



SNOWY MONARO
REGIONAL COUNCIL

ATTACHMENTS TO REPORTS

(Under Separate Cover)

Ordinary Council Meeting

30 August 2017

**ATTACHMENTS TO REPORTS
FOR
ORDINARY COUNCIL MEETING
WEDNESDAY 30 AUGUST 2017**

Page No.

16.2	New Policy - Related Party Disclosures	
	Attachment 1	Draft Related Party Disclosures Policy 2
	Attachment 2	Draft KMP Related Party Declaration Form 10
	Attachment 3	Related Party Disclosures Accounting Standard AASB 124..... 11
16.3	Section 404 Report for the period January to June 2017	
	Attachment 1	Operational Plan - January to June 2017 - Action and Task Progress Report41

Policy



Title of Policy	SMRC Related Party Disclosures		
Responsible Department	Financial Services	Document Register ID	250.[document year].[document number].[document part]
Policy Owner	Manager Finance	Review Date	Date [document date1]
Date of Council Meeting	Date Approved [checklist 25002 10 DD LAST VALUE]	Resolution Number	Number [checklist 25002 11 DD LAST VALUE]
Legislation, Australian Standards, Code of Practice	Local Government Act 1993 Local Government (General) Regulation 2005 Privacy & Personal Information Protection Act 1998 Government Information (Public Access) Act 2009 Accounting Standard AASB 124 Local Government Code of Accounting Practice and Financial Reporting		
Aim	<p>The aim of this policy is to ensure that the existence of certain related party relationships and associated related party transactions, necessary for the users to understand the potential effects on the Financial Statements are properly identified. They should be recorded in Council's systems, and summarily disclosed in Council's General Purpose Financial Statements in compliance with <i>Australian Accounting Standards Boards AASB Related Party Disclosures July 2015 (AASB 124)</i>, the <i>Privacy and Personal Information Protection Act 1998 (PPIPA)</i> and the <i>Government Information (Public Access) Act 2009 (GIPA)</i></p> <p>Council, in complying with the disclosure requirements in AASB 124, will;</p> <ul style="list-style-type: none"> • Identify related party relationships, related party transactions and ordinary citizen transactions; • Identify information about the related party transactions for disclosure; • Establish systems to capture and record the related party transactions and information about those transactions; • Identify the circumstances in which disclosure of the items in the first two points about are required and; • Determine the disclosures to be made about those items in the General Purpose Financial Statements for the purpose of complying with AASB 124. 		

1 Definitions

Word/Acronym/Phrase	Definition
Related Party	Is a person or entity that is related to the entity that is preparing its Financial Statements (in this Policy referred to as the 'Council'). A person or a close member of that person's family is related to the

	<p>Council if that person:</p> <ul style="list-style-type: none"> a) has control or joint control over the Council; b) has significant influence over the Council, or c) is a member of the Key Management Personnel of the Council or of a parent of the Council.
Related party transaction	Is the transfer of resources, services or obligations between the Council and a related party, regardless of whether a price is charged.
Close members of the family of a person	<p>Are those family members who may be expect to influence, or be influenced by, that person in their dealings with the Council and include;</p> <ul style="list-style-type: none"> a) that person’s children and spouse or domestic partner b) children of that person’s spouse or domestic partner; and c) dependants of that person or that person’s spouse or domestic partner.
Compensation	<p>Includes all employee benefits (as defined in AASB 119 Employee Benefits). Employee benefits are all forms of consideration paid, payable or provided by the Council, or on behalf of the Council, in exchange for services rendered to the Council. Compensation includes:</p> <ul style="list-style-type: none"> a) short-term employee benefits, such as wages, salaries and social security contributions, paid annual leave and paid sick leave and bonuses (if payable within twelve months of the end of the period) and non-monetary benefits (such as medical care, housing, cars and free or subsidised goods and services) for current employees; b) post-employment benefits such as pensions, other retirement benefits, post-employment life insurance and post-employment medical care; c) other long-term employee benefits, including long service leave or sabbatical leave, jubilee or other long service benefits, long-term disability benefits; and d) termination benefits.
Control	Is the power to govern the financial and operating policies of an Council so as to obtain benefits from its activities.
Joint Control	Is the contractually agreed sharing of control over an economic activity
Key management personnel	Are those persons having authority and responsibility for planning, directing and controlling the activities of the Council, directly or indirectly, including any director (whether executive or otherwise) of the Council.
Significant Influence	Is the power to participate in the financial and operating policy decision of the Council, but is not control over those policies. Significant influence may be gained by statute or agreement.

Arm’s Length Terms	Terms between parties that are reasonable in the circumstances of the transaction that would result from: <ul style="list-style-type: none"> a) neither party bearing the other any special duty or obligation; and b) the parties being unrelated and uninfluenced by the other; and c) each party having acted in its own interest.
--------------------	--

2 Application

This policy applies to those who have authority and responsibility for planning, directing and controlling the activities of Council and entities controlled by Council, including elected Councillors, the General Manager, Directors, and close family members who can be expected to influence or be influenced by the aforementioned key management personnel (KMP)

3 AASB 1245 Disclosure Requirements

3.1 Disclosures

To comply with AASB 124, for annual periods on or after 1 July 2016, Council will make the following disclosures in its General Purpose Financial Statements;

- a) Relationships between Council and its subsidiaries, irrespective of whether there have been transactions between them.
- b) KMP compensation in total and for each of the following categories:
 - i) Short-term employee benefits;
 - ii) Post-employment benefits;
 - iii) Other long terms benefits; and
 - iv) Termination benefits.
- c) The information specified in Section 3.2 for related party transactions with the following persons during the period covered by the Financial Statements.
 - i) Council subsidiaries;
 - ii) Entities who are associated of Council or of a Council subsidiary;
 - iii) Joint ventures in which Council or a Council subsidiary is a joint venture;
 - iv) Council’s KMP
 - v) Other related parties, comprising:
 - A close family member of a KMP of Council;
 - Entities controlled or jointly controlled by a KMP of Council;
 - Entities controlled or jointly controlled by a close family member of a KMP of Council.

3.2 Disclosed Information

For each category of related party transactions specified in Section 3.1(c) Council will disclose the following information in Council’s General Purpose Financial Statements;

- a) The nature of the related party relationship;
- b) The amount of the transactions;
- c) The amount of outstanding balances, including commitments, and:

- i) Their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in settlement; and
- ii) Details of any guarantees given or received;
- d) Provision for doubtful debts related to the amount of outstanding balances; and
- e) The expenses recognised during the period in respect of bad or doubtful debts due from related parties.

3.3 Disclosed in Aggregate or Separate

For each related party category specified in Section 3.1(c), Council will disclose information specified in Section 3.2 for related party transactions of a similar nature in aggregate except when separate disclosure is necessary for an understanding of the effects of related party transactions in the Financial Statements of Council, having regard to the following criteria:

- a) the nature of the related party relationship;
- b) the significance of the transaction (individually or collectively) in terms of size or value (including where the materiality arises due to the fact that no consideration for the transaction is given or received by Council)
- c) whether the transaction is carried out on non-arm's length terms
- d) whether the nature of the transaction is outside normal day-to-day business operations.

4 Identifying Council Related Party Relationships and Transactions

4.1 Identification

The Responsible Accounting Officer is responsible for identifying Council subsidiaries, associates and joint ventures (incorporated and unincorporated) from the Related Entities Register, a document which is prepared to substantiate Note 19 of the Financial Statements 'Interests in Other Entities'.

4.2 Control or Joint Control

To determine whether Council has control or joint control of an entity, the Responsible Accounting Officer is responsible for applying AASB 10 Consolidated Financial Statements and AASB 11 Joint Arrangements.

4.3 Associate or Joint Venture

To determine whether an entity is an associate of, or in a joint venture with, Council or a Council subsidiary, the Responsible Accounting Officer is responsible for applying AASB 128 Investments in Associates and Joint Ventures.

4.4 Electronic Investigation

The Responsible Accounting Officer is responsible for investigating through Council's business system whether any identified Council subsidiaries, associates or joint ventures have an existing related party transaction with Council.

4.5 Information Extraction

The Responsible Accounting Officer is responsible for identifying and extracting information specified in Section 3.2 against each existing related party transaction in Council's business systems for the purpose of recording the related party transactions and associated information in a register of related party transactions.

4.6 Manual Investigation and Recording of Information

For related party transactions that are not captured by Council's business systems, the Responsible Accounting Officer is responsible for manually reviewing the transactional documentation and record the information specified in Section 3.2 for the subject transaction in the register of related party transactions.

