	\$315,401
Council Value:	\$100,513
Standard Rate:	0.003982
NON-URBAN:	
No. of Properties:	1,347
Standard Value Per Property:	\$588,798
Council Value:	\$241,543
Standard Rate:	0.004819
PENSIONER REBATE ALLOWANCE:	
Pensioner Assessments as a % of Residential Assessments:	20.30%
Standard Percentage:	17.31%

LOCAL ROADS COMPONENT DATA 2016-17

Item	Council Measure
Population:	10,145
Local Road Length:	917 km
Length of Bridges on Local Roads:	875 m
Road Allowance (based on Road Length and Population):	\$975,760
Bridge Allowance (based on Bridge Length):	\$67,200
Total Allowance:	\$1,042,960

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Cooma-Monaro (S)

STANDARD COSTS USED IN THE CALCULATION OF EXPENDITURE ALLOWANCES

FUNCTION	Council Value	State Standard
ADMINISTRATION AND GOVERNANCE	\$605.82	\$198.01
AERODROMES	\$0.00	\$2.83
AGED PERSONS' SERVICES	(\$9.66)	\$0.83
ANIMAL CONTROL	\$6.80	\$2.54
CEMETERIES	(\$0.20)	\$0.35
CHILDREN'S SERVICES	\$0.00	\$3.37
COMMUNITY SERVICES	\$25.43	\$12.40
CULTURAL FACILITIES	\$7.00	\$18.33
FIRE CONTROL AND EMERGENCY SERVICES	\$31.74	\$16.54
HEALTH AND SAFETY	\$6.11	\$9.22
LIBRARIES	\$25.53	\$34.16
NOXIOUS PLANTS AND PEST CONTROL (per non-urban property)	\$168.52	\$139.66
PLANNING & BUILDING	\$61.51	\$30.02
RECREATION	\$198.62	\$102.47
STORMWATER DRAINAGE AND FLOOD CONTROL (per urban property)	\$2.34	\$84.69
STREET AND GUTTER CLEANING (per urban property)	\$0.00	\$38.86
STREET LIGHTING (per urban property)	\$19.60	\$37.20

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Cooma-Monaro (S)

STANDARD COSTS USED IN THE CALCULATION OF EXPENDITURE ALLOWANCES

FUNCTION	Council Value	State Standard
MAINTENANCE - URBAN LOCAL ROADS:		
a) Cost per length (km) of roads in urban/built-up areas for which council is responsible:	\$14,190.71	\$20,639.84
b) Urban length (m) per urban property:	22.74	11.11
c) Cost of maintenance of bridges and major culverts per network km of roads:	\$0.00	\$382.81
d) Bridge length (m) per network km of roads:	0.18	0.80
MAINTENANCE - SEALED RURAL LOCAL ROADS:		
a) Cost per length (km) of sealed roads in non-urban areas for which the council is responsible:	\$19,173.18	\$5,217.40
b) Sealed rural length (m) per non-urban property:	89.19	298.54
c) Cost of maintenance of bridges and major culverts per network km of roads:	\$0.00	\$568.94
d) Bridge length (m) per network km of roads:	7.44	2.24
MAINTENANCE - UNSEALED RURAL LOCAL ROADS:		
a) Cost per length (km) of unsealed roads in non-urban areas for which the council is responsible:	\$3,498.58	\$2,047.38
b) Unsealed rural length (m) per non-urban property:	546.0	685.93
c) Cost of maintenance of bridges and major culverts per network km of roads:	\$0.00	\$91.17
d) Bridge length (m) per network km of roads:	0.68	0.64

***** NOTES *****

- * Unless otherwise shown, costs are per capita, based on ABS estimated resident population data (preliminary), as at 30 June 2015, as determined by the Australian Bureau of Statistics.
- * The "Council Value" is the unit cost for the Council based principally on 2014-15 Schedule 1 data.
- * State Standard costs are based on annual State averages costs, which are then averaged over 5 years (2010-11 to 2014-15). Annual average costs exclude extreme values in some cases. Standard costs are not intended to represent an ideal or optimal level of expenditure.
- * Information on the standard cost for each function is provided for information only and individual council values are generally not used to determine grants.

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Snowy River (S)

POPULATION BASED FUNCTIONS

POPULATION: 8,178

FUNCTION Disability Measure	Council Measure	State Standard	Weighting	Disability Factor
ADMINISTRATION AND GOVERNANCE (STANDARD COST): \$198.01				
Aboriginal and/or Torres Strait Islander:	1.03%	2.49%	0.005	0.0
Economies of Scale:	179	100	1.250	98.8
Non-English Speaking Background:	5.69%	18.45%	0.010	0.0
Population Distribution:	15.61	2.43	0.006	3.4
Population, Below Average Growth (5yr Average):	1.09%	1.29%	0.019	0.3
Sparsity (sq km per capita):	0.74	0.26	0.010	1.9
Other: <i>climatic condition</i>				2.0
Rounded Total:				106
AERODROMES (STANDARD COST): \$2.83				
Net Expenditure - Aerodromes:	0.00	2.83	1.000	0.0
Other:				0.0
Rounded Total:				0
AGED PERSON'S SERVICES (STANDARD COST): \$0.83				
Aged Persons (>=60 Yrs):	20.85%	20.93%	1.000	0.0
Pensioners:	9.23%	13.23%	1.200	0.0
Population Distribution:	15.61	2.43	0.002	0.9
Other:				0.0
Rounded Total:				1
ANIMAL CONTROL (STANDARD COST): \$2.54				
Population Distribution:	15.61	2.43	0.070	37.9
Other:				0.0
Rounded Total:				38
CEMETRIES (STANDARD COST): \$0.35				
Population Distribution:	15.61	2.43	0.015	8.2
Other:				0.0
Rounded Total:				8

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Snowy River (\$)

