



SNOWY MONARO
REGIONAL COUNCIL

BUSINESS PAPER

PUBLIC EXHIBITION COPY

Ordinary Council Meeting
22 February 2017

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, Ngannawal and Walgalu 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, 81 COMMISSIONER STREET, COOMA NSW
2630**

**ON WEDNESDAY 22 FEBRUARY 2017
COMMENCING AT 5.30**

BUSINESS PAPER

- 1. APOLOGIES**
- 2. CITIZENSHIP CEREMONIES**
- 3. PRESENTATION**
- 4. PUBLIC FORUM**
- 5. DISCLOSURE OF INTEREST (PECUNIARY OR NON-PECUNISRY CONFLICTS OF INTEREST)**
(Declarations also to be made prior to discussions on each item)
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8.1 MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING HELD 21 DECEMBER 2016

Record No:

Responsible Officer: General Manager
Author: Secretary Council & Committees
Attachments: 1. Minutes - Administrator Delegations Meeting held 21
December 2016 [↓](#)

EXECUTIVE SUMMARY

The Administrator considered a number of reports and exercised his Delegations on 21 December 2016 in the Jindabyne office, 2/1 Gippsland Street, Jindabyne.

OFFICER'S RECOMMENDATION

That Council receive and note the minutes the minutes of the Administrator Delegations meeting, held 21 December 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*.



SNOWY MONARO
REGIONAL COUNCIL

Minutes

Administrator Delegations Meeting

21 December 2016

ADMINISTRATOR DELEGATIONS MEETING
HELD IN JINDABYNE SPO, 2/1 GIPPSLAND STREET, JINDABYNE NSW 2627
ON WEDNESDAY 21 DECEMBER 2016

MINUTES

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**MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING
HELD IN JINDABYNE SPO, 2/1 GIPPSLAND STREET, JINDABYNE NSW 2627**

**ON WEDNESDAY, 21 DECEMBER 2016
COMMENCING AT 9.30AM**

PRESENT: Administrator Dean Lynch

APOLOGIES:

Staff: Joe Vescio, General Manager
Dennis Trezise, Assistant General Manager
Iliada Bolton, Director Special Projects Officer
Suneil Adhikari, Director Service Delivery
Peter Smith, Director Service Planning
Stephen Molloy, Director Service Support
Erin Donnelly, Secretary Council and Committees

1. OPENING OF THE MEETING

The Administrator opened the meeting at 2.20PM

2. APOLOGIES

Nil

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil

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

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

5.1 TI-TREE RESERVE TRUST - FEE WAIVER FOR MEETING ROOM

Record No:

Responsible Officer: General Manager

Author: Acting Executive Assistant

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: OP7.5 Provide timely, accurate and relevant information to Council to enable informed decision making.

Attachments: 1. Letter from Ti-Tree Reserve Trust

Cost Centre

Project

Further Operational Plan Actions:

EXECUTIVE SUMMARY

The Ti-Tree Reserve Trust meets approximately four to five times per year and has had the use of the Committee Room for 16 years since 21 November 2000.

Unfortunately neither previous General Managers formalised this agreement in writing.

The Ti-Tree Reserve Trust is now seeking that Snowy Monaro Regional Council honour this agreement and formalise in writing.

It has been advised that the Library Meeting room would be a better arrangement as no Council staff are needed to be present for meetings held at the Library Meeting room by non-Council staff. The Library has access to the meeting room without there being access to the other areas.

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

COMMITTEE RECOMMENDATION

ADA97/16

That Council formalise the agreement for the Ti-Tree Reserve Trust to use the Meeting Room at the Library free of charge 4 to 5 times a year.

Approved by Administrator Lynch

5.2 ADOPTION OF THE SNOWY MONARO LOCAL TRAFFIC COMMITTEE RECOMMENDATIONS FROM THE 20 DECEMBER 2016 MEETING

Record No:

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: OP2.8 Investigate and implement Traffic Management measures as an

aid to increase road safety throughout the Region.

Attachments: 1. Minutes - Local Traffic Committee held 20 December 2016
Cost Centre 1505 Engineering and Operations Management
Project Snowy Monaro Local Traffic Committee
Further Operational Plan Actions:

EXECUTIVE SUMMARY

A copy of the Minutes from the Snowy Monaro Local Traffic Committee (SMLTC) meeting held on 20th December 2016 is attached for Council's consideration and adoption of the recommendations.

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

COMMITTEE RECOMMENDATION

ADA98/16

That Council

- A. Receives and notes the minutes of the Snowy Monaro Local Traffic Committee meeting held on 20 December 2016; and
- B. Adopt the Snowy Monaro Local Traffic Committee recommendations LTC 21/16, 22/16, 23/16, 24/16 and 25/16 of 20 December 2016.

Approved by Administrator Lynch

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

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

11. ADMINISTRATOR'S REPORT (IF ANY)

12. CONFIDENTIAL MATTERS

COMMITTEE RECOMMENDATION

ADA99/16

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:

12.1 Proposed Licence to Snowy Mountains Cookies - Part lot 2 DP 748500

Item 22.1 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.

12.2 Proposed Purchase of Property

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.

12.3 Proposed Compulsory Acquisition of Werralong Road through Lot 1 DP 620754

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.

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 2.25 pm the meeting was closed to the press and public.

Note 3: Resumption of Open Committee Meeting

At 2.40 pm the Closed Session ended and the Council meeting continued in Open Session.

13. REPORT FROM CONFIDENTIAL SESSION

12.1 PROPOSED LICENCE TO SNOWY MOUNTAINS COOKIES - PART LOT 2 DP 748500

COMMITTEE RECOMMENDATION

ADA100/16

That Council

- A. Approve the draft licence to Snowy Mountains Cookies subject to development consent for a period of 12 months.
- B. Approve the proposal to charge a licence fee of \$200/month plus GST (\$2,400 pa plus GST)
- C. Approve the proposal for the income to be earmarked to assist with the cost of the proposed works at the intersection of Barry Way and Lee Avenue at Leesville.
- D. Authorise the General Manager to execute the Licence.

Approved by Administrator Lynch

12.2 PROPOSED PURCHASE OF PROPERTY

COMMITTEE RECOMMENDATION

ADA101/16

That Council

1. Receive and note the report on the purchase of property.
2. Authorise staff to begin negotiations for the potential acquisition of the properties identified in the report
3. Authorise the general Manager to appoint an agent to act on its behalf for the negotiation for the purchase of these properties

Approved by Administrator Lynch

12.3 PROPOSED COMPULSORY ACQUISITION OF WERRALONG ROAD THROUGH LOT 1 DP 620754

COMMITTEE RECOMMENDATION

ADA102/16

That Council

- A. Approves the acquisition without consent of proposed lots 5, 9, and 11 in the plan of acquisition for the purpose of public road under the provisions of the *Land Acquisition (Just Terms Compensation) Act 1991* in accordance with Division 1 Section 177 of the Roads Act 1993 and the making of the necessary application to the Minister and/or Governor.
- B. Approves the acquisition of proposed lots 1, 2, 4, 7, and 10 with consent for the purpose of public road under the provisions of the *Land Acquisition (Just Terms Compensation) Act 1991* in accordance with Division 1 Section 177 of the Roads Act 1993 and the making of the necessary application to the Minister and/or Governor.
- C. To authorise the General Manager to execute all documents relevant to the acquisition both without consent and with consent on behalf of Council.

- D. Agrees to bear all costs for the acquisition of proposed lots 1, 2, 4, 7 and 10.
- E. To apply to the Department of Primary Industries – Roads to open proposed lots 3, 6, and 8 being part of Crown reserve roads, to be dedicated as Council public road.
- F. To advertise the opening of Werralong Road as a Council public road in the NSW Government Gazette following acquisition of the land within the road reserve.

Approved by Administrator Lynch

There being no further business the Administrator declared the meeting closed at 3.41pm

CHAIRPERSON

The above minutes of the Administrator Delegations Meeting of Snowy Monaro Regional Council held on 23 December 2016 were confirmed by Council at a duly convened meeting on 6 January 2017 at which meeting the signature hereon was subscribed.

8.2 MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING HELD 13 JANUARY 2017

Record No:

Responsible Officer: General Manager
Author: Secretary Council & Committees
Attachments: 1. Minutes - Administrator Delegations Meeting held 13 January
2017 [↓](#)

EXECUTIVE SUMMARY

The Administrator considered a number of reports and exercised his Delegations on 13 January 2017 in the Cooma office, 81 Commissioner Street, Cooma.

OFFICER'S RECOMMENDATION

That Council receive and note the minutes the minutes of the Administrator Delegations meeting, held 13 January 2017 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*.



SNOWY MONARO
REGIONAL COUNCIL

Minutes

Administrator Delegations Meeting

16 January 2017

**ADMINISTRATOR DELEGATIONS MEETING
HELD IN HEAD OFFICE, 81 COMMISSIONER STREET, COOMA NSW 2630
ON MONDAY, 16 JANUARY 2017**

MINUTES

Notes:

1.	OPENING OF THE MEETING.....	3
2.	APOLOGIES.....	3
	An apology was received from the General Manager.	
3.	DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST.....	3
	Nil	
4.	CORPORATE BUSINESS - KEY DIRECTION 1. SUSTAINING OUR ENVIRONMENT FOR LIFE	3
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**MINUTES OF THE ADMINISTRATOR DELEGATIONS MEETING
HELD IN HEAD OFFICE, 81 COMMISSIONER STREET, COOMA NSW 2630**

**ON MONDAY, 16 JANUARY 2017
COMMENCING AT 10.00AM**

PRESENT: Administrator Dean Lynch
APOLOGIES: Joe Vescio, General Manager
Staff: Erin Donnelly, Secretary Council and Committees
Katherine Miners, Acting Executive Assistant to the Administrator

1. OPENING OF THE MEETING

The Administrator opened the meeting at 10.01AM

2. APOLOGIES

An apology was received from the General Manager.

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil

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

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

5.1 FLOWING FESTIVAL 18-19 FEBRUARY 2017 BANJO PATERSON PARK - EVENT SPONSORSHIP REQUEST

Record No:

Responsible Officer: General Manager
Author: Acting Executive Assistant
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 asking for Sponsorship for the Flowing Festival

Cost Centre 7010 Tourism

Project

Further Operational Plan Actions:

EXECUTIVE SUMMARY

Council annually sponsors regional and local events and deals with other requests on a merit basis, within the limit of budgeted funds.

The Former Snowy River Council has supported the Flowing Festival for 11 years and they now seek to secure support from Snowy Monaro Regional Council.

The Flowing Festival is the main fundraising event for the Lake Jindabyne Snow Dragons (dragon boat club) and the event is crucial to the clubs continued existence with funds raised going towards boat maintenance and equipment and subsidising the club membership registration fees so that they are affordable for all the local community.

The Flowing Festival is requesting monetary and in-kind sponsorship of the event to be held on 18-19 February 2017.

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

COMMITTEE RECOMMENDATION

ADA6/17

That Council approve in-kind support by providing waste provision and additional cleaning services and The Snowy Monaro Regional Council Corporate Dragon Boat Team in the sum of \$1,887.18.

Approved by Administrator Lynch

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

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

7.1 UPDATE ON THE BERRIDALE LANDSCAPE MASTER PLAN

Record No:

Responsible Officer: Director Service Delivery

Author: Manager Operations

Key Direction:	4. Creating a Safer, Healthier and Thriving Community
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	Operations (Program 16 & 18)
Project	Q1075 – Berridale Landscape Masterplan
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The Berridale Landscape Master Plan evolved from the Berridale Tree Assessment and Management Report that presented Council with options for the removal, regeneration and on-going management of the forty four (44) Lombardi Poplars planted along Kosciuszko Road, Berridale in 1935. The Master Plan presented a Vision of Berridale which, with Council approval, then formed the platform for discussions with the community on how best to build upon the social, economic and historical values that Berridale would promote to the public. The key element of this plan is that it's a "living" document to be shaped by professional guidance, effective communication and the ability to adjust depending upon circumstance, funding, climate change and strategic direction of Council.

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

COMMITTEE RECOMMENDATION

ADA7/17

That Council Receive and Note the Update on Berridale Landscape Master Plan

Approved by Administrator Lynch

7.2 DONATION REQUEST - SIR WILLIAM HUDSON

Record No:

Responsible Officer:	Director Service Delivery
Author:	Deputy Director Service Delivery
Key Direction:	3. Strengthening Our Local Economy
Delivery Plan Strategy:	DP3.2 Take full advantage of the unique assets and character of our towns and villages.
Operational Plan Action:	OP3.4 Continue to work with local the community to retain and improve the current benefits of living in the Region.
Attachments:	1. Donation Request Form

Cost Centre

Project

Further Operational Plan Actions:

EXECUTIVE SUMMARY

A Donation request for in-kind support to remove the Australia Flag from the Sir William Hudson Memorial Centre was received.

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

COMMITTEE RECOMMENDATION

ADA8/17

That Council approve a donation of \$141 to allow Council staff to undertake the Private Works on behalf of the Sir William Hudson Memorial Centre, once a formal request is received.

Approved by Administrator Lynch

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

9.1 EXEMPTION OF LANDFILL FEES FOR THE BEGA LOCAL ABORIGINAL COUNCIL

Record No:

Responsible Officer: Director Service Delivery
Author: Manager Waste Services
Key Direction: 1. Sustaining Our Environment for Life
Delivery Plan Strategy: DP1.8 Deliver cost effective and environmentally responsible Waste Management facilities.
Operational Plan Action: OP1.33 Efficient and compliant operation of Councils Waste facilities.
Attachments: Nil
Cost Centre 26-2270
Project Exemption of fees for the Bega Aboriginal Lands Council, lot 88 DP 756715 Stoney creek road Berridale.
Further Operational Plan Actions:

EXECUTIVE SUMMARY

Bega Aboriginal Lands Council holds a property located along Stoney Creek road Berridale and have requested that they be exempt from the fees and charges associated with the disposal of waste at the

Jindabyne and Cooma facilities.

Council has asked the Waste staff to provide costs associated with this request and the following officer's recommendation is submitted for Council's consideration.

COMMITTEE RECOMMENDATION

ADA9/17

That Council,

- A. Note the in kind Amount is estimated to be \$550.00; and
- B. Approve the exemption requested by the Aboriginal lands Council, up to the estimated amount.

Approved by Administrator Lynch

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

11. ADMINISTRATOR'S REPORT (IF ANY)

11.1 COOMA SALEYARDS

COMMITTEE RECOMMENDATION

ADA10/17

That a penalty fee of \$500 per lot, for any person or agent that puts cattle in the designated sheep section of the saleyards, be placed on public exhibition for community comment for a period of 28 days.

That Council approve signage to be placed at the saleyards if the fee and policy are adopted by Council.

Approved by Administrator Lynch

11.2 COOMA ROTARY MARKETS

COMMITTEE RECOMMENDATION

ADA11/17

That a report be provided to the Administrator on the current use of Cooma Centennial Park by the Cooma Rotary Club. This report should address the issue of damage to the park by vehicles and the perceived competition, by the markets, to local businesses.

Approved by Administrator Lynch

12. CONFIDENTIAL MATTERS

COMMITTEE RECOMMENDATION

ADA12/17

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:

12.1 External Recruitment and Coaching Contract

Item 12.1 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.

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: Confidential Session of Committee

At 10.16 am the meeting was closed.

Note 2: Resumption of Open Committee Meeting

At 10.19 am the Closed Session ended and the meeting continued in Open Session.

13. REPORT FROM CONFIDENTIAL SESSION

12.1 EXTERNAL RECRUITMENT AND COACHING CONTRACT

COMMITTEE RECOMMENDATION

ADA13/17

That Council appoint McArthur as the preferred provider for the External Recruitment and Coaching Contract and be engaged as soon as possible.

Approved by Administrator Lynch

There being no further business the Administrator declared the meeting closed at 10.19am.

CHAIRPERSON

The above minutes of the Administrator Delegations Meeting of Snowy Monaro Regional Council held on 13 January 2017 were confirmed by Council at a duly convened meeting on 20 January 2017 at which meeting the signature hereon was subscribed.

8.3 MINUTES OF THE ADMINISTRATORS DELEGATIONS MEETING HELD 27 JANUARY 2017

Record No:

Responsible Officer: General Manager
Author: Secretary Council & Committees
Attachments: 1. Minutes - Administrator Delegations Meeting held 27 January 2017 [↓](#)

EXECUTIVE SUMMARY

The Administrator considered a number of reports and exercised his Delegation on 27 January 2017 in Head Office, 81 Commissioner Street, Cooma.

OFFICER'S RECOMMENDATION

That Council receive and note the minutes of the Administrator Delegations meeting, held 27 January 2017 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*.



SNOWY MONARO
REGIONAL COUNCIL

Minutes

Administrator Delegations Meeting

27 January 2017

ADMINISTRATOR DELEGATIONS MEETING
HELD IN THE COOMA OFFICE, 81 COMMISSIONER STREET, COOMA NSW 2630
ON FRIDAY 27 JANUARY 2017

MINUTES

Notes:

1.	OPENING OF THE MEETING.....	2
2.	APOLOGIES.....	2
	Nil	
3.	DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST.....	2
	Nil	
4.	ADOPTION OF COMMITTEE MINUTES/RECOMMENDATIONS	2
4.1	Minutes of the Country Universities Centre Meeting held 19 January 2017	2
5.	CORPORATE BUSINESS - KEY DIRECTION 1. SUSTAINING OUR ENVIRONMENT FOR LIFE	3
6.	CORPORATE BUSINESS - KEY DIRECTION 2. EXPANDING CONNECTIONS WITHIN THE REGION AND BEYOND	3
7.	CORPORATE BUSINESS - KEY DIRECTION 3. STRENGTHENING OUR LOCAL ECONOMY	3
8.	CORPORATE BUSINESS - KEY DIRECTION 4. CREATING SAFER, HEALTHIER AND THRIVING COMMUNITY.....	3
8.1	Landscaping of Embankment - Snowy River Health Centre and Health One Facility.....	3
9.	CORPORATE BUSINESS - KEY DIRECTION 5. ENHANCING OUR HEALTHY, ACTIVE LIFESTYLE	4
10.	CORPORATE BUSINESS - KEY DIRECTION 6. MANAGING DEVELOPMENT AND SERVICE DELIVERY TO RETAIN THE THINGS WE VALUE.....	4
11.	CORPORATE BUSINESS - KEY DIRECTION 7. PROVIDING EFFECTIVE CIVIC LEADERSHIP AND CITIZEN PARTICIPATION.....	4
11.1	Organisational Structure Project - Recommended Functional Organisation Structure.....	5
12.	ADMINISTRATOR’S REPORT (IF ANY).....	6
12.1	Maintenance of Bombala CBD.....	6
13.	CONFIDENTIAL MATTERS.....	6

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

**ON FRIDAY, 27 JANUARY 2017
COMMENCING AT 9.30AM**

PRESENT: Administrator Dean Lynch

APOLOGIES:

Staff: Joe Vescio, General Manager
Dennis Trezise, Assistant General Manager
Katherine Miners, Acting Executive Assistant to the Administrator

1. OPENING OF THE MEETING

The Administrator opened the meeting at 9.30AM

2. APOLOGIES

Nil

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil

4. ADOPTION OF COMMITTEE MINUTES/RECOMMENDATIONS

4.1 MINUTES OF THE COUNTRY UNIVERSITIES CENTRE MEETING HELD 19 JANUARY 2017

Record No:

Responsible Officer: Secretary Council & Committees

Attachments: 1. Minutes - Country Universities Centre Committee held 19 January
2017

EXECUTIVE SUMMARY

The Country Universities Centre Committee met on 19 January 2017 in Cooma. The minutes are presented for Councils information.

COMMITTEE RECOMMENDATION

ADA14/17

That Council

- A. Receive and note the minutes of the Country Universities Centre Committee held on 19 January 2017; and
- B. Adopt the recommendations contained in the minutes of the Country Universities Centre Committee held on 19 January 2017.