5 Identifying Related Party Transactions with KMP and their close family members

5.1 Related Party Declarations

KMP must provide a related party declaration in the form set out in the Related Party Declaration Form, notifying any close family members or entities controlled or jointly controlled by them or any of their close family members to the Group Manager - Governance by no later than the following periods during a financial year (Specified Notification Period):

- a) 30 days after the commencement of the application of this policy
- b) 30 days after a KMP commences their term of employment with Council.
- c) 30 June each year

5.2 Related Party Declaration Form

At least 30 days before a specified notification period, the Group Manager – Governance will provide KMP with a Related Party Declaration Form.

5.3 Other Notifications

The notification requirements in Section 5 are in addition to the notifications a KMP must comply with:

- a) For councillors, the Code of Conduct, and
- b) Senior Executive officers who are KMP, the Code of Conduct, and
- c) The disclosure of interest in a written return pursuant to Section 450A of the *Local Government Act 1993* and *Local Government (General) Regulation 2005*.

5.4 Information Extraction

The Responsible Accounting Officer is responsible for identifying information specified in Section 3.2 against each notified related party in Council's business systems for the purpose of recording the related party transactions and associated information in the register of related party transactions.

5.5 Other Sources of Information

To ensure all related party transactions are captured and recorded, the Responsible Accounting Officer is responsible for reviewing, if required, other sources of information held by Council including, without limitation:

- a) A register of interest of the KMP and persons related to the KMP
- b) Minutes of Council and committee meetings.
- c) Council's Contracts Register.

5.6 Manual Investigation and Recording of Information

For related party transactions that are not captured by Council's business systems, the Responsible Accounting Officer is responsible for manually reviewing the transactional documentation and recording the information specified in Section 3.2 for the subject transaction in the register of related party transactions.

6 Ordinary Citizen Transactions

6.1 Non-material in Nature

Council will not disclose in its Financial Statements, related party transactions that are ordinary citizen transactions assessed to be not material in nature.

6.2 Material in Nature

Council will disclose in its Financial Statements in accordance with Section 3, related party transactions that are ordinary citizen transactions assessed to be material in nature.

6.3 Materiality assessment

The Responsible Accounting Officer is responsible for reviewing and assessing the materiality of related party transactions that are ordinary citizen transactions to determine whether the disclosure of such transactions are necessary for an understanding of the effects of the related party transactions on the Financial Statements having regard to criteria specified in Section 3.3. As a general rule, Council will utilise \$50,000 as a threshold for materiality.

6.4 Information Extraction

The Responsible Accounting Officer is responsible for identifying information specified in Section 3.2 against each related party transaction that is an ordinary citizen transaction assessed as being material in nature in Council's business systems for the purpose of recording the related party transactions and associated information in a register of related party transactions.

7 Register of Related Party Transactions

7.1 Maintain a register

The Responsible Accounting Officer is responsible for maintaining and keeping up to date a register of related party transactions that captures and records the information specified in Section 3.2 for each

existing or potential related party transaction (including ordinary citizen transactions assessed as being material in nature) during a financial year.

7.2 Contents of Register

The contents of the register of related party transactions must detail for each related party transaction;

- a) the description of the related party transaction
- b) the name of the related party.
- c) the nature of the related party's relationship with Council.
- d) whether the related party transaction is existing or potential
- e) a description of the transactional documents the subject of the related party transaction.
- f) the information specified in Section 3.2

8 Information Privacy

8.1 Confidential

The following information is classified as confidential and is not available for inspection by or disclosure to the public, including through a Government Information (Public Access) Act (GIPA) application:

- a) information (including personal information) provided by a KMP in a related party declaration; and
- b) personal information contained in a register of related party transactions.

8.2 When Consent is required

Except as specified in the policy, Council and other permitted recipients will not use or disclose personal information provided in a related party declaration by a KMP or contained in a register of related party transactions for any other purpose or to any other person except with the prior written consent of the subject KMP.

8.3 Permitted Recipients

The following persons are permitted to access, use and disclose the information (including personal information) provided in a related party declaration or contained in a register of related party transactions for the purposes specified in Section 8.4;

- a) General Manager
- b) Directors
- c) Responsible Accounting Officer
- d) Group Manager – Governance
- e) An Auditor of Council
- f) Other Council Officers as delegated by the General Manager.

8.4 Permitted Purpose

A person specified in Section 8.3 may access, use and disclose information (including personal information) in a related party declaration or contained in a register of related party transactions for the following purposes:

- a) to assess and verify a related party transaction
- b) to reconcile identified related party transactions against those notified in a related party declaration or contained in a register of related party transactions
- c) to comply with the disclosure requirements of AASB 124
- d) to verify compliance with disclosure requirements of AASB 124.

9 Government Information (Public Access) Act (GIPA Status)

9.1 No Public Inspection

The following documents are not open to or available for inspection by the public

- a) related party declaration provided by a KMP; and
- b) a register of related party transactions.

9.2 Not GIPA – accessible

A GIPA application seeking access to;

- a) a document or information (including personal information) provided by KMP in a related party declaration; or
- b) personal information contained in a register of related party transactions;

will be refused on the grounds the document contains information for which there is an overriding public interest against disclosure, pursuant to Section 14 of GIPA.

Documentation

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

250.2016.2.1 Payment of Expenses and Provision of Facilities for Mayor and Councillors

250.2016.1.1 Code of Conduct

250.2017.#.1 Related Party Declaration 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.

AASB Standard

AASB 124
July 2015

Related Party Disclosures



Australian Government

**Australian Accounting
Standards Board**

Obtaining a copy of this Accounting Standard

This Standard is available on the AASB website: www.aasb.gov.au.

Australian Accounting Standards Board
PO Box 204
Collins Street West
Victoria 8007
AUSTRALIA

Phone: (03) 9617 7637
E-mail: publications@aaab.gov.au
Website: www.aasb.gov.au

Other enquiries

Phone: (03) 9617 7600
E-mail: standard@aaab.gov.au

COPYRIGHT

© Commonwealth of Australia 2015

This AASB Standard contains IFRS Foundation copyright material. Reproduction within Australia in unaltered form (retaining this notice) is permitted for personal and non-commercial use subject to the inclusion of an acknowledgment of the source. Requests and enquiries concerning reproduction and rights for commercial purposes within Australia should be addressed to The Director of Finance and Administration, Australian Accounting Standards Board, PO Box 204, Collins Street West, Victoria 8007.

All existing rights in this material are reserved outside Australia. Reproduction outside Australia in unaltered form (retaining this notice) is permitted for personal and non-commercial use only. Further information and requests for authorisation to reproduce for commercial purposes outside Australia should be addressed to the IFRS Foundation at www.ifrs.org.

ISSN 1036-4803

Contents

COMPARISON WITH IAS 24

ACCOUNTING STANDARD

AASB 124 *RELATED PARTY DISCLOSURES*

	<i>from paragraph</i>
OBJECTIVE	1
SCOPE	2
PURPOSE OF RELATED PARTY DISCLOSURES	5
DEFINITIONS	9
DISCLOSURES	
All entities	13
Government-related entities	25
EFFECTIVE DATE AND TRANSITION	28
WITHDRAWAL OF IAS 24 (2003)	29
COMMENCEMENT OF THE LEGISLATIVE INSTRUMENT	Aus29.1
WITHDRAWAL OF AASB PRONOUNCEMENTS	Aus29.2
APPENDICES	
A Australian defined terms	
B Australian reduced disclosure requirements	
AUSTRALIAN IMPLEMENTATION GUIDANCE FOR NOT-FOR-PROFIT PUBLIC SECTOR ENTITIES	
ILLUSTRATIVE EXAMPLES	
DELETED IAS 24 TEXT	
BASIS FOR CONCLUSIONS ON AASB 2015-6	

AVAILABLE ON THE AASB WEBSITE

Basis for Conclusions on IAS 24

Australian Accounting Standard AASB 124 *Related Party Disclosures* is set out in paragraphs 1 – Aus29.2 and Appendices A – B and the Australian Implementation Guidance. All the paragraphs have equal authority. Paragraphs in **bold type** state the main principles. AASB 124 is to be read in the context of other Australian Accounting Standards, including AASB 1048 *Interpretation of Standards*, which identifies the Australian Accounting Interpretations, and AASB 1057 *Application of Australian Accounting Standards*. In the absence of explicit guidance, AASB 108 *Accounting Policies, Changes in Accounting Estimates and Errors* provides a basis for selecting and applying accounting policies.