POPULATION BASED FUNCTIONS

POPULATION: 8,178

FUNCTION Disability Measure	Council Measure	State Standard	Weighting	Disability Factor
CHILDREN'S SERVICES (STANDARD COST): \$3.37				
One Parent Families:	11.21%	16.28%	0.815	0.0
Population Distribution:	15.61	2.43	0.001	0.6
Pre-School Children (0-4 Yrs):	5.74%	6.46%	1.000	0.0
Other:				0.0
Rounded Total:				1
COMMUNITY SERVICES (STANDARD COST): \$12.40				
Aboriginal and/or Torres Strait Islander:	1.03%	2.49%	0.116	0.0
Non-English Speaking Background:	5.69%	18.45%	0.125	0.0
Occupation:	25.08%	24.51%	0.750	1.7
Pension and Benefit Recipients (<60 Yrs):	17.74%	24.93%	0.965	0.0
Population Distribution:	15.61	2.43	0.001	0.7
Youth (15-24 Yrs):	13.88%	13.04%	0.200	1.3
Other:				0.0
Rounded Total:				4
CULTURAL FACILITIES (STANDARD COST): \$18.33				
Duplication of Halls:	30.47	11.46	0.100	16.6
Non-Resident Use - Cultural Facilities:	100	100	1.000	0.0
Other:				0.0
Rounded Total:				17
FIRE CONTROL & EMERGENCY SERVICES (STANDARD COST): \$16.54				
Duplication of SES Units	1.00	1.00	0.002	0.0
Floodboats:	0.12	0.05	0.026	3.3
Flood Prone Buildings:	0.00	24.97	0.027	0.0
Rural Fire Fighting Contributions	26.45	4.04	0.300	166.3
Urban Fire Levy:	2.44	9.21	0.800	0.0
Other:				0.0
Rounded Total:				170
HEALTH & SAFETY (STANDARD COST): \$9.22				
Food Premises:	13.21	5.91	0.751	92.7
Non-English Speaking Background:	5.69%	18.45%	0.100	0.0
Population Distribution:	15.61	2.43	0.015	8.1
Public Toilets:	250	100	0.250	37.5
Vandalism and Crime:	0.84%	0.89%	0.022	0.0
Other:				0.0
Rounded Total:				138

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Snowy River (S)

POPULATION BASED FUNCTIONS

POPULATION: 8,178

FUNCTION Disability Measure	Council Measure	State Standard	Weighting	Disability Factor
LIBRARIES (STANDARD COST): \$34.16				
Aged Persons:	20.85%	20.93%	0.260	0.0
Non-English Speaking Background:	5.69%	18.45%	0.100	0.0
Non-Resident Borrowers:	102.75	116.63	1.000	0.0
Population Distribution:	15.61	2.43	0.018	9.8
Students - Full Time:	15.73%	19.45%	0.195	0.0
Other:				0.0
Rounded Total:				10
PLANNING & BUILDING (STANDARD COST): \$30.02				
Development Activity:	62.81	58.19	0.250	2.0
Environmental Sensitivity:	1	1	0.060	0.0
Heritage:	1	1	0.028	0.0
Non-English Speaking Background:	5.69%	18.45%	0.040	0.0
Non-Residential Urban Properties:	5.86	2.54	0.200	26.1
Population Distribution:	15.61	2.43	0.017	9.2
Regional Centres and Secondary CBD's:	100	100	1.000	0.0
Other:				0.0
Rounded Total:				37
RECREATION (STANDARD COST): \$102.47				
Age Structure (5-29 yrs):	32.95%	32.50%	0.750	1.0
Beach Lifesaving:	100	100	1.000	0.0
Climate Measure:	1,244	898	0.277	10.7
Day Trippers:	100	100	1.000	0.0
Duplication of Playing Fields:	1.61	1.12	0.460	20.3
Duplication of Pools:	60.33	11.19	0.060	26.4
Non-Resident Use - Recreation:	115	100	1.000	15.0
Non-Urban Measure:	100	100	1.000	0.0
Population Distribution:	15.61	2.43	0.003	1.8
Tidal/Rock Pools	0.00	1.47	0.005	0.0
Other:				0.0
Rounded Total:				75

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Snowy River (S)

PROPERTY BASED FUNCTIONS

URBAN PROPERTIES: 4,983

NON-URBAN PROPERTIES: 899

FUNCTION Disability Measure	Council Measure	State Standard	Weighting	Disability Factor
URBAN PROPERTY BASED FUNCTIONS				
STORMWATER DRAINAGE & FLOOD CONTROL (STANDARD COST): \$84.69				
Flood Prone Urban Buildings:	1.00	1.00	1.810	0.0
Levee Measure:	0.00	0.20	0.010	0.0
Stormwater Drainage Index:	1.21	1.00	1.000	21.4
Other:				0.0
			Rounded Total:	21
STREET & GUTTER CLEANING (STANDARD COST): \$38.86				
Non-Res. Urban Props (Excl. Non-Metro LGAs):	9.70%	6.67%	0.500	N/A
Urban Density:	1	1,250	0.200	0.0
Other:				0.0
			Rounded Total:	0
STREET LIGHTING (STANDARD COST): \$37.20				
Net Expenditure - Street Lighting:	100	100	1.000	0.0
Other:				0.0
			Rounded Total:	0
NON-URBAN PROPERTY BASED FUNCTION				
NOXIOUS PLANTS & PEST CONTROL (STANDARD COST): \$139.66				
Infestation:	Low-Moderate	N/A	N/A	10.0
Terrain:	20.0%	N/A	N/A	2.0
Other:				
			Rounded Total:	12

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Snowy River (S)

ISOLATION ALLOWANCE DATA

POPULATION:	8,178
Adjusted Population (ceiling = 7,500):	7,500
Distance from Sydney:	439 km
Distance from Nearest Major Regional Centre:	150 km
Per Capita Allowance:	\$83.45
Western Zone Per Capita Allowance:	\$0.00
Total Per Capita Allowance:	\$100.14

REVENUE ALLOWANCE DATA

URBAN:	
No. of Properties:	4,983
Standard Value Per Property:	\$315,401
Council Value:	\$112,304
Standard Rate:	0.003982
NON-URBAN:	
No. of Properties:	899
Standard Value Per Property:	\$588,798
Council Value:	\$293,659
Standard Rate:	0.004819
PENSIONER REBATE ALLOWANCE:	
Pensioner Assessments as a % of Residential Assessments:	9.19%
Standard Percentage:	17.31%

LOCAL ROADS COMPONENT DATA 2016-17

Item	Council Measure
Population:	8,178
Local Road Length:	766 km
Length of Bridges on Local Roads:	721 m
Road Allowance (based on Road Length and Population):	\$810,622
Bridge Allowance (based on Bridge Length):	\$55,373
Total Allowance:	\$865,995

APPENDIX A

**LOCAL GOVERNMENT GRANTS COMMISSION
DISABILITY CALCULATION SUMMARY - 2016-17**

Snowy River (S)

