



SNOWY MONARO
REGIONAL COUNCIL

BUSINESS PAPER

Administrator Delegations Meeting
11 November 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.

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

**ON FRIDAY 11 NOVEMBER 2016
COMMENCING AT 9.00AM**

BUSINESS PAPER

- 1. OPENING OF THE MEETING**
- 2. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST**
(Declarations also to be made prior to discussions on each item)
- 3. CORPORATE BUSINESS - KEY DIRECTION 1. SUSTAINING OUR ENVIRONMENT FOR LIFE**
 - 3.1 Proposed Licence Agreement with Optus - Co-Location of Telecommunications Equipment on Telstra Tower at High Zone Reservoir in Gippsland Street Jindabyne 3
- 4. CORPORATE BUSINESS - KEY DIRECTION 2. EXPANDING CONNECTIONS WITHIN THE REGION AND BEYOND**
Nil
- 5. CORPORATE BUSINESS - KEY DIRECTION 3. STRENGTHENING OUR LOCAL ECONOMY**
 - 5.1 CBRJO Economic Development and Tourism Working Group - Regional Visit to local businesses in Jugiong, held October 11, 2016 9
- 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 Request for Donations 14

10. ADMINISTRATOR’S REPORT (IF ANY)

Nil

11. CONFIDENTIAL MATTERS 17

11.1 South East Regional Academy of Sport (SERAS) - Funding Request

Item 11.1 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.

3.1 PROPOSED LICENCE AGREEMENT WITH OPTUS - CO-LOCATION OF TELECOMMUNICATIONS EQUIPMENT ON TELSTRA TOWER AT HIGH ZONE RESERVOIR IN GIPPSLAND STREET JINDABYNE

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. Proposed Lease to Optus - Commercial Terms - Lot 2 DP 1064078 ↓ Cost Centre 2060 - Reservoirs
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Daly International, Property Consultants, were engaged by Optus to negotiate a lease with Council to co-locate their telecommunications equipment on the Telstra tower which is located on lot 2 DP1064078 (Jindabyne High Zone Water Reservoir). Optus also plans to construct a hut on the site.

Negotiation resulted in Optus agreeing to a licence fee of \$8,000pa with an increase of 3%pa. The term of the lease comprises 3 X 5 year consecutive leases to commence three months from issue of the draft lease.

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

OFFICER'S RECOMMENDATION

That Council

- A. Approve the proposal to issue a lease to Optus to erect a hut and co-locate their telecommunications equipment on the Telstra tower located on Lot 2 DP 1064078 (Jindabyne High Zone Reservoir).
- B. Approve the lease fee of \$8,000pa with a 3% annual increase
- C. Authorise the General Manager to execute the Acceptance of Proposed Commercial Terms attached to this report.
- D. Authorise the General Manager to execute the Lease Agreement at the appropriate time.

BACKGROUND

Daly International, Property Consultants, were engaged by Optus to negotiate a lease with Council to co-locate their telecommunications equipment on the Telstra tower which is located on lot 2 DP1064078 (Jindabyne High Zone Water Reservoir). Optus also plans to construct a hut on the site.

3.1 PROPOSED LICENCE AGREEMENT WITH OPTUS - CO-LOCATION OF TELECOMMUNICATIONS EQUIPMENT ON TELSTRA
TOWER AT HIGH ZONE RESERVOIR IN GIPPSLAND STREET JINDABYNE

Council has now received the Proposed Commercial Terms which needs to be signed and returned so that the final lease can be created. Council has requested that another clause be added to the terms of the lease as follows:

"In the event of any damage to Council infrastructure, Council is to be promptly notified and Optus to ensure all damage is rectified immediately."

The proposed terms of the lease have been inspected by Council's Manager of Water and Waste who has agreed that they are satisfactory. Council's Water and Sewer Engineer inspected the site together with Mr James Daly of Daly International to determine the best location for the hut and this has been incorporated into the design.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The community benefits from increased telecommunication options and service and Council, by leasing Council operational land for the purpose of the equipment, receives income from the Providers.

2. Environmental

The equipment is designated low impact and Optus will submit a development application for the construction of the hut. Environmental issues will be administered through the D/A process.