Approved by Administrator Lynch

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

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

- 7. CORPORATE BUSINESS - KEY DIRECTION 3. STRENGTHENING OUR LOCAL ECONOMY**

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

- 8.1 LANDSCAPING OF EMBANKMENT - SNOWY RIVER HEALTH CENTRE AND HEALTH ONE FACILITY**

Record No:

Responsible Officer:	Assistant General Manager
Author:	Facility Manager Snowy River Health Centre
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:	<ul style="list-style-type: none">1. Entrance SRHC Landscaping2. Stairs to Health One Facility - quoted area3. Thredbo Terrace line of sight4. Stairs to exit at Thredbo Terrace5. Plan HealthOne Site Landscaping6. Quote Health One Landscaping (<i>Under Separate Cover</i>) - Confidential
Cost Centre	Snowy River Health Centre 22 -2320

Project

Further Operational Plan Actions:

EXECUTIVE SUMMARY

In July 2010 Council was successful in obtaining grant funding under the GP Super Clinics Program through the Department of Health. The Snowy River Health Centre was constructed and commenced operation in May 2014.

Immediately after the opening date the Health Minister, Jillian Skinner announced that a new Health One facility would be constructed adjacent and adjoining the newly completed Snowy River Health Centre.

At the time of completion of the SRHC a decision was made to delay the landscaping works needed on the retaining embankment below Thredbo Terrace as it was unclear of the extent of the new Health One construction.

Construction of the new Health One project is well underway and is due for completion in mid-March 2017 with the relocation of the Community health centre and occupancy expected in early April 2017. The completion of HealthOne will facilitate the improvement and expansion of services and allow the integration of health services for the community and will be an excellent collaboration between Federal, State and Local Government.

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

COMMITTEE RECOMMENDATION

ADA15/17

That Council:

- A. Review the report and supporting documents;
- B. Approve the landscaping work for Area 1 & 2 up to \$9,200; and
- C. Give conditional approval for the remainder of the embankment subject to a further being considered once quotations have been received.

Approved by Administrator Lynch

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

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

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

11.1 ORGANISATIONAL STRUCTURE PROJECT - RECOMMENDED FUNCTIONAL ORGANISATION STRUCTURE

Record No:

Responsible Officer:	Director Special Projects Office
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.1 Ensure that legislative obligations are met throughout all Council departments.
Operational Plan Action:	OP7.5 Achieve a stronger, more efficient Council through a successful merger.
Attachments:	<ol style="list-style-type: none">1. Recommended Functional Organisational Structure2. Summary of Comments Received on Functional Structure - Consultation Period - 28 November 2016 to 13 January 20173. Detailed List of Submissions - Consultation on Functional Organisation Structure (<i>Under Separate Cover</i>) - Confidential
Cost Centre	3130 – Merger Project – Council Implementation
Project	Permanent Organisation Structure
Further Operational Plan Actions:	<p>7.3.1.1. Redefining new service levels, delivery methods and supporting structures</p> <p>7.3.1.2. Complete analysis and modelling to support preparation of the new resourcing strategy. (Workforce Plans)</p> <p>7.1.2.15. Adopt an organisational structure, including consultation with Consultative Committee.</p>

EXECUTIVE SUMMARY

On 12 May 2016 the Governor General issued the Local Government (Council Amalgamations) Proclamation 2016 dissolving Bombala Council, Cooma-Monaro Shire Council and Snowy River Shire Council forming Snowy Monaro Regional Council.

The road map issued by Department of Premier and Cabinet directed a plan for the merger which included many transactional and strategic items. On 16 June 2016 an interim structure was put in place and since then work has commenced to review Council's current services and delivery methods before making recommendations on a permanent structure.

Specific actions in the adopted Snowy Monaro Regional Implementation Plan relating to the organisational structure include:

- 7.1.2.15. Adopt an organisational structure, including consultation with Consultative Committee.*
- 7.3.1.1. Redefining new service levels, delivery methods and supporting structures*

After consultation with staff from the Department of Premier and Cabinet, a functional structure has been recommended and approved by the General Manager. The proposed structure was approved by the Administrator for consultation on 25 November 2016.

Following consultation with Council's staff, the Consultative Committee and Unions and consideration of all submissions received, a final permanent functional structure is submitted to the Administrator for consideration and approval.

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

COMMITTEE RECOMMENDATION

ADA16/17

That Council

- A. Receive and note the report on the functional structure;
- B. Receive and note the summary of submissions to the organisational structure from employees and the Consultative Committee;
- C. Declare the Directors positions as senior staff in accordance with Section 332(1) and (2) of the Local Government Act;
- D. Declare the Group Manager positions that meet the requirements of Section 332(1) and (2) of the Local Government Act as senior staff positions;
- E. Adopt the functional structure, proceed with recruitment of Directors and Group Managers under this structure and commence phase two of the organisational structure project subject to the following changes:
 - That the position of Arts and Cultural Events be renamed to Event Support
 - That the position of Weeds and Pest Management be renamed to Vegetation and Pest Management
- F. Review the operations of the Project Management Office at the end of three years to evaluate the Department's value to the organisation.

Approved by Administrator Lynch

12. ADMINISTRATOR'S REPORT (IF ANY)

12.1 MAINTENANCE OF BOMBALA CBD

COMMITTEE RECOMMENDATION

ADA17/17

That an appropriate budget be allocated from a general fund for trimming and weeding of the existing garden beds in Bombala's CBD.

Approved by Administrator Lynch

13. CONFIDENTIAL MATTERS

Nil

There being no further business the Administrator declared the meeting closed at 10.00am

CHAIRPERSON

The above minutes of the Administrator Delegations Meeting of Snowy Monaro Regional Council held on 27 January 2017 were confirmed by Council at a duly convened meeting on 3 February 2017 at which meeting the signature hereon was subscribed.

8.4 MINUTES OF THE ADMINISTRATORS DELEGATIONS MEETING HELD 2 FEBRUARY 2017

Record No:

Responsible Officer: General Manager
Author: Secretary Council & Committees
Attachments: 1. Minutes - Administrator Delegations Meeting held 2 February
2017 [↓](#)

EXECUTIVE SUMMARY

The Administrator considered a number of reports and exercised his Delegation on 2 February 2017 in Head Office, 81 Commissioner Street, Cooma.

OFFICER'S RECOMMENDATION

That Council receive and note the minutes of the Administrator Delegations meeting, held 2 February 2017 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*.



SNOWY MONARO
REGIONAL COUNCIL

Minutes

Administrator Delegations Meeting

2 February 2017

ADMINISTRATOR DELEGATIONS MEETING
HELD IN HEAD OFFICE, 81 COMMISSIONER STREET, COOMA NSW 2630
ON THURSDAY 2 FEBRUARY 2017

MINUTES

Notes:

1.	OPENING OF THE MEETING.....	2
2.	APOLOGIES.....	2
3.	DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST.....	2
	Nil	
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	2
6.	CORPORATE BUSINESS - KEY DIRECTION 3. STRENGTHENING OUR LOCAL ECONOMY	2
7.	CORPORATE BUSINESS - KEY DIRECTIO 4. CREATING SAFER, HEALTHIER AND THRIVING COMMUNITY.....	3
8.	CORPORATE BUSINESS - KEY DIRECTION 5. ENHANCHING OUR HEALTHY, ACTIVE LIFESTYLE	3
9.	CORPORATE BUSINESS - KEY DIRECTION 6. MANAGING DEVELOPMENT AND SERVICE DELIVERY TO RETAIN THE THINGS WE VALUE.....	3
10.	CORPORATE BUSINESS - KEY DIRECTION 7. PROVIDING EFFECTIVE CIVIC LEADERSHIP AND CITIZEN PARTICIPATION.....	3
11.	ADMINISTRATOR’S REPORT (IF ANY).....	3
12.	CONFIDENTIAL MATTERS.....	3
	12.1 Request for Payment of Long Service Leave	3
13.	REPORT FROM CONFIDENTIAL SESSION	4
	12.1 Request for Payment of Long Service Leave	4

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

**ON THURSDAY, 2 FEBRUARY 2017
COMMENCING AT 9.30AM**

PRESENT: Administrator Dean Lynch
APOLOGIES: Joe Vescio, General Manager
Staff: Dennis Trezise, Assistant General Manager
Katherine Miners, Acting Executive Assistant to the Administrator

1. OPENING OF THE MEETING

The Administrator opened the meeting at 12.15PM

2. APOLOGIES

RECOMMENDATION

That the apology from Joe Vescio, General Manager.

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil

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

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

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

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**

11. **ADMINISTRATOR'S REPORT (IF ANY)**

12. **CONFIDENTIAL MATTERS**

COMMITTEE RECOMMENDATION

ADA18/17

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:
12.1 Request for Payment of Long Service Leave
Item 12.1 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), (f) of the Local Government Act because it contains , details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property and (g) of the Local Government Act because it contains and advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege 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.

Approved by Administrator Lynch

Note 1: Confidential Session of Committee

At 12.15 pm the meeting was closed.

Note 2: Resumption of Open Committee Meeting

At 12.20 pm the Closed Session ended and the meeting continued in Open Session.

13. REPORT FROM CONFIDENTIAL SESSION

12.1 REQUEST FOR PAYMENT OF LONG SERVICE LEAVE

COMMITTEE RECOMMENDATION	ADA19/17
That Council not support the request for a pro-rata payment of long service leave accruals and the applicant be advised of this decision in writing.	
Approved by Administrator Lynch	

There being no further business the Administrator declared the meeting closed at 12.20pm

CHAIRPERSON

The above minutes of the Administrator Delegations Meeting of Snowy Monaro Regional Council held on 3 February 2017 were confirmed by Council at a duly convened meeting on 10 February 2017 at which meeting the signature hereon was subscribed.

8.5 MINUTES OF THE ADMINISTRATORS DELEGATIONS MEETING HELD 8 FEBRUARY 2017

Record No:

Responsible Officer: General Manager
Author: Secretary Council & Committees
Attachments: 1. Minutes - Administrator Delegations Meeting held 8 February
2017 [↓](#)

EXECUTIVE SUMMARY

The Administrator considered a number of reports and exercised his Delegation on 8 February 2017 in Head Office, 81 Commissioner Street, Cooma.

OFFICER'S RECOMMENDATION

That Council receive and note the minutes of the Administrator Delegations meeting, held 8 February 2017 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*.



SNOWY MONARO
REGIONAL COUNCIL

Minutes

Administrator Delegations Meeting

8 February 2017

ADMINISTRATOR DELEGATIONS MEETING
HELD IN HEAD OFFICE, 81 COMMISSIONER STREET, COOMA NSW 2630
ON WEDNESDAY, 8 FEBRUARY 2017

MINUTES

Notes:

1.	OPENING OF THE MEETING.....	3
2.	APOLOGIES.....	3
3.	DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST.....	3
	Nil	
4.	ADOPTION OF COMMITTEE MINUTES/RECOMMENDATIONS	3
	Nil	
5.	CORPORATE BUSINESS - KEY DIRECTION 1. SUSTAINING OUR ENVIRONMENT FOR LIFE	3
6.	CORPORATE BUSINESS - KEY DIRECTION 2. EXPANDING CONNECTIONS WITHIN THE REGION AND BEYOND	3
7.	CORPORATE BUSINESS - KEY DIRECTION 3. STRENGTHENING OUR LOCAL ECONOMY	3
8.	CORPORATE BUSINESS - KEY DIRECTION 4. CREATING SAFER, HEALTHIER AND THRIVING COMMUNITY.....	4
	8.1 Lake Light Sculpture - Sponsorship Application 2017	4
	8.2 Sponsorship Donation - Snowy River RSL Sub-Branch	5
9.	CORPORATE BUSINESS - KEY DIRECTION 5. ENHANCING OUR HEALTHY, ACTIVE LIFESTYLE	5
10.	CORPORATE BUSINESS - KEY DIRECTION 6. MANAGING DEVELOPMENT AND SERVICE DELIVERY TO RETAIN THE THINGS WE VALUE.....	6
11.	CORPORATE BUSINESS - KEY DIRECTION 7. PROVIDING EFFECTIVE CIVIC LEADERSHIP AND CITIZEN PARTICIPATION.....	6
	11.1 Request for budget adjustment - Disability Inclusion Action Plan project	6
	11.2 Application for In-Kind Support - L'Etape.....	7
	11.3 Mt Gladstone Hill Climb Motorsport Events for 26 March 2017, 21 May 2017, 25 November 2017 and 26 November 2017	8
12.	ADMINISTRATOR'S REPORT (IF ANY).....	9
13.	CONFIDENTIAL MATTERS.....	9

22.1	Report on the Outcome of the Snowy River Avenue Upgrade Tender Evaluation and Proposed Way Forward	9
22.2	Proposed Closure of Public Footpath & Sale to Adjoining Neighbour	9
14.	REPORT FROM CONFIDENTIAL SESSION	10
13.1	Report on the Outcome of the Snowy River Avenue Upgrade Tender Evaluation and Proposed Way Forward.....	10
13.2	Proposed Closure of Public Footpath & Sale to Adjoining Neighbour.....	10

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

**ON WEDNESDAY, 8 FEBRUARY 2017
COMMENCING AT 4.30PM**

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

1. OPENING OF THE MEETING

The Administrator opened the meeting at 4.30PM

2. APOLOGIES

An apology was received from General Manager, Joe Vescio.

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil

4. ADOPTION OF COMMITTEE MINUTES/RECOMMENDATIONS

Nil

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

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

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

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

8.1 LAKE LIGHT SCULPTURE - SPONSORSHIP APPLICATION 2017

Record No:

Responsible Officer: General Manager
Author: Acting Executive Assistant
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: Nil
Cost Centre 7010 Tourism and
Cost Centre 26-2200-1001-63160 – Waste to Art Award
Project
Further Operational Plan Actions:

EXECUTIVE SUMMARY

Council annually sponsors regional and local events and deals with other requests on a merit basis, within the limit of budgeted funds.

This report includes the monetary sponsorship request from the Lake Light Sculpture Inc approved by Council resolution DOC43/15 in addition to the in-kind sponsorship for Waste Management.

COUNCIL RESOLUTION

DOC43/15

That Council approve:

- A. An ongoing financial contribution to Lake Light Sculpture Inc in the sum of \$1,800, subject to annual request

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

COMMITTEE RECOMMENDATION

ADA20/17

That Council: -

- A. Note the contribution of \$1,800 to the Lake Light Sculpture Inc for the 2017 event as part of the ongoing financial contribution as per Council Resolution DOC43/15 ; and
- B. Approve in-kind support for waste management in the sum of \$347.96;
- C. Note that Council "SMRC Resource and Waste Department" has sponsored the Waste to Art Award in the amount of \$1,500 (No GST applicable).

Approved by Administrator Lynch

8.2 SPONSORSHIP DONATION - SNOWY RIVER RSL SUB-BRANCH

Record No:

Responsible Officer:	General Manager
Author:	Acting Executive Assistant
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. Snowy River Sub-Branch Request
Cost Centre	3020-63163
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Council has received a request from the Snowy River RSL Sub-Branch for a monetary donation toward commemorative events they host within in the Region to the amount of not less than \$1,500.00 per annum, to be reviewed annually. In the past the Former Snowy River Shire has donated to the Snowy River RSL Sub-Branch for a total amount of \$1,000.

Council annually donates amounts of money to specific local and regional activities and then deals with other request on a merit basis, within the limit of budgeted funds and in the past the Former Snowy River Shire has donated to the Snowy River RSL Sub-Branch as listed in the economic section below.

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

COMMITTEE RECOMMENDATION

ADA21/17

That Council

- A. Approve a monetary donation of \$1,500 to the Snowy River RSL Sub-Branch; and
- B. This amount to be paid annually upon request from the Snowy River RSL Sub-Branch;
- C. To note that the 2016 donation payment of \$1,000 was processed late January/early February 2017.

Approved by Administrator Lynch

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

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

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

11.1 REQUEST FOR BUDGET ADJUSTMENT - DISABILITY INCLUSION ACTION PLAN PROJECT

Record No:

Responsible Officer:	Director Service Planning
Author:	Community Service Officer
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.1 Ensure that legislative obligations are met throughout all Council departments.
Operational Plan Action:	OP7.2 Completion of reporting requirements in accordance with legislation.
Attachments:	1. Report to Executive Team meeting 06102016 2. Scanned copy of email - resolution from Executive Team meeting 06102016
Cost Centre	
Project	Disability Inclusion Action Plan
Further Operational Plan Actions:	DP4.11 Provide appropriate services and facilities for people with disability within the Region. OP4.36 Review Disability Inclusion Action Plan.

EXECUTIVE SUMMARY

The requirement for all NSW Councils to develop and Disability Inclusion Action Plan (DIAP) by 1 July 2017 is a mandatory obligation as per the Disability Inclusion Act (NSW) 2014.

The Community Services / Community Development work group previously requested that a consultant be engaged perform key functions in the development of the Plan, and that funding be made available to facilitate this. This recommendation was supported in principle by the Executive Team, subject to funding allocation.

Funding for the project was identified in 2016 through the former SRSC budgets. In order for the project to begin, this funding now needs to be made functionally available through a 2017 budget adjustment.

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

COMMITTEE RECOMMENDATION

ADA22/17

That Council

- A. Approve the immediate commencement of the Disability Inclusion Action Plan project to cover the area of Snowy Monaro Regional Council; and
- B. Allocate \$25,000 from Other Internal Reserves to fund this project.

Moved Administrator Lynch

Note 1: Urgent Business Not On Agenda

The attention of the Administrator was drawn to two (2) late reports not listed on the meeting agenda and business paper concerning (11.2) Application for In-Kind Support – L'Etape and (11.3) Mt Gladstone

Hill Climb Motorsport Event for 26 March 2017, 21 May 2017, 25 November 2017 and 26 November 2017 and requested that the Administrator consider the late reports as matters of urgency.

11.2 APPLICATION FOR IN-KIND SUPPORT - L'ETAPE

Responsible Officer:	General Manager
Author:	Acting Executive Assistant
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. Donation Request from L'Etape 2. Invoice for Hall Hire
Cost Centre	7010 63182 – Contributions Tourist Development
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Council received the attached letter requesting a donation commiserate to the cost of the hire of Memorial Hall for L'Étape Australia in December last year. The organisers hope that Council can look favourably at this request.

Since December they have been working on the reconciliation of the 2016 event and are now well advanced in the project planning for 2017. They anticipate a new Project Director will be appointed within the next few weeks, a person with the unique skills to drive both the operational and sport related elements of the mass participation race event.

They are currently in the middle of a sold-out tour of Australia and New Zealand with Sir David Attenborough which finishes on the 20th February. Shortly after that they will be back in the region and would be very keen to share our plans for 2017 event and to seek Council's input.

Through 2017 they would like to work closely with Council to deliver the most efficient and effective L'Étape Australia.

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

COMMITTEE RECOMMENDATION

ADA23/17

That Council approve the waiver of the Jindabyne Memorial Hall Hire Fee for the 2016 L'Étape event for the sum of \$6,200.00

Approved by Administrator Lynch

11.3 MT GLADSTONE HILL CLIMB MOTORSPORT EVENTS FOR 26 MARCH 2017, 21 MAY 2017, 25 NOVEMBER 2017 AND 26 NOVEMBER 2017

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:	OP2.8 Investigate and implement Traffic Management measures as an aid to increase road safety throughout the Region.
Attachments:	<ol style="list-style-type: none">1. Certificate of Currency2. Heidis Letter3. Hill Climb TMP-V 1.54. Mt Gladstone Hillclimb-25261117-Regs5. SCHEDULE 1 SPECIAL EVENT TMP 20176. Supp Regs March 267. Supp Regs-May
Cost Centre	1505 Engineering and Operations Management
Project	Snowy Monaro Local Traffic Committee
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The Cooma – Monaro Historic Automobile Club is proposing to again hold four hill climb events during 2017 on the Mt Gladstone Road similar to the four events held previously. The first event is proposed to be held on 26th March 2017, with the others on 21st May 2017, 25th November 2017 and the last on 26th November 2017. The event organiser has again advised that this motor sport event will be sanctioned by the Confederation of Australian Motor Sport (CAMS). The event organiser is seeking Council endorsement of the traffic arrangements at the Kosciuszko Road/ Mt Gladstone Road intersection and on Mt Gladstone Road for the duration of each of the four events. The certificate of currency provided does not reference the Mt Gladstone Road event or Council as an interested party.

