



**SNOWY MONARO**  
REGIONAL COUNCIL

# **BUSINESS PAPER**

**Administrator Delegations Meeting**  
**4 April 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.

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### **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.

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

**ON TUESDAY 4 APRIL 2017  
COMMENCING AT 9.30AM**

**BUSINESS PAPER**

- 1. OPENING OF THE MEETING**
- 2. APOLOGIES**
- 3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST**  
(Declarations also to be made prior to discussions on each item)
- 4. ADOPTION OF COMMITTEE MINUTES/RECOMMENDATIONS**  
Nil
- 5. CORPORATE BUSINESS - KEY DIRECTION 1. SUSTAINING OUR ENVIRONMENT FOR LIFE**  
Nil
- 6. CORPORATE BUSINESS - KEY DIRECTION 2. EXPANDING CONNECTIONS WITHIN THE REGION AND BEYOND**
  - 6.1 Request to temporarily cover the regulatory parking signs in Adaminaby and Jindabyne to allow the Australian Government Mobile Service Centre semi-trailer to park on 5 and 8 May 2017 3
  - 6.2 Sponsorship Request from SRBEC Business Start Up Workshop for Youth 11
- 7. CORPORATE BUSINESS - KEY DIRECTION 3. STRENGTHENING OUR LOCAL ECONOMY**  
Nil
- 8. CORPORATE BUSINESS - KEY DIRECTION 4. CREATING SAFER, HEALTHIER AND THRIVING COMMUNITY**
  - 8.1 Project O - Youth Week Event - Sponsorship Request 15
- 9. CORPORATE BUSINESS - KEY DIRECTION 5. ENHANCING OUR HEALTHY, ACTIVE LIFESTYLE**
  - 9.1 Contract 8/2014 - Renewal of Lease for and Operation of Cooma Festival Swimming Pool 19
- 10. CORPORATE BUSINESS - KEY DIRECTION 6. MANAGING DEVELOPMENT AND SERVICE DELIVERY TO RETAIN THE THINGS WE VALUE**
  - 10.1 Tractor Purchase 30

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

11.1 Prospective Community Engagement Questions

40

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

Nil

**13. CONFIDENTIAL MATTERS**

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**6.1 REQUEST TO TEMPORARILY COVER THE REGULATORY PARKING SIGNS IN ADAMINABY AND JINDABYNE TO ALLOW THE AUSTRALIAN GOVERNMENT MOBILE SERVICE CENTRE SEMI-TRAILER TO PARK ON 5 AND 8 MAY 2017**

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:	<ol style="list-style-type: none"><li>1. Centrelink Bus Stopping Points <a href="#">↓</a></li><li>2. Email request for Council approval <a href="#">↓</a></li><li>3. Australian Government Mobile Service Centre Measurements <a href="#">↓</a></li><li>4. certificate-of-currency-gl-2017 <a href="#">↓</a></li></ol>
Cost Centre	26-2201 – Waste Education
Project	220010
Further Operational Plan Actions:	OP 1.39 Provide Waste Education at Community Events

**EXECUTIVE SUMMARY**

A request has been received from the Australian Government to set up a mobile service centre in Jindabyne and Adaminaby on 5<sup>th</sup> May 2017 and 8<sup>th</sup> May 2017 respectively. Australian Government mobile service centres travel to rural and regional communities to provide information and access to government services. Two locations have been identified, one in Adaminaby opposite the Snow Goose Hotel in Baker Street and the other in the Town Centre Lower Car Park in Jindabyne. These two locations were also used in 2015 to provide these services.

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

**OFFICER'S RECOMMENDATION**

That Council approves the following locations for parking of the Australian Government Mobile Service Centre vehicle (rigid truck) on the dates and locations nominated:

- A. Lower car park at Jindabyne Town Centre at the bus shelter location between the hours of 9.00am and 2.30pm on 5th May, 2017
- B. On the southern side of Baker Street Adaminaby immediately past the intersection of Denison Street (opp. the Snow Goose Hotel) between the hours of 10.00am and 2pm on 8th May 2017
- C. That the regulatory parking signs in both locations be covered between the hours nominated on the dates nominated.

- 6.1 REQUEST TO TEMPORARILY COVER THE REGULATORY PARKING SIGNS IN ADAMINABY AND JINDABYNE TO ALLOW THE AUSTRALIAN GOVERNMENT MOBILE SERVICE CENTRE SEMI-TRAILER TO PARK ON 5 AND 8 MAY 2017
- 

## BACKGROUND

This matter cannot be considered by the Snowy Monaro Local Traffic Committee (SMLTC) at its next meeting on 10<sup>th</sup> May 2017 as this is after the proposed visit dates. Therefore, this matter can only be dealt with by seeking the agreement from the NSW RMS Representative and the NSW Police Representative of the SMLTC for a recommendation to Council as required under the Road Transport (Safety and Traffic Management) Act 1999.

The RMS advice is as follows:

Email: Wed 29/03/2017 1:58 PM

RE: Request for approval to temporarily cover regulatory signage

Thanks Volker,

All good with me.

Thanks,

Jesse Fogg  
Traffic Engineering Officer

Network NSW | Journey Management  
T 02 4221 2566 M 0408 325 697

[www.rms.nsw.gov.au](http://www.rms.nsw.gov.au)

*Every journey matters*

**Roads and Maritime Services**

Level 4 90 Crown Street Wollongong NSW 2500

The NSW Police advice is as follows:

Email: Wed 29/03/2017 2:05 PM

RE: Request for approval to temporarily cover regulatory signage

Volker,

Nil issues for this proposal / request.

Regards, Sam.

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**S Morabito** | Senior Constable | Queanbeyan Traffic / HWP / Southern Highlands Cluster |  
Traffic & Highway Patrol Command | NSW Police Force | 8 Farrer Pl, Queanbeyan NSW 2620 |  
Ph: 02 62980555 | E/net: 81531 | Fax: 02 62980511 | E/fax: 81511 | Email: [mora1sal@police.nsw.gov.au](mailto:mora1sal@police.nsw.gov.au) |

## QUADRUPLE BOTTOM LINE REPORTING

### 1. Social

The adoption of the recommendation will only have a minor impact upon other road users such as some bus parking in Jindabyne. There is ample parking in Adaminaby so there should be no impact upon the available car parking spaces.