STANDARD COSTS USED IN THE CALCULATION OF EXPENDITURE ALLOWANCES

FUNCTION	Council Value	State Standard
ADMINISTRATION AND GOVERNANCE	\$615.43	\$198.01
AERODROMES	\$0.00	\$2.83
AGED PERSONS' SERVICES	\$39.62	\$0.83
ANIMAL CONTROL	\$15.16	\$2.54
CEMETERIES	\$2.57	\$0.35
CHILDREN'S SERVICES	\$10.15	\$3.37
COMMUNITY SERVICES	\$11.37	\$12.40
CULTURAL FACILITIES	\$24.94	\$18.33
FIRE CONTROL AND EMERGENCY SERVICES	\$37.78	\$16.54
HEALTH AND SAFETY	\$26.41	\$9.22
LIBRARIES	\$24.33	\$34.16
NOXIOUS PLANTS AND PEST CONTROL (per non-urban property)	\$334.82	\$139.66
PLANNING & BUILDING	\$54.54	\$30.02
RECREATION	\$138.42	\$102.47
STORMWATER DRAINAGE AND FLOOD CONTROL (per urban property)	\$19.67	\$84.69
STREET AND GUTTER CLEANING (per urban property)	\$11.04	\$38.86
STREET LIGHTING (per urban property)	\$10.03	\$37.20

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION DISABILITY CALCULATION SUMMARY - 2016-17

Snowy River (S)

STANDARD COSTS USED IN THE CALCULATION OF EXPENDITURE ALLOWANCES

FUNCTION	Council Value	State Standard
MAINTENANCE - URBAN LOCAL ROADS:		
a) Cost per length (km) of roads in urban/built-up areas for which council is responsible:	\$11,188.71	\$20,639.84
b) Urban length (m) per urban property:	13.51	11.11
c) Cost of maintenance of bridges and major culverts per network km of roads:	\$29.72	\$382.81
d) Bridge length (m) per network km of roads:	0.44	0.80
MAINTENANCE - SEALED RURAL LOCAL ROADS:		
a) Cost per length (km) of sealed roads in non-urban areas for which the council is responsible:	\$5,782.24	\$5,217.40
b) Sealed rural length (m) per non-urban property:	260.10	298.54
c) Cost of maintenance of bridges and major culverts per network km of roads:	\$750.60	\$568.94
d) Bridge length (m) per network km of roads:	1.60	2.24
MAINTENANCE - UNSEALED RURAL LOCAL ROADS:		
a) Cost per length (km) of unsealed roads in non-urban areas for which the council is responsible:	\$2,200.49	\$2,047.38
b) Unsealed rural length (m) per non-urban property:	530.8	685.93
c) Cost of maintenance of bridges and major culverts per network km of roads:	\$419.65	\$91.17
d) Bridge length (m) per network km of roads:	0.69	0.64

***** NOTES *****

- * Unless otherwise shown, costs are per capita, based on ABS estimated resident population data (preliminary), as at 30 June 2015, as determined by the Australian Bureau of Statistics.
- * The "Council Value" is the unit cost for the Council based principally on 2014-15 Schedule 1 data.
- * State Standard costs are based on annual State averages costs, which are then averaged over 5 years (2010-11 to 2014-15). Annual average costs exclude extreme values in some cases. Standard costs are not intended to represent an ideal or optimal level of expenditure.
- * Information on the standard cost for each function is provided for information only and individual council values are generally not used to determine grants.

APPENDIXES B, C and D

APPENDIX B

LOCAL GOVERNMENT GRANTS COMMISSION EXPLANATION OF CALCULATION SUMMARIES – 2016-17

INTRODUCTION

The Commission's general purpose component of the grant calculations is made up of two elements. The revenue element attempts to assess the relative revenue raising capacity of councils. The expenditure element recognises the additional costs faced by councils in providing services because of inherent cost disabilities. Council policy decisions are not considered.

REVENUE ALLOWANCES

The calculation of revenue allowances by the commission seeks to compensate councils for their relative revenue raising capacity. Land values are used to rank councils along a continuum ranging from those with the strongest capacity to raise revenue to those that have the weakest capacity.

On the basis of aggregated property information purchased by the Commission from the Valuer-General and information submitted by councils to the Office of Local Government in the annual rating return, the total rateable valuation figure for each council is calculated to a common base date, as at 1 July each year. For the 2016-17 calculations the total figure is an average valuation for the years 2012, 2013, and 2014 with the 2012 and 2013 figures adjusted for changes in the number of properties between these years and 2014. Only the value of rateable property is used in the calculations. Councils are not penalised for non-rateable properties.

The property numbers and valuations for each council are split into urban and non-urban components on the basis of the department's annual rating return.

For the urban component a State average property value is determined based on the weighted average of all councils' values. An average rate-in-the-dollar is determined by dividing the State-wide rate revenue by the State-wide valuation.

The average value of urban properties for the council is compared to the State average value. The difference is multiplied by the number of properties and the State average rate-in-the-dollar to calculate a revenue allowance for urban properties. If the average value of urban properties for the council is higher than the State average the allowance is negative, if it is lower the allowance is positive.

A similar calculation is undertaken for non-urban properties.

The revenue allowances for the urban and non-urban components of each council are then added to give the total notional revenue allowance. The notional revenue allowances are then discounted to give them the same weight as the expenditure allowances.

In the absence of suitable alternative measures for assessing the relative capacity of councils to raise revenue the commission considers the use of land values, with its discounting concession, to be the most equitable method of comparative assessment. Property values provide a good and simple indicator of the relative strength of the economic base of different local government areas. Valuations are somewhat sensitive to market fluctuations across all council areas brought about by circumstances such as drought, population growth or decline, and rising or falling economic activity.

APPENDIX B

LOCAL GOVERNMENT GRANTS COMMISSION EXPLANATION OF CALCULATION SUMMARIES – 2016-17

The general formula for the calculation of revenue allowances is:

$$\text{Revenue Allowance} = Nc \times ts \times (Ts - Tc)$$

where:

Nc	=	number of properties (assessments)
ts	=	standard rate-in-the-dollar
Ts	=	standard value per property
Tc	=	council's value per property.

The standard per property (**Ts**) is calculated as follows:

$$Ts = \frac{\text{sum of rateable values for all councils}}{\text{sum of number of properties for all councils}}$$

The standard tax rate (**ts**) is calculated as follows:

$$ts = \frac{\text{sum of general purpose revenue of all councils}}{\text{sum of rateable values of all councils}}$$

The accompanying summary provides details of the calculation of urban and non-urban revenue allowance for council. Individual council's figures are provided to each council.

PENSIONER REBATE ALLOWANCES

An additional allowance is calculated which compensates councils for the cost of the mandatory rebate of rates to pensioners. Positive allowances are calculated for councils with an above average number of eligible assessments as a proportion of residential assessments.