Comparison with IAS 24

AASB 124 *Related Party Disclosures* incorporates IAS 24 *Related Party Disclosures* issued by the International Accounting Standards Board (IASB). Australian-specific paragraphs (which are not included in IAS 24) are identified with the prefix “Aus”. Paragraphs that apply only to not-for-profit entities begin by identifying their limited applicability.

Tier 1

For-profit entities complying with AASB 124 also comply with IAS 24.

Not-for-profit entities’ compliance with IAS 24 will depend on whether any “Aus” paragraphs that specifically apply to not-for-profit entities provide additional guidance or contain applicable requirements that are inconsistent with IAS 24.

Tier 2

Entities preparing general purpose financial statements under Australian Accounting Standards – Reduced Disclosure Requirements (Tier 2) will not be in compliance with IFRSs.

AASB 1053 *Application of Tiers of Australian Accounting Standards* explains the two tiers of reporting requirements.

Accounting Standard AASB 124

The Australian Accounting Standards Board makes Accounting Standard AASB 124 *Related Party Disclosures* under section 334 of the *Corporations Act 2001*.

Dated 24 July 2015

Kris Peach
Chair – AASB

Accounting Standard AASB 124 *Related Party Disclosures*

Objective

- 1 The objective of this Standard is to ensure that an entity's financial statements contain the disclosures necessary to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties and by transactions and outstanding balances, including commitments, with such parties.

Scope

- 2 **This Standard shall be applied in:**
- (a) **identifying related party relationships and transactions;**
 - (b) **identifying outstanding balances, including commitments, between an entity and its related parties;**
 - (c) **identifying the circumstances in which disclosure of the items in (a) and (b) is required; and**
 - (d) **determining the disclosures to be made about those items.**
- 3 **This Standard requires disclosure of related party relationships, transactions and outstanding balances, including commitments, in the consolidated and separate financial statements of a parent or investors with joint control of, or significant influence over, an investee presented in accordance with AASB 10 *Consolidated Financial Statements* or AASB 127 *Separate Financial Statements*. This Standard also applies to individual financial statements.**
- 4 Related party transactions and outstanding balances with other entities in a group are disclosed in an entity's financial statements. Intragroup related party transactions and outstanding balances are eliminated, except for those between an investment entity and its subsidiaries measured at fair value through profit or loss, in the preparation of consolidated financial statements of the group.

Purpose of related party disclosures

- 5 Related party relationships are a normal feature of commerce and business. For example, entities frequently carry on parts of their activities through subsidiaries, joint ventures and associates. In those circumstances, the entity has the ability to affect the financial and operating policies of the investee through the presence of control, joint control or significant influence.
- 6 A related party relationship could have an effect on the profit or loss and financial position of an entity. Related parties may enter into transactions that unrelated parties would not. For example, an entity that sells goods to its parent at cost might not sell on those terms to another customer. Also, transactions between related parties may not be made at the same amounts as between unrelated parties.
- 7 The profit or loss and financial position of an entity may be affected by a related party relationship even if related party transactions do not occur. The mere existence of the relationship may be sufficient to affect the transactions of the entity with other parties. For example, a subsidiary may terminate relations with a trading partner on acquisition by the parent of a fellow subsidiary engaged in the same activity as the former trading partner. Alternatively, one party may refrain from acting because of the significant influence of another—for example, a subsidiary may be instructed by its parent not to engage in research and development.

- 8 For these reasons, knowledge of an entity's transactions, outstanding balances, including commitments, and relationships with related parties may affect assessments of its operations by users of financial statements, including assessments of the risks and opportunities facing the entity.

Definitions

- 9 The following terms are used in this Standard with the meanings specified:

A *related party* is a person or entity that is related to the entity that is preparing its financial statements (in this Standard referred to as the 'reporting entity').

- (a) A person or a close member of that person's family is related to a reporting entity if that person:
- (i) has control or joint control of the reporting entity;
 - (ii) has significant influence over the reporting entity; or
 - (iii) is a member of the key management personnel of the reporting entity or of a parent of the reporting entity.
- (b) An entity is related to a reporting entity if any of the following conditions applies:
- (i) The entity and the reporting entity are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the others).
 - (ii) One entity is an associate or joint venture of the other entity (or an associate or joint venture of a member of a group of which the other entity is a member).
 - (iii) Both entities are joint ventures of the same third party.
 - (iv) One entity is a joint venture of a third entity and the other entity is an associate of the third entity.
 - (v) The entity is a post-employment benefit plan for the benefit of employees of either the reporting entity or an entity related to the reporting entity. If the reporting entity is itself such a plan, the sponsoring employers are also related to the reporting entity.
 - (vi) The entity is controlled or jointly controlled by a person identified in (a).
 - (vii) A person identified in (a)(i) has significant influence over the entity or is a member of the key management personnel of the entity (or of a parent of the entity).
 - (viii) The entity, or any member of a group of which it is a part, provides key management personnel services to the reporting entity or to the parent of the reporting entity.

A *related party transaction* is a transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged.

Close members of the family of a person are those family members who may be expected to influence, or be influenced by, that person in their dealings with the entity and include:

- (a) that person's children and spouse or domestic partner;
- (b) children of that person's spouse or domestic partner; and
- (c) dependants of that person or that person's spouse or domestic partner.

Compensation includes all employee benefits (as defined in AASB 119 *Employee Benefits*) including employee benefits to which AASB 2 *Share-based Payment* applies. Employee benefits are all forms of consideration paid, payable or provided by the entity, or on behalf of the entity, in exchange for services rendered to the entity. It also includes such consideration paid on behalf of a parent of the entity in respect of the entity. Compensation includes:

- (a) short-term employee benefits, such as wages, salaries and social security contributions, paid annual leave and paid sick leave, profit-sharing and bonuses (if payable within twelve months of the end of the period) and non-monetary benefits (such as medical care, housing, cars and free or subsidised goods or services) for current employees;
- (b) post-employment benefits such as pensions, other retirement benefits, post-employment life insurance and post-employment medical care;

- (c) other long-term employee benefits, including long-service leave or sabbatical leave, jubilee or other long-service benefits, long-term disability benefits and, if they are not payable wholly within twelve months after the end of the period, profit-sharing, bonuses and deferred compensation;
- (d) termination benefits; and
- (e) share-based payment.

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity.

Government refers to government, government agencies and similar bodies whether local, national or international.

A *government-related entity* is an entity that is controlled, jointly controlled or significantly influenced by a government.

The terms 'control' and 'investment entity', 'joint control' and 'significant influence' are defined in AASB 10, AASB 11 *Joint Arrangements* and AASB 128 *Investments in Associates and Joint Ventures* respectively and are used in this Standard with the meanings specified in those Australian Accounting Standards.

- 10 In considering each possible related party relationship, attention is directed to the substance of the relationship and not merely the legal form.
- 11 In the context of this Standard, the following are not related parties:
- (a) two entities simply because they have a director or other member of key management personnel in common or because a member of key management personnel of one entity has significant influence over the other entity.
 - (b) two joint venturers simply because they share joint control of a joint venture.
 - (c)
 - (i) providers of finance,
 - (ii) trade unions,
 - (iii) public utilities, and
 - (iv) departments and agencies of a government that does not control, jointly control or significant influence the reporting entity,
 simply by virtue of their normal dealings with an entity (even though they may affect the freedom of action of an entity or participate in its decision-making process).
 - (d) a customer, supplier, franchisor, distributor or general agent with whom an entity transacts a significant volume of business, simply by virtue of the resulting economic dependence.
- 12 In the definition of a related party, an associate includes subsidiaries of the associate and a joint venture includes subsidiaries of the joint venture. Therefore, for example, an associate's subsidiary and the investor that has significant influence over the associate are related to each other.

Disclosures

All entities

- 13 **Relationships between a parent and its subsidiaries shall be disclosed irrespective of whether there have been transactions between them. An entity shall disclose the name of its parent and, if different, the ultimate controlling party. If neither the entity's parent nor the ultimate controlling party produces consolidated financial statements available for public use, the name of the next most senior parent that does so shall also be disclosed.**

Aus13.1	When any of the parent entities and/or ultimate controlling parties named in accordance with paragraph 13 is incorporated or otherwise constituted outside Australia, an entity shall:
(a)	identify which of those entities is incorporated overseas and where; and
(b)	disclose the name of the ultimate controlling entity incorporated within Australia.