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- 6.1 REQUEST TO TEMPORARILY COVER THE REGULATORY PARKING SIGNS IN ADAMINABY AND JINDABYNE TO ALLOW THE AUSTRALIAN GOVERNMENT MOBILE SERVICE CENTRE SEMI-TRAILER TO PARK ON 5 AND 8 MAY 2017
- 

## 2. Environmental

The adoption of the recommendation should have no impact on the environment.

## 3. Economic

The adoption of the recommendation should have minimal impact upon Council's budget (staff time and plant) and can be budgeted for under the car parking cost centre. It is estimated that it will cost Council \$200.

## 4. Civic Leadership

By adopting the recommendation, Council is demonstrating leadership by ensuring that proposals are appropriately considered. The recommendation also demonstrates that Council is consulting with a technical committee (SMLTC), keeping its standards up to date and ensuring that it complies with its delegation provided by the Roads and Maritime Services and under legislation.

### Determination by Administrator

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

Signature: .....

Date: .....

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6.1 REQUEST TO TEMPORARILY COVER THE REGULATORY PARKING SIGNS IN ADAMINABY AND JINDABYNE TO ALLOW THE AUSTRALIAN GOVERNMENT MOBILE SERVICE CENTRE SEMI-TRAILER TO PARK ON 5 AND 8 MAY 2017



Baker Street – Adaminaby



Old Shopping Centre - Jindabyne

6.1 REQUEST TO TEMPORARILY COVER THE REGULATORY PARKING SIGNS IN ADAMINABY AND JINDABYNE TO ALLOW THE AUSTRALIAN GOVERNMENT MOBILE SERVICE CENTRE SEMI-TRAILER TO PARK ON 5 AND 8 MAY 2017

ATTACHMENT 2 EMAIL REQUEST FOR COUNCIL APPROVAL

**Lynette Bottrill**

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**From:** Woodrow, Rebecca <Rebecca.Woodrow@humanservices.gov.au> on behalf of MOBILE.OFFICE <mobile.office@humanservices.gov.au>  
**Sent:** Tuesday, 28 February 2017 9:56 AM  
**To:** records  
**Subject:** Parking Request - Australian Government Mobile Service Centre [SEC=UNCLASSIFIED]  
**Attachments:** Australian Government Mobile Service Centre Measurements.pdf; certificate-of-currency-gl-2017.pdf



Good Morning

An Australian Government Mobile Service Centre (MSC3) will be visiting your region soon:

Town	Date of visit	Servicing hours
Jindabyne	5 May 2017	9 am to 2.30 pm
Adaminaby	8 May 2017	10 am to 2 pm

Australian Government Mobile Service Centres travel to rural and regional communities to provide community members with information and access to government services. They provide personalised face-to-face servicing to individuals and families who may not have easy access to a Department of Human Services office. Staff from the Department of Human Services travel with the Mobile Service Centres and can help the community with Centrelink, Medicare, Child Support & Australian Hearing payments and services.

On the day of our visit we would like to set up the mobile service centre in an appropriate location and are seeking your assistance to identify the most suitable site.

Our previous unit (prime mover) had parked ;

Town Centre car park, Jindabyne Rd, JINDABYNE

Opposite the Snow Goose Hotel, Baker St, ADAMINABY

6.1 REQUEST TO TEMPORARILY COVER THE REGULATORY PARKING SIGNS IN ADAMINABY AND JINDABYNE TO ALLOW THE AUSTRALIAN GOVERNMENT MOBILE SERVICE CENTRE SEMI-TRAILER TO PARK ON 5 AND 8 MAY 2017

ATTACHMENT 2 EMAIL REQUEST FOR COUNCIL APPROVAL

We are happy to use this location again, however due to requirement for our new vehicle (rigid) to be on level ground, would this site still be suitable.

We will advertise our planned servicing location in the lead up to the visit to ensure the local community is aware of our presence. We would also welcome your assistance in promoting the visit and will forward promotional materials to you once the service location has been confirmed.

I have attached a copy of the relevant *Certificate of Currency* for public liability purposes.

**To facilitate planning our visit, we would appreciate confirmation of the location recommended by Council as soon as possible.**

Please accept our thanks for your assistance and support.

Regards

Rebecca Woodrow  
Mobile Services Team  
Face to Face Services  
Australian Government Department of Human Services  
331 Charlestown Rd, Charlestown NSW 2290



02 40415610 or spec 215610



[rebecca.woodrow@humanservices.gov.au](mailto:rebecca.woodrow@humanservices.gov.au)

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6.1 REQUEST TO TEMPORARILY COVER THE REGULATORY PARKING SIGNS IN ADAMINABY AND JINDABYNE TO ALLOW THE AUSTRALIAN GOVERNMENT MOBILE SERVICE CENTRE SEMI-TRAILER TO PARK ON 5 AND 8 MAY 2017

**AUSTRALIAN GOVERNMENT MOBILE SERVICE CENTRE (3) MEASUREMENTS**



TOTAL OVERALL LENGTH	12.5 METRES
TOAL OVERALL WIDTH	4 METRES
TOTAL OVERALL WEIGHT	20 100 KGS
HEIGHT	4.2 METRES

**AUSTRALIAN GOVERNMENT MOBILE SERVICE CENTRE (4) MEASUREMENTS**



TOTAL OVERALL LENGTH	12.5 METRES
TOAL OVERALL WIDTH	4 METRES
TOTAL OVERALL WEIGHT	19 640 KGS
HEIGHT	4.2 METRES



**Australian Government**

**Comcover**

20 June 2016

**To Whom It May Concern:**

**CERTIFICATE OF CURRENCY**

Comcover confirms having effected coverage as detailed below.