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

COMMITTEE RECOMMENDATION

ADA24/17

- A. That Council endorses the traffic arrangements at the Snowy Mountains Highway / Mt Gladstone Road intersection and on Mt Gladstone Road (Private Road) for the Mt Gladstone Hill Climb Event for the duration of the event on 26 March 2017, with the others on 21 May 2017, 25 November 2017 and the last event on 26 November 2017 subject to:
- i. Copy of \$20m (minimum) Public Liability Insurance Certificate stating Snowy Monaro Regional Council and NSW Police Force as interested parties;
 - ii. All references in the Transport Management Plan to Cooma-Monaro Shire Council and Snowy River Shire Council be amended to Snowy Monaro Regional Council;
 - iii. Submission of Road Occupancy Licences covering all 2017 road closures;
 - iv. Copy of approval from Crown Lands for the road closure and

v. The applicant attending a De-Briefing session with the Snowy Monaro Local Traffic Committee after the 21 May 2017 event.

- B. The Applicant be advised that the current Development Application (DA) expires in October 2017 and the subsequent event is subject to a new DA approval; and
- C. That the Applicant be advised that applications for the 2018 events should be submitted six months prior to the first event.

Approved by Administrator Lynch

12. ADMINISTRATOR'S REPORT (IF ANY)

13. CONFIDENTIAL MATTERS

COMMITTEE RECOMMENDATION

ADA25/17

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 Administrator Delegations meeting be dealt with in Closed Session for the reasons specified below:
13.1 Report on the Outcome of the Snowy River Avenue Upgrade Tender Evaluation and Proposed Way Forward
Item 13.1 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.
13.2 Proposed Closure of Public Footpath & Sale to Adjoining Neighbour
Item 13.2 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.
2. The press and public be excluded from the proceedings of the Administrator Delegations 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 Administrator resolves that the reason for confidentiality has passed or become irrelevant.
4. That the resolutions made by the Administrator in Closed Session be recorded in the Minutes of the Administrator Delegations 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 2: Confidential Session of Committee

At 4.40 pm the meeting was closed.

Note 3: Resumption of Open Committee Meeting

At 4.53 pm the Closed Session ended and the meeting continued in Open Session.

14. REPORT FROM CONFIDENTIAL SESSION

13.1 REPORT ON THE OUTCOME OF THE SNOWY RIVER AVENUE UPGRADE TENDER EVALUATION AND PROPOSED WAY FORWARD

COMMITTEE RECOMMENDATION

ADA26/17

That Council defer the report on the Outcome of the Snowy River Avenue Upgrade Tender Evaluation and Proposed Way Forward for two weeks pending a further detailed report to be supplied to the administrator.

Approved by Administrator Lynch

13.2 PROPOSED CLOSURE OF PUBLIC FOOTPATH & SALE TO ADJOINING NEIGHBOUR

COMMITTEE RECOMMENDATION

ADA27/17

That Council

- A. Accept the offer from Mr and Mrs Harvey for \$20,000 including GST with each party bearing its own costs.
- B. Proceed to advertise Council's intention to sell the pathway and to formally notify the neighbours.
- C. Proceed to close the pathway and complete the sale to Mr and Mrs Harvey in accordance with Council Resolution 17/16 of the Administrators Delegation Meeting of 8th August, 2016.

Approved by Administrator Lynch

There being no further business the Administrator declared the meeting closed at 4.53pm.

CHAIRPERSON

The above minutes of the Administrator Delegations Meeting of Snowy Monaro Regional Council held on 10 February 2017 were confirmed by Council at a duly convened meeting on 17 February 2017 at which meeting the signature hereon was subscribed.

9.1 MINUTES - LOCAL REPRESENTATIVE COMMITTEE COOMA 12 JANUARY 2017

Record No:

Responsible Officer: Director Service Support
Author: Personal Assistant To Director of Service Support
Attachments: 1. Minutes - Local Representative Committee Cooma 12 January
2017 [↓](#)

EXECUTIVE SUMMARY

The Local Representative Committee - Cooma met on 12 January 2017 in Head Office, 81 Commissioner Street, Cooma. 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 - Cooma held on 12 January 2017 be adopted.



Minutes

**Extraordinary Local Representative Committee - Cooma
Meeting**

12 January 2017

**EXTRAORDINARY LOCAL REPRESENTATIVE COMMITTEE - COOMA MEETING
HELD IN COUNCIL CHAMBERS, 81 COMMISSIONER STREET, COOMA NSW 2630**

ON THURSDAY 12 JANUARY 2017

MINUTES

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MINUTES OF THE EXTRAORDINARY LOCAL REPRESENTATIVE COMMITTEE - COOMA MEETING OF SNOWY
MONARO REGIONAL COUNCIL
HELD ON THURSDAY 12 JANUARY 2017 Page 2

**MINUTES OF THE EXTRAORDINARY LOCAL REPRESENTATIVE COMMITTEE - COOMA
MEETING
HELD IN COUNCIL CHAMBERS, 81 COMMISSIONER STREET, COOMA NSW 2630**

**ON THURSDAY, 12 JANUARY 2017
COMMENCING AT 6.00PM**

PRESENT: Rogan Corbett, LRC Chairperson
Angela Ingram, LRC Member (*from 6.30pm*)
Craig Mitchell, LRC Member
Winston Phillips, LRC Member (*until 6.25pm*)
Joseph Vescio, General Manager
Linda Nicholson, Deputy Director Service Delivery
Sandra McEwan, Secretariat

1. OPENING OF THE MEETING

The Chair opened the meeting at 6.00PM

2. APOLOGIES

An apology for the meeting was received from Dean Lynch, Administrator and Katherine Miners, Executive Assistant to the Administrator.

3. CONFIRMATION OF PREVIOUS MINUTES AND MATTERS ARISING

3.1 LOCAL REPRESENTATIVE COMMITTEE - COOMA MEETING 13 DECEMBER 2016

COMMITTEE RECOMMENDATION	LRCCO1/17
THAT the minutes of the Local Representative Committee - Cooma Meeting held on 13 December 2016 are confirmed as a true and accurate record of proceedings.	
Moved Member Phillips	Seconded Member Mitchell
	CARRIED

Winston Phillips left the meeting at 6.25pm

Angie Ingram arrived at the meeting at 6.30pm

Note 1 Confidential Session of Committee

At 6.35pm the meeting was closed.

MINUTES OF THE EXTRAORDINARY LOCAL REPRESENTATIVE COMMITTEE - COOMA MEETING OF SNOWY
MONARO REGIONAL COUNCIL
HELD ON THURSDAY 12 JANUARY 2017 Page 3

4. REPORTS ON PRIORITY ACTIONS - CONFIDENTIAL

4.1 STRONGER COMMUNITIES - MAJOR PROJECT FUNDING

COMMITTEE RECOMMENDATION	LRCCO2/17
That LRC Cooma consider the suggested Stronger Communities Major Projects for funding and submit a recommendation to the Administrator by early February 2017.	
Moved Chair Corbett	Seconded Member Ingram CARRIED

4.2 SMEC

COMMITTEE RECOMMENDATION	LRCCO3/17
That the Administrator keep committee members updated on this item.	
Moved Member Ingram	Seconded Member Mitchell CARRIED

Note 2 Resumption of Open Committee Meeting

At 7.50pm the Closed Session ended and the meeting continued in Open Session.

5. REPORTS & ADVICE ON LOCAL VIEWS & EMERGING ISSUES

Nil

6. PRESENTATION OF MINUTES FROM EXTERNAL COMMITTEES

Nil

7. SPECIFIC ITEMS VARYING FROM MEETING TO MEETING

7.1 LRC COOMA - CHANGE OF MEETING DATE

The committee members requested that the LRC Cooma meetings be changed from the first Tuesday to the second Monday of the month.

COMMITTEE RECOMMENDATION	LRCCO4/17
That from this date forward, the LRC Cooma meetings be held on the second Monday of the month. The next meeting being Monday, 13 February 2017.	
Moved Member Mitchell	Seconded Member Ingram CARRIED

7.2 COMMUNITY ENGAGEMENT WITH COUNCILLORS

The committee members briefly discussed best practice for community engagement with Councillors.

MINUTES OF THE EXTRAORDINARY LOCAL REPRESENTATIVE COMMITTEE - COOMA MEETING OF SNOWY
MONARO REGIONAL COUNCIL
HELD ON THURSDAY 12 JANUARY 2017 **Page 4**

COMMITTEE RECOMMENDATION

LRCC05/17

That the Administrator arrange a facilitated workshop to discuss the future of community engagement with Councillors.

Moved Member Ingram

Seconded Member Mitchell

CARRIED

8. REVIEW OF RELEVANT MEETING ACTIONS OR FOLLOW UP REQUIREMENTS

Nil

9. NEXT MEETING

Monday, 30 January 2017

There being no further business the Chair declared the meeting closed at 8.15pm

CHAIRPERSON

The above minutes of the Extraordinary Local Representative Committee - Cooma Meeting of Snowy Monaro Regional Council held on 12 January 2017 were confirmed by Committee at a duly convened meeting on 30 January 2017 at which meeting the signature hereon was subscribed.

9.2 MINUTES - LOCAL REPRESENTATIVE COMMITTEE COOMA 30 JANUARY 2017

Record No:

Responsible Officer: Director Service Support
Author: Personal Assistant To Director of Service Support
Attachments: 1. Minutes - Local Representative Committee Cooma 30 January
2017 [↓](#)

EXECUTIVE SUMMARY

The Local Representative Committee - Cooma met on 30 January 2017 in Head Office, 81 Commissioner Street, Cooma. 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 - Cooma held on 30 January 2017 be adopted.



SNOWY MONARO
REGIONAL COUNCIL

Minutes

**Extraordinary Local Representative Committee - Cooma
Meeting**

30 January 2017

**EXTRAORDINARY LOCAL REPRESENTATIVE COMMITTEE - COOMA MEETING
HELD IN COUNCIL CHAMBERS, 81 COMMISSIONER STREET, COOMA NSW 2630**

ON MONDAY 30 JANUARY 2017

MINUTES

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**MINUTES OF THE EXTRAORDINARY LOCAL REPRESENTATIVE COMMITTEE - COOMA
MEETING**

HELD IN COUNCIL CHAMBERS, 81 COMMISSIONER STREET, COOMA NSW 2630

**ON MONDAY, 30 JANUARY 2017
COMMENCING AT 6.03PM**

PRESENT: Rogan Corbett, LRC Chairperson
Angela Ingram, LRC Member
Craig Mitchell, LRC Member
Winston Phillips, LRC Member
Dean Lynch, Administrator
Katherine Miners, Executive Assistant to the Administrator
Linda Nicholson, Deputy Director Service Delivery
Sandra McEwan, Secretariat

1. OPENING OF THE MEETING

The Chair opened the meeting at 6.03PM

2. APOLOGIES

An apology for the meeting was received from Joseph Vescio, General Manager.

3. CONFIRMATION OF PREVIOUS MINUTES AND MATTERS ARISING

3.1 LOCAL REPRESENTATIVE COMMITTEE - COOMA MEETING 12 JANUARY 2017

COMMITTEE RECOMMENDATION

LRCCO6/17

THAT the minutes of the Local Representative Committee - Cooma Meeting held on 12 January 2017 are confirmed as a true and accurate record of proceedings.

Moved Member Ingram

Seconded Member Mitchell

CARRIED

3.2 CLOSED SESSION OF THE LOCAL REPRESENTATIVE COMMITTEE - COOMA MEETING 12 JANUARY 2017

COMMITTEE RECOMMENDATION

LRCCO7/17

THAT the minutes of the Closed Session of the Local Representative Committee - Cooma Meeting held on 12 January 2017 are confirmed as a true and accurate record of proceedings.

Moved Member Ingram

Seconded Member Mitchell

CARRIED

Note 1 Confidential Session of Committee

At 6.20pm the meeting was closed .

4. REPORTS ON PRIORITY ACTIONS - CONFIDENTIAL

4.1 STRONGER COMMUNITIES - MAJOR PROJECT FUNDING

COMMITTEE RECOMMENDATION	LRCCO8/17
That the suggested major projects be approved for Stronger Communities Funding.	
Moved Member Phillips	Seconded Member Ingram
	CARRIED

4.2 SMEC

COMMITTEE RECOMMENDATION	LRCCO9/17
That the Administrator keep committee members updated on the SMEC site.	
Moved Member Mitchell	Seconded Member Ingram
	CARRIED

4.3 WI FI

COMMITTEE RECOMMENDATION	LRCCO10/17
That the Administrator consider the recommendation from the committee members.	
Moved Chair Corbett	Seconded Member Ingram
	CARRIED

Note 2 Resumption of Open Committee Meeting

At 7.40pm the Closed Session ended and the meeting continued in Open Session.

5. REPORTS & ADVICE ON LOCAL VIEWS & EMERGING ISSUES

Nil

6. PRESENTATION OF MINUTES FROM EXTERNAL COMMITTEES

Nil

7. SPECIFIC ITEMS VARYING FROM MEETING TO MEETING

7.1 LRC COOMA - ACTION SHEET

Angie Ingram reminded the committee that an Action Sheet had previously been requested. Sandra McEwan advised that the Action Sheet would be distributed shortly.

7.2 POWER LINES - SHARP STREET BRIDGE

Craig Mitchell asked if consideration could be given to the power lines at the Sharp Street Bridge being put underground at some stage.

7.3 SNOWY MONARO REGIONAL COUNCIL - FINANCIAL STATEMENTS

Angie Ingram asked if the Financial Statements for former Snowy River are available. The Administrator advised that they are now on Council's website.

7.4 MOWING THE SIDES OF THE ROADS

Angie Ingram relayed a comment from the community. They have questioned why Council is mowing the sides of the roads before removing the weeds.

The Administrator advised that Council is not always able to spray the weeds before mowing.

Angie Ingram commented that it would be ideal if at some stage each area had the best practice approach.

7.5 SAFETY HAZARD ON MYALLA ROAD

Angie Ingram reported that there is a dangerous dip on Myalla Road (approximately 3kms from Cooma) which is a safety concern.

Linda Nicholson noted the report and said she would investigate the issue.

7.6 VEGETATION OVERGROWTH - COOMA CBD

Rogan Corbett commented that vegetation overgrowth on the footpaths in Cooma CBD needs to be cleaned up as it is causing a safety issue.

COMMITTEE RECOMMENDATION	LRCCO11/17
That funding be allocated to clean up the vegetation overgrowth in Cooma CBD, specifically: The roundabout at Sharp and Vale Streets; and The tree on Sharp and Baron Streets and suckers between Cooma Back Creek and the 60kms zone at Snowy Hydro.	
Moved Chair Corbett	Seconded Member Phillips
	CARRIED

7.7 LEAVE OF ABSENCE - WINSTON PHILLIPS

Winston Phillips advised that he would be absent on leave from 19 April to 26 May 2017.

8. REVIEW OF RELEVANT MEETING ACTIONS OR FOLLOW UP REQUIREMENTS

Nil

9. NEXT MEETING

Tuesday, 7 February 2017

There being no further business the Chair declared the meeting closed at <time>

CHAIRPERSON

The above minutes of the Extraordinary Local Representative Committee - Cooma Meeting of Snowy Monaro Regional Council held on 30 January 2017 were confirmed by Committee at a duly convened meeting on 7 February 2017 at which meeting the signature hereon was subscribed.

9.3 MINUTES - LOCAL REPRESENTATIVE COMMITTEE COOMA 7 FEBRUARY 2017

Record No:

Responsible Officer: Director Service Support
Author: Personal Assistant To Director of Service Support
Attachments: 1. Minutes - Local Representative Committee Cooma 7 February
2017 [↓](#)

EXECUTIVE SUMMARY

The Local Representative Committee - Cooma met on 7 February 2017 in Head Office, 81 Commissioner Street, Cooma. 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 - Cooma held on 7 February 2017 be adopted.



Minutes

**Extraordinary Local Representative Committee - Cooma
Meeting**

7 February 2017

**EXTRAORDINARY LOCAL REPRESENTATIVE COMMITTEE - COOMA MEETING
HELD IN COMMITTEE ROOM, HEAD OFFICE, 81 COMMISSIONER STREET, COOMA NSW
2630**

ON TUESDAY 7 FEBRUARY 2017

MINUTES

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3.2	Closed Session of the Local Representative Committee - Cooma Meeting 30 January 2017	2
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5.	REPORTS & ADVICE ON LOCAL VIEWS & EMERGING ISSUES	3
6.	PRESENTATION OF MINUTES FROM EXTERNAL COMMITTEES	3
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MINUTES OF THE EXTRAORDINARY LOCAL REPRESENTATIVE COMMITTEE - COOMA MEETING OF SNOWY
MONARO REGIONAL COUNCIL
HELD ON TUESDAY 7 FEBRUARY 2017 Page 2

**MINUTES OF THE EXTRAORDINARY LOCAL REPRESENTATIVE COMMITTEE - COOMA
MEETING
HELD IN COMMITTEE ROOM, HEAD OFFICE, 81 COMMISSIONER STREET, COOMA NSW
2630**

**ON TUESDAY, 7 FEBRUARY 2017
COMMENCING AT 6.05PM**

PRESENT: Rogan Corbett, LRC Chairperson
Angela Ingram, LRC Member (*from 6.10pm*)
Craig Mitchell, LRC Member
Winston Phillips, LRC Member
Dean Lynch, Administrator (*from 6.25pm*)
Sandra McEwan, Secretariat

1. OPENING OF THE MEETING

The Chair opened the meeting at 6.05PM

2. APOLOGIES

An apology for the meeting was received from Joseph Vescio, General Manager and Katherine Miners, Executive Assistant to the Administrator.

3. CONFIRMATION OF PREVIOUS MINUTES AND MATTERS ARISING

3.1 LOCAL REPRESENTATIVE COMMITTEE - COOMA MEETING 30 JANUARY 2017

COMMITTEE RECOMMENDATION	LRCCO12/17	
THAT the minutes of the Local Representative Committee - Cooma Meeting held on 30 January 2017 are confirmed as a true and accurate record of proceedings.		
Moved Member Mitchell	Seconded Member Phillips	CARRIED

3.2 CLOSED SESSION OF THE LOCAL REPRESENTATIVE COMMITTEE - COOMA MEETING 30 JANUARY 2017

COMMITTEE RECOMMENDATION	LRCCO13/17	
THAT the minutes of the Closed Session of the Local Representative Committee - Cooma Meeting held on 30 January 2017 are confirmed as a true and accurate record of proceedings.		
Moved Member Mitchell	Seconded Member Phillips	CARRIED

MINUTES OF THE EXTRAORDINARY LOCAL REPRESENTATIVE COMMITTEE - COOMA MEETING OF SNOWY
MONARO REGIONAL COUNCIL
HELD ON TUESDAY 7 FEBRUARY 2017 Page 3

Note 1 Confidential Session of Committee

At 6.10pm the meeting was closed

Note 2 Attendance of Angie Ingram, LRC Member

Angie Ingram arrived at the meeting at 6.10pm

Note 3 Attendance of the Administrator

Dean Lynch, Administrator arrived at the meeting during discussion on Item 4.1 at 6.25pm

4. REPORTS ON PRIORITY ACTIONS

**4.1 PRE-ASSESSMENT LIST OF NOMINATIONS FOR FUNDING UNDER ROUND 2 OF THE SNOWY
MONARO COMMUNITY GRANTS PROGRAM - PRIORITISATION FEEDBACK SOUGHT**

COMMITTEE RECOMMENDATION	LRCCO14/17	
That the Administrator consider the recommendations from the LRC Cooma committee members for Round 2 Community Grants Program.		
Moved Member Mitchell	Seconded Member Phillips	CARRIED

Note 4 Resumption of Open Committee Meeting

At 8.20pm the Closed Session ended and the meeting continued in Open Session

5. REPORTS & ADVICE ON LOCAL VIEWS & EMERGING ISSUES

Nil

6. PRESENTATION OF MINUTES FROM EXTERNAL COMMITTEES

Nil

7. SPECIFIC ITEMS VARYING FROM MEETING TO MEETING

7.1 JOINT LRC MEETINGS

The LRC Cooma committee members were all in favour of Joint LRC meetings in future.

COMMITTEE RECOMMENDATION	LRCCO15/17	
That the Administrator consider the LRC Cooma committee members recommendation that Joint LRC meetings replace the Cooma, Berridale and Bombala meetings in the future.		
Moved Member Ingram	Seconded Member Mitchell	CARRIED

8. REVIEW OF RELEVANT MEETING ACTIONS OR FOLLOW UP REQUIREMENTS

Nil

9. NEXT MEETING

Monday, 13 February 2017

MINUTES OF THE EXTRAORDINARY LOCAL REPRESENTATIVE COMMITTEE - COOMA MEETING OF SNOWY
MONARO REGIONAL COUNCIL
HELD ON TUESDAY 7 FEBRUARY 2017 **Page 4**

There being no further business the Chair declared the meeting closed at 8.30pm

CHAIRPERSON

The above minutes of the Extraordinary Local Representative Committee - Cooma Meeting of Snowy Monaro Regional Council held on 7 February 2017 were confirmed by Committee at a duly convened meeting on 13 February 2017 at which meeting the signature hereon was subscribed.