- 14 To enable users of financial statements to form a view about the effects of related party relationships on an entity, it is appropriate to disclose the related party relationship when control exists, irrespective of whether there have been transactions between the related parties.
- 15 The requirement to disclose related party relationships between a parent and its subsidiaries is in addition to the disclosure requirements in AASB 127 and AASB 12 *Disclosure of Interests in Other Entities*.
- 16 Paragraph 13 refers to the next most senior parent. This is the first parent in the group above the immediate parent that produces consolidated financial statements available for public use.
- 17 **An entity shall disclose key management personnel compensation in total and for each of the following categories:**
- | | |
|-----|-------------------------------|
| (a) | short-term employee benefits; |
| (b) | post-employment benefits; |
| (c) | other long-term benefits; |
| (d) | termination benefits; and |
| (e) | share-based payment. |
- 17A **If an entity obtains key management personnel services from another entity (the 'management entity'), the entity is not required to apply the requirements in paragraph 17 to the compensation paid or payable by the management entity to the management entity's employees or directors.**
- 18 **If an entity has had related party transactions during the periods covered by the financial statements, it shall disclose the nature of the related party relationship as well as information about those transactions and outstanding balances, including commitments, necessary for users to understand the potential effect of the relationship on the financial statements. These disclosure requirements are in addition to those in paragraph 17. At a minimum, disclosures shall include:**
- | | | | | | |
|------|---|-----|---|------|--|
| (a) | the amount of the transactions; | | | | |
| (b) | the amount of outstanding balances, including commitments, and: <table border="1"> <tr> <td>(i)</td> <td>their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in settlement; and</td> </tr> <tr> <td>(ii)</td> <td>details of any guarantees given or received;</td> </tr> </table> | (i) | their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in settlement; and | (ii) | details of any guarantees given or received; |
| (i) | their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in settlement; and | | | | |
| (ii) | details of any guarantees given or received; | | | | |
| (c) | provisions for doubtful debts related to the amount of outstanding balances; and | | | | |
| (d) | the expense recognised during the period in respect of bad or doubtful debts due from related parties. | | | | |
- 18A **Amounts incurred by the entity for the provision of key management personnel services that are provided by a separate management entity shall be disclosed.**
- 19 **The disclosures required by paragraph 18 shall be made separately for each of the following categories:**
- | | |
|-----|--|
| (a) | the parent; |
| (b) | entities with joint control of, or significant influence over, the entity; |
| (c) | subsidiaries; |
| (d) | associates; |
| (e) | joint ventures in which the entity is a joint venturer; |
| (f) | key management personnel of the entity or its parent; and |
| (g) | other related parties. |
- 20 The classification of amounts payable to, and receivable from, related parties in the different categories as required in paragraph 19 is an extension of the disclosure requirement in AASB 101 *Presentation of Financial Statements* for information to be presented either in the statement of financial position or in the notes. The categories are extended to provide a more comprehensive analysis of related party balances and apply to related party transactions.
- 21 The following are examples of transactions that are disclosed if they are with a related party:
- | | |
|-----|---|
| (a) | purchases or sales of goods (finished or unfinished); |
| (b) | purchases or sales of property and other assets; |
| (c) | rendering or receiving of services; |

- (d) leases;
 - (e) transfers of research and development;
 - (f) transfers under licence agreements;
 - (g) transfers under finance arrangements (including loans and equity contributions in cash or in kind);
 - (h) provision of guarantees or collateral;
 - (i) commitments to do something if a particular event occurs or does not occur in the future, including executory contracts¹ (recognised and unrecognised); and
 - (j) settlement of liabilities on behalf of the entity or by the entity on behalf of that related party.
- 22 Participation by a parent or subsidiary in a defined benefit plan that shares risks between group entities is a transaction between related parties (see paragraph 42 of AASB 119).
- 23 Disclosures that related party transactions were made on terms equivalent to those that prevail in arm's length transactions are made only if such terms can be substantiated.
- 24 **Items of a similar nature may be disclosed in aggregate except when separate disclosure is necessary for an understanding of the effects of related party transactions on the financial statements of the entity.**

Government-related entities

- 25 **A reporting entity is exempt from the disclosure requirements of paragraph 18 in relation to related party transactions and outstanding balances, including commitments, with:**
- (a) a government that has control or joint control of, or significant influence over, the reporting entity; and
 - (b) another entity that is a related party because the same government has control or joint control of, or significant influence over, both the reporting entity and the other entity.
- 26 **If a reporting entity applies the exemption in paragraph 25, it shall disclose the following about the transactions and related outstanding balances referred to in paragraph 25:**
- (a) the name of the government and the nature of its relationship with the reporting entity (ie control, joint control or significant influence);
 - (b) the following information in sufficient detail to enable users of the entity's financial statements to understand the effect of related party transactions on its financial statements:
 - (i) the nature and amount of each individually significant transaction; and
 - (ii) for other transactions that are collectively, but not individually, significant, a qualitative or quantitative indication of their extent. Types of transactions include those listed in paragraph 21.
- 27 In using its judgement to determine the level of detail to be disclosed in accordance with the requirements in paragraph 26(b), the reporting entity shall consider the closeness of the related party relationship and other factors relevant in establishing the level of significance of the transaction such as whether it is:
- (a) significant in terms of size;
 - (b) carried out on non-market terms;
 - (c) outside normal day-to-day business operations, such as the purchase and sale of businesses;
 - (d) disclosed to regulatory or supervisory authorities;
 - (e) reported to senior management;
 - (f) subject to shareholder approval.

Effective date and transition

- 28 [Deleted by the AASB]

¹ AASB 137 *Provisions, Contingent Liabilities and Contingent Assets* defines executory contracts as contracts under which neither party has performed any of its obligations or both parties have partially performed their obligations to an equal extent.

- Aus28.1 An entity shall apply this Standard for annual periods beginning on or after 1 July 2016. Earlier application is permitted for periods beginning on or after 1 January 2014 but before 1 July 2016. If an entity applies this Standard for a period beginning before 1 July 2016, it shall disclose that fact.
- Aus28.2 AASB 2015-6 *Amendments to Australian Accounting Standards – Extending Related Party Disclosures to Not-for-Profit Public Sector Entities* amended the previous version of this Standard as follows: deleted paragraph Aus1.3, amended paragraph Aus9.1 and added the Australian Implementation Guidance for Not-for-Profit Public Sector Entities. An entity shall apply those amendments for annual periods beginning on or after 1 July 2016. Earlier application is permitted. Those amendments shall be applied prospectively as at the beginning of the annual period in which this Standard is initially applied. For example, a not-for-profit public sector entity shall apply this Standard prospectively as at the beginning of the annual period in which this Standard is initially applied.
- 28A–
28B [Deleted by the AASB]
- 28C AASB 2014-1 *Amendments to Australian Accounting Standards*, issued in June 2014, amended the previous version of this Standard as follows: amended paragraph 9 and added paragraphs 17A and 18A. An entity shall apply that amendment for annual periods beginning on or after 1 July 2014. Earlier application is permitted. If an entity applies that amendment for an earlier period it shall disclose that fact.

Withdrawal of IAS 24 (2003)

- 29 [Deleted by the AASB]

Commencement of the legislative instrument

- Aus29.1 For legal purposes, this legislative instrument commences on 30 June 2016.

Withdrawal of AASB pronouncements

- Aus29.2 This Standard repeals AASB 124 *Related Party Disclosures* issued in December 2009. Despite the repeal, after the time this Standard starts to apply under section 334 of the Corporations Act (either generally or in relation to an individual entity), the repealed Standard continues to apply in relation to any period ending before that time as if the repeal had not occurred.
- [Note: When this Standard applies under section 334 of the Corporations Act (either generally or in relation to an individual entity), it supersedes the application of the repealed Standard.]

Appendix A Australian defined terms

This appendix is an integral part of AASB 124.

Aus9.1 The following terms are also used in this Standard with the meaning specified.

Director means:

- (a) a person who is a director under the Corporations Act; and
- (b) in the case of entities governed by bodies not called a board of directors, a person who, regardless of the name that is given to the position, is appointed to the position of member of the governing body, council, commission or authority.

Remuneration is compensation as defined in this Standard.

Aus9.1.1 Although the defined term 'compensation' is used in this Standard rather than the term 'remuneration', both words refer to the same concept and all references in the Corporations Act to the remuneration of directors and executives is taken as referring to compensation as defined and explained in this Standard.

Appendix B Australian reduced disclosure requirements

This appendix is an integral part of AASB 124.

AusB1 The following do not apply to entities preparing general purpose financial statements under Australian Accounting Standards – Reduced Disclosure Requirements:

- (a) paragraphs Aus13.1, 26 and 27;
- (b) in paragraph 17, the text “and for each of ... (e) share-based payment”; and
- (c) in paragraph 22, the text “(see paragraph 42 of AASB 119)”.