<b>Fund Member</b>	Department of Human Services
<b>Membership Number</b>	CC100324
<b>Period of Cover</b>	01 July 2016 to 30 June 2017
<b>Class of Cover</b>	General Liability
<b>Limit of Liability</b>	\$20,000,000
<b>Territorial Limits</b>	Worldwide
<b>Scope of Cover (Summary Only) Subject to the terms and conditions of the Comcover Statement of Cover</b>	Legal liability to pay compensation for: - Injury (including death) - Loss of or damage to property - Libel/Slander/Defamation

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend, or alter the coverage afforded by the Statement of Cover.

Comcover  
Risk, Insurance and Special Claims Branch  
Department of Finance

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## 6.2 SPONSORSHIP REQUEST FROM SRBEC BUSINESS START UP WORKSHOP FOR YOUTH

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:	OP4.9 Support and facilitate cultural diversity by ensuring decision making frameworks and processes are accessible and culturally sensitive.
Attachments:	1. Business Start Up Flyer <a href="#">↓</a>
Cost Centre	7010 Tourism – Natural Account 63151
Project	
Further Operational Plan Actions:	

### EXECUTIVE SUMMARY

During Youth Week there will be a workshop held to give the knowledge and tools to start a successful and profitable business. Cathy from The Hub, together with Debbie Thomas from SRBEC and Kris Laird will be promoting to the locals and local Schools, they would like Council to promote via the website and other avenues. They would also like for Council to subsidise the 12-27 year olds to attend this workshop at a total cost of \$375.

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

#### OFFICER'S RECOMMENDATION

That Council

- A. Agree to subsidise the 12-27 year olds attendance at the workshop for a total cost of \$375; and
- B. Promote through Council's website and Offices.

### BACKGROUND

The workshop will give the knowledge and tools to start a successful and profitable business.

#### QUADRUPLE BOTTOM LINE REPORTING

##### 1. Social

Council's policy in this area (GOV 011) seeks to recognise Council's role in supporting community and cultural development. The policy's stated objectives are to have:

- a. a strong sense of community throughout the Shire
  - b. a community that has the capacity to meet its own needs
  - c. a community environment that encourages cultural and artistic expression
-

## 2. Environmental

As the event will be covered by a development consent mitigation of any environmental impacts will be dealt with through that process.

## 3. Economic

### Tourism Budget:

Natural Account	Budget	Budget Variance	Available
63151 – Donations Community Assistance Scheme	\$6,000	\$1,700	\$4,300

The cost of the workshop is \$25 per person  
Cater for up to 15 youth participants.

**TOTAL: \$375**

## 4. Civic Leadership

Decisions to provide sponsorship to community groups, individuals and towards events must be considered in a transparent process. The granting of financial assistance must be by specific formal resolution of Council.

Council makes decisions regarding donations and sponsorships to community groups, individuals and events in accordance with Council's Policy GOV011. The current relevant section of the policy is as follows: -

### **3.2. Donations/Sponsorship towards Economic Development and Tourism**

*Annual donations will be called for in January for the following financial year however Council may consider applications for financial assistance as they are received. Those seeking financial assistance should address the items included in Council's application and intended recipients of financial assistance shall be informed in writing of Council's decision.*

*All applications for financial assistance must state the purpose for which the funds will be used.*

*Donations by Council will be made from the General Fund and must be either:*

- *fixed dollar amounts*
- *rebates on Council provided services such as water, rates or facility hire*

*Council may make donations towards specific aspects of an event however Council must not commit to cover the full cost of any aspect of an event. For example Council will not commit to meet the total costs of:*

- *advertising*
- *public liability insurance*
- *equipment hire*

*Financial assistance may include:*

- *fixed dollar amount donations*
  - *up to 50% rebate of water supply minimum availability charge*
  - *up to 50% rebate of sewerage minimum availability charge*
  - *up to 50% rebate of waste management charge (tip or domestic)*
-

- *other financial assistance as resolved by Council*

*Council provides support to activities that can demonstrate that they will have a positive impact on the economic and social development of the Shire. To encourage sustainability, Council will consider financial assistance on a sliding scale from inauguration of the community event. Once the event is established Council will withdraw financial assistance. This does not limit events and festivals from applying for annual in-kind assistance*

**Determination by Administrator**

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

Signature: .....

Date: .....

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Presented by **Kris Laird**, regional Business Advisor. This information packed workshop is just the ticket for those starting out, especially the youth.

**\$25 per person**  
**Thursday 6<sup>th</sup> April**  
**10am to 12pm**

**The Hub Youth  
Centre 39-41 Vale  
Street Cooma NSW  
2630**

Tea, coffee and biscuits  
will be provided

This workshop will give you all the knowledge and tools you need to start a successful & profitable business. Kris will cover a broad range of topics including:

- Business Planning & goal setting
- Marketing
- Financial & HR Management
- and a range of compliance & operational requirements

To book please call  
**02 6297 3121**

Presented by:

**BusinessConnect**  
Funded by the NSW Government

**bec** Southern  
Region  
Business  
Enterprise  
Centre  
Empowering  
business,  
supporting  
education.

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## 8.1 PROJECT O - YOUTH WEEK 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:	OP4.9 Support and facilitate cultural diversity by ensuring decision making frameworks and processes are accessible and culturally sensitive.
Attachments:	1. Letter from Project O <a href="#">↓</a>
Cost Centre Project	7010 Tourism – Natural Account 63151
Further Operational Plan Actions:	

### EXECUTIVE SUMMARY

Project O are a group of about 20 young girls from Monaro High School.

On 8 April they are running an event called Mess Fest in conjunction with Youth Week. It is a free and fun event for the community and visitors to the community to be held in Centennial Park.

In order to make the Mess Fest happen they are in need of donations and sponsorship from business and organisations in the community and have asked Council for a financial donation.