3. Economic

Daly International initially offered Council \$6,000pa with a 2%pa increase. Enquiries made to the Recreation and Property Manager at Cooma revealed that Optus has a similar arrangement with Council for the sum of \$8,000pa. Negotiation resulted in Optus agreeing to a licence fee of \$8,000pa with an increase of 3%pa. The term of the lease comprises 3 X 5 year consecutive leases to commence three months from issue of the draft lease.

4. Civic Leadership

Council seeks to encourage telecommunications providers to locate and to co-locate their equipment on Council operational property which provides an income stream through the avenue of licence/lease agreements. The income assists Council to maintain its assets through this external income stream.

Determination by Administrator

Approved by Administrator Dean Lynch in accordance with *Section 226 dot point one (1) or two (2) of the Local Government Act 1993.*

Signature:

Date:



3/11/16

Attention: Lynette Bottrill
Snowy Monaro Regional Council
PO Box 714
Cooma NSW 2630

Sent via email: Lynette.Bottrill@snoymonaro.nsw.gov.au

Dear Ms. Bottrill,

Re: Optus Mobile Pty Ltd Agreement for Lease from Snowy Monaro Regional Council

Site Address: ~~2 Gippsland Street Jindabyne NSW 2627~~ **Lot 2 DP 1064078**
Site Name: Jindabyne Heights
Site Code: S2355

The purpose of this letter is to obtain the Lessor's consent to enter into a new lease of the above existing Optus' installation, the terms of the proposal are outlined below. These terms will be included in the lease agreement to be executed by Optus and the lease. The lease will be on Optus' standard lease terms as amended by this Heads of Agreement. A copy of Optus' standard lease document has been provided for your information.

The terms of this proposal are as follows:

Lessor:	Snowy Monaro Regional Council
Lessee:	Optus Mobile Pty Ltd - ABN: 65 054 365 696
Leased Area:	Part of the property described in Lot 2 DP1064078
Permitted Use:	The Lessee will use the Premises for the purpose of constructing, maintaining and operating a telecommunications network and telecommunications service including but not limited to installing, storing, operating, repairing, maintaining, altering, and replacing Telecommunications Equipment consistent with the evolving nature of telecommunications services.
Equipment:	The existing and any future Equipment required to conduct the Permitted Use.
Access:	The Lessor consents to the Lessee and persons authorised by the Lessee without the need for prior notice and with or without materials, plant and other apparatus and vehicles entering the Land for the purpose of using the Premises and exercising its rights under the lease at all times of the day and night during the Term.

optus.com.au

SingTel Optus Pty Ltd
ABN 90 052 833 208

1 Lyonpark Road, Macquarie
Park, NSW 2113 Australia

PO Box 888, North Ryde,
NSW 1670 Australia

Telephone +61 2 8082 7800
Facsimile +61 2 8082 7100



Commencement Date of Lease:	3 months following issue of draft lease.
Term of Lease:	3 x 5 year leases.
Rent:	\$8,000 (plus GST) per annum paid monthly in advance by electronic funds transfer. The rent is a gross amount and includes all rates, taxes and outgoings in respect of the land and Leased Area. Optus will issue recipient created tax invoices (RCTI's) for all payments.
Rent Reviews:	3% fixed increase annually on the anniversary of the commencement date of the lease. Including commencement of any further term
Electricity:	The lessee may at the Lessee's cost connect the premises to an electricity supply serving the land. This supply will be separately metered subject to approval by the relevant power authority.
Insurance:	Optus will maintain insurance policies for such sum as would be prudent for Optus to effect from time to time and workers' compensation insurance as it is required by law to maintain. Optus has group wide insurance policies so it cannot accept any requests that may require a change in its policies.
Assignment and Subletting:	The Lessee may from time to time assign the Lease to a related Body Corporate of the Lessee without the consent of the Lessor. The Lessee may assign, sublet, part with or share its right to possession of the premises upon written notice to the Lessor.
Holding Over:	If the Lessee occupies the Premises after the Date of Expiration (other than pursuant to the grant of a further lease) the Lessee must do so as a yearly tenant for yearly terms thereafter on the same terms and conditions as the lease as far as they apply to a yearly tenancy.
Legal Fees:	Each party must pay its own legal costs and disbursements in relation to the preparation and execution of this proposed lease. The Lessor must pay the costs of obtaining any mortgagee or other consents. The Lessee must pay all stamp duty (including penalties and fines other than penalties and fines due to the default of the Lessor) which the Lessor may reasonably suffer or incur in consequence of and incidental to the stamping and registration (if applicable).
Document	The parties agree to use the Lessee's pro-forma lease a copy of which is attached to this heads of terms
Telecommunications Act 1997 (Cth):	This letter and any proposed lease is to be without prejudice to Optus' rights pursuant to Schedule 3 of the <i>Telecommunications Act 1997 (Cth)</i> .