The general formula used to calculate the pensioner rebate allowance is:

$$\text{Pensioner Rebate Allowance} = Rc \times Nc \times (Pc - Ps)$$

where:

Rc	=	the standardised rebate per property for the council
Nc	=	the number of residential properties
Pc	=	the proportion of eligible pensioner assessments for the council
Ps	=	the proportion of eligible pensioner assessments for <u>all</u> councils.

APPENDIX B

LOCAL GOVERNMENT GRANTS COMMISSION EXPLANATION OF CALCULATION SUMMARIES – 2016-17

The standardised rebate for council (R_c) in the above formula is:

$$\text{Standardised Rebate for Council} = 0.25 \times V_c \times T_s$$

where:

V_c = the average value per residential property in the council

T_s = the standard rate-in-the-dollar for residential properties.

The maximum value for R_c is set at \$125.00.

The attached summary provides details of the calculation of the pensioner rebate allowance for council.

EXPENDITURE ALLOWANCES

Expenditure disability allowances attempt to compensate councils for the extent to which it is expected to cost the council more than the standard council to provide a service due to inherent factors. The policy decisions of councils concerning the level of service provided or whether or not there is a service provided at all, are not considered (effort neutral).

These allowances are the dollar values of the estimated additional costs due to disabilities considered by the commission. There are three elements in the calculation of disability allowances:

Unit: measures the number of units to be serviced. For the functions covered by the accompanying notes the units are either population (estimated resident population), urban properties, non urban properties, road and bridge lengths.

Standard Cost: is generally five-yearly annual average of net operating costs, per unit, by all councils in the State, for the years 2010-11 to 2014-15.

Disability Factor: estimate of the additional cost, expressed as a percentage, of providing a standard service due to inherent disabilities (see the following section for details).

Expenditure disability allowances are calculated on the following general formula:

$$\text{Expenditure Disability Allowances} = \text{Unit} \times \text{Standard Cost} \times \text{Disability Factor}$$

Disability allowances for some functions are discounted to take account of specific purpose grants for those functions.

APPENDIX B

LOCAL GOVERNMENT GRANTS COMMISSION EXPLANATION OF CALCULATION SUMMARIES – 2016-17

DISABILITY FACTORS

Disability factors are used in the calculation of expenditure allowances as part of the expenditure component of the calculations.

A disability factor is the commission's estimate of the additional cost, expressed as a percentage, of providing a standard service due to inherent disabilities.

Inherent disabilities are characteristics of the council area beyond council control. The commission does not compensate councils for cost differences, which arise due to policy decisions of council, management performance, or accounting differences.

For each function the commission has identified a number of variables that are considered to be the most significant in influencing a council's expenditure on that particular function. These variables are termed disabilities. In addition to disabilities identified by the commission, "other" disabilities relating to individual councils may be determined from council visits or submissions.

The accompanying notes provide details of the disabilities considered for each function under a series of headings. These are:

Disability:	specifies the variable.
Recognises:	explains the reason for including the disability and its relationship to the standardised council expenditure.
Measure:	explains the basis on which the disability is assessed.
Source:	the source of the data used for the determined factor.
Standard Value:	the value with which individual council values are compared. It is usually the average value for the State.
Weightings:	relates the variation in the disability to the estimated additional cost due to that disability. The weightings have generally been determined by establishing a factor for the maximum disability based on a sample of councils and/or through discussion with appropriate organisations.

The general approach for calculating a **disability factor** is to take each disability relating to a function and apply the following formula:

$$\text{Disability Factor} = \left[\frac{\text{Council Value}}{\text{Standard}} - 1 \right] \times 100 \times \text{Weighting}$$

For some disabilities the factor is a set percentage. Where this occurs in the notes the weighting is shown as N/A.

Generally negative scores are not calculated, that is, if the council score is less than the standard, a factor of 0 is substitute. Where negative disability factors are calculated it is shown in the summary. The factors calculated for each disability are then added together and rounded to give a total disability factor for the function.

APPENDIX B

LOCAL GOVERNMENT GRANTS COMMISSION EXPLANATION OF CALCULATION SUMMARIES – 2016-17

ISOLATION

In addition to the calculation of allowances for each expenditure function, the commission also calculates an allowance for additional costs associated with isolation for all non-metropolitan councils. The isolation allowance is calculated using regression analysis of the additional costs of isolation reported by council and their distance from Sydney and nearest major regional centre. An additional component is included which specifically recognised the additional industrial obligations of councils in western NSW.

A population ceiling of 7,500 was used when calculating the total allowance. This recognises the economies of scale that exist in larger centres, which reduce the cost effects of isolation.

Calculations for **Isolation allowances** are based on the following formula:

$$\text{Isolation Allowance} = Pc \times (Dsc \times K1 + Dnc \times K2 + Ic)$$

where:

Pc	=	the adjusted population for each council (7,500 ceiling).
Dsc	=	the distance from council's administrative centre to Sydney.
Dnc	=	the distance from council's administrative centre to the nearest major regional centre.
Ic	=	the additional per capita allowance due to industrial award obligations (if applicable).

K1 and K2 are constants.

The summary attached provides details of the isolation allowance calculated for council.

STANDARD UNIT COSTS

The calculation of allowances for expenditure disabilities is generally based on a five year rolling average of annual standard unit costs for each expenditure function. Standard unit costs are based on State average unit cost of the aggregate of net costs reported by all councils. The information is sourced from Special Schedule 1 of councils' financial reports.

The five year averaged standard unit costs for the functions considered in the calculation of grants for 2016-17 are shown on pages 6-7 in the enclosed Appendix A. These standard unit costs do not represent an ideal or optimal level of expenditure. Council's most recent annual unit costs are also shown in Appendix A for information. Generally, whether a council's unit costs are greater or less than the standard unit cost does not have any direct effect on the grant to the council. The standard unit costs simply determine the weightings for the particular function in relation to other functions in the calculation of allowances for expenditure disabilities.