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

#### OFFICER'S RECOMMENDATION

That Council

A. Agree to a financial donation to Project O Mess Fest in the sum of \$100

### BACKGROUND

Council annually grants monetary or in-kind sponsorship support towards events held within the Shire in accordance with policy GOV 011 Donations to Community Groups, Individuals and Towards Events (ED/07/15973) adopted on 16 March 2010.

This event is a great way for people to come together and have fun, it is a free event for the community, inviting young people from the across the regional and visitors to attend.

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## QUADRUPLE BOTTOM LINE REPORTING

### 1. Social

Council's policy in this area (GOV 011) seeks to recognise Council's role in supporting community and cultural development. The policy's stated objectives are to have:

- a. a strong sense of community throughout the Shire
- b. a community that has the capacity to meet its own needs
- c. a community environment that encourages cultural and artistic expression

Council does not consider any applications or requests submitted that have been specifically intended for corporate organisations.

### 2. Environmental

As the event will be covered by a development consent mitigation of any environmental impacts will be dealt with through that process.

### 3. Economic

#### Tourism Budget:

Natural Account	Budget	Budget Variance	Available
63151 – Donations Community Assistance Scheme	\$6,000	\$1,700	\$4,300

### 4. Civic Leadership

Decisions to provide sponsorship to community groups, individuals and towards events must be considered in a transparent process. The granting of financial assistance must be by specific formal resolution of Council.

Council makes decisions regarding donations and sponsorships to community groups, individuals and events in accordance with Council's Policy GOV011. The current relevant section of the policy is as follows: -

#### **3.2. Donations/Sponsorship towards Economic Development and Tourism**

*Annual donations will be called for in January for the following financial year however Council may consider applications for financial assistance as they are received. Those seeking financial assistance should address the items included in Council's application and intended recipients of financial assistance shall be informed in writing of Council's decision.*

*All applications for financial assistance must state the purpose for which the funds will be used.*

*Donations by Council will be made from the General Fund and must be either:*

- *fixed dollar amounts*
- *rebates on Council provided services such as water, rates or facility hire*

*Council may make donations towards specific aspects of an event however Council must not commit to cover the full cost of any aspect of an event. For example Council will not commit to meet the total costs of:*

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8.1 PROJECT O - YOUTH WEEK EVENT - SPONSORSHIP REQUEST

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- *advertising*
- *public liability insurance*
- *equipment hire*

*Financial assistance may include:*

- *fixed dollar amount donations*
- *up to 50% rebate of water supply minimum availability charge*
- *up to 50% rebate of sewerage minimum availability charge*
- *up to 50% rebate of waste management charge (tip or domestic)*
- *other financial assistance as resolved by Council*

*Council provides support to activities that can demonstrate that they will have a positive impact on the economic and social development of the Shire. To encourage sustainability, Council will consider financial assistance on a sliding scale from inauguration of the community event. Once the event is established Council will withdraw financial assistance. This does not limit events and festivals from applying for annual in-kind assistance*

**Determination by Administrator**

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

Signature: .....

Date: .....

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To whom it may concern,

We are a group of about 20 young girls from Monaro High School from years 8 to 9, who are part of a group called Project O. Project O helps us speak up and take action in our community. We learn how to build our confidence and resilience through helping out in our community.

On the 8<sup>th</sup> April, we are running an event called Mess Fest. The Mess Fest is an event in Centennial Park in Cooma for Youth Week ran and organised by us here at Project O. It is a fun and free event for the community, inviting young people from across the region to attend.

Mess Fest includes a few messy games and highly organised activities that are not too high at risk, such as a blindfolded custard eating competition, watermelon eating competition and slippery twister. There will also be some activities in a marquee that people can wander into and do some colouring in or badge making. There will also be a photo booth in the marquee.

In order to make the Mess Fest happen, we are looking for donations and sponsorship from businesses and organisations in the community. Project O were hoping that you could provide us with a small financial contribution in order to help us buy materials and resources for the day. Any donation small or large will go a long way to helping us run the event

In return for your generosity, we will give you a shout out on the day and put your logo on our posters and promotional materials.

For more information, please contact Rose on 0449 187 430 or via email

Sincerely, Violet and Madrid from Project O

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## 9.1 CONTRACT 8/2014 - RENEWAL OF LEASE FOR AND OPERATION OF COOMA FESTIVAL SWIMMING POOL

Record No:

Responsible Officer:	Director Service Delivery
Author:	Recreation & Property Manager
Key Direction:	5. Enhancing Our Healthy, Active Lifestyle
Delivery Plan Strategy:	DP5.2 Upgrade and maintain current investments in community, sporting, recreation and fitness facilities and infrastructure.
Operational Plan Action:	OP5.2 Maintenance of sport and recreational facilities in accordance with Recreation Management Plans.
Attachments:	<ol style="list-style-type: none"><li>1. Contract 8/2014 Review of Monaro Contract Rates <a href="#">↓</a></li><li>2. Contract 8/2014 Estimate for Council Operation <a href="#">↓</a></li><li>3. Contract 8/2014 Income Estimates <a href="#">↓</a></li><li>4. Contract 8/2014 Council Management Staff Costs <a href="#">↓</a></li><li>5. Contract 8/2014 Staff Rostering <a href="#">↓</a></li></ol>
Cost Centre	WO155 - Recreation Services - Swimming Pool
Project	Contract 8/2014 – Renewal of Lease for Operation of Cooma Festival Swimming Pool
Further Operational Plan Actions:	

### EXECUTIVE SUMMARY

The operation of the Cooma Festival Swimming has been managed under contract 8/2014 since 19<sup>th</sup> August 2014. The terms of this contract are a 3 x 3 year lease which provides for a renewal in August 2017. The contractors, Monaro Aquatic Services have requested that the contract be renewed for the second term of 3 years and have submitted their rates for this period. They have managed the facility within the terms of their contract with just regular supervision of the contract by Council. Few complaints about the management of the pool have been registered by Council and their request for a further term should be considered favourably.