Entities applying Australian Accounting Standards – Reduced Disclosure Requirements may elect to comply with some or all of these excluded requirements.

AusB2 The requirements that do not apply to entities preparing general purpose financial statements under Australian Accounting Standards – Reduced Disclosure Requirements are also identified in this Standard by shading of the relevant text.

Australian implementation guidance for not-for-profit public sector entities

This guidance is an integral part of AASB 124 and has the same authority as the other parts of the Standard. The guidance applies only to public sector entities. The guidance does not apply to private sector entities or affect their application of AASB 124.

- IG1 AASB 124 *Related Party Disclosures* incorporates International Financial Reporting Standard IAS 24 *Related Party Disclosures*, issued by the International Accounting Standards Board. Consequently, much of the text of the body of this Standard and the Illustrative Examples is expressed from the perspective of for-profit entities. The AASB has prepared this guidance to explain and illustrate the principles in the Standard to assist application of the Standard by not-for-profit public sector entities, particularly to address circumstances where a for-profit perspective does not readily translate to a not-for-profit public sector perspective. This guidance also assists not-for-profit public sector entities in determining the extent of the information necessary to meet the objective of the Standard. This guidance does not remove the need for judgement to be applied by an entity in complying with the requirements of the Standard.
- IG2 This guidance addresses a range of matters affecting not-for-profit public sector entities broadly in the order in which the related paragraphs appear in the body of the Standard. Illustrative examples are provided in the implementation guidance. The examples apply by analogy to types of not-for-profit public sector entities other than those identified in the examples and similar circumstances. It is the facts and circumstances in any case, not simply the type of not-for-profit public sector entity, that need to be assessed in determining the appropriate disclosures that apply.

Identification of key management personnel

- IG3 Paragraph 9 of the Standard defines key management personnel as being those persons having the authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of the entity. In a public sector context, entities should consider the facts and circumstances, including the terms of the relevant legislative instruments that give rise to the entity, in assessing whether a person is a member of the key management personnel, as defined, of the entity. For example, the facts and circumstances may reflect that not all persons described as 'senior executive staff' or 'Secretary' or 'Minister' may be a member of the key management personnel of the entity. Similarly, in relation to a not-for-profit public sector entity, the facts and circumstances may reflect that a person's powers do not give rise to a capacity to direct or control the activities of an entity, where the powers are only ceremonial or procedural in substance.
- IG4 Normally, the determination of key management personnel is similar for entities in the public sector and the private sector. However, ministerial-type roles do not normally arise in a private sector context. A Minister would be a member of the key management personnel of an entity that is within the Minister's portfolio if the Minister has the "authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly". In some entities or jurisdictions, the responsible Minister may not, in substance, have such authority and responsibility over the activities of the entity, and consequently would not meet the definition of key management personnel.
- IG5 A Minister may be a member of the key management personnel of an entity where the Minister's role and responsibilities result in the Minister forming part of the group of persons tasked with determining the direction of the entity. It would be uncommon for a Minister to be a member of the key management personnel of an entity that is within their portfolio where the entity is not otherwise controlled by the government, as the government's powers and functions (executed by the Minister) in relation to that entity would have formed part of the government's assessment of whether it controls the entity. Whether a Minister is a member of the key management personnel of an entity controlled by the government will depend on the facts and circumstances that apply in each instance, as the determination of the key management personnel of an entity is made on an entity by entity basis. Accordingly, a member of the key management personnel of the government is not necessarily also a member of the key management personnel of each entity controlled by that government (see also paragraph IG10).
- IG6 Examples 1–6 illustrate application of the definition of key management personnel by not-for-profit public sector entities. These examples do not limit the persons who may be key management personnel of a not-for-profit public sector entity to only those roles described.

Example 1

Minister A is the Australian Minister for Education and Training. Minister A administers their portfolio through the Department of Education and Training (the Department), a controlled entity of the Australian Government. Minister A is accountable to Parliament for the actions of the Department. As part of the portfolio, the Minister is responsible for:

- education policy and programs including schools, vocational, higher education and Indigenous education, but excluding migrant adult education;
 - education and training transitions policy and programs;
 - science awareness programs in schools;
 - training, including apprenticeships and training services;
 - policy, co-ordination and support for education exports and services; and
 - income support policies and programs for students and apprentices.
- Minister B is the Assistant Minister for Education and Training. Assistant Ministers are appointed to assist Ministers in prioritising work, to provide a training experience for future Ministers, to facilitate public access to the Ministers and to enable the bureaucracy to have an ongoing point of contact so that parliamentary correspondence and other parliamentary administrative issues are neither overlooked nor downgraded. As an Assistant Minister, Minister B cannot:
- sit as a Minister in Cabinet;
 - attend a meeting of the Executive Council or sign Executive Council Minutes on behalf of the Minister;
 - perform any duties in Parliament on behalf of the Minister including answering questions without notice, presenting Ministerial Statements, tabling documents and introducing legislation; or
 - appear before a Committee of Parliament on behalf of the Minister.

The Department is responsible for delivering national policies and programs that help Australians access quality early childhood education, school education, higher education, vocational education and training, international education and research. The Department is headed by the Secretary of the Department, who reports to the Australian Minister for Education and Training. At the same time, the Secretary also makes reports to the Assistant Minister for Education and Training. The Secretary of the Department, and two Associate Secretaries and a Deputy Secretary within the Department, operate as the executive management team responsible for the day-to-day delivery of the Department's services.

Based on the facts and circumstances above, Minister A, the Secretary of the Department, and the two Associate Secretaries and Deputy Secretary are members of the key management personnel of the Department as they have the authority and responsibility for planning, directing and controlling the activities of the entity. Minister A's role is akin to that of a director in a company, as the Minister discharges their role and responsibilities regarding the Department and is ultimately responsible for the performance of the Department. Minister B is not a member of the key management personnel of the Department as Minister B's role supports that of the Minister, rather than having any authority and responsibility for planning, directing and controlling the activities of the Department in Minister B's own right.

Example 2

The Cabinet is a group within the Australian Government (the Commonwealth of Australia) comprising the Prime Minister and a number of senior Ministers. All current Ministers are part of the Executive Council, but not all Ministers are also part of Cabinet. The Governor-General is the chair of the Executive Council.

Minister A, the Australian Minister for Education and Training, is part of Cabinet. Minister B, the Assistant Minister for Education and Training is not part of Cabinet but is part of the Executive Council. Minister D, the Minister for Justice, is also not part of Cabinet but is part of the Executive Council.

Cabinet's role is to direct the overall government policy and make decisions about national issues. In Cabinet meetings, Ministers also present bills from their government departments. Cabinet examines these bills, and recommends whether bills should proceed to Parliament or changes should be made. A Minister who is not part of Cabinet may be invited to a Cabinet meeting to speak about developments within their portfolio. The Cabinet is accountable to Parliament for the running of the government.

The Executive Council is a constitutional body charged with advising the Governor-General. Legally, members of the Executive Council are chosen by the Governor-General; however, in practice, all current Ministers are part of the

Executive Council. The Executive Council acts as a formal ratification body for the decisions of Cabinet, and is required to undertake a range of functions including making proclamations, regulations and ordinances as delegated by various Acts of Parliament, issuing writs for elections, appointing public servants and recommending the appointment of judges.

Section 61 of the Australian Constitution provides that “The executive power of the Commonwealth is vested in the Queen and is exercisable by the Governor-General as the Queen’s representative, and extends to the execution and maintenance of this Constitution, and of the laws of the Commonwealth”. However, the Governor-General is bound by convention to follow the advice of the Executive Council.

Based on the facts and circumstances above, Minister A is a member of the key management personnel of the Australian Government. As part of Cabinet and having regard to Cabinet’s powers, Minister A has the authority and responsibility for planning, directing and controlling the activities of the Australian Government. In addition, as a member of the key management personnel of the Australian Government, Minister A is also a related party of any entities controlled by the Australian Government, consistent with paragraph 9 of the Standard.

Minister B and Minister D are unlikely to be members of the key management personnel of the Australian Government as, although they are part of the Executive Council, they are outside the group of persons responsible for making decisions about the overall running of the government. Further, in substance, neither the members of the Executive Council nor Governor-General have the authority and responsibility for directing and controlling the activities of the Australian Government, and accordingly, are not members of the key management personnel of the Australian Government reporting entity.

Example 3

University XYZ is a not-for-profit public sector entity established under an Act of the State Government. The State Government has determined that it does not control the University.