optus.com.au

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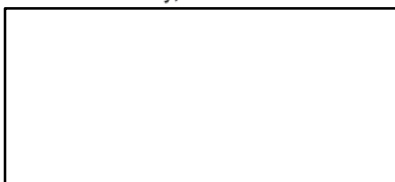


Confidentiality:

The terms of this proposal and the negotiations between the Lessee (or its representative) and all parties are strictly confidential.

Please confirm the Lessor's acceptance of the above terms, by signing this letter (where indicated below) and returning the original to our office. Should you have any queries, please contact the author on 0410 113 644 or by email jdaly@dalyinternational.com.au

Yours sincerely,



James Daly | Property Consultant

DALY INTERNATIONAL

optus.com.au

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Park, NSW 2113 Australia

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Acceptance of Proposed Commercial Terms

I, _____ (Print Name)	
in the capacity as _____ (eg: Owner, Property Manager etc)	
have read and agree to the above commercial terms forming the basis of a new lease agreement for the new Optus installation at S2844 Buttonderry Road at 2 Gippsland Street Jindabyne NSW 2627	
_____ (Signed)	_____ (Dated)

To finalise the terms of this proposal by way of an appropriate legal agreement please provide the following information at the time this document is returned.

LESSOR

ABN Number: 72 906 802 034

Address: (not P O Box) 81 Commissioner St. Cooma NSW 2630

Contact person: Lynette Bottrill

Phone No: (02) 64 511177

Email: lynette.bottrill@snowymonara.nsw.gov.au

LESSOR's MANAGING AGENT (if applicable)

ABN Number:

Address: (not P O Box)

Contact person:

Phone No:

Email:

LESSOR's SOLICITORS

Firm: WALKER GIBBS & KING PTY. LTD.

Name of Contact: CHRIS WALL

Phone No: (02) 64 521488

Address: 7 DAWSON ST. COOMA NSW 2630

BANK ACCOUNT DETAILS

Bank: WESTPAC JINDABYNE

Account name: SNOWY RIVER SHIRE COUNCIL

BSB: 032 728

ACC No: 850880

optus.com.au

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5.1 CBRJO ECONOMIC DEVELOPMENT AND TOURISM WORKING GROUP - REGIONAL VISIT TO LOCAL BUSINESSES IN JUGIONG, HELD OCTOBER 11, 2016

Responsible Officer:	Director Service Planning
Author:	Strategic Planner
Key Direction:	3. Strengthening Our Local Economy
Delivery Plan Strategy:	DP3.3 Promote collaborative economic development planning.
Operational Plan Action:	OP3.9 Participate in the Economic Development Officers Working Group to ensure Snowy Monaro Region's economic and tourism priorities are reflected. Administrator Delegation at its meeting on 04 November 2016 resolved that the matter be deferred to the meeting to be held on 11 November 2016.
Attachments:	Nil
Cost Centre	
Project	Participation in CBRJO Economic Development and Tourism Working Group
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

SMRC is represented at meetings and activities of the Economic Development and Tourism Working Group (ED/TWG) of the Canberra Region Joint Organisation (CBRJO). SMRC's Strategic Planner attended the ED/TWG visit to Jugiong on October 11, 2016. The purpose of the visit was to gather an understanding of the revitalisation of Jugiong that has taken place over recent years as a result of the development of key businesses in the town. The trip was highly informative and the outcomes of the visits to businesses in Jugiong are elaborated upon within the background discussion below.

It was also briefly discussed that in the near future, Canberra International Airport will be seeking options for daytrip packages within a one hour radius of the airport to service stopover travellers.

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

OFFICER'S RECOMMENDATION

That Council;

- A. Note the findings and outcomes from the CBRJO ED/TWG Regional Visit to Jugiong, as detailed within the report.