9.4 LOCAL REPRESENTATIVE COMMITTEE - BOMBALA - MINUTES OF 19 JANUARY 2017

Record No:

Responsible Officer: Manager Corporate/Governance

Attachments: 1. LRC Bombala Minutes of 19 January 2017 [↓](#)

EXECUTIVE SUMMARY

The Local Representative Committee - Bombala met on 19 January 2017 in Bombala Office Council Chambers. 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 19 January 2017 be adopted.

RECOMMENDATION OF THE LOCAL REPRESENTATIVE COMMITTEE - BOMBALA – 19 JANUARY 2017



SNOWY MONARO
REGIONAL COUNCIL

Minutes

Local Representative Committee - Bombala Meeting

19 January 2017

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

ON THURSDAY 19 JANUARY 2017

MINUTES

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3.5	Submission to LRC Bombala - Mr Clinton Badewitz	3
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4.1	snowy monaro Stronger council grants PROGRAM - Projects List	3
5.	REPORTS & ADVICE ON LOCAL VIEWS & EMERGING ISSUES	4
6.	PRESENTATION OF MINUTES FROM EXTERNAL COMMITTEES	4
7.	SPECIFIC ITEMS VARYING FROM MEETING TO MEETING	4
8.	REVIEW OF RELEVANT MEETING ACTIONS OR FOLLOW UP REQUIREMENTS.....	4
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**MINUTES OF THE LOCAL REPRESENTATIVE COMMITTEE - BOMBALA MEETING
HELD IN COUNCIL CHAMBERS, 71 CAVEAT STREET, BOMBALA NSW 2632**

**ON THURSDAY, 19 JANUARY 2017
COMMENCING AT 6.00PM**

PRESENT: Steve Goodyer, LRC Chairperson
Di Hampshire, LRC Member
Gabrielle Rea, LRC Member
Paul Perkins, LRC Member

Linda Nicholson, Deputy Director, Service Delivery
Robin Guthrie, Manager Corporate/Governance

1. OPENING OF THE MEETING

The Chair opened the meeting at 6.25PM

2. APOLOGIES

Apologies for the meeting were received from Administrator Lynch and General Manager, Joe Vescio.

3. CONFIRMATION OF PREVIOUS MINUTES AND MATTERS ARISING

3.1 LOCAL REPRESENTATIVE COMMITTEE - BOMBALA MEETING 7 DECEMBER 2016

COMMITTEE RECOMMENDATION

LRCBO01/17

THAT the minutes of the Local Representative Committee - Bombala Meeting held on 7 December 2016 are confirmed as a true and accurate record of proceedings.

Moved Member Perkins

Seconded Member Rea

BUSINESS ARISING

3.2 REPAIRS TO BOMBALA FOOTBRIDGES

LRC Member Hampshire queried if the repairs to the footbridges were still going ahead.

Ms Nicholson, Deputy Director, Service Delivery advised that a report had been adopted by the Administrator authorising \$110,000 for the repair of the footbridges and that the Works Manager from the Cooma office would help with the project. An estimated time frame for completion of the work would be advised to the community as soon as possible.

A contractor had been engaged to look after the water and sewer services in the Bombala area.

LRC Member Hampshire commented that it was difficult to advise people who to talk to following the

resignation of Mr Sullivan. It was suggested that people be advised to contact the front counter or use the form on the website.

3.3 VISIONS AND VALUES WORKSHOP

This has been scheduled to occur on Tuesday, 31 January 2017, at 6.00pm at Cooma Library.

3.4 TOURISM MEETING

LRC Member Perkins advised that a Tourism Meeting would be held on Wednesday, 15 February 2017 at 5.30pm.

3.5 SUBMISSION TO LRC BOMBALA - MR CLINTON BADEWITZ

LRC Member Perkins tabled a submission from Mr Clinton Badewitz expressing his concern at the rapidly dropping level of the Bombala River between the two stepping stones

COMMITTEE RECOMMENDATION	LRCBO02/17
That this submission be forwarded to the appropriate staff to investigate.	
Moved Member Perkins	Seconded Member Rea

4. REPORTS ON PRIORITY ACTIONS

4.1 SNOWY MONARO STRONGER COUNCIL GRANTS PROGRAM - PROJECTS LIST

Deputy Director, Service Delivery, Ms Linda Nicholson, presented an updated spread sheet outlining the projects that had been nominated for funding under this grant program and gave a further update on this matter.

The \$15 million given to SMRC under the Stronger Communities Fund was to be split evenly between the three former Council areas, ie, \$5 million each.

The funds need to be spent by May 2019.

The Chairman advised that the LRC Bombala were not happy with spending \$1 million on upgrades to the water, wastewater and waste upgrades – it was felt that this funding needed to be spent on community projects.

The LRC were advised that they needed to decide on a list of projects before the Panel met on 13 February 2017.

A workshop will be arranged next week to discuss this matter.

The Chairperson thanked the Deputy Director Service Delivery for her attendance and input into the meeting.

5. REPORTS & ADVICE ON LOCAL VIEWS & EMERGING ISSUES

- 6. PRESENTATION OF MINUTES FROM EXTERNAL COMMITTEES**
- 7. SPECIFIC ITEMS VARYING FROM MEETING TO MEETING**
- 8. REVIEW OF RELEVANT MEETING ACTIONS OR FOLLOW UP REQUIREMENTS**
- 9. NEXT MEETING**

There being no further business the Chair declared the meeting closed at 7.30pm

CHAIRPERSON

The above minutes of the Local Representative Committee - Bombala Meeting of Snowy River Shire Council held on 19 January 2017 were confirmed by Committee at a duly convened meeting on 1 February 2017 at which meeting the signature hereon was subscribed.

**9.5 MINUTES OF THE LOCAL REPRESENTATIVE COMMITTEE - SNOWY RIVER HELD 25
JANUARY 2017**

Record No:

Responsible Officer: General Manager
Author: Secretary Council & Committees
Attachments: 1. Minutes - Local Representative Committee - Snowy River held
25 January 2017 [↓](#)

EXECUTIVE SUMMARY

The Local Representative Committee - Snowy River met on 25 January 2017 in Jindabyne. The minutes are presented for Council's information.

OFFICER'S RECOMMENDATION

That the minutes of the Local Representative Committee – Snowy River held 25 January 2017 be received and noted and the recommendations contained therein be adopted.



SNOWY MONARO
REGIONAL COUNCIL

Minutes

**Local Representative Committee - Snowy River
Meeting**

25 January 2017

**LOCAL REPRESENTATIVE COMMITTEE - SNOWY RIVER MEETING
HELD IN RAZORBACK SPARE OFFICE, 2/1 GIPPSLAND STREET, JINDABYNE NSW 2627**

ON WEDNESDAY 25 JANUARY 2017

MINUTES

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**MINUTES OF THE LOCAL REPRESENTATIVE COMMITTEE - SNOWY RIVER MEETING
HELD IN RAZORBACK SPARE OFFICE, 2/1 GIPPSLAND STREET, JINDABYNE NSW 2627**

**ON WEDNESDAY, 25 JANUARY 2017
COMMENCING AT 5.30PM**

PRESENT: Peter Beer, LRC Chairperson
Annie O’Keeffe, LRC Member
Bob Frost, LRC Member
John Shumack, LRC Member
Erin Donnelly, Secretary Council & Committees

1. OPENING OF THE MEETING

The Chair opened the meeting at 5.30PM

2. APOLOGIES

Nil

3. CONFIRMATION OF PREVIOUS MINUTES AND MATTERS ARISING

3.1 LOCAL REPRESENTATIVE COMMITTEE - SNOWY RIVER MEETING 14 DECEMBER 2016

COMMITTEE RECOMMENDATION

LRCR1/17

THAT the minutes of the Local Representative Committee - Snowy River Meeting held on 14 December 2016 are confirmed as a true and accurate record of proceedings.

Moved Mr Frost

Seconded Mr Shumack

CARRIED

**3.2 CLOSED SESSION OF THE LOCAL REPRESENTATIVE COMMITTEE - SNOWY RIVER MEETING 14
DECEMBER 2016**

COMMITTEE RECOMMENDATION

LRCR2/17

THAT the minutes of the Closed Session of the Local Representative Committee - Snowy River Meeting held on 14 December 2016 are confirmed as a true and accurate record of proceedings.

Moved Mr Shumack

Seconded Mrs O’Keeffe

CARRIED

4. REPORTS ON PRIORITY ACTIONS

4.1 MAJOR PROJECTS RECOMMENDATIONS

The committee discussed the list of projects, for the former Snowy River area, agreeing to the list of general projects. However, the committee expressed concerns on only have the information for Snowy River and believe they should be assessing the projects across the region. The committee also asked for an explanation of the Regional Clarification, as there is very little detail.

5. REPORTS & ADVICE ON LOCAL VIEWS & EMERGING ISSUES

5.1 MINUTES OF THE JINDABYNE SPORTSGROUND COMMITTEE

Mr Shumack request staff contact the secretary of the Jindabyne Sportsground Secretion 355 committee to get the minutes form the last meeting in 2016.

5.2 BIKES AROUND BERRIDALE

Mr Beer enquired about the bikes that were still on display around the town, for L'Étape. Mrs O'Keeffe informed the committee that the bikes left are on private property.

5.3 JINDABYNE BEAUTIFICATION COMMITTEE

Mr Frost informed the committee members of the Jindabyne Beautification had an informal meeting yesterday ,24 January 2017. The old town centre has had a lot of work done and the committee will submit a schedule of works for the next six (6) months.

5.4 BERRIDALE BEAUTIFICATION COMMITTEE

Mrs O'Keeffe informed the committee she has received a letter from Tony Hayes, informer her of the disbandment of the Berridale Beautification Committee.

6. PRESENTATION OF MINUTES FROM EXTERNAL COMMITTEES

6.1 SMRC HEALTH CENTRE SUPER CLINIC MEETING

Mr Beer attended a meeting of the super clink/health centre. Mr Beer has some concerns regarding finances of the health centre and asked a staff member to attend the next meeting to explain the funds.

7. SPECIFIC ITEMS VARYING FROM MEETING TO MEETING

8. REVIEW OF RELEVANT MEETING ACTIONS OR FOLLOW UP REQUIREMENTS

8.1 LEESVILLE ESTATE JINDABYNE

Mr Beer raised the issue of pot holes in Leesville Estate. Mr Frost informed the committee this issue has been attended to.

8.2 PARKING - PRYCE STREET BERRIDALE

Mrs O'Keeffe informed the committee residents of Pryce Street, who received a parking ticket, have been informed they still have to pay the fine within 14 days. The Administrator is aware of this situation.

9. NEXT MEETING

Wednesday, 8 February 2017

There being no further business the Chair declared the meeting closed at 6.00pm

CHAIRPERSON

The above minutes of the Local Representative Committee - Snowy River Meeting of Snowy River Shire Council held on 25 January 2017 were confirmed by Committee at a duly convened meeting on 8 February 2017 at which meeting the signature hereon was subscribed.

**9.6 MINUTES OF THE LOCAL REPRESENTATIVE COMMITTEE - SNOWY RIVER HELD 8
FEBRUARY 2017**

Record No:

Responsible Officer: General Manager

Author: Secretary Council & Committees

Attachments: 1. Minutes - Local Representative Committee - Snowy River [↓](#)

EXECUTIVE SUMMARY

The Local Representative Committee - Snowy River met on 8 February 2017 in Jindabyne. The minutes are presented for Council's information.

OFFICER'S RECOMMENDATION

That the minutes of the Local Representative Committee – Snowy River held 8 February 2017 be received and noted and the recommendations contained therein be adopted.



SNOWY MONARO
REGIONAL COUNCIL

Minutes

**Local Representative Committee - Snowy River
Meeting**

8 February 2017

**LOCAL REPRESENTATIVE COMMITTEE - SNOWY RIVER MEETING
HELD IN COUNCIL CHAMBERS, 2 MYACK STREET, BERRIDALE NSW 2628**

ON WEDNESDAY 8 FEBRUARY 2017

MINUTES

Notes:

1.	OPENING OF THE MEETING.....	2
2.	APOLOGIES.....	2
3.	CONFIRMATION OF PREVIOUS MINUTES AND MATTERS ARISING	2
3.1	Local Representative Committee - Snowy River Meeting 25 January 2017	2
4.	REPORTS ON PRIORITY ACTIONS.....	2
4.1	PRE-ASSESSMENT LIST OF NOMINATIONS FOR FUNDING UNDER ROUND 2 OF THE SNOWY MONARO COMMUNITY GRANTS PROGRAM - PRIORITISATION FEEDBACK SOUGHT	2
5.	REPORTS & ADVICE ON LOCAL VIEWS & EMERGING ISSUES	4
6.	PRESENTATION OF MINUTES FROM EXTERNAL COMMITTEES	4
7.	SPECIFIC ITEMS VARYING FROM MEETING TO MEETING	4
8.	REVIEW OF RELEVANT MEETING ACTIONS OR FOLLOW UP REQUIREMENTS	4
9.	NEXT MEETING.....	4

**MINUTES OF THE LOCAL REPRESENTATIVE COMMITTEE - SNOWY RIVER MEETING
HELD IN COUNCIL CHAMBERS, 2 MYACK STREET, BERRIDALE NSW 2628**

**ON WEDNESDAY, 8 FEBRUARY 2017
COMMENCING AT 5.30PM**

PRESENT: Peter Beer, LRC Chairperson
Bob Frost, LRC Member
John Shumack, LRC Member
Erin Donnelly, Secretary Council & Committees

1. OPENING OF THE MEETING

The Chair opened the meeting at 5.30PM

2. APOLOGIES

An apology for the meeting was received from Annie O’Keeffe.

3. CONFIRMATION OF PREVIOUS MINUTES AND MATTERS ARISING

3.1 LOCAL REPRESENTATIVE COMMITTEE - SNOWY RIVER MEETING 25 JANUARY 2017

Minutes not available.

4. REPORTS ON PRIORITY ACTIONS

**4.1 PRE-ASSESSMENT LIST OF NOMINATIONS FOR FUNDING UNDER ROUND 2 OF THE SNOWY
MONARO COMMUNITY GRANTS PROGRAM - PRIORITISATION FEEDBACK SOUGHT**

Record No:

This item is classified CONFIDENTIAL in accordance with Section 10A(2)(di) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

Responsible Officer:	Assistant 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:	OP7.18 Effective management of Council funds to ensure financial

sustainability.

Attachments: 1. SMCG Round 2 Application List - Pre-Assessment Eligibility
2. SMCG Round 1 - Funded Projects List

Cost Centre 3130

Project Stronger Communities Fund

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.

SMCG Round 1 funded 28 projects; \$663 437 allocated, applications Closed: 4pm Sunday 10th July 2016. Over 100 applications were received.

SMCG Round Two - Applications closed 4:00pm Thursday 15 December 2016. Currently in assessment phase, the SCF Assessment Panel will meet on Monday 13th February 2017. Project allocations, circa \$340k, to be announced February/March 2017.

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.

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.

COMMITTEE RECOMMENDATION	LRCSR3/17
That the LRC receive and note the information in the report Pre-Assessment List of Nominations for Funding Under Round 2 of the Snowy Monaro Community Grants Program - Prioritisation Feedback Sought and provide feedback.	
Moved Mr Frost	CARRIED
Seconded Mr Beer	

- 5. REPORTS & ADVICE ON LOCAL VIEWS & EMERGING ISSUES**

- 6. PRESENTATION OF MINUTES FROM EXTERNAL COMMITTEES**

- 7. SPECIFIC ITEMS VARYING FROM MEETING TO MEETING**

- 8. REVIEW OF RELEVANT MEETING ACTIONS OR FOLLOW UP REQUIREMENTS**

- 9. NEXT MEETING**

Wednesday, 8 March 2017, Berridale

There being no further business the Chair declared the meeting closed at 5.55pm

CHAIRPERSON

The above minutes of the Local Representative Committee - Snowy River Meeting of Snowy River Shire Council held on 8 February 2017 were confirmed by Committee at a duly convened meeting on 8 March 2017 at which meeting the signature hereon was subscribed.

**9.7 SNOWY RIVER HEALTH CENTRE REPRESENTATIVE COMMITTEE MEETING MINUTES
JANUARY 2017**

Record No:

Responsible Officer: Assistant General Manager

Author: Facility Manager Snowy River Health Centre

Attachments: 1. Representative Committee Meeting Minutes January 2017 [↓](#)

EXECUTIVE SUMMARY

The Representative Committee met on 18 January 2017 in Sister Passmore Room, Snowy River Health Centre. The minutes are presented for Council's information.

OFFICER'S RECOMMENDATION

That the Minutes of the meeting of the Representative Committee held on 18 January 2017 be received and noted.

Representative Committee Meeting

Meeting Minutes

Meeting Number: 7	Meeting Date: 18.1.17
Meeting Time: 8am – 9am	Meeting venue: Sister Passmore Room Snowy River Health Centre

1. Welcome and Opening

Attending: Bruce Hodges, Liz Bellingham, Marty Timmins, Renee Pirozzi, Vicki Mattiazzo, Monique Ingram, Peter Beer

2. Apologies:

3. Minutes of previous meeting

Read and accepted

4. Business arising from previous minutes

Health One flyers had been printed and delivered to Jindabyne Medical Practice - MI

5. Chairs report

JMP staffing changes: 2 new Registrars commencing in February. There will be 2 male Doctors that will equal one full time equivalent as they will be shared with Bombala Street Surgery, and 1 female Registrar will be full time. Dr Mattiazzo and Dr Cameron participated in ED work over Winter as an afternoon shift was made available – this was beneficial for their professional development. JMP continues to meet their commitment to be a teaching practice. Cath Newman is working 3 days per week – 1 day in general practice and 2 days in her skin clinic.

6. General Business

6.1 Budget report – The budget was reviewed and PB noted that he was concerned about the changes since the report dated 30.9.16 and in particular the percentages. LB to follow up with Finance. PB requested that a member of the Finance team attends the next meeting.

6.2 Update Sessional Room Users – This has not changed since the last quarter. LB read an email from the Dispensary tenant giving an update on the possibility of another PBS application. The Dispensary remains closed and an application will not be forthcoming due to PBS rules in relation to the number of Doctors on site. VM will review her GP FTE's when the new staff commence in February 2017 and communicate any significant changes with the Dispensary tenant.

6.3 Health One update

- Annelise will be returning from maternity leave in February.
- The Reception role will be increasing from 3 days per week to 5 and HR have advised that it will need to be advertised and recruited as per LHD policy.
- Reception desk modification continues to be discussed with a meeting scheduled on site this Friday to finalise. The purpose of the modification is to accommodate a third receptionist.
- Process mapping of child and family services is progressing and will streamline and integrate care for mothers. The clinicians involved in this process will be midwife, child and family health nurse and the JMP GP's.

RP asked if we will get any of the car park spaces back in the near future. It was

indicated at the beginning of the construction that there may be the option of moving some of the works under the new building which would give us access to more parking spaces. LB to ask at Site Meeting on Friday and update tenants.

7. Any other business

7.1 BH advised that he had recently attended an appointment with Australian hearing at Cooma and there were a number of Jindabyne patients there on the day. He had asked if they would consider coming to Jindabyne and had given them our contact details. LB to follow up.

7.2 Landscaping will be completed at the end of the Health One build. The area that will be completed is the embankment from the Ambulance Bay to the stairs. Health One will pay for a section of this and LB will put a report to Council to request funding to complete this area. We will also investigate the cost of landscaping the embankment from the stairs to the Thredbo Terrace turn off.

7.3 Signage – RP had asked if there was a possibility of updating the external signage with a list of services. LB advised that Council is replacing all signage at the moment and there is a possibility of meeting this request with the sign facing Thredbo Terrace. An email will be sent to tenants in relation to this.