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

#### OFFICER'S RECOMMENDATION

- A. That Council renews the lease under Contract 8/2014 – Lease for Operation of the Cooma Festival Swimming Pool for a further term of 3 years commencing on the 20th August 2017 at a total cost of \$753,316.00 inclusive of GST.

### BACKGROUND

Council has leased the operation of the Cooma Festival Swimming Pool to contractors for over twenty years. The current operators, Monaro Aquatic Services were contracted in 2014 under a 3 x 3 year lease. They have now requested that the contract be renewed for the second term of three years at a total cost of \$753,316.00 including GST.

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These rates have been reviewed and compared to their original rates which were tendered during a public tender process in 2014. To compare the new rates to the old, allowances for CPI increases and large increases in energy costs since 2014 were factored in. These new rates therefore indicate an increase of approximately 3.8 % above their rates for the first term of the contract.

Council has conducted its own review of costs that would be incurred if operations of the facility were to be undertaken by Council staff and this is estimated to cost an average additional \$41,000 per year. Monaro Aquatic Services are a local company and have provided a reliable and friendly service to the community

## **QUADRUPLE BOTTOM LINE REPORTING**

### **1. Social**

The Cooma Festival Swimming Pool is an important health and social centre for the whole community. It has been managed successfully by contractors for over twenty years at a considerable saving in costs to council. This type of council business has been proven over this period to be much more successful under private management. By continuing the contract with Monaro Aquatic Services it ensures a local company continues to be able to respond quickly to the requirements of the community.

### **2. Environmental**

Monaro Aquatic Services have maintained the required records and health standards required for public swimming pools. There has been no environmental impact from their operations.

### **3. Economic**

The costs for renewing the contract for operating the Cooma Festival Swimming Pool have been compared to Council managing the facility directly and are over 15% lower. The contract also provides certainty to Council for financial management of the pool for the next three year term. Experience with Monaro Aquatic Services during the first three year term has proved that they are maintain a good financial control of the contract with only minor variations requested.

### **4. Civic Leadership**

Council's reputation can suffer greatly if this high profile recreational facility is not managed sustainably and available to all the community. By continuing the contract with a local company this is also ensuring jobs stay within the local community and provides training for the youth.

### **Determination by Administrator**

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

Signature: .....

Date: .....

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**CONTRACT 14/2014 renewal**  
 Review of Monaro Aquatic Costs  
 All Costs inclusive of GST

Description	Year	Amount	Increase
Total fee for contract first term	2014-17	617,454	
Average annual fee for previous contract	2014-17	205,818	
Add CPI for season 2017-18	2017-18	208,905	1.5%
Add electricity costs including increase from 2016-17		27,027	10.0%
<b>Total estimate for season term two year one</b>	<b>2017-18</b>	<b>235,932</b>	
Add CPI for season 2018-19 excl electricity	2018-19	212,039	1.5%
Add electricity costs including increase		29,730	10.0%
<b>Total estimate for season term two year two</b>	<b>2018-19</b>	<b>241,769</b>	
Add CPI for season 2018-19 excl electricity	2018-19	215,219	1.5%
Add electricity costs including increase		32,703	10.0%
<b>Total estimate for season term two year three</b>	<b>2018-19</b>	<b>247,922</b>	
<b>Total for term two</b>		<b>725,623</b>	
<b>Submitted contract sum</b>	<b>2017-20</b>	<b>753,316</b>	
<b>Difference</b>		<b>3.8%</b>	
<b>Average over term two</b>		<b>251,105</b>	

**Electricity costs**

Description	Year	per day	qty	
Electricity Charges	Sep-14	218		
Electricity Charges	Oct-16	353		
Difference per day		135		
Extra costs = days per season x difference	2016-17	135	182	24,570
Add 10% increase	2017-18			27,027

**CONTRACT 14/2014 renewal**

Estimate for Council Operation

All Costs inclusive of GST

ESTIMATED INCOME	2017/18	2018/19	2019/20
Pool Fees	\$95,725	\$100,511	\$105,537
Kiosk Sales	\$30,000	\$31,500	\$33,075
Other			
<b>TOTAL</b>	<b>\$125,725</b>	<b>\$132,011</b>	<b>\$138,612</b>
<b>ESTIMATED COSTS/EXPENDITURE</b>			
Management & Supervision	\$221,215	\$232,276	\$243,890
Training and uniforms	\$1,350	\$1,418	\$1,488
Council & Water Rates	\$4,200	\$4,410	\$4,631
Waste Removal	\$2,024	\$2,125	\$2,231
Insurances	\$4,000	\$4,200	\$4,410
Electricity Energy Costs	\$65,000	\$68,250	\$71,663
Gas Energy Costs	\$3,000	\$3,150	\$3,308
Materials Chemicals	\$21,500	\$22,575	\$23,704
Tools & Equipment incl Repairs	\$21,500	\$22,575	\$23,704
Tickets & Passes	\$500	\$525	\$551
Kiosk Operations	\$15,000	\$15,750	\$16,538
Computer, software, alarms & telephones	\$4,000	\$4,200	\$4,410
Ground Maintenance	\$2,000	\$2,100	\$2,205
Pool Maintenance	\$6,000	\$6,300	\$6,615
Operating Costs-waste/marketing/sundries	\$1,500	\$1,575	\$1,654
Maintenance to Pumps etc	\$6,000	\$6,300	\$6,615
Maintenance to Pool Covers	\$2,000	\$2,100	\$2,205
Pre-Season Maintenance	\$17,420	\$18,291	\$19,206
Post Season Maintenance	\$4,745	\$4,982	\$5,231
Graffiti, Vandalism Repairs & Cleaning	\$1,000	\$1,050	\$1,103
Othe Maintenance		\$0	\$0
<b>TOTAL COSTS</b>	<b>\$403,954</b>	<b>\$424,152</b>	<b>\$445,359</b>
<b>LESS INCOME</b>	<b>\$125,725</b>	<b>\$132,011</b>	<b>\$138,612</b>
<b>TOTAL OPERATING COSTS</b>	<b>\$278,229</b>	<b>\$292,140</b>	<b>\$306,747</b>
<b>Average over term two of the contract</b>	<b>\$292,372</b>		
<b>Comparison to Monaro Aquatic Services</b>	<b>\$251,105</b>		
	<b>\$41,267</b>		