Blank Page

APPENDIX C

LOCAL GOVERNMENT GRANTS COMMISSION DETAILS OF DISABILITY FACTORS – 2016-17

ADMINISTRATION

Aboriginal or Torres Strait Islander

Recognises: additional costs for councils with a significant aboriginal population.
Measure: proportion of the population Aboriginal or Torres Strait Islander.
Source: Australian Bureau of Statistics (ABS), Census 2011, usual residents profile.
Standard: 2.49%
Weighting: 0.005

Economies of Scale

Recognises: higher per capita costs of administration for councils with small populations.
Measure: a population based score of 100 to 225 is used with councils whose population is greater than 20,000 receiving nil disability and those whose population is less than 1,250 receiving the maximum disability score.
Source: ABS, Regional Population Growth, Australia, 2014-15.
Standard: 100
Weighting: 1.25

Non-English Speaking Background

Recognises: additional costs of information provision.
Measure: proportion of population born in non-English speaking countries.
Source: ABS, Census 2011, usual residents profile.
Standard: 18.45%
Weighting: 0.01

Population Distribution

Recognises: costs of staff travel and duplication of services.
Measure: the larger of:
(a) the sum of the population of centres greater than 200 multiplied by their distance from council headquarters(km) divided by the overall council population;
or
(b) according to population:
between 50,000 and 100,000 3.65
between 100,000 and 150,000 4.87
greater than 150,000 7.30
Source: ABS, Census 2011, Census counts for small areas (place of enumeration)
Standard: 2.43
Weighting: 0.006

Population: Below Average Growth

Recognises: additional cost relativities resulting from below average growth.
Measure: annual average percentage change in population over the previous five years.
Source: ABS, Regional Population Growth, Australia, 2014-15.
Standard: 1.29%
Weighting: 0.019

Sparsity

Recognises: additional costs due to large council areas.
Measure: area (sq km) per capita.
Source: ABS, Regional Population Growth, Australia, 2014-15.
Standard: 0.258
Weighting: 0.01

APPENDIX C

LOCAL GOVERNMENT GRANTS COMMISSION DETAILS OF DISABILITY FACTORS – 2016-17

AERODROMES

Net Expenditure: Aerodromes

Recognises: above average expenditure, which is generally beyond council control.
Measure: adjusted net expenditure per capita averaged over 5 years.
Source: Office of Local Government, Special Schedule 1 (2010-11 to 2014-15); ABS, Regional Population Growth, Australia, 2014-15.
Standard: 2.83
Weighting: 1.0 (maximum DF of 587)

AGED PERSONS' SERVICES

Aged Persons (60 years and over)

Recognises: additional need for services.
Measure: proportion of the population aged 60 years and over.
Source: ABS, Population by Age and Sex - 30 June 2014.
Standard: 20.93%
Weighting: 1.0

Pensioners

Recognises: additional council responsibility for aged services.
Measure: proportion of the population receiving the aged pension, and mature age allowances.
Source: Centrelink, Customers by Postcodes - June 2008, (Recipients of Pensions, Benefits and Family Payments). Postcode data adjusted for council boundaries using ABS concordance.
Standard: 13.23%
Weighting: 1.2

Population Distribution

Recognises: costs of staff travel and duplication of services.
Measure: as for Administration.
Source: ABS, Census 2011, census counts for small areas.
Standard: 2.43
Weighting: 0.002

ANIMAL CONTROL

Population Distribution

Recognises: costs of staff travel and duplication of services.
Measure: as for Administration.
Source: ABS, Census 2011, census counts for small areas.
Standard: 2.43
Weighting: 0.070

CEMETERIES

Population Distribution

Recognises: costs of staff travel and duplication of services.
Measure: as for Administration.
Source: ABS, Census 2011, census counts for small areas.
Standard: 2.43
Weighting: 0.015

APPENDIX C

LOCAL GOVERNMENT GRANTS COMMISSION DETAILS OF DISABILITY FACTORS – 2016-17

CHILDREN'S SERVICES

One Parent Families

Recognises:	additional need for child care facilities.
Measure:	proportion of families classified as "one parent family".
Source:	ABS, Census 2011 of Population and Housing, selected social and housing characteristics for statistical local areas.
Standard:	16.28%
Weighting:	0.815

Population Distribution

Recognises:	costs of staff travel and duplication of services.
Measure:	as for Administration.
Source:	ABS, Census 2011, census counts for small areas.
Standard:	2.43
Weighting:	0.001

Pre-School Children (0-4 years)

Recognises:	additional need for services targeted at this age group which makes up the bulk of local government involvement in children's services.
Measure:	proportion of the population in 0-4 years age group.
Source:	ABS, Population by Age and Sex - 30 June 2014.
Standard:	6.46%
Weighting:	1.0

COMMUNITY SERVICES

Aboriginal or Torres Strait Islander

Recognises:	additional costs for councils with a significant aboriginal population.
Measure:	proportion of the population Aboriginal or Torres Strait Islander.
Source:	ABS, Census 2011, usual residents profile.
Standard:	2.49%
Weighting:	0.116

Non-English Speaking Background

Recognises:	additional costs of information provision.
Measure:	proportion of population born in non-English speaking countries.
Source:	ABS, Census 2011, usual residents profile.
Standard:	18.45%
Weighting:	0.125

Occupation

Recognises:	additional council responsibility for community services in areas of low socio-economic status.
Measure:	proportion of the employed persons in lower socio-economic occupational groups.
Source:	ABS, Census 2011, usual residents profile.
Standard:	24.51%
Weighting:	0.750

Pension and Benefit Recipients

Recognises:	low income persons as a target group for community services.
Measure:	proportion of the population receiving social security pensions.
Source:	Centrelink, Customers by Postcodes - June 2008, (recipients of pensions, benefits and family payments). Postcode data adjusted for council boundaries using ABS concordance.
Standard:	24.93%
Weighting:	0.965

APPENDIX C

LOCAL GOVERNMENT GRANTS COMMISSION DETAILS OF DISABILITY FACTORS – 2016-17

Population Distribution

Recognises:	costs of staff travel and duplication of services.
Measure:	as for Administration.
Source:	ABS, Census 2011, census counts for small areas.
Standard:	2.43
Weighting:	0.001

Youth (15-24 years)

Recognises:	youth as a target group for community services.
Measure:	proportion of population in the 15-24 years age group.
Source:	ABS, Population by Age and Sex - 30 June 2014.
Standard:	13.04%
Weighting:	0.200

CULTURAL FACILITIES

Duplication of Halls

Recognises:	the additional costs related to the provision of facilities in a number of centres of less than optimum population size.
Measure:	number of licensed halls multiplied by the standard net loss per hall divided by the LGA population for non-metropolitan councils.
Source:	Grants Commission Return, 2014-15; Office of Local Government, Special Schedule 1, 2014-15; ABS, Regional Population Growth, Australia, 2014-15.
Standard:	11.46
Weighting:	0.1 (maximum DF of 25)

Non-Resident Use - Cultural Facilities

Recognises:	additional cost of the provision of higher order facilities in regional centres.
Measure:	maximum score of 150 based on Commission assessment.
Source:	Grants Commission.
Standard:	100
Weighting:	1.0