8. Next Meeting – 19th April 2017

**11.1 PROPOSAL FOR ROAD NAMES FOR BURRA SUBDIVISION DEVELOPMENT APPLICATION
10.2014.353.2**

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:	OP2.8 Investigate and implement Traffic Management measures as an aid to increase road safety throughout the Region.
Attachments:	1. Documentation for proposed Road Names ↓
Cost Centre	Allocation of a crew to place road signs once gazetted.
Project	Proposed Road Names for Burra Subdivision
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Development consent for DA 10.2014.353.2 requires the applicant to nominate preferred road names for the new roads being constructed for Council approval.

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

OFFICER'S RECOMMENDATION

That Council endorse the road names "Captain Robertson Drive", "Scott Road", "Escape Lane" and "Rock Forest Lane".

That Council commences the public exhibition of the aforementioned road names to formalise and gazette the road name.

BACKGROUND

Development Application 10.2014.353.2 for a staged subdivision along Burra Road, Burra, requires under Clause 22 of the consent, for the applicant to nominate the preferred names for the proposed new public roads for approval by Council.

There are 5 new public roads to be created throughout the whole staged subdivision.

The applicant has previously nominated "Captain John Robertson Drive" and "Wheels Drive" for two of the road names, Council has previously endorsed both these names at its Cooma Council meeting 14 October 2013.

The Geographical Names Board guidelines has indicated the length of the road name “Captain John Robertson Drive” is too long and will be rejected. It has since been in agreeance with the applicant, to remove “John” and shorten the name to “Captain Robertson Drive”.

The applicant has also proposed the following road names for the remaining 3 roads:

- Scott Road
- Escape Lane
- Rock Forest Lane

Attached is a subdivision plan, with the respective roads displayed.

This report is to seek Council’s endorsement to publically exhibit the names and barring no objections, have the road name gazetted at the appropriate time.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

[Type text here](#)

2. Environmental

[Type text here](#)

3. Economic

[Type text here](#)

4. Civic Leadership

[Type text here](#)

ROBFAM PTY LTD

ABN 81 002 600 553



1 Baroona Rd
Northbridge NSW 2063
Australia
Ph 61 2 99583876
Fax: 61 2 99583976
Email: brianrobertson@optusnet.com.au

10th February 2015

The General Manager
Cooma Monaro Council
PO Box 714
COOMA NSW 2630

Attention: Mr Mark Adams

Robfam Pty Ltd - Rural Residential Subdivision – DA 10.2014.353.1

Proposed Road Names – Mount Burra Estate.

The purpose of this letter is to nominate preferred road names for the roads in the Mount Burra Estate subdivision in accordance with condition 22 of the subject DA.

The developer has chosen names to honour members of his family, 2 that served with distinction in World War 2 and his son, who faced with the challenges of extreme disability, has shown enormous courage and perseverance. The names of the roads honour these 3 people who have shown courage under different kinds of situations that deserve enduring respect.

Captain John Robertson Drive – Road No 1 /Road No 4 (it is assumed that road 4 is an extension of road 1)

Ronald John Robertson, the developer's father was always known as John. He was awarded a Distinguished Service Cross (DSC) and 3 MIDs for his services in WW2 primarily in the Battle of the Atlantic and English Channel operations. His ship, HMS Malcolm, evacuated the Danish Royal family as the Germans rolled into their country and John was honoured for his bravery and dedication on the beaches of Dunkirk during the frantic and tragic evacuations. Later in his career he was the Captain of Australia's flagship HMAS Melbourne when it collided with the destroyer in 1964 with the loss of 84 lives. Throughout the subsequent 2 Royal Enquiries Captain Robertson maintained his dignity and principles, finally receiving full exoneration despite being wrongly blamed and demoted. This major tragedy is a significant part of our history and is the subject of at least 2 books (Hickling) and an ABC documentary 'Unfit to Command'.

Scott St - Road No 2

Ian Sydney Scott was a Captain in the Australian Army and served in East Timor as a member of Sparrow Force in the 2/2 commando regiment. Ian parachuted into Koepang just before it was overrun by a far superior Japanese force. Ian and a relatively small number of his comrades refused to surrender and took to the hills where for 11 months they evaded and frustrated their Japanese persecutors. This small group of Aussie soldiers was thought to be dead until they fashioned a radio from scrap parts and made contact with Australia which eventually led to the rescue. The radio, called 'Winnie the War Winner' is in the Australian War Memorial.

Wheels Rd – Road No 3

Ben Robertson, the developer's son, became a quadriplegic as the result of a school boy rugby union game in 1996. His school mates gave him the nickname 'wheels'. Ben has faced the extreme challenges of a major disability and has not been found wanting. His patience, courage and determination in dealing with the daily traumas of quadriplegia are exemplary and deserving of the highest praise.

Escape Lane – Road No 5

This road is named for the purpose for which it exists.

Road No 6 – This is already named 'Black Flat Rd'

Yours Faithfully,




~~Brian Robertson~~ AM
Director

From: [Volker Georgi](#)
To: [Shane Poulton](#)
Subject: FW: Mount Burra - Release of Subdivision Certificate
Date: Tuesday, 13 December 2016 4:53:35 PM
Attachments: [image010.png](#)
[Logo_4d8881d9-bb29-4104-9422-e582feeb75bb.png](#)

Hi Shane,

Here is the suggested new road name in yellow highlight below.

Regards,

Volker Georgi
Development Engineer



PO Box 714 Direct (02) 6451 1101
COOMA NSW 2630 Phone 1300 345 345
Fax (02) 6456 3337
www.snowymonaro.nsw.gov.au

Think of the environment, please don't print this email unless you really need to

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From: Brian Robertson [mailto:brianrobertson@optusnet.com.au]
Sent: Tuesday, 13 December 2016 3:56 PM
To: Volker Georgi
Subject: FW: Mount Burra - Release of Subdivision Certificate

Hi Volker, here is the email addressing the name of Road 6. Sorry I should've sent it to you as well.

Cheers



Brian Robertson
1 Baroona Rd
Northbridge NSW 2063



From: Brian Robertson [<mailto:brianrobertson@optusnet.com.au>]
Sent: Monday, December 5, 2016 8:09 AM
To: 'Mark Adams' <Mark.Adams@snowyriver.nsw.gov.au>
Subject: FW: Mount Burra - Release of Subdivision Certificate

Hi Mark, please could you let me know how progress is being made on the points below. The situation with respect to each item is as follows:

1. Landscape plan still awaiting approval, please could I have an update.
2. Road No 6 name is now agreed with neighbours as 'Rock Forest Lane' named after the original property. The neighbours, the McDonalds have undertaken to write to council with their agreement.
3. Security Bond. The contractor is getting pushy on this one and following Volker's visit on site last Friday please could I have a figure.
4. A DA has been submitted and an outcome is anticipated soon. The position of the wall has been moved to comply with council requirements that it be inside the property boundary. The owner of lot 102 will be burdened by covenant with the ongoing care and maintenance of the wall.

Regards,



Brian Robertson AM
Director
Robfam Pty Ltd
1 Baroona Rd
Northbridge NSW 2063
Mobile: 0411239127



From: Brian Robertson [<mailto:brianrobertson@optusnet.com.au>]
Sent: Thursday, November 10, 2016 6:08 PM
To: 'Volker Georgi' <Volker.Georgi@snowymonaro.nsw.gov.au>
Cc: 'Linda Nicholson' <Linda.Nicholson@snowyriver.nsw.gov.au>; 'Mark Adams' <Mark.Adams@snowyriver.nsw.gov.au>
Subject: RE: Mount Burra - Release of Subdivision Certificate

Hi Volker, thanks for this email, very helpful. There are four issues I wanted to talk to you about. I left a message today and will try and talk to you again Friday.

1. Landscape Plan. We are finalising the Landscape Plan and will have that to you next week.
2. Road No 6. With respect to Road No 6 we would propose the name **Kismet Lane**.
3. Security Bond. The Contractor CHD has told me the cost of the road construction was \$400,000. This means that in accordance with the DA I need to lodge a security bond with you for 10%, ie \$40,000. Are you happy with this figure. The contract price was more but this included construction of 11 driveways, the common trench, conduits, drains etc not directly related to the road.
4. Subdivision Name Wall. It is our plan to build a stone wall with the name MOUNY BURRA on the southern side of the entrance. It will be similar to the one at Mount Campbell if you know that one. I will submit a Section 38 but would like the opportunity to discuss this.

Will call you again soon.

Regards,



Brian Robertson AM
Director
Robfam Pty Ltd
1 Baroona Rd
Northbridge NSW 2063
Mobile: 0411239127



From: Volker Georgi [<mailto:Volker.Georgi@snowymonaro.nsw.gov.au>]
Sent: Wednesday, November 2, 2016 4:18 PM
To: 'Brian Robertson' <brianrobertson@optusnet.com.au>
Cc: Linda Nicholson <Linda.Nicholson@snowyriver.nsw.gov.au>; Mark Adams <Mark.Adams@snowyriver.nsw.gov.au>; 'brown ken' <kbrown_civil@bigpond.com>; Suneil Adhikari <Suneil.Adhikari@snowymonaro.nsw.gov.au>; Shane Poulton <Shane.Poulton@snowyriver.nsw.gov.au>
Subject: FW: Mount Burra - Release of Subdivision Certificate

Dear Brian,

My apology for this late reply to your previous email.

Street Trees:

Can you please provide to Council, a landscaping Plan to comply with Council's (Cooma) DCP 2014, (Section 4.1.6 – Landscaping and street trees) showing the following:

1. Name of tree species (to be in accordance with Council's "Preferred Ornamental and Native Species List" – see pdf file attached.
2. Location in the road reserve with sufficient clearance from services.
3. The mature height of the tree.
4. Street trees must be located so as not to interfere with sight lines from driveways or the location of existing and future utility services.

Road Naming:

It is my understanding that the road naming process is at the following stage:

1. Council approved the road names Captain John Robertson Drive and Wheels Road at its meeting held on 14th October 2013. The Geographical Names Board did not agree to the inclusion of "John" in the proposed road name. As Council cannot proceed to adopt a new road name without the consent of the Geographical Names Board, I will prepare a new report to Council recommending that the proposed name being, "Captain Robertson Drive" be adopted. I will also seek Council approval of Scott Street and Escape Lane subject to the acceptance of those names by the Geographical Names Board.
2. Can you please suggest another road name (other than Black Flat Road – which is used elsewhere) for Road 6? I will then seek Council approval of the naming of Road 6 (subject to the acceptance by the Geographical Names Board) located between proposed Lots 502 and 501. As this road will provide future access to Lot 15, DP754889, 1760 Burra Road, it is Council's policy to obtain the agreement of the proposed road name from that land owner. Can you please obtain agreement of your suggested name from that land owner? I will then be able to finalise my report to Council for adoption of all road names. Following adoption by Council, the names will then be advertised.

Council's Resolution #403/13 from its meeting held on 14th October 2013 is as follows:

That the names Captain John Robertson Drive and Wheels Road be advertised and referred as required for new road names in accordance with the Roads Act 1993 and Roads (General) Regulation 2008.

That the former Mayor, Vin Good be added to the list for new road names.

I look forward to moving this matter forwards to completion.

If you have any further queries, please contact me.

Best Regards,

From: Brian Robertson [<mailto:brianrobertson@optusnet.com.au>]
Sent: Wednesday, 2 November 2016 11:23 AM
To: Volker Georgi
Cc: Linda Nicholson; Mark Adams; 'brown ken'
Subject: RE: Mount Burra - Release of Subdivision Certificate

Hi Volker, still waiting for Council's response on road names and trees.

- The contractor will shortly be seeking names for the manufacture of the signs.
- I shall proceed on the basis that there is no objection to planting of trees in the road reserve providing they are at least 5m from the edge of the constructed road. The trees are a compact variety of ornamental pear.

Regards,



Brian Robertson AM
Director
Robfam Pty Ltd
1 Baroona Rd
Northbridge NSW 2063
Mobile: 0411239127



From: Volker Georgi [<mailto:Volker.Georgi@snowymonaro.nsw.gov.au>]
Sent: Wednesday, October 12, 2016 4:29 PM
To: 'brianrobertson@optusnet.com.au' <brianrobertson@optusnet.com.au>
Cc: Linda Nicholson <Linda.Nicholson@snowyriver.nsw.gov.au>; Mark Adams <Mark.Adams@snowyriver.nsw.gov.au>
Subject: RE: Mount Burra - Release of Subdivision Certificate

Dear Brian,

1. I have today provided Council's response to the questions asked by Ronnie Watts from the NSW Department of Industry – Lands.
2. I am checking up on the road naming approval and will advise you as soon as I am able to.
3. At the completion of works a final "on-maintenance" inspection is completed to identify and list any outstanding issues such as matters to be rectified either immediately or during the defects liability period, any minor uncompleted works and any bonding of works proposals. Prior to the release of the Subdivision Certificate, all conditions of consent are checked to ensure that they have been complied with/completed.

Should you require any further assistance, please contact me.

Best Regards,

From: Linda Nicholson [<mailto:linda.nicholson@snowymonaro.nsw.gov.au>]
Sent: Tuesday, 11 October 2016 4:56 PM
To: Volker Georgi
Subject: FW: Mount Burra - Release of Subdivision Certificate

From: Brian Robertson [<mailto:brianrobertson@optusnet.com.au>]
Sent: Tuesday, 11 October 2016 3:28 PM
To: Linda Nicholson; Mark Adams
Subject: Mount Burra - Release of Subdivision Certificate

Hi Linda and Mark, I am approaching the finalisation of Stage 1 and 2 and need some help in securing the 'Release of the Subdivision Certificate'. Please could you advise who I need to work with in Council, specifically I would appreciate some advice on :

1. Realignment of Burra Road – a plan has been submitted to Linda but Lands are awaiting a response from Council. Please could you update me on the progress here?
2. Proposed road names were submitted months ago and while I got verbal approval I am awaiting formal advice from Council.

During the period leading up to the Construction Certificate a check off list of conditions and outstanding items was provided by Rob Staples and this proved most useful. Is this something you would normally do for the Subdivision Certificate as well?

Regards,



Brian Robertson AM
Director
Robfam Pty Ltd
1 Baroona Rd
Northbridge NSW 2063
Mobile: 0411239127



From: Brian Robertson [<mailto:brianrobertson@optusnet.com.au>]
Sent: Thursday, October 6, 2016 4:47 PM
To: 'Linda Nicholson' <linda.nicholson@cooma.nsw.gov.au>
Subject: FW: Burra Road

Hi Linda, just following up on a couple of issues. I haven't heard back about the trees in the road reserve yet, I think you were going to get someone to call me but I'm happy to chase it if you give me a name.

ALSO, please could you respond to Ronnie Watts at Crown Lands for me – see email below

Regards,



Brian Robertson AM
Director
Robfam Pty Ltd
1 Baroona Rd
Northbridge NSW 2063
Mobile: 0411239127



From: Ronnie Watts [<mailto:ronnie.watts@crownland.nsw.gov.au>]
Sent: Thursday, October 6, 2016 4:37 PM
To: Brian Robertson <brianrobertson@optusnet.com.au>
Subject: RE: Burra Road

Hi Brian

Thanks for your email.

I haven't received a response from Council regarding my request for information on 14 September 2016, to which you were CC'd (copy attached).

Although you were able to promptly supply a copy of the plan, I'm unable to do any processing at this time as the Council response will determine how the further work is carried out.

If you could remind Council that further processing is reliant on their response to my email, that would be great.

Regards

Ronnie

Ronnie Watts | Business Services Officer, Newcastle Business Centre
NSW Department of Industry - Lands
437 Hunter St Newcastle NSW | Mail: PO Box 2215 Dangar NSW 2309
T: 02 4920 5043 | F: 02 4925 3517
E: ronnie.watts@crowland.nsw.gov.au
W: www.crowland.nsw.gov.au | www.industry.nsw.gov.au

From: Brian Robertson [mailto:brianrobertson@optusnet.com.au]
Sent: Thursday, 6 October 2016 12:08 PM
To: 'Ronnie Watts'
Subject: RE: Burra Road

Hi Ronnie, how are you going with this, can I do anything to hurry it up?

Regards,



Brian Robertson AM
Director
Robfam Pty Ltd
1 Baroona Rd
Northbridge NSW 2063
Mobile: 0411239127



From: Ronnie Watts [mailto:ronnie.watts@crowland.nsw.gov.au]
Sent: Thursday, September 15, 2016 11:06 AM
To: brianrobertson <brianrobertson@optusnet.com.au>
Subject: RE: Burra Road

Hi Brian

Thanks for forwarding through the attached plan.

I'll be in touch when I receive the remaining requested info from Council.

Have a nice day
Ronnie

Ronnie Watts | Business Services Officer, Newcastle Business Centre
NSW Department of Industry - Lands
437 Hunter St Newcastle NSW | Mail: PO Box 2215 Dangar NSW 2309
T: 02 4920 5043 | F: 02 4925 3517
E: ronnie.watts@crowland.nsw.gov.au
W: www.crowland.nsw.gov.au | www.industry.nsw.gov.au

From: Brian Robertson [mailto:brianrobertson@optusnet.com.au]
Sent: Wednesday, 14 September 2016 4:30 PM
To: 'Mark Adams'; 'Ronnie Watts'
Subject: FW: Burra Road

Hi Ronnie, I believe this is the diagram you are seeking

Cheers,



Brian Robertson
1 Baroona Rd
Northbridge NSW 2063

From: brianrobertson [mailto:brianrobertson@optusnet.com.au]
Sent: Monday, August 15, 2016 11:47 AM
To: Linda Nicholson <linda.nicholson@cooma.nsw.gov.au>
Cc: 'Mark Adams' <mark.adams@cooma.nsw.gov.au>
Subject: FW: Burra Road

Hi Linda, having spoken with Mark he suggests you are the one to give the go ahead on the attached plan. If you agree I will use this to close the current Burra Road reserve and open a new road in accordance with the plan. Please let me know if you are happy for me to pursue this with the dept of lands.

Regards,



Brian Robertson AM
Director
Robfam Pty Ltd
1 Baroona Rd
Northbridge NSW 2063
Mobile: 0411239127



From: Alan Longhurst [<mailto:AlanL@phlsurveyors.com.au>]
Sent: Thursday, August 4, 2016 1:11 PM
To: brianrobertson (brianrobertson@optusnet.com.au) <brianrobertson@optusnet.com.au>
Subject: Burra Road

Brian,

Attached is a concept plan that you should discuss with Council and gain their consent as the roads authority. I don't really see any implications in the DA as the road will be to a good standard soon enough.

Ken Brown is going to provide the final boundary lines shortly.

Regards,

Alan Longhurst
Director
BSurv(Hons) GradDip UrbRegPlan
13 Gibraltar Street
P.O. Box 372
Bungendore NSW 2621



P (02) 62380144 M 0428 624597 E alanl@phlsurveyors.com.au W www.phlsurveyors.com.au

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Volker Georgi
Development Engineer



PO Box 714 Direct (02) 6451 1101
COOMA NSW 2630 Phone 1300 345 345
Fax (02) 6456 3337

www.snowymonaro.nsw.gov.au

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Volker Georgi
Development Engineer



PO Box 714 Direct (02) 6451 1101
COOMA NSW 2630 Phone 1300 345 345
Fax (02) 6456 3337

www.snowymonaro.nsw.gov.au

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14.1 POLICY – SMRC 180 - TREE MANAGEMENT

Record No:

Responsible Officer:	Director Service Delivery
Author:	Recreation & Property Technical Officer
Key Direction:	5. Enhancing Our Healthy, Active Lifestyle
Delivery Plan Strategy:	DP5.4 Ensure open space areas are well connected and functional for wide range of users with varying levels of fitness, mobility and resources.
Operational Plan Action:	OP5.17 Ensure strategies for open space and recreational assets are appropriate and deliver functional affordable spaces and facilities for the community.
Attachments:	1. SMRC 180 - Tree Management ↓
Cost Centre	NA
Project	SMRC
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

This policy was developed in order to provide clear direction for the management and maintenance of trees that are located on Council managed land and to ensure consistency in decision making across the newly formed Snowy Monaro Regional Council area. It is important that there is a consistent approach to ensure that trees on Council managed land are planned, planted and maintained in an appropriate manner for the community.

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

OFFICER'S RECOMMENDATION

That Council review and adopt SMRC 180 – Tree Management.