The governing body of the University is the University Council. The University Council consists of 17 members, five of whom are appointed directly or indirectly by the State Minister for Education. The Chair of the University Council is the Chancellor, who is the formal head of the University. The Chancellor is responsible for ensuring the efficient operation of the University Council in the performance of its governance role, presiding at ceremonial occasions of the University and acting as a signatory to official statutory reports of the University.

The Act specifies that the University Council’s responsibilities, powers and functions include:

- approving the mission, strategic direction and annual budget and business plan of the University;
- establishing policies (‘university statutes and regulations’) relating to the governance and operation of the University, including trusts and endowments, and research, development, consultancy, commercial activities and other services undertaken for commercial organisations or public bodies;
- developing guidelines (if any) concerning the carrying out of commercial activities, finance and property matters, or any other related matter;
- overseeing the management of the property, finances and business affairs of the University, such as risk management across the University, including its commercial activities;
- any other powers and functions conferred on it by or under legislation or any university statute or regulation; and
- the power to do anything else necessary or convenient to be done for or in connection with its powers and functions.

The University Council has a range of powers and functions that it can exercise directly, including the following:

- appointing the Vice-Chancellor, who is the chief executive officer of the University and responsible for the conduct of the University’s affairs in all matters;
- determining the composition of borrowings within the parameters set by the State Government;
- approving the University’s budget for a financial year, incorporating total revenue and the planned revenue sources, including planning the mix between teaching, research and commercial activities, the fees and charges to apply to those activities, and the type and value of government grants desired;
- determining the course mix and target student mix, such as vocational, undergraduate, graduate and executive courses, on-campus or distance learning, and local and international students;
- appointing staff and determining their terms and conditions;

- deciding whether to operate through multiple campuses and how to utilise the University's infrastructure; and
- making university regulations with respect to any matter relating to the University.

The University Council has delegated the day-to-day management responsibilities and other functions to the University's executive and other senior staff in order to be able to focus on the broader policy and strategic issues.

The State Minister for Education has the following powers and functions as part of the Minister's role in the State Government:

- fixing the remuneration and fees to be paid to University Council members who are not full-time staff of the University or holders of statutory office;
- approving (or vetoing) University statutes and guidelines made by the University Council;
- declaring an activity to be a university commercial activity;
- making interim guidelines concerning university commercial activities and finance and property matters – these apply unless replaced by University-submitted guidelines approved by the Minister;
- in conjunction with the State Treasurer, approving the limits and conditions (eg security) for University borrowings;
- approving (or vetoing) the disposal of land that was previously Crown land granted to the University;
- requesting commercial and financial reports from the University;
- referring a university commercial activity or any aspect thereof to the auditor-general for investigation; and
- ensuring that the University complies with certain rights specified in State Government grants provided to the University – some of the grants are required to be repaid if not applied as specified.

Based on the facts and circumstances above, as the State Government has determined that it does not control the University, it is unlikely that the State Minister for Education, as the executor of the State Government's powers, is a member of the key management personnel of the University, as the evaluation of control includes an assessment of the State Government's ability to direct the activities that most significantly affect the University's outcomes. The State Minister's powers and functions (provided to the position) may restrict the way in which the University operates, but do not of themselves give the State Minister authority and responsibility for the activities of the University.

Rather, based on the facts and circumstances above, it is the University Council (who are akin to a board of directors, with the Chancellor akin to a non-executive chairman) and the University's executive and other senior staff who have the authority and responsibility for planning, directing and controlling the activities of the University.

The purpose of this Example is to assist entities with the identification of key management personnel of a not-for-profit public sector entity. However, an entity should also consider whether the State Minister for Education, or the State Government, will otherwise meet the definition of a related party of the University (see paragraph 9 of the Standard).

Example 4

The LMN local government (the Council) is a local government entity created under a State's Local Government Act (the Act) and is subject to a wide range of State Government regulatory powers. The interest of the State Government in the activities of the Council is primarily to ensure that the general objectives set out in the Act are being achieved or furthered. The State Government's rights in respect of the Council are held primarily by the State Minister for Local Government. These rights allow the State Government (via the State Minister for Local Government) to advise or guide the Council in its activities, or under particular circumstances, to intervene in the activities of the Council.

Minister X is the State Minister for Local Government. The Minister administers their portfolio through the Local Government branch of the State Department of Transport, Planning and Local Infrastructure (the Department). As part of the Minister's role and responsibilities, Minister X is responsible for:

- the scrutiny of councils, including municipal boundaries;
- making recommendations for allocation of project grants to local governments for projects;
- overseeing tendering processes for council services;
- ensuring the concerns of local governments are communicated to the State Cabinet; and
- the coordination of council community and infrastructure work at a State level.

The Council's primary objective is to achieve the best outcomes for the local community over the long term. The Council is empowered by the Act to do all things necessary and convenient for the achievement of its objectives and the performance of its functions, subject to any limitations under the Act or any other legislation.

The Council is administered by 10 councillors, who are elected directly by the local community in periodic elections. The Council's functions include raising revenue to fund its functions and activities, and planning for and providing services and facilities (including infrastructure) for the local community. In carrying out its functions, the Council undertakes a wide range of activities including the imposition of rates and charges upon constituents, and the provision without charge of services such as parks and roads. The day-to-day operations of the Council are carried out by council staff under the direction of its elected councillors.

The State Government has determined that it does not control the Council.

Based on the facts and circumstances above, Minister X is not a member of the key management personnel of the Council, as the Minister's role does not extend to having the authority and responsibility for planning, directing and controlling the activities of the Council itself. Having concluded that the State Government does not control the Council, Minister X's role as executor of the State Government's powers and rights over the Council cannot of itself enable Minister X to meet the definition of key management personnel of the Council. Rather, in this example, it is the councillors and senior council staff who have the authority and responsibility for the activities of the Council (similar to a board of directors and senior management of a company).

The purpose of this Example is to assist entities with the identification of key management personnel of a not-for-profit public sector entity. However, an entity should also consider whether Minister X, or the State Government, will otherwise meet the definition of a related party of the Council (see paragraph 9 of the Standard).

Example 5

Minister E, the State Minister for Education, Minister F, the State Minister for Children and Early Childhood, and Minister G, the State Minister for Higher Education and Skills, administer their portfolios wholly through the State Department of Education (the Department), a controlled entity of the State Government.

The day-to-day operations of the Department are managed by an Executive Board comprising the Secretary of the Department and the head of each of the Department's divisions. The Executive Board is the governance and decision-making body for the Department accountable for the:

- strategic direction and leadership of the Department;
- management of the Department;
- decision-making and risk management;
- monitoring and evaluation of the Department's activities; and
- compliance and stakeholder management.

The Department reports to the three Ministers, separately or jointly as appropriate to the nature of the Ministers' portfolio. The Ministers are jointly accountable to Parliament for the actions of the Department.

Based on the facts and circumstances above, Minister E, Minister F and Minister G, and the members of the Executive Board are members of the key management personnel of the Department as they have the authority and responsibility for planning, directing and controlling the activities of the Department. The Ministers' roles are akin to that of directors in a company, even though each has responsibility only to the extent of their respective portfolios, as they discharge their roles and responsibilities regarding the Department and are ultimately responsible for the performance of the Department.

Example 6

Statutory authority SLA is a statutory authority of the State Government tasked with providing legal information, advice and representation to financially disadvantaged residents of the State. As a statutory authority, SLA was established under its own enabling legislation, which sets out its functions, powers and responsibilities. Its remit is such that it generally operates independently of any governmental direction or influence.

SLA is funded by the State Government to undertake state law matters. The State Government may specify areas to which certain of the funds granted should be allocated. SLA is a controlled entity of the State Government.

The execution and authority for the day-to-day operations of SLA are the responsibility of its executive management team, who report to the Board of SLA. The Board is the statutory authority's governing body and is responsible for

managing SLA and ensuring that its objectives are achieved. The Board is responsible for deciding SLA's priorities and strategies, leading its policy direction and ensuring its sound and prudent financial management. Board members are appointed by the State Governor in Council, on advice of the State Minister for Justice.

SLA is accountable to the State Government for the delivery of legal assistance services. As a statutory authority, the Board of SLA reports to the State Minister for Justice, who is responsible to Parliament for the oversight of statutory authorities within the Minister's portfolio.

SLA's enabling legislation provides that the Board must:

- if asked by the State Minister for Justice, give the Minister a report on any issue relevant to its functions, other than about legal assistance for a particular person; and
- act upon a written direction given by the State Minister for Justice about the performance of SLA's functions or exercise of its powers, and its policies, priorities or guidelines, including priorities in legal assistance funding. The direction cannot be about giving legal assistance to a particular person.