FIRE CONTROL AND EMERGENCY SERVICES

Duplication of SES Units

Recognises:	cost of duplication of SES units.
Measure:	index based on the population of each centre with an SES unit located more than 10 km from the administrative centre multiplied by its distance from the administrative centre divided by the total population of the LGA.
Source:	SES Headquarters; ABS, Census 2011, census counts for small areas.
Standard:	1.0
Weighting:	0.002

Flood Boats

Recognises:	requirement for flood rescue in non-urban areas.
Measure:	number of SES registered flood boats per thousand of population.
Source:	Grants Commission return, 2014-15; ABS, ABS, Regional Population Growth, Australia, 2014-15.
Standard:	0.054
Weighting:	0.026

APPENDIX C

LOCAL GOVERNMENT GRANTS COMMISSION DETAILS OF DISABILITY FACTORS – 2016-17

Flood Prone Buildings

Recognises:	flood rescue as the major area of SES expenditure.
Measure:	number of buildings subject to mainstream flooding (1 in 100 years) per thousand of population.
Source:	Grants Commission return, 2014-15; ABS, Regional Population Growth, Australia, 2014-15.
Standard:	24.97
Weighting:	0.027

Rural Fire Fighting Contributions

Recognises:	contributions to the rural fire fighting fund.
Measure:	average contributions to the NSW Rural Fire Service for a five year period, per capita (2010-11 - 2014-15).
Source:	Ministry for Police and Emergency Services.
Standard:	4.04
Weighting:	0.3

Urban Fire Levy

Recognises:	payment of this levy is the major local government expenditure item.
Measure:	per capita NSW Fire Rescue contributions.
Source:	Ministry for Police and Emergency Services, 2014-15.
Standard:	9.21
Weighting:	0.8

HEALTH AND SAFETY

Food Premises

Recognises:	additional inspection costs in areas with high proportions of food premises.
Measure:	proportion of food premises per thousand of population.
Source:	Grants Commission return, 2014-15.
Standard:	5.91
Weighting:	0.751 (maximum DF of 110)

Non-English Speaking Background

Recognises:	population of non-English speaking backgrounds as a target group for health services.
Measure:	proportion of population born in non-English speaking countries.
Source:	ABS, Census 2011, usual residents profile.
Standard:	18.45%
Weighting:	0.100

Population Distribution

Recognises:	costs of staff travel and duplication of services.
Measure:	as for Administration.
Source:	ABS, Census 2011, census counts for small areas.
Standard:	2.43
Weighting:	0.015

Public Toilets

Recognises:	significant variation in Council expenditure related to non-resident use.
Measure:	score based on expenditure and Commission's assessment of need to provide public toilets.
Source:	Office of Local Government, Special Schedule 1, 2014-15.
Standard:	100
Weighting:	0.25

APPENDIX C

LOCAL GOVERNMENT GRANTS COMMISSION DETAILS OF DISABILITY FACTORS – 2016-17

Vandalism and Crime

Recognises:	additional costs associated with repairing damage to public property.
Measure:	malicious damage to property incidents per capita.
Source:	NSW Bureau of Crime Statistics and Research, 2014.
Standard:	0.89%
Weighting:	0.022

LIBRARIES

Aged Persons (60 years and over)

Recognises:	additional cost of providing specialist services and materials.
Measure:	proportion of the population aged 60 years and over.
Source:	ABS, Population by Age and Sex - 30 June 2014.
Standard:	20.93%
Weighting:	0.26

Non-English Speaking Background

Recognises:	additional costs of information provision.
Measure:	proportion of population born in non-English speaking countries.
Source:	ABS, Census 2011, usual residents profile.
Standard:	18.45%
Weighting:	0.1

Non-Resident Borrowers

Recognises:	additional cost of providing services for non-residents.
Measure:	percentage of non-resident borrowers plus 100.
Source:	State Library of NSW, 2013-14.
Standard:	116.63
Weighting:	1.0 (maximum DF of 10)

Population Distribution

Recognises:	costs of staff travel and duplication of services.
Measure:	as for Administration.
Source:	ABS, Census 2011, census counts for small areas.
Standard:	2.43
Weighting:	0.018

Students: Full Time

Recognises:	students as a major user group of library services.
Measure:	proportion of the population attending an educational institution full time.
Source:	ABS, Census 2011, usual residents profile.
Standard:	19.45%
Weighting:	0.195

PLANNING AND BUILDING SERVICES

Development Activity

Recognises:	that expenditure is related to additional costs of inspection, certification, etc.
Measure:	per capita estimate (R) based on a regression of expenditure on planning and building control, number of building approvals for new dwellings per capita (a) and the total value of non-residential building approvals per capita (b).

The formula is: $R = 58.19 + (730.36 \times a) + (0.00227 \times b)$

Source:	Office of Local Government, Special Schedule 1, 2014-15; ABS, Building Approvals, June 2015.
Standard:	58.19
Weighting:	0.25 (maximum DF of 20)

APPENDIX C

LOCAL GOVERNMENT GRANTS COMMISSION DETAILS OF DISABILITY FACTORS – 2016-17

Environmental Sensitivity

Recognises:	additional costs of being classified as "environmental sensitive" by the Environmental Protection Authority.
Measure:	councils are divided into 5 categories on the basis of environmentally sensitive areas (extreme 24%, very high 18%, high 12%, above average 6%, average and below 0).
Source:	Environmental Protection Authority and Grants Commission.
Standard:	1
Weighting:	0.06

Heritage

Recognises:	additional costs due to greater complexity in plan preparation and development control.
Measure:	councils are divided into 5 categories on the basis of heritage considerations and environmentally sensitive areas, as assessed by the Commission (extreme 11%, very high 8%, high 6%, above average 3%, average and below 0).
Source:	Heritage Council and Grants Commission.
Standard:	1
Weighting:	0.028

Non-English Speaking Background

Recognises:	additional costs of information provision.
Measure:	proportion of population born in non-English speaking countries.
Source:	ABS, Census 2011, usual residents profile.
Standard:	18.45%
Weighting:	0.04

Non-Residential Urban Properties

Recognises:	greater complexity of processing development applications.
Measure:	number of urban properties which are classified as "business" per hundred of population.
Source:	Office of Local Government, Financial Data Return, 2014-15.
Standard:	2.54
Weighting:	0.2 (maximum DF of 30)

Population Distribution

Recognises:	costs of staff travel and duplication of services.
Measure:	as for Administration.
Source:	ABS, Census 2011, census counts for small areas.
Standard:	2.43
Weighting:	0.017

Regional Centres and Secondary CBDs

Recognises:	additional costs of forward planning generally related to non-resident use.
Measure:	range of disabilities between 0 and 24 recognising extra planning expenditure necessary.
Source:	Department of Infrastructure, Planning and Natural Resources.
Standard:	100
Weighting:	1.0