BACKGROUND

As summarised, SMRC Strategic Planner attended the recent 'Regional Visit' to Jugiong as a part of regular attendance of the ED/TWG of CBRJO. Four businesses in Jugiong were visited: Curator's Collective, the Long Track Pantry, the Jugiong Wine Cellar and The Sir George Hotel. All of these

businesses are located adjacent one another, clustered around the main crossroads of Riverside Drive and Jugiong Road.

Curator's Collective is a curated homewares, fashion and decorating store owned and operated by Carlie Oates. The store opening was imminent at the time of the ED/TWG Regional Visit. Ms Oates is a returned resident to the Jugiong locality, having until recently pursued a career as a stylist for media publications in Sydney. The Curator's Collective is a bespoke concept, drawing upon this career experience and particular skillset that Ms Oates has acquired. Ms Oates' example illustrates a benefit to the local community derived from younger persons leaving the area to pursue training, education and career opportunities. The Curator's Collective example demonstrates that a substantial effect can then be created if even only one such person returns to the area that they are familiar with later in life, bringing with them accumulated skills and assets. The premises of the Curator's Collective are an example of the continued development and progression of Jugiong. Curator's Collective occupies one of four premises in a structure built by owners of the Long Track Pantry discussed next in this report. The rammed earth structure is spacious and well appointed, with a high presentation value to add to the Jugiong streetscape. It provides an excellent platform to facilitate the next emerging cohort of local businesses to further enhance and complement the experiences of visitors to the town.

Long Track Pantry is a café and store stocking its own line of food items, as well as other brand gourmet food items, kitchenware and giftware. The business was established within restored heritage-listed premises on a rent-before-buy arrangement by Juliet and Huw Robb ten years ago. The business was a loss-making enterprise for the first four years of its operation. The Long Track Pantry was a 'forerunner' business within Jugiong, and this early period is indicative of the time required to establish the positioning, reputation and awareness of the business. The business has ultimately proved successful as a result of targeting a particular niche – travellers who did not want to stop to rest and eat at a standard 'truck stop' facility – and focussing the efforts and resources of the business on this goal. This appeal has expanded to other target groups including weekend journeys by residents of Canberra and the Wagga Wagga area. Positive experiences for patrons have now resulted in a healthy online sales facet to the business. More recently the Long Track Pantry has started to offer cooking schools. This new offering further reinforces the positioning of the business as providing an experience rather than simply a tangible product. These combined pillars of the operation result in its current high level of success – success which has allowed for the development of new infrastructure for Jugiong, including the premises of the Curator's Collective described earlier. Juliet and Huw are now influential in pursuing funding and approvals for future infrastructure concerning beautification and recreational opportunities in Jugiong. At present, the Long Track Pantry employs 40 staff – a substantial number (and benefit) – in a town and locality estimated to have a population of around 200 people. Juliet and Huw speak proudly of having funded the ability of young people from the town to buy first vehicles or meet costs associated with going to university.

The Jugiong Wine Cellar is a stockist of regionally-sourced wines from areas around Jugiong, including Canberra, Gundagai, Hilltops and the eastern Riverina. The business is owned by a local wine producer and provides an outlet for this product in particular. The business supplements its wine offering with the sale of art and locally-made giftware. The Jugiong Wine Cellar demonstrates the benefit of selling multiple complimentary types of product to support the viability of the business. The Jugiong Wine Cellar, like the other businesses visited, also illustrates the strong experiential and narrative aspects to successful retail or hospitality businesses in the present day. Wine production is very indicative of this, whereby the local wines promoted by

5.1 CBRJO ECONOMIC DEVELOPMENT AND TOURISM WORKING GROUP - REGIONAL VISIT TO LOCAL BUSINESSES IN
JUGIONG, HELD OCTOBER 11, 2016

Jugiong Wine Cellar ultimately compete against very large commercial operations. This necessitates that local wineries produce into different wine categories than the major wine brands, settling upon types of wines that particularly benefit from the local environmental and climatic conditions. In this way, small local wine producers both differentiate their product and provide a local context, narrative and authenticity to their product, which adds value to the end consumer.