BACKGROUND

The Tree Management Policy has been developed in consultation with all Snowy Monaro Regional Council staff and has considered all the comments and direction that were received. It is important that the trees within the Council area are managed and maintained in a manner that promotes healthy, safe trees and enhance the amenity of the towns and villages throughout the shire.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The visual amenity of towns is important for communities as it promotes community wellbeing as well as encourages tourism. The appropriate management of safe and healthy trees within the streets and recreational spaces encourages participation in healthy lifestyle habits and socialisation opportunities for all. It has been well documented that trees are an important factor in the health and wellbeing of communities. Consideration of heritage values of individual trees within specified precincts needs to be undertaken in order to retain heritage values for the community.

2. Environmental

Appropriate management of trees will ensure that they are planted and maintained in a manner to ensure that any negative impact on the urban environment is minimised. Effective planning for tree planting will be undertaken in order to prevent environmental degradation from occurring due to inappropriate species selection, particularly in riparian areas.

3. Economic

Management of trees that are located on Council managed land will be undertaken within the allocated budget for each former shire area.

4. Civic Leadership

This policy will ensure that Council adopts a consistent approach to tree management throughout the Shire and that maintenance is carried out by suitable trained staff to a standard that promotes healthy and safe trees for the community. This approach will ensure that decisions are ethical and consistent in order to demonstrate that Council processes are efficient and transparent.



Title of Policy	SMRC Policy 180 – Tree Management		
Responsible Department	Recreation	Document Register ID	250.2016.180.1
Policy Owner	Recreation & Property Technical Officer	Review Date	Date
Date of Council Meeting	Date Approved	Resolution Number	Number
Legislation, Australian Standards, Code of Practice	AS 4373-2007 Pruning of Amenity Trees Occupational Health & Safety Act 2000 Occupational Health & Safety Regulation 2001 StateWide Best Practice Manual Trees and Tree Roots		
Aim	To provide clear direction for the management and maintenance of trees that are located on Council managed land and to ensure consistency in decision making.		

This policy refers to trees located on land that is under the control and management of Snowy Monaro Regional Council and within the boundaries of its towns and villages. This policy does not apply to the management of trees on private property or to rural roadside trees beyond the extent of any legislative functions applicable to Council.

Snowy Monaro Regional Council recognises that trees are major assets that make a significant contribution to the character of its towns and villages. Tree management within urban environments is about recognising the benefits that trees provide and finding a balance between these and the various risks that may arise in order to ensure the best outcome for the community.

1 Objectives

The objectives of this policy are as follows:

- a) To adopt a consistent approach to tree management, protection and maintenance.
- b) To manage and maintain trees in a manner which promotes healthy trees.
- c) To ensure that all pruning and maintenance work is carried out to an appropriate standard by suitably trained staff and contractors.
- d) To ensure new trees are planted, pruned and located appropriately to minimise ongoing maintenance issues and damage/disruption to existing infrastructure, services and property.

2 Tree planting

Generally Council will place an annual tree order with planting to be undertaken by staff during the winter months. Trees are to be planted appropriately to ensure successful establishment.

- a) Location of existing services and infrastructure is to be identified prior to any new tree planting. This will influence the species of tree selected.
- b) Tree planting on Council land will be determined by budgetary resources and Council's capacity to maintain them.
- c) Where possible new infrastructure and development work is to be designed around existing trees.
- d) Trees are only to be planted by the public within public streets and community land with the written approval of Council.

3 Maintenance

Council staff or approved contractors will undertake pruning work and will ensure that best practise tree management is applied to all Council managed trees and that all pruning is carried out to an appropriate standard. Tree pruning and maintenance will be undertaken in order to improve tree health, structure and to provide nominal clearances for pathways, urban streets and other services. Residents are not permitted to undertake work on Council trees without written approval. Residents are encouraged to report any defects or issues relating to trees.

4 Tree Removal

Requests for tree removal will be considered on an individual basis. Council will not grant permission for trees to be removed from Council land in order to facilitate/improve views (including advertising or business signs), for off-street parking, the installation of solar panels or due to the natural attributes of the tree such as leaf /flower/fruit drop.

Council views the removal of healthy, established trees as undesirable but recognises it may be required on occasion. The removal of a healthy tree will be treated by Council as the last option and on an individual basis. Some reasons that may necessitate tree removal include:

- a) The tree is in poor condition or has a significant amount of dead wood and may pose a risk to people or property if it fails.
- b) The tree is damaging existing infrastructure or property to an unacceptable level and no other alternative is suitable. Damage caused by tree roots are to be managed using strategies outlined in the Tree Management Procedure. The Council will seek to apply measures other than removing trees, unless the alternatives are not within budgetary limits or are unlikely to be effective in the long term.
- c) The tree is a safety hazard due to its location such as presenting a line of sight issue for road/pedestrian traffic.
- d) The tree is inappropriate and is affecting the amenity of a property to an unacceptable level i.e. through shading of the majority of the living area of a property for a considerable portion of the day. All costs associated with the removal of a tree for this reason will be met by the affected property owner and approval from Council must be granted. In considering this type of request, if the tree is consistent with the overall streetscape or is in a heritage listed or major traffic route, approval will not be given.
- e) The installation of new infrastructure or development will affect the health or stability of the tree and all other possible alternatives to retain the tree have been considered. Development Applications are to consider the location of existing trees at the initial planning stages to prevent unnecessary tree removal.

If a significant tree is scheduled for removal Council will inform adjacent residents and property owners at least seven (7) days prior to its removal unless there is an imminent threat to persons or property, in which case as much notice as possible will be given.

5 Tree Replacement

Any trees removed from Council land will, if appropriate, be replaced in accordance with the Tree Management Procedure and existing streetscape. A list of recommended trees is available in the Trees and Shrubs Suitable for Snowy Monaro Booklet. Council will endeavour to replace any street trees that have been removed in the same location however close proximity to services or other infrastructure may mean that this is not possible. Tree selection will be dependent on the characteristics of each site, the existing streetscape and any approved plans.

Documentation

List the name and document reference number of any other document referred to in this document, including any related policies and procedures

250.2016.181.1	Tree Management Procedure
	Trees and Shrubs suitable for Snowy Monaro Booklet
250.2016.218.1	Tree Hazard Evaluation Form

Variation

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

DRAFT

16.1 MONTHLY FUNDS MANAGEMENT REPORT - DECEMBER 2016

Record No:

Responsible Officer:	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:	OP7.18 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 funds management position for the reporting period ending 31 December 2016. Cash and Investments as at 31 December 2016 are \$73,330,404.

Certification

I, Jo-Anne Mackay, Responsible Accounting Office 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 December 2016.
- B. Receive and note the Certificate of the Responsible Accounting Officer.

BACKGROUND

As there was no Council meeting held in January, this report is presented to the February Council Meeting. Council's Cash and Investments 31 December 2016 consists of:

31/12/16	Cash at Bank	Investments	Total
Bombala	735,242	10,029,436	10,764,678
Cooma	214,004	24,444,187	24,658,191
Snowy	368,988	17,493,029	17,862,017
Merger Grant		20,045,518	20,045,518

Total	1,318,234	72,012,170	73,330,404
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NB: The balance of the Merger Grant does not include any expenses attributable to the Merger. These will be adjusted through the QBRS.

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 \$72,012,170 on 31 December 2016.

Consolidated interest income on investments

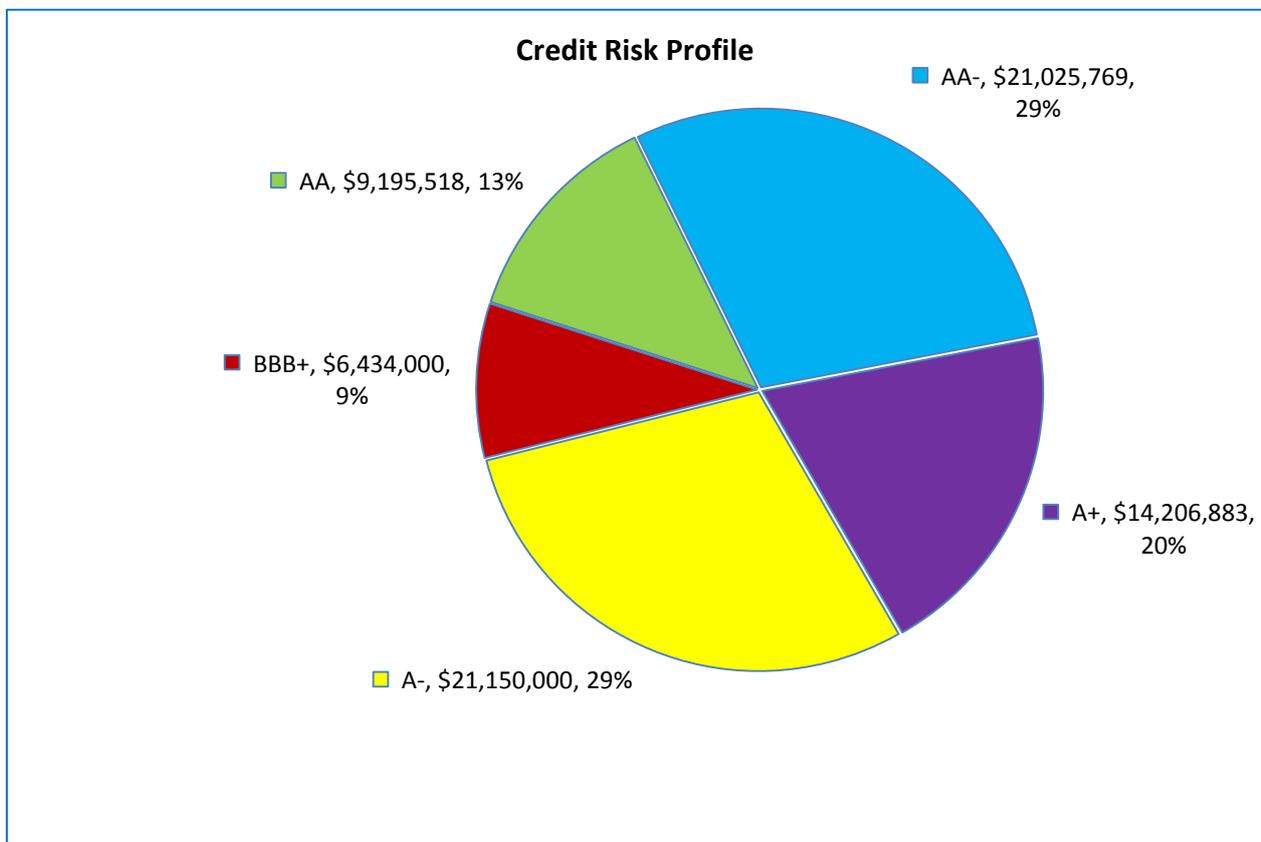
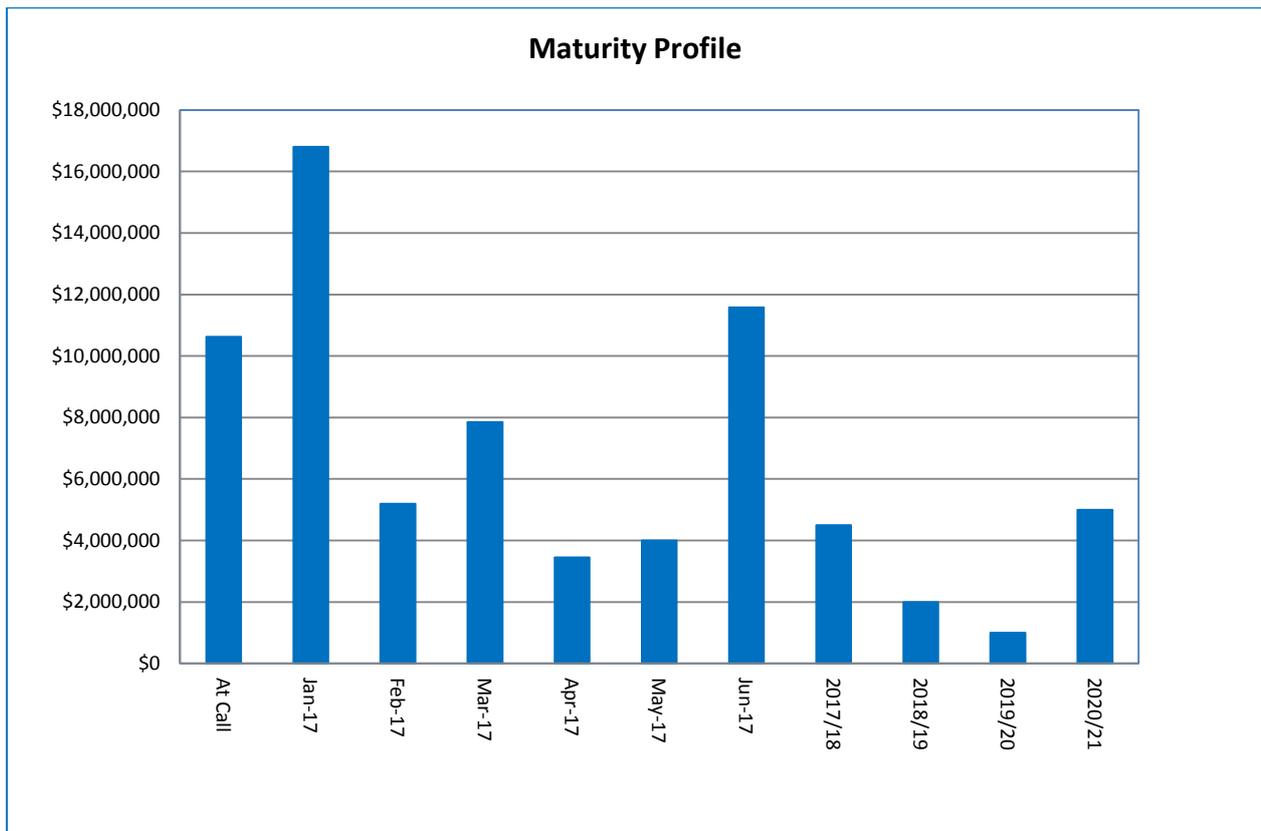
Adopted Budget	1,387,408
Annual Budget	1,458,693
Budget YTD	729,346
Interest YTD	965,697

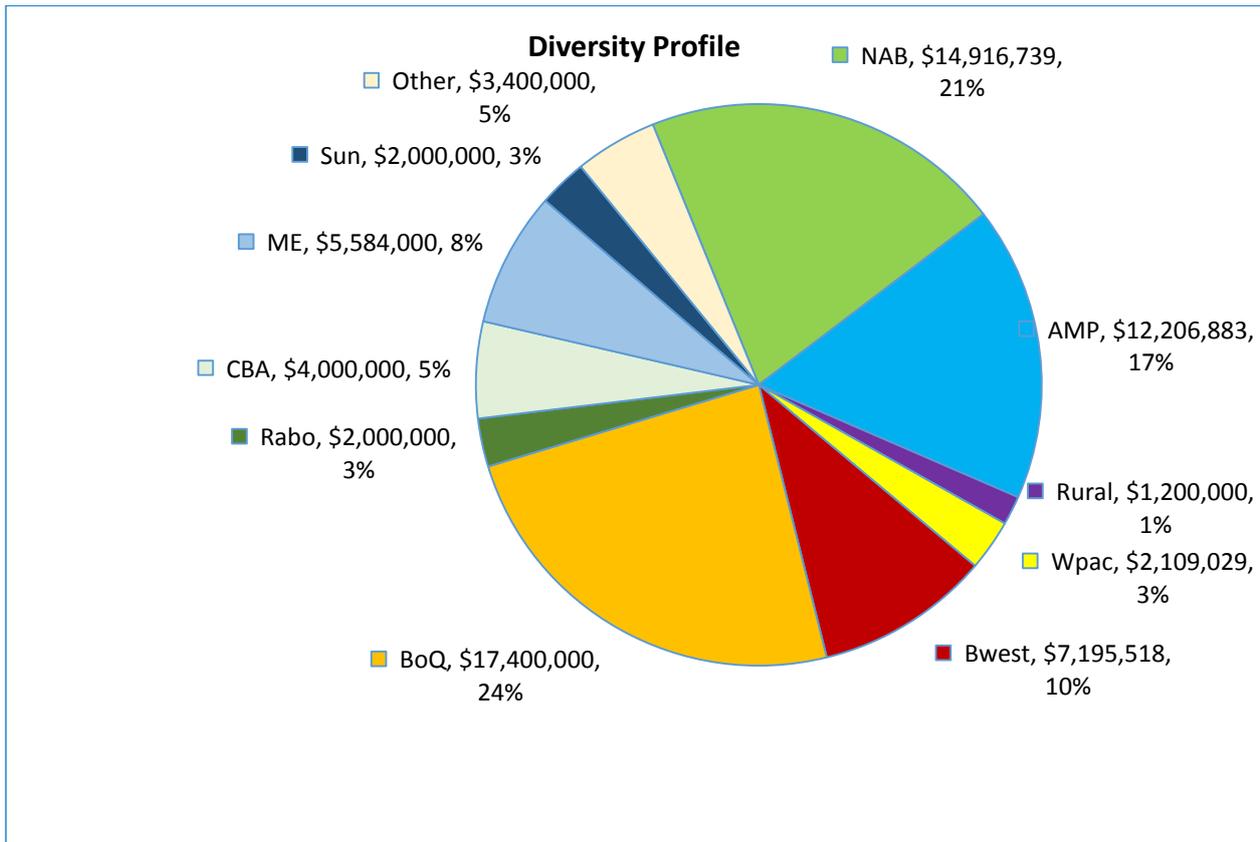
Council's investment portfolio returns

Month	Annualised Return	90 Day Bank Bill	Margin
December	2.76%	1.76%	1.00%
November	2.71%	1.77%	0.94%
October	2.86%	1.75%	1.11%
September	2.79%	1.73%	1.06%
August	2.90%	1.74%	1.16%
July	3.03%	1.86%	1.17%

The table below lists the invested funds.

INVESTMENTS REGISTER							
31-December-2016							
Branch	DATE INVEST	FIN INST.	Rating	TYPE	CURRENT INVESTMENT	INT RATE	MATURITY
Bombala	n/a	NAB Maxi Account	A1+/AA-	At Call	1,029,436	Variable	At Call
Bombala	14-Sep-16	NAB	A1+/AA-	TD	1,000,000	2.62%	15-Feb-17
Bombala	14-Oct-16	NAB	A1+/AA-	TD	2,000,000	2.72%	15-Mar-17
Bombala	17-Nov-16	NAB	A1+/AA-	TD	1,500,000	2.74%	14-Jun-17
Bombala	10-Aug-16	NAB	A1+/AA-	TD	1,000,000	2.80%	11-Jan-17
Bombala	16-Dec-16	Bank of Qld	A2/A-	TD	2,500,000	2.80%	20-Sep-17
Bombala	16-Dec-16	Bank of Qld	A2/A-	TD	1,000,000	2.80%	20-Jun-17
Cooma	n/a	National Australia Bank	A1+/AA-	At Call	1,737,303	1.55%	At Call
Cooma	n/a	AMP Bank - At Call	A1/A+	At Call	1,638,205	2.05%	At Call
Cooma	n/a	AMP Bank - 31 days Notid	A1/A+	31 days	1,068,678	2.20%	31 days
Cooma	04-Jul-16	Suncorp Bank	A1/A+	TD	1,000,000	2.90%	06-Jan-17
Cooma	02-Nov-16	Bankwest	A1+/AA	TD	1,000,000	2.55%	09-Jan-17
Cooma	07-Nov-16	National Australia Bank	A1+/AA-	TD	1,000,000	2.65%	06-Feb-17
Cooma	14-Aug-15	AMP Bank	A1/A+	TD	1,000,000	2.90%	07-Feb-17
Cooma	14-Nov-16	Suncorp Bank	A1/A+	TD	1,000,000	2.60%	13-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	26-Oct-16	Bank of Queensland	A2/A-	TD	1,000,000	2.70%	24-Apr-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	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	07-Sep-16	IMB	A-2	TD	750,000	2.60%	18-Jan-17
Snowy	14-Sep-16	Bankwest	A1+/AA	TD	650,000	2.50%	11-Jan-17
Snowy	21-Sep-16	Rural Bank	A2/A-	TD	1,000,000	2.61%	25-Jan-17
Snowy	28-Sep-16	Bendigo Bank SA	A2/A-	TD	400,000	2.65%	01-Feb-17
Snowy	05-Oct-16	NAB	A1+/AA-	TD	500,000	2.91%	08-Mar-17
Snowy	05-Oct-16	Bendigo Bank SA	A2/A-	TD	400,000	2.65%	08-Feb-17
Snowy	12-Oct-16	Rural Bank	A2/A-	TD	200,000	2.60%	15-Feb-17
Snowy	20-Oct-16	ME Bank	BBB+	TD	200,000	2.60%	22-Feb-17
Snowy	26-Oct-16	ME Bank	BBB+	TD	1,200,000	2.65%	01-Mar-17
Snowy	02-Nov-16	NAB	A1+/AA-	TD	750,000	2.75%	02-Jun-17
Snowy	16-Nov-16	NAB	A1+/AA-	TD	750,000	2.74%	15-Mar-17
Snowy	23-Nov-16	ME Bank	BBB+	TD	1,984,000	2.75%	21-Jun-17
Snowy	23-Nov-16	NAB	A1+/AA-	TD	1,200,000	2.75%	22-Mar-17
Snowy	30-Nov-16	AMP Bank	A1/A+	TD	500,000	2.75%	24-May-17
Snowy	01-Dec-16	AMP Bank	A1/A+	TD	500,000	2.75%	25-May-17
Snowy	01-Dec-16	ME Bank	BBB+	TD	1,000,000	2.75%	25-May-17
Snowy	07-Dec-16	ME Bank	BBB+	TD	1,200,000	2.75%	29-Mar-17
Snowy	07-Dec-16	Beyond Bank	BBB+	TD	850,000	2.80%	05-Jun-17
Snowy	12-Dec-16	NAB	A1+/AA-	TD	450,000	2.67%	06-Apr-17
Snowy	21-Dec-16	AMP Bank	A1/A+	TD	1,000,000	2.80%	21-Jun-17
Snowy	21-Dec-16	Bank QLD	A2/A-	TD	1,000,000	2.72%	24-May-17
Snowy	00-Jan-00	Westpac Maxi-Account	A1+/AA-	TD	109,029	0.70%	n/a
Merger Grant	n/a	Bankwest	A1+/AA	At-Call	5,045,518	2.00%	n/a
Merger Grant	21-Dec-16	AMP	A1/A+	TD	4,500,000	2.80%	21-Jun-17
Merger Grant	24-Jun-16	Bank QLD	A2/A-	TD	10,500,000	2.95%	09-Jan-17
TOTAL					72,012,170		





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.