APPENDIX C

LOCAL GOVERNMENT GRANTS COMMISSION DETAILS OF DISABILITY FACTORS – 2016-17

RECREATION

Age Structure (5-29 years)

Recognises: additional need for facilities due to a high proportion of population in the sport-playing age group.
Measure: proportion of the population in the 5-29 years age group.
Source: ABS, Population by Age and Sex - 30 June 2014.
Standard: 32.50%
Weighting: 1.0

Beach Lifesaving

Recognises: cost of additional facilities associated with beaches, principally lifesavers.
Measure: score based on Commission assessment.
Source: Office of Local Government, Special Schedule 1, 2014-15.
Standard: 100
Weighting: 1.0

Climate Measure

Recognises: additional costs in watering on low rainfall areas and the cost of mowing in high rainfall areas.
Measure: (a) low rainfall – the difference between the council's annual average rainfall (mm) and NSW highest rainfall (1898 mm); and
(b) high rainfall – councils with rainfall above 1330 mm receive 5% disability.
Source: Bureau of Meteorology, Rainfall Statistics, Australia, 1977 (minimum 30 years of observations)
Standard: a) 898 b) 0
Weighting: a) 0.277 b) N/A

Day Trippers

Recognises: additional costs related to the provision of facilities for one-off day visitors.
Measure: index in the range 100-105 determined by the Grants Commission.
Source: Tourism Research Australia and the Grants Commission.
Standard: 100
Weighting: 1.0

Duplication of Playing Fields

Recognises: additional costs related to the provision of facilities in a number of centres of less than optimum population size.
Measure: index based on the per capita area of playing fields that should be provided taking each urban centre above 200 population in turn, based on Research Study 1, Sydney Region Open Space Survey, NSW Planning and Environment Commission, 1975.
Source: ABS, 2001 Census, census counts for small areas.
Standard: 1.112
Weighting: 0.460

Duplication of Pools

Recognises: additional costs related to the provision of facilities in a number of centres of less than optimum population size.
Measure: number of pool complexes operated by council multiplied by the standard net loss per pool divided by population.
Source: Grants Commission return, 2013-14; Office of Local Government, Special Schedule 1, 2014-15; ABS, Regional Population Growth, Australia, 2014-15.
Standard: 11.19
Weighting: 0.06

APPENDIX C

LOCAL GOVERNMENT GRANTS COMMISSION DETAILS OF DISABILITY FACTORS – 2016-17

Non-Resident Use - Recreation

Recognises:	costs of additional services required in regional and tourist centres.
Measure:	index generally in range 100-125 determined by the Commission based on a sampling of councils.
Source:	Grants Commission.
Standard:	100
Weighting:	1.0

Non-Urban Measure

Recognises:	cost advantages of councils whose residents have the opportunity to use facilities provided in adjacent centres.
Measure:	index in a range 80-100 determined by the Commission based on a sampling of councils (negatives are calculated).
Source:	Grants Commission.
Standard:	100
Weighting:	1.0

Population Distribution

Recognises:	cost of staff travel and duplication of services.
Measure:	as for Administration.
Source:	ABS, Census 2011, census counts for small areas.
Standard:	2.43
Weighting:	0.003

Tidal/Rock Pools

Recognises:	additional maintenance costs associated with tidal rock pools.
Measure:	number of rock/tidal pools operated by the councils multiplied by the stand net loss per pool divided by population.
Source:	Grants Commission return, 2014-15; ABS, Regional Population Growth, Australia, 2014-15.
Standard:	1.47
Weighting:	0.005

STORMWATER DRAINAGE AND FLOOD CONTROL

Flood Prone Urban Buildings

Recognises:	need for expenditure is proportional to the number of flood prone buildings.
Measure:	based on the number of flood prone urban buildings subject to mainstream flooding (1 in 100 years) as a proportion of the total urban properties.
Source:	Grants Commission return, 2014-15.
Standard:	1.0
Weighting:	1.81

Levee Measure

Recognises:	maintenance of levee banks.
Measure:	metres of levee banks per urban property.
Source:	Grants Commission return, 2014-15.
Standard:	0.195
Weighting:	0.01

APPENDIX C

LOCAL GOVERNMENT GRANTS COMMISSION DETAILS OF DISABILITY FACTORS – 2016-17

Stormwater Drainage Index

Recognises:	variation in cost of construction and maintenance related to a number of variables considered to be most significant.
Measure:	index provided by consultants after studying rainfall, urban land use and impervious area, ground slope, associated construction costs, soil and geology, and the age of the stormwater system.
Source:	Stormwater drainage return, 1987.
Standard:	1.0
Weighting:	1.0

STREET AND GUTTER CLEANING

Non-Residential Urban Properties

Recognises:	increased amounts of litter collected from commercial areas.
Measure:	proportion of urban properties classified as "business". The measure excludes non-metropolitan councils.
Source:	Office of Local Government, Financial Data Return, 2014-15.
Standard:	6.67%
Weighting:	0.5 (maximum DF of 20)

Urban Density

Recognises:	additional maintenance costs of facilities in densely populated areas.
Measure:	population divided by the total area of LGA in square kilometres.
Source:	ABS, Regional Population Growth, Australia, 2014-15.
Standard:	1,250
Weighting:	0.2 (maximum DF of 20)

STREET LIGHTING

Net Expenditure: Street Lighting

Recognises:	additional expenditure largely beyond the control of individual councils.
Measure:	adjusted net expenditure per urban property averaged over 5 years.
Source:	Office of Local Government, Special Schedule 1, 2010-11 - 2014-15; NSW Roads and Maritime Services, traffic route light subsidy scheme, 2014-15.
Standard:	100
Weighting:	1.0

NOXIOUS PLANTS AND PEST CONTROL

Infestation

Recognises:	increased costs in areas of high weed infestation.
Measure:	Noxious Plant Advisory Board index and the Grants Commission.
Source:	Department of Agriculture
Standard:	Low
Weighting:	N/A

Terrain

Recognises:	additional costs related to access and constraints on using machinery in mountainous areas.
Measure:	disability factors based on the proportion of council areas classified "mountainous" or "hilly".
Source:	CSIRO
Standard:	N/A
Weighting:	N/A

APPENDIX D

LOCAL GOVERNMENT GRANTS COMMISSION GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2017-18 GRANTS

1. GENERAL

All submissions **must** be consistent with the principles which have been adopted by the Commission. The principles are attached in **Table 1**.