While SLA generally operates independently of any governmental direction or influence, from time to time, the State Minister for Justice has requested various reports and required SLA to act as directed.

Based on the facts and circumstances above, the Board and executive management team of SLA are members of the key management personnel of the entity, as they ultimately have the authority and responsibility for planning, directing and controlling the activities of the entity. In this fact pattern, the State Minister for Justice is also a member of the key management personnel of SLA, as the powers vested in the Minister's role also give the Minister authority and responsibility for planning, directing and controlling the activities of the entity, as SLA is required to act in accordance with the Minister's written directions (which may relate to SLA's execution of its remit).

The purpose of this Example is to assist entities with the identification of key management personnel of a not-for-profit public sector entity. However, consideration should also be given to whether the State Government is a related party of SLA (see paragraph 9 of the Standard).

Key management personnel compensation

- IG7 In the public sector, Ministers are normally compensated through one or more central government agencies or authorities. In relation to not-for-profit public sector entities, the central government agency typically operates as a management entity for the purposes of applying paragraph 17A of the Standard.
- IG8 Paragraph 18A of the Standard requires disclosure of amounts incurred by the entity preparing general purpose financial statements for the key management personnel services that are provided by a separate management entity. No disclosure is required to comply with the requirement in paragraph 18A where an entity is not obligated to reimburse the management entity for key management personnel services it has obtained.

Related party transactions

- IG9 Paragraph 18 of the Standard requires an entity to disclose information about transactions that have occurred between the entity and its related parties, including transactions between the entity and its key management personnel or key management personnel of the entity's parent, that is necessary for users to understand the potential effect of the relationship on the financial statements.
- IG10 Ministers, councillors and other senior public servants may qualify as a related party of a public sector entity under one or more of the criteria set down in paragraph (a) in the definition of 'related party' in AASB 124. For example, a Minister who is a member of the key management personnel of the Commonwealth or State government is, under the definition of 'related party', a related party not only of the Commonwealth or State government consolidated entity but also of each controlled entity of that government (see Example 2 in paragraph IG6). In such instances, the Standard requires the controlled government entity to disclose related party transactions with that Minister which are necessary to meet the objective noted in paragraph 1 of the Standard, whether or not the Minister has responsibility for the entity.
- IG11 A related party transaction is a transfer of resources, services or obligations between an entity and its related party, regardless of whether a price is charged. In the not-for-profit public sector, many entities are likely to engage frequently with persons who are a related party of that entity in the course of delivering the entity's public service objectives, including the raising of funds (for example, rates and taxes) to meet those objectives. These related party transactions often occur on terms and conditions no different to those applying to the general public (for example, the Medicare rebate or public school fees). A not-for-profit public sector entity may determine that information about related party transactions occurring during the

course of delivering its public service objectives and which occur on no different terms to that of the general public is not material for disclosure in its general purpose financial statements and accordingly need not be disclosed. Guidance relevant to an entity's assessment of the materiality of a disclosure to its general purpose financial statements is included in AASB 101 *Presentation of Financial Statements* and AASB 108 *Accounting Policies, Changes in Accounting Estimates and Errors*. The factors described in paragraph 27 of the Standard may also assist an entity in making this determination.

IG12 Examples 7–8 describe different types of related party transactions that may occur between not-for-profit public sector entities and their related parties:

Example 7

Councillor P is a member of the key management personnel of the LMN local government (the Council). The Council's functions include raising revenue to fund its functions and activities, and planning for and providing services and facilities (including infrastructure) for the local community. In carrying out its functions, the Council undertakes a wide range of activities including the imposition of rates and charges upon constituents, and the provision without charge of services such as parks and roads.

Councillor P is a ratepayer residing within the Council's constituency. As such, Councillor P takes advantage of the availability of free public access to local parks and libraries. Councillor P also used the swimming pool at the Council's Recreation Centre twice during the financial year, paying the casual entry fee applicable to the general public each time. The recreation centre has approximately 20,000 visitors each financial year.

All of the transactions described above between the Council and Councillor P are related party transactions of the Council considered for disclosure in the Council's general purpose financial statements. Based on the facts and circumstances described, the Council may determine that these transactions are unlikely to influence the decisions that users of the Council's financial statements make having regard to both the extent of the transactions, and that the transactions have occurred between the Council and Councillor P within a public service provider/ taxpayer relationship.

Example 8

Minister Z, the State Minister for Planning, has responsibility for a range of functions and, in certain circumstances, has the power to intervene on matters associated with planning and heritage processes. Minister Z is a member of the key management personnel of State Government H.

Entity MED is a controlled entity of State Government H, and operates within the State Health sector. Entity MED is currently seeking State development approval for a potentially contentious new building.

Around this time, Entity MED enters into a contract with Entity STU, an entity wholly-owned and controlled by a close member of Minister Z's family for Entity STU to provide cleaning services at various current and future Entity MED locations, including the new building when completed. The cleaning contract was won by Entity STU in an open tender. Minister Z has declared information about the contract to provide cleaning services to Cabinet and it is included as part of the Minister's Register of Members' Interests. During the reporting period, Entity STU rendered services of \$50,000 to Entity MED. No amounts remain outstanding at Entity STU's reporting date. Entity MED assesses the cleaning services rendered to be a material component of its total operating expenses.

Entity STU is a related party of Entity MED in accordance with the definition of a related party in paragraph 9 of the Standard. The provision of \$50,000 cleaning services by Entity STU to Entity MED described above is a related party transaction of Entity MED as there has been a transfer of services and resources between Entity MED and Entity STU. Based on the facts and circumstances described, management of Entity MED may determine that information about the transaction is material for disclosure in its general purpose financial statements as there has been a transfer of resources occurring other than as a result of a public service provider/ taxpayer relationship between related parties and the amount of the transaction is material to Entity MED.

The provision of \$50,000 cleaning services by Entity STU to Entity MED described above is also a related party transaction of State Government H as Minister Z is a member of the key management personnel of State Government H and Entity MED is a controlled entity of State Government H. State Government H should separately assess whether the related party transaction is material for disclosure in the whole-of-government financial statements.

Government-related entities

- IG13 Paragraph 25 of the Standard provides a limited exemption from the disclosure requirements of paragraph 18 for government-related entities, subject to the alternative disclosures in paragraph 26 of the Standard. An entity considers, on balance, the range of factors included in paragraph 27, as well as any additional relevant factors, in determining the extent of the disclosure required by paragraph 26(b). In some instances, the presence of a single factor identified in paragraph 27 will not be sufficient to inform the entity of the level of individual or collective significance of the transaction. For example, a requirement of legislation to report on various transactions to Parliament may not of itself inform a not-for-profit public sector entity of the significance of a transaction to itself where the entity's objective is to carry out such transactions, and consequently, the entity should also have regard to other factors in forming its assessment of the significance of the transaction. In other instances, a single factor may be adequate to establish the extent of the significance of the transaction to the entity.
- IG14 Individually significant transactions would normally form a small subset, by number, of the total related party transactions of the entity. Paragraph IE3 in the Illustrative Examples accompanying the Standard provides examples of disclosure to comply with paragraph 26(b).

Illustrative examples

The following examples accompany, but are not part of, AASB 124 Related Party Disclosures. They illustrate:

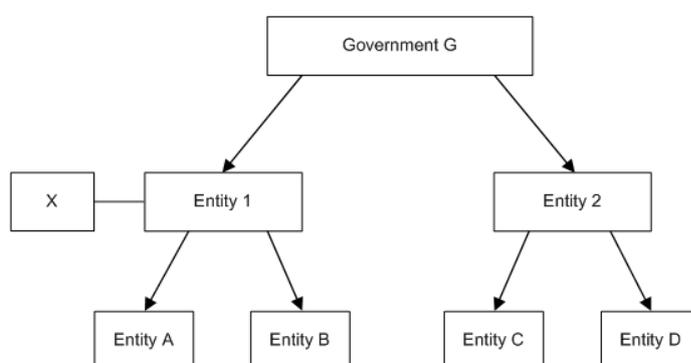
- the partial exemption for government-related entities; and
- how the definition of a related party would apply in specified circumstances.

In the examples, references to 'financial statements' relate to the individual, separate or consolidated financial statements.

Partial exemption for government-related entities

Example 1 – Exemption from disclosure (paragraph 25)

IE1 Government G directly or indirectly controls Entities 1 and 2 and Entities A, B, C and D. Person X is a member of the key management personnel of Entity 1.