16.2 SECTION 404 REPORT FOR THE PERIOD JULY TO DECEMBER 2016

Record No:

Responsible Officer:	Director Special Projects Office
Author:	Special Projects Office
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.1 Ensure that legislative obligations are met throughout all Council departments.
Operational Plan Action:	OP7.2 Completion of reporting requirements in accordance with legislation.
Attachments:	1. Delivery Program – Action and Task Progress Report - December 2016 end (<i>Under Separate Cover</i>) ➡
Cost Centre	Corporate Governance
Project	IPR Legislative Reporting Requirements
Further Operational Plan Actions:	Nil

EXECUTIVE SUMMARY

Under Section s404(5) of the Local Government Act 1993 (the Act), the General Manager must ensure that regular progress reports are provided to the council reporting as to its progress with respect to the principal activities detailed in the delivery program. Progress reports must be provided at least every six (6) months.

This report covers the period between 01 July 2016 and 31 December 2016 and is the first progress report for the new Snowy Monaro Regional Council.

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

OFFICER'S RECOMMENDATION

That Council

A. Review and note the Delivery Program – Action and Task Progress Report

BACKGROUND

The introduction of CAMMS Global Collaboration Tool by the Special Projects Office has enabled the Integrated Planning and Reporting strategic documents to be reported, monitored and managed through an automated system. The team is very pleased with the positive response to the introduction of this software, which will over the short-to-medium term, create greater efficiency in delivering these reports and is an encouraging step towards council achieving its vision by demonstrating the values; innovative, accountable and together.

Section 428 of the Act states that Council's Annual Report includes the achievements in implementing the Delivery Program and the effectiveness of the principle activities undertaken in achieving the objectives in the Community Strategic Plan at which those activities are directed.

Accordingly, the Section 404(5) reports presented to Council will form part of the Annual Report, a copy of which is submitted to the Minister for Local Government in November each year.

The attached Section 404 report provides an overview of all activities undertaken between July and December 2016 and will be published separately to this report as part of Council's commitment to providing the community with current information on our progress towards achieving the Community Strategic Plan.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Council's community engagement prior to developing the adopted IPR plans promoted access and equity in an effort to ensure they best reflected the community's goals and aspirations. The Section 404 Report provides information on progress that Council has made towards the stated overarching goals in the Community Strategic Plan.

2. Environmental

Through the quadruple bottom line reporting mechanism stated in the integrated planning and reporting framework, all council actions, projects or recommendations must consider the impact on the environment prior to being undertaken or commenced.

3. Economic

Preparation of the s404 report for the period of July to December 2016 has been undertaken by SPO but is a cost related to an operational function within the Corporate Governance service.

4. Civic Leadership

This report promotes accountability and is a mechanism used to ensure that Council and the community are aware of progress towards achieving the agreed outcomes. Timely reporting also provides confidence that we are conducting our business in accordance with legislative and statutory requirements.

16.3 MONTHLY FUNDS MANAGEMENT REPORT - JANUARY 2017

Record No:

Responsible Officer: 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: OP7.18 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 funds management position for the reporting period ending 31 January 2017. Cash and Investments as at 31 January 2017 are \$72,254,218.

Certification

I, Jo-Anne Mackay, Responsible Accounting Office 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 January 2017.
- B. Receive and note the Certificate of the Responsible Accounting Officer.

BACKGROUND

Council's Cash and Investments 31 January 2017 consists of:

31/01/17	Cash at Bank	Investments	Total
Bombala	600,685	10,030,429	10,631,114
Cooma	27,342	24,400,857	24,428,199
Snowy	347,626	16,793,190	17,140,816
Merger Grant	-	20,054,089	20,054,089
Total	975,653	71,278,565	72,254,218

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 \$71,278,565 on 31 January 2017.

Consolidated interest income on investments

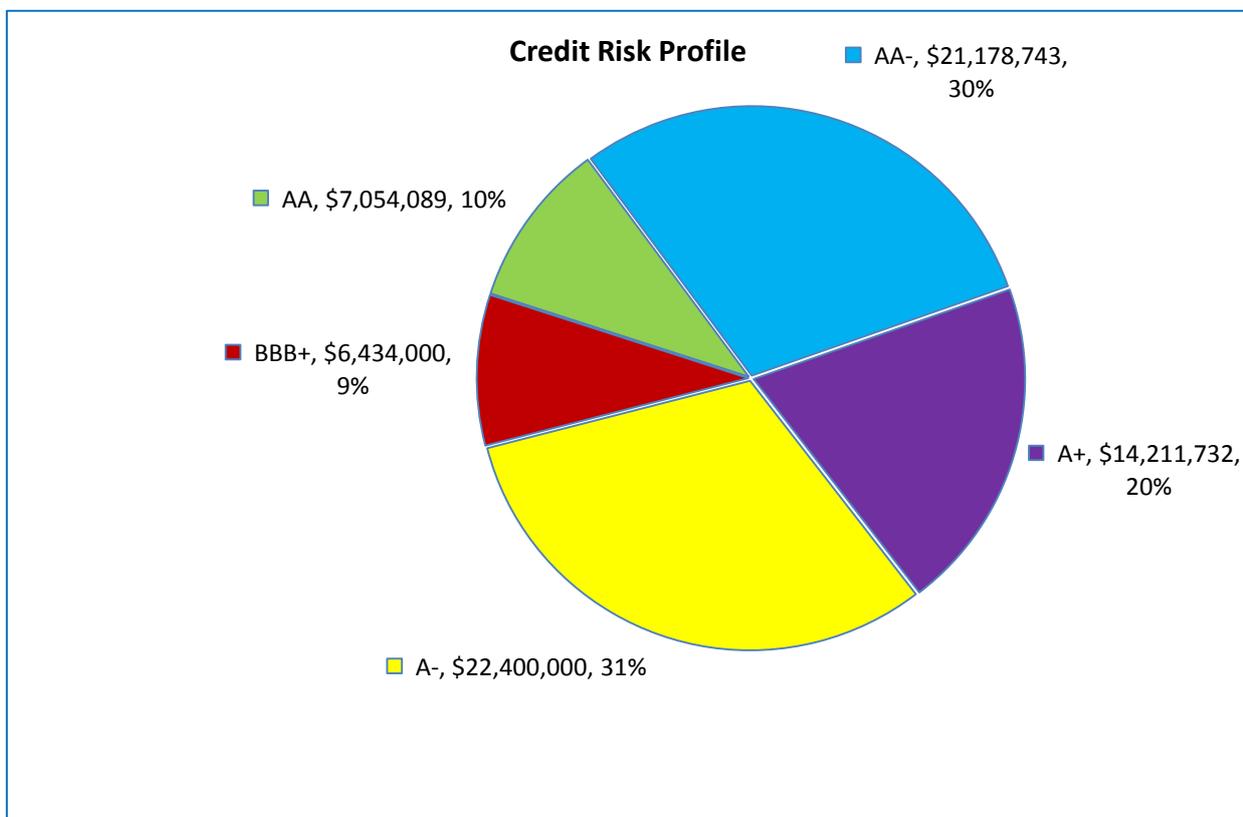
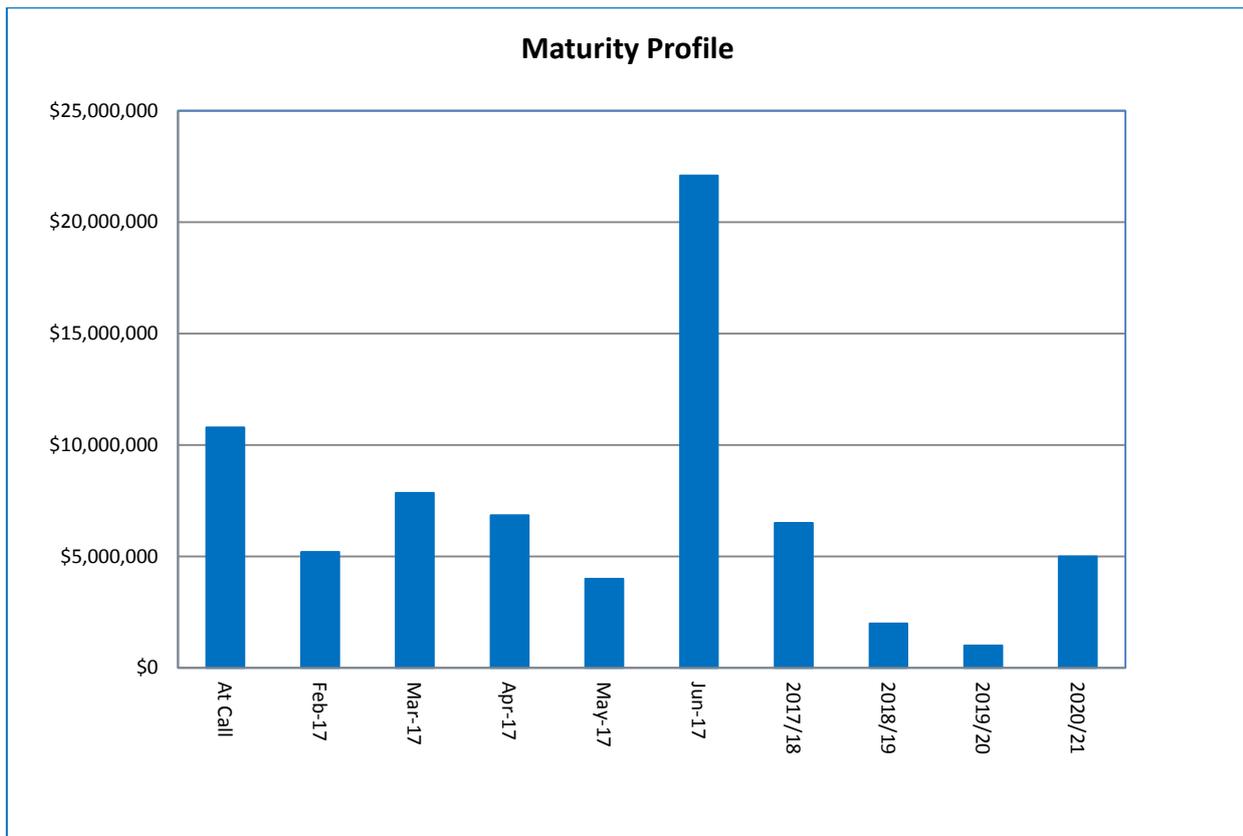
Adopted Budget	\$1,387,408
Annual Budget	\$1,458,693
Budget YTD	\$850,904
Interest YTD	\$1,120,752

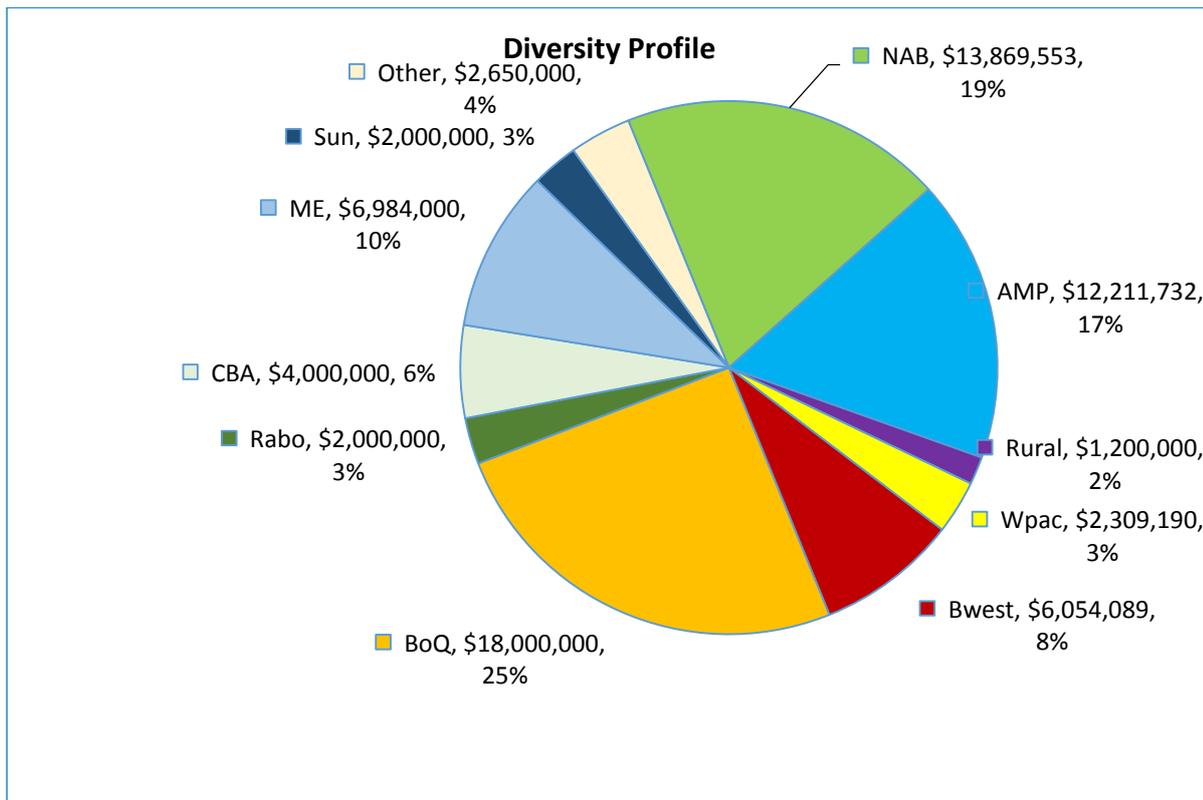
Council's investment portfolio returns

Month	Annualised Return	90 Day Bank Bill	Margin
January	2.75%	1.78%	0.97%
December	2.76%	1.76%	1.00%
November	2.71%	1.77%	0.94%
October	2.86%	1.75%	1.11%
September	2.79%	1.73%	1.06%
August	2.90%	1.74%	1.16%
July	3.03%	1.86%	1.17%

The table below lists the invested funds.

INVESTMENTS REGISTER							
31-January-2017							
Branch	DATE INVEST	FIN INST.	Rating	TYPE	CURRENT INVESTMENT	INT RATE	MATURITY
Bombala	n/a	NAB Maxi Account	A1+/AA-	At Call	1,030,429	Variable	At Call
Bombala	14-Sep-16	NAB	A1+/AA-	TD	1,000,000	2.62%	15-Feb-17
Bombala	14-Oct-16	NAB	A1+/AA-	TD	2,000,000	2.72%	15-Mar-17
Bombala	17-Nov-16	NAB	A1+/AA-	TD	1,500,000	2.74%	14-Jun-17
Bombala	16-Dec-16	Bank of Qld	A2/A-	TD	2,500,000	2.80%	20-Sep-17
Bombala	16-Dec-16	Bank of Qld	A2/A-	TD	1,000,000	2.80%	20-Jun-17
Bombala	12-Jan-17	Bank of Qld	A2/A-	TD	1,000,000	2.80%	11-Jul-17
Cooma	n/a	National Australia Bank	A1+/AA-	At Call	1,689,124	1.55%	At Call
Cooma	n/a	AMP Bank - At Call	A1/A+	At Call	1,641,057	2.05%	At Call
Cooma	n/a	AMP Bank - 31 days Notid	A1/A+	31 days	1,070,675	2.20%	31 days
Cooma	07-Nov-16	National Australia Bank	A1+/AA-	TD	1,000,000	2.65%	06-Feb-17
Cooma	14-Aug-15	AMP Bank	A1/A+	TD	1,000,000	2.90%	07-Feb-17
Cooma	14-Nov-16	Suncorp Bank	A1/A+	TD	1,000,000	2.60%	13-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	09-Jan-17	Bankwest	A1+/AA-	TD	1,000,000	2.50%	10-Apr-17
Cooma	26-Oct-16	Bank of Queensland	A2/A-	TD	1,000,000	2.70%	24-Apr-17
Cooma	23-May-16	AMP Bank	A1/A+	TD	1,000,000	3.00%	23-May-17
Cooma	06-Jan-17	Suncorp Bank	A1/A+	TD	1,000,000	2.60%	05-Jul-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	28-Sep-16	Bendigo Bank SA	A2/A-	TD	400,000	2.65%	01-Feb-17
Snowy	05-Oct-16	NAB	A1+/AA-	TD	500,000	2.91%	08-Mar-17
Snowy	05-Oct-16	Bendigo Bank SA	A2/A-	TD	400,000	2.65%	08-Feb-17
Snowy	12-Oct-16	Rural Bank	A2/A-	TD	200,000	2.60%	15-Feb-17
Snowy	20-Oct-16	ME Bank	BBB+	TD	200,000	2.60%	22-Feb-17
Snowy	26-Oct-16	ME Bank	BBB+	TD	1,200,000	2.65%	01-Mar-17
Snowy	02-Nov-16	NAB	A1+/AA-	TD	750,000	2.75%	02-Jun-17
Snowy	16-Nov-16	NAB	A1+/AA-	TD	750,000	2.74%	15-Mar-17
Snowy	23-Nov-16	ME Bank	BBB+	TD	1,984,000	2.75%	21-Jun-17
Snowy	23-Nov-16	NAB	A1+/AA-	TD	1,200,000	2.75%	22-Mar-17
Snowy	30-Nov-16	AMP Bank	A1/A+	TD	500,000	2.75%	24-May-17
Snowy	01-Dec-16	AMP Bank	A1/A+	TD	500,000	2.75%	25-May-17
Snowy	01-Dec-16	ME Bank	BBB+	TD	1,000,000	2.75%	25-May-17
Snowy	07-Dec-16	ME Bank	BBB+	TD	1,200,000	2.75%	29-Mar-17
Snowy	07-Dec-16	Beyond Bank	BBB+	TD	850,000	2.80%	05-Jun-17
Snowy	12-Dec-16	NAB	A1+/AA-	TD	450,000	2.67%	06-Apr-17
Snowy	21-Dec-16	AMP Bank	A1/A+	TD	1,000,000	2.80%	21-Jun-17
Snowy	21-Dec-16	Bank QLD	A2/A-	TD	1,000,000	2.72%	24-May-17
Snowy	18-Jan-17	ME Bank	A2/A-	TD	1,400,000	2.70%	19-Apr-17
Snowy	25-Jan-17	Rural Bank	A2/A-	TD	1,000,000	2.45%	26-Apr-17
Snowy	00-Jan-00	Westpac Maxi-Account	A1+/AA-	TD	309,190	0.70%	n/a
Merger Grant	n/a	Bankwest	A1+/AA	At-Call	5,054,089	2.00%	n/a
Merger Grant	21-Dec-16	AMP	A1/A+	TD	4,500,000	2.80%	21-Jun-17
Merger Grant	09-Jan-17	Bank QLD	A2/A-	TD	10,500,000	2.95%	28-Jun-17
TOTAL					71,278,565		





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.