Information in the submissions must relate to the year ended 30 June 2016, in order to be compatible with the Grants Commission's **Return of General Information** for that year.

Only recurrent costs should be included; capital costs are to be excluded.

Submissions should be based only on inherent disabilities and problems, which are outside the Council's control. **Additional costs that result from deliberate policy decisions made by council to provide a higher than average standard of service are not considered disabilities.**

Information provided on disabilities should be brief and the costing estimates of the disabilities should be as accurate as is practicable to determine.

It is expected that submissions will generally relate to expenditure disabilities.

If you have further question, then please contact:

Bruce Wright on (02) 4428 4132 or by email at bruce.wright@dlg.nsw.gov.au

Submissions should be e-mailed to the Commission at grants@dlg.nsw.gov.au as soon as possible, but no later than **30 November 2016**.

2. EXPENDITURE DISABILITIES

(a) Content

Details of the Commission's expenditure calculations for the council area are enclosed (See **Appendix A**). This information should be used in assessing whether to make a submission on expenditure disabilities; that is, in assessing whether the particular disabilities of council's area are **already recognised** in the formula. If council believes that disabilities **other than those currently identified by the formula** have an impact on the cost of providing services, then this should be substantiated in the submission.

Similarly, if council believes that the impact of any disability already identified by the Commission is greater than indicated, then the case should be argued in the submission.

It should be noted that water, sewerage and waste management services are not considered.

APPENDIX D

LOCAL GOVERNMENT GRANTS COMMISSION GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2017-18 GRANTS

(b) Required Format

Table 2 shows the **REQUIRED FORMAT** for submissions on expenditure disabilities. Submissions should be **brief** and include:

- (1) the function affected (using the Commission's functional heading);
- (2) a **brief** description of the disability;
- (3) a **brief** account of the action taken, or which would need to be taken, to deal with that disability;
- (4) the **estimated additional cost** impact of that action.

Where a disability factor affects costs across a number of council functions, separate details should be used showing the cost impact in each function area.

(c) Outcome

Where the Commission recognises an additional disability raised in a submission, which is particular to one or a small number of councils, their disability factors for that function will be adjusted in the "other" category.

Where an additional disability is recognised which has an impact on a number of councils, the methodology will be adjusted and all councils will be affected according to the extent of the relevant disability.

3. REVENUE DISABILITIES

While the approved principles generally bind the Commission's operation in this area, councils may wish to comment on the current methodology if it is considered that these unfairly disadvantage them.

It should be noted that non-rateable properties are taken into consideration in the Commission's calculation automatically. The loss of revenue from non-rateable properties does not need to be specified in the submission. However, additional net costs associated with services to non-rateable properties may be raised as an expenditure disability.

APPENDIX D

LOCAL GOVERNMENT GRANTS COMMISSION GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2017-18 GRANTS

TABLE 1

APPROVED PRINCIPLES

1. general purpose grants to local governing bodies will be allocated as far as practicable on a full equalisation basis as defined in the *Local Government (Financial Assistance) Act 1995*; that is a basis which attempts to compensate local governing bodies for differences in expenditure required in the performance of their functions and in their capacity to raise revenue.
2. the assessment of revenue and expenditure allowances of local governing bodies will, as far as is practicable, be independent of the policy or practices of those bodies in raising revenue and the provision of services.
3. revenue raising capacity will primarily be determined on the basis of property values; positive and negative allowances relative to average standards may be calculated.
4. revenue allowances may be discounted to achieve equilibrium with expenditure allowances.
5. generally for each expenditure function an allowance will be determined using recurrent cost; both positive and negative allowances relative to average standards may be calculated.
6. expenditure allowances will be discounted to take account of specific purpose grants.
7. additional costs associated with non-resident use of services and facilities will be recognised in determining expenditure allowances.

APPENDIX D

**LOCAL GOVERNMENT GRANTS COMMISSION
GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2017-18 GRANTS**

TABLE 2

REQUIRED FORMAT FOR SUBMISSIONS ON

EXPENDITURE DISABILITIES

EXAMPLE:

Function:

Planning and Building Services

Disability:

Land Slip

Description and Response:

A proportion of the council area is subject to land slip. This causes **additional** work in the processing of development applications (DAs), estimated to be an additional 3 hours per application.

Cost Impact:

450 DAs from potential land slip areas were processed in 2015-16.

The **additional** cost is estimated as:-

450 applications x 3 hours/application x \$45/hour = **\$60,750**

22. CONFIDENTIAL MATTERS

In accordance with Section 10A(2) of the Local Government Act 1993, Council can exclude members of the public from the meeting and go into Closed Session to consider confidential matters, if those matters involve:

- (a) personnel matters concerning particular individuals; or
- (b) the personal hardship of any resident or ratepayer; or
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business; or
- (d) commercial information of a confidential nature that would, if disclosed;
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law; or
- (f) matters affecting the security of the council, councillors, council staff or council property; or
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege or information concerning the nature and location of a place; or
- (h) an item of Aboriginal significance on community land.

and Council considers that the closure of that part of the meeting for the receipt or discussion of the nominated items or information relating thereto is necessary to preserve the relevant confidentiality, privilege or security of such information, and discussion of the material in open session would be contrary to the public interest.

In accordance with Section 10A(4) of the Local Government Act 1993 the Chairperson will invite members of the public to make verbal representations to the Council on whether the meeting should be closed to consider confidential matters.

RECOMMENDATION

1. THAT pursuant to Section 10A subsections 2 & 3 and Section 10B of the Local Government Act, 1993 (as amended) the following items on the agenda for the Ordinary Council meeting be dealt with in Closed Session for the reasons specified below:

22.1 Removal of Dangerous Trees on Rocky Plains Road

Item 22.1 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

22.2 Snowy River Health Centre - Lease Considerations

Item 22.2 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because 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 and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

22.3 Annual Meeting with Coolmatong Snowy Mountains Country Club

Item 22.3 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because 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 and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

22.4 Purchase of Land on Yallakool Road

Item 22.4 is confidential in accordance with s10(A)(2)(di) of the Local Government Act

because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

2. The press and public be excluded from the proceedings of the Council in Closed Session on the basis that these items are considered to be of a confidential nature.
3. That the Minutes and Business Papers including any reports, correspondence, documentation or information relating to such matter be treated as confidential and be withheld from access by the press and public, until such time as the Council resolves that the reason for confidentiality has passed or become irrelevant.
4. That the resolutions made by the Council in Closed Session be recorded in the Minutes of the Council Meeting.
5. That upon this recommendation being moved and seconded, the Chairperson invite representations from the public as to whether this part of the meeting should be closed to consider the nominated item.