9.1 CONTRACT 8/2014 - RENEWAL OF LEASE FOR AND OPERATION OF COOMA FESTIVAL SWIMMING POOL

ATTACHMENT 3 CONTRACT 8/2014 INCOME ESTIMATES

INCOME Source	Numbers based on 2016/17 season			Total
	No		Amount	
Adults	3375		\$5.40	\$18,225
Child	9125		\$3.90	\$35,588
Family			\$18.60	\$0
Concession	1000		\$3.90	\$3,900
Swim Club/Squad	1300		\$3.40	\$4,420
Spectators	650		\$3.10	\$2,015
School groups	200		\$3.40	\$680
Other groups	350		\$3.40	\$1,190
Season passes - all types	160		\$220.00	\$35,200
Learn to swim	1200		\$3.40	\$4,080
Total	17360			\$105,298
Less GST				\$9,572.50
Total Income				\$95,725.00

**POOL STAFF SEASONAL COSTS**

Hours	Start	Finish	Hours	Days	Total Hours
Weekends	9.30	7.00	9.50	2	19
Weekdays	5.30	7.00	12.50	5	62.5
Working hours					81.5

Position	Name	Contact	Salary/hr	Hrs/wk	Cost
Manager			\$ 50.00	40	\$ 2,000
Plant Technician			\$ 45.00	10	\$ 450
Duty Manager			\$ 35.00	41.5	\$ 1,453
Part time staff			\$ 25.00	98	\$ 2,450
				Weeks	Hours
Totals				189.5	\$ 6,353
Seasonal costs			26		\$ 165,165
Part time staff for Jan/Feb 25 hrs/wk			8	25	\$ 5,000
Sub Total					\$ 170,165
Plus on costs	@	30%			\$ 51,049.50
<b>Total Costs for season</b>					<b>\$ 221,215</b>

**STAFF COSTS SEASON PREPARATION COSTS**

Position	Name	Contact	Salary/hr	Hrs/wk	Cost
Manager			\$ 50.00	34	\$ 1,700
Plant Technician			\$ 45.00	20	\$ 900
Part time staff			\$ 25.00	30	\$ 750
				Weeks	Hours
Totals				84	\$ 3,350
Seasonal costs			4		\$ 13,400
Sub Total					\$ 13,400
Plus on costs	@	30%			\$ 4,020.00
<b>Total Costs for season preparation</b>					<b>\$ 17,420</b>

**STAFF COSTS SHUTDOWN COSTS**

Position	Name	Contact	Salary/hr	Hrs/wk	Cost
Manager			\$ 50.00	40	\$ 2,000
Plant Technician			\$ 45.00	20	\$ 900
Part time staff			\$ 25.00	30	\$ 750
				Weeks	Hours
Totals				90	\$ 3,650
Seasonal costs			1		\$ 3,650
Sub Total					\$ 3,650
Plus on costs	@	30%			\$ 1,095.00
<b>Total Costs for season shutdown</b>					<b>\$ 4,745</b>





Manager	2	6	6	6	6	6	2	34
<b>Manager Totals</b>	<b>2</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>2</b>	<b>34</b>
Part time staff		6	6	6	6	6		30
<b>Part Time Staff Totals</b>	<b>0</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0</b>	<b>30</b>
Plant Technician	2	4	2	4	2	4	2	20
<b>Plant Technician Totals</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>20</b>

Position	Day							Total Hours
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
<b>Season Shutdown 1 week</b>								
Manager		8	8	8	8	8		40
<b>Manager Totals</b>	<b>0</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>40</b>
Part time staff		6	6	6	6	6		30
<b>Part Time Staff Totals</b>	<b>0</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0</b>	<b>30</b>
Plant Technician	2	4	2	4	2	4	2	20
<b>Plant Technician Totals</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>20</b>



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## 10.1 TRACTOR PURCHASE

Record No:

Responsible Officer:	Director Service Delivery
Author:	Resource & Waste Co0ordinator / Noxious Weeds
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:	1. Tractor Appraisal 2016-17 pg 1 ( <i>Under Separate Cover</i> ) ⇨ 2. Tractor Appraisal 2016-17 pg 2 <a href="#">↓</a> 3. Tractor Appraisal 2016-17 pg 3 <a href="#">↓</a> 4. Tractor Appraisal 2016-17 pg 4 <a href="#">↓</a> 5. Tractor Appraisal 2016-17 pg 5 <a href="#">↓</a> 6. Tractor Appraisal 2016-17 pg 6 <a href="#">↓</a> 7. Tractor Appraisal 2016-17 pg 7 <a href="#">↓</a>
Cost Centre	115.62.524 Maintenance Landfill Operations
Project	Purchase Tractor
Further Operational Plan Actions:	required for compost manufacturing process

### EXECUTIVE SUMMARY

Resource and Waste Services currently dry hire a tractor fit for purpose for the manufacturing of compost at the Cooma Landfill site, this current tractor is approaching end of life and requires replacement. Due to the ongoing manufacturing and further increase to potential volumes of organic material that needs to be manufactured into compost it is recommended that Council purchase a fit for purpose tractor to carry out this process.

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

#### OFFICER'S RECOMMENDATION

That Council approve the following:

1. To purchase the Massey Ferguson 5610 4WD Tractor from Southern Service Centre Cooma for \$94,000 excluding GST.

### BACKGROUND

Quotes were called to purchase a 100hp tractor with creeper gears to assist with landfill compost operations at Cooma landfill site. The primary use for this tractor will be towing the Aeromaster compost turner and water cart for the manufacturing of compost (Coompost). The combined

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weight of these units is approximately 7,500kg. Council currently dry hire a tractor that is fit for purpose and is nearing end of life. Quotes were received from Agriquip Machinery Queanbeyan, Semco Equipment Sales Queanbeyan and Southern Service Centre Cooma.