16.4 IMPLEMENTATION OF THE TRANSITIONAL PLAN - VISION, VALUES & CULTURE

Record No:

Responsible Officer:	Director Special Projects Office
Author:	Administration Special Projects Office
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.1 Ensure that legislative obligations are met throughout all Council departments.
Operational Plan Action:	OP7.5 Achieve a stronger, more efficient Council through a successful merger.
Attachments:	1. Transition Plan - Vision, Values and Culture Project (<i>Under Separate Cover</i>) ⇒
Cost Centre	3130 - Merger
Project	Vision, Values and Culture Project

Further Operational Plan Actions: OP7.5 Achieve a stronger, more efficient Council through a successful merger.

OP7.9 Community members are afforded the opportunity to review, comment and participate in decision making through policy applications.

OP7.17 Improve organisation wide Risk Management through use of ISO 31000 principles.

OP7.24 Undertaken an efficient and effective merger process as a result of any State Government decision to create the new local government area of Snowy Monaro Regional Council.

OP7.25 Ensure Council attracts, retains and develops a capable workforce that delivers positive outcomes.

OP7.26 Council will maintain effective personal management systems that ensure the organisation is sustainable

OP7.34 Support and encourage public engagement methods which invite comment from community and informs the decision making.

OP7.35 Ensure that all project planning processes are underpinned by collaborative engagement principles.

OP7.36 The Executive Leadership Team will be responsible for implementing the organisation's strategies and objectives, and for carrying out the day-to-day management and control of Council's affairs.

EXECUTIVE SUMMARY

On 12 May 2016 the Governor General issued the Local Government (Council Amalgamations) Proclamation 2016. This resulted in three former local government areas being merged into one new council.

The Special Projects Office identified a critical operational risk in the merger Transition Plan that "Council does not achieve shared values, norms and expectations across the organisation". To address this risk an external facilitator was engaged to assist with developing shared vision and values for the organisation.

A project to develop the vision, values and culture for Snowy Monaro Regional Council has been underway since October 2016, with the final report received from the Consultant in January 2017. People Mastery, will now assist Council with implementing the transition plan; working towards building a positive workplace culture that will achieve our vision of “A trusted community partner”.

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

OFFICER’S RECOMMENDATION

That Council:

- A. Receive and note the transition plan to support the vision, values and culture project
- B. Support the recommendation for People Mastery to work with Special Projects Office to implement the transition plan

BACKGROUND

As mentioned above, the transition plan includes a critical operational risk that “*Council does not achieve shared values, norms and expectations across the organisation*”. Recommended controls include:

- Strong leadership
- Consistent message continuously communicated
- Performance management for non-compliance with communicated direction

An identified treatment was the “analysis of three cultures and development of clear values, vision and expectations”.

Ms Anna Marshall, People Mastery was engaged to work with a cross-section of council employees to develop what is seen as the shared vision and values for the organisation. This has been completed and the outcomes were adopted by the Administrator on Wednesday 21 December 2016.

An encouraging aspect of the project was the level of alignment of values shared across all tiers of the organisation. The workshops have involved approximately 10% of the workforce giving confidence that these are an accurate reflection of how we will be able to achieve the shared vision.

The final output of the project was a transition plan that will embed a positive culture and achieve what as an organisation we “want to be” and how we will demonstrate this by our actions and behaviours. The final plan is attached.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Local Government Reform has provided the opportunity for the organisation to reflect and document our vision and embed the values, norms and expectations to develop a strong and positive organisational culture.

The vision and values is not a brand or marketing process. Culture is something that you ‘feel’ and a way of ‘being’. By having clear vision and values, leadership across the organisation will enable

recognition and support of acceptable behaviours that clearly demonstrate our values and achieve the vision of council. This proposal is to continue working Anna Marshall of People Mastery to maximise this opportunity for Snowy Monaro Regional Council.

It is noted that part of the proposal to implement the transition plan is to build capability in the organisation which will ensure continuation of a positive cultural and demonstrated associated behaviours that will ensure the values of the organisation achieve our vision.

2. Environmental

The recommendation of this report has no impact on environmental sustainability.

3. Economic

The Vision, Values and Culture project was funded from the implementation fund. The budget allocated is \$20,000.

The quote received to implement the transition plan is \$50,000. It is recommended this be funded from operational budget as an investment across the organisation.

4. Civic Leadership

This transition plan is a key mitigation method for addressing a critical operational risk identified in the merger project Transition Plan.

A workshop with our Local Representative Committees' (LRC) was held on 1 February 2017. This was well received and Council will now move towards the arrangement of workshops for all council employees. It is proposed that People Mastery, facilitate an engaging, highly participative workshops on SMRC Vision and Values including:

- Sharing the development process to date
- Highlighting the difference between 'change' and 'transition' and what this means for Council
- Gaining input into the development of critical behaviours (which underpin the key values) which will be pivotal in creating a constructive organisational culture"

It is noted that part of the proposal to implement the transition plan is to build capability in the organisation which will ensure continuation of a positive cultural and demonstrated associated behaviours that will ensure the values of the organisation achieve our vision.

16.5 QUATERLY BUDGET REVIEW STATEMENT (QBR) - 31 DECEMBER 2016

Record No:

Responsible Officer: Director Service Support

Authors: Financial Accountant
Deputy Director Service Support

Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation

Delivery Plan Strategy: DP7.1 Ensure that legislative obligations are met throughout all Council departments.

Operational Plan Action: OP7.3 Completion of Financial statutory and regulatory reports in accordance with specified requirements.

Attachments: 1. December 2016 Quarterly Budget Review Statement [↓](#) Cost Centre4010
Financial Services

Project QBR

Further Operational Plan Actions: OP7.20 The Finance framework ensures that Budgets can be developed, monitored and reviewed regularly to ensure sustainability

EXECUTIVE SUMMARY

At its extraordinary meeting on 29 July 2016, Council adopted the Budgeted estimates of Council's Income and Expenditure for the financial year ending 30 June 2017 including Water Supply, Waste Water and Waste Management resulting in a balanced Budget.

At Council meeting of 30 November 2016, the Adopted budget was amended to reflect the September Quarterly Budget Review Statement (QBR) variations which likewise resulted in a balanced budget through utilisation of Reserves.

The December Quarterly Budget Review Statement (QBR) is presented with variations balanced through utilisation of Reserves.

STATEMENT BY RESPONSIBLE ACCOUNTING OFFICER

In accordance with Clause 203(2) of the Local Government (General) Regulations 2005

I, Jo-Anne Mackay, Responsible Accounting Officer of Council hereby certify that:

It is my opinion that the Quarterly Budget Review Statement for Snowy Monaro Regional Council for the quarter ended 31 December 2016 indicates that Council's projected financial position at 30 June 2017 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

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

OFFICER'S RECOMMENDATION

That Council

- A. Adopt the Quarterly Budget Review Statement for the period ended 31 December 2016
- B. Council's Adopted Budget be adjusted to reflect the recommended variations to revenue, expenditure and reserves, as shown in the Quarterly Budget Review Statement
- C. Receive and note the Statement by the Responsible Accounting Officer.

BACKGROUND

The summary of the significant amendments that have had an impact on the budget are outlined within the attachment.

Service levels are expected to be maintained as originally outlined in the 2017 Operational Plan.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

This report provides a snapshot of the Council's Financial Performance which is a tool to identify improvements necessary to sustain Council's financial health to be able to deliver services to the community and achieve community goals.

2. Environmental

It is not considered that the recommendations contained herein will have any environmental impacts

3. Economic

The impact on budget is the subject of this report and as such is contained in the attachments to the report with a resulting balanced budget.

4. Civic Leadership

Council provides relevant information that demonstrates commitment to openness, transparency and accountability and enable informed decisions to be made.

The 2017 Budget was

- adopted under Council Resolution 106/16 (29/07/2016)
 - amended under Council Resolution 224/16 (30/11/2016)
-

Snowy Monaro Regional Council

Quarterly Budget Review Statement
 for the period 01/10/16 to 31/12/16

Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 December 2016

Income & Expenses - Council Consolidated

(\$000's)	Original Budget 2016/17	Approved Changes					Revised Budget 2016/17	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBR	Sept QBR	Sept Transfers	Dec Transfers					
Income											
Rates and Annual Charges	30,130	-	-	-	-	30,130	-	1	30,130	26,541	
User Charges and Fees	12,750	-	-	(17)	-	12,733	653	2	13,386	4,687	
Interest and Investment Revenues	1,565	-	-	93	-	1,658	196	3	1,854	792	
Other Revenues	1,313	-	-	(49)	(36)	1,228	(34)	4	1,194	973	
Grants & Contributions - Operating	20,534	626	-	81	36	21,252	98	5	21,350	9,193	
Grants & Contributions - Capital	1,726	1,348	60	746	-	3,880	(96)	6	3,784	686	
Net gain from disposal of assets	-	-	-	-	-	-	-	-	-	(5)	
Share of Interests in Joint Ventures	-	-	-	-	-	-	-	-	-	-	
Total Income from Continuing Operations	68,018	1,974	60	854	-	70,881	817		71,698	42,867	
Expenses											
Employee Costs	26,105	30	-	1,035	-	27,170	48	7	27,218	13,442	
Borrowing Costs	391	-	-	-	-	391	-	8	391	168	
Materials & Contracts	14,615	554	(4)	574	89	15,836	621	9	16,457	7,878	
Depreciation	17,719	-	-	93	-	17,812	-	10	17,812	7	
Legal Costs	356	-	-	32	-	388	-	11	388	175	
Consultants	701	12	-	990	-	1,703	-	12	1,703	528	
Other Expenses	7,818	94	29	(77)	(89)	7,742	3	13	7,745	4,878	
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	-	
Net Loss from disposal of assets	-	-	-	-	-	-	-	-	-	32	
Share of interests in Joint Ventures	-	-	-	-	-	-	-	-	-	-	
Total Expenses from Continuing Operations	67,705	690	25	2,647	-	71,042	672		71,714	27,108	
Net Operating Result from Continuing Operation	313	1,284	35	(1,793)	-	(161)	145		(16)	15,759	
Discontinued Operations - Surplus/(Deficit)											
Net Operating Result from All Operations	313	1,284	35	(1,793)	-	(161)	145		(16)	15,759	
Net Operating Result before Capital Items	(1,413)	(64)	(25)	(2,539)	-	(4,041)	241		(3,800)	15,073	

This statement forms part of Council's Quarterly Budget Review Statement (QBR) for the quarter ended 31/12/2016 and should be read in conjunction with the total QBR report

Snowy Monaro Regional Council

Quarterly Budget Review Statement
 for the period 01/10/16 to 31/12/16

Income & Expenses Budget Review Statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details	\$ 000's
1	Rates and Annual Charges No Variation	
2	User Charges and Fees RMS have engaged Council to do Bitumen Sealing in the Bombala area	650
3	Interest and Investment Revenues Additional interest due to merger funding	196
4	Other Revenues Reduction for RFS reimbursement income - Snowy Increase in RFS reimbursement for fire trail works	-52 18
5	Grants & Contributions - Operating Additional Noxious Weeds Grant Funding Increase RFS Transitional Grant	34 65
6	Grants & Contributions - Capital Community Building Partnership funding for enhancement of Bombala Platypus Reserve Fixing Country Roads program funding for Upgrade of Regional Tantawangalo Road Lower Bendox Road - Restart NSW488 Project Adjustment	25 150 -271
7	Employee Costs Payroll tax - Snowy Water, Sewer and Cemeteries	40
8	Borrowing Costs No Variation	
9	Materials & Contracts Shared Trail Strategy Increase RFS fire trail maintenance to be reimbursed Additional costs for RMS funded Bitumen Sealing in the Bombala area	19 18 650
10	Depreciation No Variation	
11	Legal Costs No Variation	
12	Consultants No Variation	
13	Other Expenses Reduction for Snowy RFS General Expenses Cooma Library Contribution transfer adjustment	-20 25

Snowy Monaro Regional Council

Quarterly Budget Review Statement
 for the period 01/10/16 to 31/12/16

Capital Budget Review Statement

Budget review for the quarter ended 31 December 2016

Capital Budget - Council Consolidated

(\$000's)	Original Budget 2016/17	Approved Changes						Revised Budget 2016/17	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBR	Sept QBR	Bombala Transfers	Snowy Transfers	Merger					
Capital Expenditure												
Assets												
- Infrastructure, Plant & Equipment	22,441	3,267	117	1,251	-	-	-	27,076	1,050	1	28,126	6,560
Total Capital Expenditure	23,417	3,267	117	1,251	-	-	-	28,052	1,050		29,102	7,000
Capital Funding												
Capital Grants & Contributions	2,772	1,843	60	746	-	-	-	5,421	(96)	2	5,325	472
Reserves:												
- External Resrtictions/Reserves								-			-	
- Internal Restrictions/Reserves								-			-	
New Loans								-			-	
Receipts from Sale of Assets												
- Infrastructure, Plant & Equipment	1,853	-	-	37	-	-	-	1,890	-		1,890	291
Total Capital Funding	4,625	1,843	60	783	-	-	-	7,311	(96)		7,215	763
Net Capital Funding - Surplus/(Deficit)	(18,792)	(1,424)	(57)	(468)	-	-	-	(20,741)	(1,146)		(21,887)	(6,237)

This statement forms part of Council's Quarterly Budget Review Statement (QBR) for the quarter ended 31/12/2016 and should be read in conjunction with the total QBR report

Snowy Monaro Regional Council

Quarterly Budget Review Statement
 for the period 01/10/16 to 31/12/16

Capital Budget Review Statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details	\$ 000's
1	- Infrastructure, Plant & Equipment	
	Additional costs for Jindabyne Landfill Stormwater Upgrade and Capping Projects	312
	Additional costs for Mill Creek Trail Project	22
	Bombala River Pedestrian Bridge Project	110
	Upgrade of Regional Tantawangalo Road	160
	Rosemeath Road Widening and Pavement Strengthening Project	395
2	Capital Grants & Contributions	
	Community Building Partnership Funding for Enhancement of Bombala Platypus Reserve	25
	Fixing Country Roads Program Funding for Upgrade of Regional Tantawangalo Road	150
	Lower Bendox Road - Restart NSW488 Project Adjustment	-271

Snowy Monaro Regional Council

Quarterly Budget Review Statement
 for the period 01/10/16 to 31/12/16

Cash & Investments Budget Review Statement

Budget review for the quarter ended 31 December 2016

Cash & Investments - Council Consolidated

(\$000's)	Original Budget 2016/17	Approved Changes					Revised Budget 2016/17	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRS	Sept QBRS	Transfers	Merger					
Total Cash & Investments	66,526	(2,367)	1,629	(3,065)	-	-	62,723	(301)		62,422	72,903
Bombala											
Externally Restricted ⁽¹⁾											
Water	2,349	(47)			(10)		2,292			2,292	2,289
Sewer	1,923	-			(9)		1,914			1,914	2,315
Domestic Waste	84	-			(12)		72			72	92
Developers Contributions	22	-					22			22	85
Unexpended Grants	71	(28)					43			43	255
Other External	292	-					292			292	292
Total Externally Restricted	4,741	(75)	-	-	(31)	-	4,635	-		4,635	5,328
(1) Funds that must be spent for a specific purpose											
Internally Restricted ⁽²⁾											
Employee Leave Entitlement Reserve	650	-	-	-	-	-	650	-		650	650
Plant Replacement Reserve	276	-	-	-	-	-	276	-		276	266
Other Internal	2,218	(1,496)	-	(5)	-	-	717	(166)	1	551	4,353
Total Internally Restricted	3,144	(1,496)	-	(5)	-	-	1,643	(166)		1,477	5,269
(2) Funds that Council has earmarked for a specific purpose											
Unrestricted (ie. available after the above Restrictic	-	-	-	-	-	-	-	-		-	168
Total Cash & Investments	7,885	(1,571)	-	(5)	(31)	-	6,278	(166)		6,112	10,765

This statement forms part of Council's Quarterly Budget Review Statement (QBR) for the quarter ended 31/12/2016 and should be read in conjunction with the total QBR report

Cooma										
Externally Restricted ⁽¹⁾										
Water	4,707	-	705	(57)	(33)	5,322		5,322	4,881	
Sewer	4,719	-	635	(103)	(36)	5,215		5,215	5,671	
Waste	3,221	(85)	331	-	(30)	3,437		3,437	2,854	
Developers Contributions	419	-	133	(25)	-	527		527	551	
Unexpended Grants	153	(333)	406	(8)	-	218		218	568	
Other External	1,617	-	71			1,688		1,688	1,839	
Total Externally Restricted	14,836	(418)	2,281	(193)	(99)	-	16,407	-	16,407	16,364
(1) Funds that must be spent for a specific purpose										
Internally Restricted ⁽²⁾										
Employee Leave Entitlement Reserve	1,498	-	-	-	-	1,498	-	1,498	1,418	
Plant Replacement Reserve	1,366	-	(381)	88	-	1,073	-	1,073	1,235	
Other Internal	3,848	-	(241)	182	-	3,789	-	3,789	3,358	
Total Internally Restricted	6,712	-	(622)	270	-	-	6,360	-	6,360	6,011
(2) Funds that Council has earmarked for a specific purpose										
Unrestricted (ie. available after the above Restrictic	23	-	-	-	-	-	23	-	23	1,855
Total Cash & Investments	21,571	(418)	1,659	77	(99)	-	22,790	-	22,790	24,230
Snowy										
Externally Restricted ⁽¹⁾										
Water	3,477			(5)	43	3,515		3,515	3,913	
Sewer	3,061			(5)	45	3,101		3,101	5,462	
Domestic Waste	672			(104)	42	610		610	489	
Developers Contributions	2,406					2,406		2,406	2,196	
Unexpended Grants	20,306			(3,499)		16,807		16,807	19,843	
Other External	1,547		(25)			1,522		1,522	1,502	
Total Externally Restricted	31,469	-	(25)	(3,613)	130	-	27,961	-	27,961	33,405
(1) Funds that must be spent for a specific purpose										
Internally Restricted ⁽²⁾										
Employee Leave Entitlement Reserve	915					915		915	890	
Plant Replacement Reserve	795					795		795	1,051	
Other Internal	3,890	(378)	(5)	476		3,983	(135)	3,848	3,459	
Total Internally Restricted	5,600	(378)	(5)	476	-	-	5,693	(135)	5,558	5,400
(2) Funds that Council has earmarked for a specific purpose										
Unrestricted (ie. available after the above Restrictic	1	-	-	-	-	-	1	-	1	(897)
Total Cash & Investments	37,070	(378)	(30)	(3,137)	130	-	33,655	(135)	33,520	37,908

This statement forms part of Council's Quarterly Budget Review Statement (QBR) for the quarter ended 31/12/2016 and should be read in conjunction with the total QBR report

Snowy Monaro Regional Council

Quarterly Budget Review Statement
 for the period 01/10/16 to 31/12/16

Cash & Investments Budget Review Statement

Investments

Investments have been invested in accordance with Council's Investment Policy.

Cash

The Cash at Bank figure included in the Cash & Investment Statement totals \$73,330,404

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.

Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details	\$ 000's
1	Other Internal - Bombala	
	Bombala River Pedestrian Bridge Project	-110
	Council Share of Funding for Upgrade of Regional Tantawangalo Road	-10
	Council Share of Funding for Rosemeath Road Widening & Pavement Strengthening Project	-20
	Council Share of Funding for Enhancement of Bombala Platypus Reserve	-26
2	Other Internal - Snowy	
	Funding for Additional Jindabyne Landfill Stormwater Upgrade and Capping Project Costs	-312
	Additional costs for Mill Creek Trail Project	-22
	Additional funds for net income and expenditure variations and transfers	199

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.