The Sir George Hotel is a soon to be reopened establishment on the corner at the centre of Jugiong. The building is a heritage item which has been extensively restored, renovated and extended at substantial expense to the entrepreneurs. The Sir George will be a licensed bar and restaurant, with capacity to host functions and some staying guests. The business will make use of the original oven from the hotel for slow cooking as well as a newly constructed brick oven for baking bread on site. The menu for the Sir George will be centred upon the fresh baked traditional style bread and slow cooked items. This is combined with the emphasis placed upon the architecture of the restored building. These are further examples of emphasis being placed upon the story of the product being sold and producing an experience from this. The proprietors of the Sir George have faced some issues with the reestablishment of the hotel. Original plans to provide accommodation suites to the upper story of the heritage building have been set aside due to prohibitive costs in retrofitting to achieve BCA compliance, particularly with respect to fire separation. The proprietors are also currently in the process of arranging necessary visas for two German bakers, having found that there are no available local bakers with the highly specific knowledge to operate the traditional design of bread oven that has been built. These difficulties demonstrate the large risk and undertaking involved in restoring heritage buildings to a useable and useful condition and the requirement for entrepreneurs to be adequately prepared and equipped in order for this to be a success. Equally, however, the current status of Jugiong as a 'town on the move' has no doubt enhanced its ability to interest just that type of entrepreneur and convince them to commit to this project.

Inspection of each of the businesses individually neglects some key contributing factors to the momentum now apparent within Jugiong, which apply to the township collectively. The cluster of businesses within Jugiong exhibit a strong network effect, whereby each complements and contributes to an overall experience of the town. In this way, the experience of visitors to Jugiong is effectively greater than the sum of its parts. Of equal importance, despite its small size, Jugiong is succeeding through these combined efforts being *focussed* upon a relevant and achievable target. That has been to initially target a niche within the travelling market which values the *experience* offered in Jugiong over the *utility* value of other highway towns and stops and then further building upon this to target other niches within daytrip markets in Canberra and Wagga Wagga. The Jugiong example demonstrates the need to respond to the context in which a place (or indeed a business, organisation or individual) finds itself. The success of Jugiong is drawn out of these factors, rather than out of some form of 'reinvention' beyond the town's control. In the process, Jugiong has overcome difficulties principally through actions that form a logically consistent part of a greater direction for the town, that enable further positive outcomes to cascade onward and that are readily achievable. Telecommunications infrastructure was a particular difficulty facing Jugiong – a problem which was circumvented by the establishment of a local telecommunications provider which installed a tower to supply the town with these services.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The CBRJO ED/TWG views improved social outcomes as a key goal, and economic development itself is viewed as a means towards achieving that goal. As seen in Jugiong, economic uplift is often of great social benefit to the town. In the case of Jugiong, economic development has created increased opportunities for income amongst local residents, in particular young people, who are then able to use those resources to fund education or assets to pursue their own personal development. Increased visitation is now an added justification for investment in further infrastructure including shared trails and public toilet facilities for compounding social benefit. The Regional Visit allows exposure to a case study of this process as a reference for future work to improve social and economic outcomes.

2. Environmental

SMRC participation in the activities of the CBRJO ED/TWG has a negligible direct environmental effect. Activities of this working group are not directly relevant to broader environmental management outcomes. Despite its small size, Jugiong does provide an example of an urban or village *built* environment which provides for users of that environment, be they visitors in search of enjoyment or interest or local persons who are gainfully employed as a result, or who otherwise receive an indirect benefit. It is apparent that those who experience Jugiong as it now functions are for the greater part better off for having had the experience. This is both a credit to the local business owners and an aim which is pertinent to local government management of urban, rural and natural environments alike.

3. Economic

Council's ongoing participation in the ED/TWG contributes towards achieving economic objectives within Council's Delivery and Operational Plans. SMRC priority at DP3.3 is to "Promote collaborative economic development planning". SMRC representation at CBRJO ED/TWG meeting supports this priority by implementing action OP3.9: "Participate in the Economic Development Officers Working Group to ensure Snowy Monaro Region's economic and tourism priorities are reflected".

The specific content of the Regional Visit also bears relevance to priority DP3.1: "Explore opportunities to capitalise further on the proximity of the Region to Sydney, Canberra and the coast". Businesses visited in Jugiong have adeptly exploited the advantages of their location and have built a successful business strategy which builds upon this consideration.