The rear linkage capacities for the three tractor options are;

John Deere 6105M: 5,600kg

New Holland T4.95DC: 3,884kg

Massey Ferguson 5610: 4,300kg

Maximum draw bar capacity;

John Deere 6105M: 4,874kg

New Holland T4.95DC: 3,600kg (unballasted)

Massey Ferguson 5610: 11,000kg

Attached is the submission evaluation carried out by the Cooma Fleet and Procurement Manager.

The selection criteria used was:

Net Cost – 20%

Warranty – 20%

Operating Costs – 20%

Product Support – 20%

Residual – 20%

The following ratings utilising the selection criteria are:

John Deere 6105M = 42.4%

New Holland T4.95DC = 51.8%

Massey Ferguson 5610 = 44.0%

#### Review

The New Holland T4.95DC will not be suitable for Council as the draw bar capacity does not meet the tow capacity of the combined Aeromaster/Water Cart configuration.

The John Deere 6105M draw bar capacity is the tractors capacity to drag a static weight along the ground, not a maximum horizontal load capacity. This was not supplied.

The Massey Ferguson 5610 is the only manufacturer supplying a maximum draw bar horizontal load rating which meets Council's requirements for their intended use.

The tractor will be added to Council's plant replacement policy and a 10 year rolling plant replacement program.

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

**OFFICER’S RECOMMENDATION**

That Council approve the following:

1. To purchase the Massey Ferguson 5610 4WD Tractor from Southern Service Centre Cooma for \$94,000 excluding GST

**QUADRUPLE BOTTOM LINE REPORTING**

**1. Social**

To maximise recycle potential, while providing a cost effective resource for the betterment of the environment and the community

**2. Environmental**

The replacement of the hired equipment with a new, fit for purpose item, will meet Council’s environmental obligations of having suitable equipment in place for our composting processes. It also sees Council better placed for consideration of expansion of our composting arrangements in the future.

**3. Economic**

The addition of a plant item to Council’s plant replacement program will require ongoing funding through an internal plant hire charge to ensure adequate reserves over a ten year period. This is an internal charge to ensure adequate running, maintenance, and replacement costs are covered. This will be partially offset by the saving from not having to externally hire the equipment.

Funding is currently available in the Waste budget (Cooma) in the current financial year.

**4. Civic Leadership**

Council need to ensure that the landfill operations are performed in a cost effective, safe and sustainable manner which demonstrates best practice.

**Determination by Administrator**

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

Signature: .....

Date: .....

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QUOTATIONS FOR SUPPLY OF CCF CLASS 3.5 Wheel Loader  
 20%

COMPANY	MAKE	MODEL	POWER	OPERATING WEIGHT	Transmission	WARRANTY	PRICE	TOTAL COST WITH OPTIONS	Score %
Agriquip	John Deere	6105M	105Hp	5,514kg	Power Shift	2yr/2,000hr	\$92,000	<b>\$92,000</b>	7.7
Semco Equipment Sales	New Holland	T4.95DC	99Hp	3,600kg	Power Shuttle	3yr/5,000hr	\$69,091	<b>\$69,091</b>	<b>10.8</b>
Southern Service Centre	Massey Ferguson	5610	105Hp	4,072kg	Power Shift/Shuttle	2yr/2,000hr	\$94,000	<b>\$94,000</b>	7.5

**QUOTATIONS FOR SUPPLY OF CCF CLASS 3.5 Wheel Loader**  
20%  
1yr=2, 1000hr=1

<b>Company</b>	<b>Make</b>	<b>Model</b>	<b>Warranty</b>	<b>Score</b>
Agriquip	John Deere	6105M	2yr/2,000hr	<b>6.0</b>
Semco Equipment Sales	New Holland	T4.95DC	3yr/5,000hr	<b>11.0</b>
Southern Service Centre	Massey Ferguson	5610	2yr/2,000hr	<b>6.0</b>

**QUOTATIONS FOR SUPPLY OF CCF CLASS 3.5 Wheel Loader**  
20% of total appraisal  
Fuel Usage

<b>Company</b>	<b>Make</b>	<b>Model</b>	<b>Average Fuel Economy</b>	<b>Score</b>	<b>5000hr cost at \$1.50lt</b>
Agriquip	John Deere	6105M	21.37	<b>5.8</b>	\$160,275
Semco Equipment Sales	New Holland	T4.95DC	13.30	<b>11.1</b>	\$99,750
Southern Service Centre	Massey Ferguson	5610	22.50	<b>5.0</b>	\$168,750

**QUOTATIONS FOR SUPPLY OF CCF CLASS 3.5 Wheel Loader**  
20% of total appraisal

<b>Company</b>	<b>Make</b>	<b>Model</b>	<b>Score</b>	
Agriquip	John Deere	6105M	12.0	Queanbeyan
Semco Equipment Sales	New Holland	T4.95DC	10.0	Queanbeyan parts can be hard to source
Southern Service Centre	Massey Ferguson	5610	15.0	Cooma based

**QUOTATIONS FOR SUPPLY OF CCF CLASS 3.5 Wheel Loader**  
20% of total appraisal

<b>Company</b>	<b>Make</b>	<b>Model</b>	<b>Price</b>	<b>Residual %</b>	<b>Residual</b>	<b>Dep/Yr</b>	<b>%/Yr</b>	<b>Score</b>
Agriquip	John Deere	6105M	\$92,000	54.8%	<b>\$50,416</b>	\$4,158	<b>4.5</b>	<b>11.0</b>
Semco Equipment Sales	New Holland	T4.95DC	\$69,091	44.6%	<b>\$30,815</b>	\$3,828	<b>5.5</b>	<b>8.9</b>
Southern Service Centre	Massey Ferguson	5610	\$94,000	52.5%	<b>\$49,350</b>	\$4,465	<b>4.8</b>	<b>10.5</b>

Submission Evaluations								
Manufacturer	Net Cost 20%	Warranty 20%	Operating Costs 20%	Product Support 20%	Residual 20%	Total Score	Rank	Comments
John Deere 6105M	7.7	6	5.8	12.0	11.0	42.4	3	unclear on draw bar capacity
New Holland T4.95DC	10.8	11	11.1	10.0	8.9	51.8	1	not suitable - low weight capacity
Massey Ferguson 5610	7.5	6	5.0	15.0	10.5	44.0	2	



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## 11.1 PROSPECTIVE COMMUNITY ENGAGEMENT QUESTIONS

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:	DP7.13 Coordinate and initiate community engagement processes that facilitate participation in Council activities and decision making, and keep residents informed on local events, issues and planning
Operational Plan Action:	OP7.34 Support and encourage public engagement methods which invite comment from community and informs the decision making.
Attachments:	1. Queanbeyan-Palerang Regional Council Community Engagement Questions - Designed by Bang the Table <a href="#">↓</a>
Cost Centre	3130
Project	Community Engagement Project
Further Operational Plan Actions:	OP7.35 Ensure that all project planning processes are underpinned by collaborative engagement processes OP7.37 Ensure public awareness of our service delivery through community education and consultation to establish an agreed level of service that the community is willing to pay

### EXECUTIVE SUMMARY

The Special Projects Team are currently analysing the different Community Engagement Software programs that are available, however it is of great importance that we do not neglect to capture community insight and information while this process continues to be undertaken.

During the period between deciding on appropriate engagement tools, we propose that Council maximise community engagement opportunity by using these questions in unison with our current online median, Survey Monkey.

#### OFFICER'S RECOMMENDATION

That the Administrator

- A. Approves the community engagement questions issued by Queanbeyan-Palerang Regional Council be modified to suit Snowy Monaro Regional Council and develop an online Survey Monkey survey

## **BACKGROUND**

Snowy Monaro regional Council have a significant gap in our online community engagement delivery, by subscribing to an online community engagement platform we will start bridging this gap. Implementation of online engagement software will result in increased trust and promote the communities perception that Snowy Monaro Regional Council is genuine in its engagement and provides its community with a high level of transparency.

Council undertakes many engagement and consultation activities each year and an online community engagement platform would streamline this process and deliver an enhanced outcome for both Council and the community. It will enable a consistent standard and quality of engagement across all business units and ensure that a strong corporate identity is clear in all outward facing consultation materials.

SPO are currently analysing the different Community Engagement Software programs that are on offer, however feel it is of great importance that we do not neglect to capture information while this process continues to be undertaken. Queanbeyan-Palerang Regional Council have at present employed Bang the Table as their preferred online engagement platform and have offered for us to utilise their engagement questions to commence consultation.

During the period between deciding on an appropriate online engagement tool, we propose that council maximise community engagement opportunity by using these questions in unison with our current online median, Survey Monkey.

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

## **QUADRUPLE BOTTOM LINE REPORTING**

### **1. Social**

Community engagement is the means to link Council with the community. It is critical in the successful development and implementation of community engagement, that Council is responsive to the needs of the community within its resources.

#### **Responsiveness increases the likelihood that;**

- Projects or solutions will be widely accepted
  - Creates more effective solutions
  - Improves community knowledge and skills in problem solving
  - Empowers and integrates people from different backgrounds
  - Creates local networking opportunities for all community members
  - Creates opportunities for discussing concerns
  - Increases community trust for the Council
  - Working together promotes communication and understanding hopefully minimising and mitigating future conflicts
-

## **2. Environmental**

Community Engagement is the driver of change when it comes to minimising environmental impacts. Engaging the community is important to the success of tackling the causes and effects of environmental sustainability within the regional area. While seeking consultation Council will have the ability to understand and access issues from multiple perspectives.

## **3. Economic**

One of the advantages to community engagement is the reduction in costs of having one central point of coordination, not only does this streamline the consultation development process it also saves time and money. By taking a coordinated approach we can ensure that consultation is scheduled to maximise effectiveness, reduce fatigue and enhance participation.

## **4. Civic Leadership**

Council recognises that community engagement and participation processes are a vital part of local democracy. Effective engagement is good business practice and critical to good governance. A centralised approach will provide support, guidance and skills to departments that require input from the community to deliver services or provide infrastructure that best suit our ever changing Region. Community consultation will provide a higher quality service to both our external and internal customers.

### **Determination by Administrator**

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

Signature: .....

Date: .....

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3/1/2017

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## Our Future - Make it yours!



Thank you for taking the time to participate in our survey.

### First, some questions about you and where you live:

What is your name? (Optional)

Please limit answer to 255 characters 255

What is your email address?

Please limit answer to 255 characters 255

Which part of Queanbeyan-Palerang do you live in? \*

How old are you?

- 5-15
- 16-25
- 26-35
- 36-45
- 46-55
- 56-65
- 65+

How long have you lived in the Queanbeyan-Palerang region? \* (required)

- 0-2 years
- 3-5 years
- 5-10 years
- 10-20 years
- 20-30 years
- 30+ years

Why do you live where you live?

3/1/2017

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What do you like about where you live?

What don't you like about where you live?

How would you describe where you live to a first-time visitor?

Please limit answer to 255 characters

255

What sort of landscape makes you think about your home suburb/town?

And now some questions about the region and its future:

What are the four things that the new region of Queanbeyan-Palerang needs to have, or to have more of, to be a better place to live?

What are the four most important issues that the new Queanbeyan-Palerang Regional Council has to tackle to make your life better?

What are Queanbeyan-Palerang's four best economic or business assets?

What are Queanbeyan-Palerang's four best environmental assets?

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What needs to change in Queanbeyan-Palerang if the region is going to be the place you want it to be?

How would you like to describe your region to a visitor 10 years from now?

We do want to share with you the outcomes of this survey, so could you please tick this box to approve us to use your email address for Our Future – make it yours. \* (required)

Yes please  No thanks

Cancel

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