4. Civic Leadership

Council's representation within and involvement in the activities of the CBRJO is a component part of SMRC civic leadership within the community. Ongoing participation within the CBRJO allows representation of local issues on a regional level, allowing collaborative efforts with other jurisdictions to advocate, resolve or advance those matters.

Regional visits in particular are a good example of the benefits of the CBRJO program to Council's civic leadership. This has allowed for staff exposure to the experiences of other regions, with particular emphasis upon the primary factors that have led to success in that location discussed in the background above. Such exposure to other events in other areas broadens the references available to Council staff in their duties within the Snowy Monaro Region.

5.1 CBRJO ECONOMIC DEVELOPMENT AND TOURISM WORKING GROUP - REGIONAL VISIT TO LOCAL BUSINESSES IN
JUGIONG, HELD OCTOBER 11, 2016

Determination by Administrator

Approved by Administrator Dean Lynch in accordance with *Section 226 dot point one (1) or two (2) of the Local Government Act 1993*.

Signature:

Date:

9.1 REQUEST FOR DONATIONS

Record No:

Responsible Officer:	Director Service Support
Author:	Personal Assistant To Director of Service Support
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 Provide timely, accurate and relevant information to Council to enable informed decision making.
Attachments:	NilCost Centre GL 3020.405.622
Project	Community Fund - Donations
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

This is the first of two rounds of Council Donations for the 2016/2017 financial year. A total of six applications were received for consideration.

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

OFFICER'S RECOMMENDATION

The Administrator approve that a donation of \$500 be granted to each of the following applicants/projects:

Hartley Lifecare Annual Ability Cycle Challenge
Cooma-Monaro Railway Inc
Numeralla District Activities Inc
Jerangle Public School P&C
Cooma Golf Club Limited
Monaro District Cricket Association

BACKGROUND

Six requests for donations were received by Council in the first round of allocations for the 2016/2017 financial year. All six applications have fully met the criteria in the Donations Policy and have been recommended for approval.

A summary of the applications received are included below.

Hartley Lifecare Annual Ability Cycle Challenge

Hartley Lifecare is a Canberra based organisation that provides accommodation support and respite care for people with physical and complex disabilities. Each year they conduct an annual fundraising/awareness cycling event and utilise the Bredbo Sportsground and Cooma

Showground. As in previous years they have requested a waiver of the fees for the use of the Cooma Showground.

Cooma Monaro Railway Inc

Cooma Monaro Railway Inc have requested a reimbursement of rate service charges for the 2016/2017 financial year.

Numeralla District Activities Inc

The Numeralla District Activities Inc have requested \$500 for the purchase of equipment for the Numeralla Diggers Memorial Hall including stage lighting, seating and a rice cooker.

Jerangle Public School P&C

Jerangle Public School are organising a 125th anniversary event to celebrate 125 years of Jerangle Public School. The event will be held on 4 March 2017. They have requested \$4,500 to go towards the event to assist covering costs such as advertising, postage, refreshments, food, entertainment, writing and compilation of the history of JPS & other miscellaneous costs.

Cooma Golf Club Limited

Cooma Golf Club requested a donation of \$250 being sponsorship of their Cooma Open Golf Championship event which was held on 29 October 2016. Historically Council have sponsored this event as requested.

Monaro District Cricket Association

The Monaro District Cricket Association have requested a donation of \$500 to help cover costs (expected to be in the vicinity of \$2,000) involved with hosting a cricket carnival on 21-23 October 2016. They also requested to borrow a roller to maintain playing fields.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The local community benefits from events which bring visitors to the area and promotes tourism. Projects bring enormous aid to local groups.

2. Environmental

No environmental impacts.

3. Economic

The Community Fund – Donations is approved by Council as part of the budget allocations for the 2016/2017 financial year.

4. Civic Leadership

Each financial year Council allocates a budget for donations in order to support the community. The Donations Policy outlines the criteria that the applicants must meet which ensures an equitable and transparent process for the distribution of funds.

Determination by Administrator

Approved by Administrator Dean Lynch in accordance with *Section 226 dot point one (1) or two (2) of the Local Government Act 1993*.

Signature:

Date:

11. 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:

11.1 South East Regional Academy of Sport (SERAS) - Funding Request

Item 11.1 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.

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.