IE2 For Entity A's financial statements, the exemption in paragraph 25 applies to:

- transactions with Government G; and
- transactions with Entities 1 and 2 and Entities B, C and D.

However, that exemption does not apply to transactions with Person X.

Disclosure requirements when exemption applies (paragraph 26)

IE3 In Entity A's financial statements, an example of disclosure to comply with paragraph 26(b)(i) for **individually** significant transactions could be:

Example of disclosure for individually significant transaction carried out on non-market terms

On 15 January 20X1 Entity A, a utility company in which Government G indirectly owns 75 per cent of outstanding shares, sold a 10 hectare piece of land to another government-related utility company for CU5 million.² On 31 December 20X0 a plot of land in a similar location, of a similar size and with similar characteristics, was sold for CU3 million. There had not been any appreciation or depreciation of the land in the intervening period. See note X [of the financial statements] for disclosure of government assistance as required by AASB 120 *Accounting for Government Grants and Disclosure of Government Assistance* and notes Y and Z [of the financial statements] for compliance with other relevant Australian Accounting Standards.

² In these examples monetary amounts are denominated in 'currency units (CU)'.

Example of disclosure for individually significant transaction because of size of transaction

In the year ended December 20X1 Government G provided Entity A, a utility company in which Government G indirectly owns 75 per cent of outstanding shares, with a loan equivalent to 50 per cent of its funding requirement, repayable in quarterly instalments over the next five years. Interest is charged on the loan at a rate of 3 per cent, which is comparable to that charged on Entity A's bank loans.³ See notes Y and Z [of the financial statements] for compliance with other relevant Australian Accounting Standards.

Example of disclosure of collectively significant transactions

In Entity A's financial statements, an example of disclosure to comply with paragraph 26(b)(ii) for **collectively** significant transactions could be:

Government G, indirectly, owns 75 per cent of Entity A's outstanding shares. Entity A's significant transactions with Government G and other entities controlled, jointly controlled or significantly influenced by Government G are [a large portion of its sales of goods and purchases of raw materials] or [about 50 per cent of its sales of goods and about 35 per cent of its purchases of raw materials].

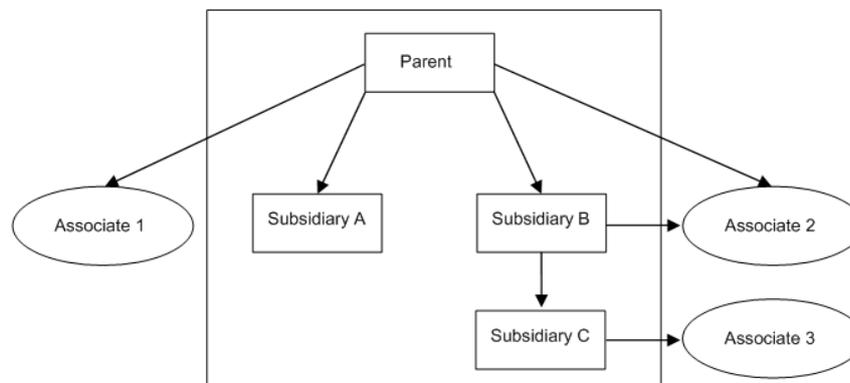
The company also benefits from guarantees by Government G of the company's bank borrowing. See note X [of the financial statements] for disclosure of government assistance as required by AASB 120 *Accounting for Government Grants and Disclosure of Government Assistance* and notes Y and Z [of the financial statements] for compliance with other relevant Australian Accounting Standards.

Definition of a related party

The references are to subparagraphs of the definition of a related party in paragraph 9 of AASB 124.

Example 2 – Associates and subsidiaries

- IE4 Parent entity has a controlling interest in Subsidiaries A, B and C and has significant influence over Associates 1 and 2. Subsidiary C has significant influence over Associate 3.



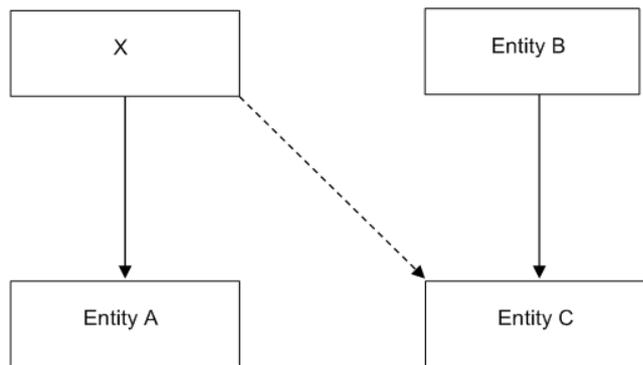
- IE5 For Parent's separate financial statements, Subsidiaries A, B and C and Associates 1, 2 and 3 are related parties. [Paragraph 9(b)(i) and (ii)]
- IE6 For Subsidiary A's financial statements, Parent, Subsidiaries B and C and Associates 1, 2 and 3 are related parties. For Subsidiary B's separate financial statements, Parent, Subsidiaries A and C and Associates 1, 2 and 3 are related parties. For Subsidiary C's financial statements, Parent, Subsidiaries A and B and Associates 1, 2 and 3 are related parties. [Paragraph 9(b)(i) and (ii)]
- IE7 For the financial statements of Associates 1, 2 and 3, Parent and Subsidiaries A, B and C are related parties. Associates 1, 2 and 3 are not related to each other. [Paragraph 9(b)(ii)]

³ If the reporting entity had concluded that this transaction constituted government assistance it would have needed to consider the disclosure requirements in AASB 120.

IE8 For Parent’s consolidated financial statements, Associates 1, 2 and 3 are related to the Group. [Paragraph 9(b)(iii)]

Example 3 – Key management personnel

IE9 A person, X, has a 100 per cent investment in Entity A and is a member of the key management personnel of Entity C. Entity B has a 100 per cent investment in Entity C.



IE10 For Entity C’s financial statements, Entity A is related to Entity C because X controls Entity A and is a member of the key management personnel of Entity C. [Paragraph 9(b)(vi)–(a)(iii)]

IE11 For Entity C’s financial statements, Entity A is also related to Entity C if X is a member of the key management personnel of Entity B and not of Entity C. [Paragraph 9(b)(vi)–(a)(iii)]

IE12 Furthermore, the outcome described in paragraphs IE10 and IE11 will be the same if X has joint control over Entity A. [Paragraph 9(b)(vi)–(a)(iii)] (If X had only significant influence over Entity A and not control or joint control, then Entities A and C would not be related to each other.)

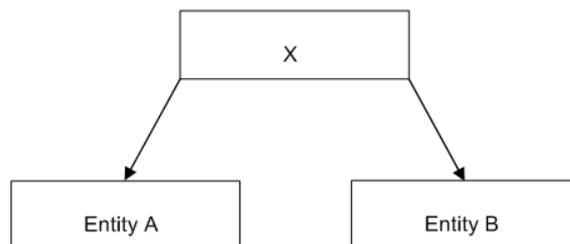
IE13 For Entity A’s financial statements, Entity C is related to Entity A because X controls A and is a member of Entity C’s key management personnel. [Paragraph 9(b)(vii)–(a)(i)]

IE14 Furthermore, the outcome described in paragraph IE13 will be the same if X has joint control over Entity A. The outcome will also be the same if X is a member of key management personnel of Entity B and not of Entity C. [Paragraph 9(b)(vii)–(a)(i)]

IE15 For Entity B’s consolidated financial statements, Entity A is a related party of the Group if X is a member of key management personnel of the Group. [Paragraph 9(b)(vi)–(a)(iii)]

Example 4 – Person as investor

IE16 A person, X, has an investment in Entity A and Entity B.

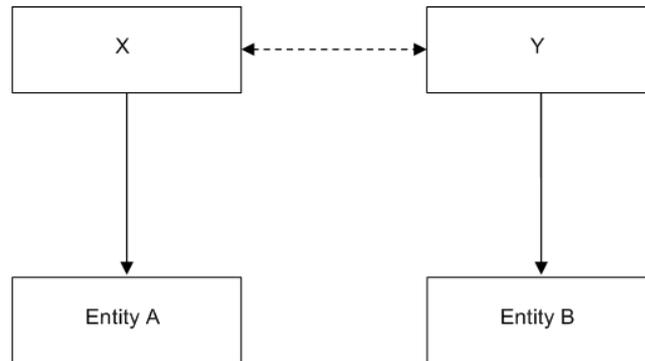


IE17 For Entity A’s financial statements, if X controls or jointly controls Entity A, Entity B is related to Entity A when X has control, joint control or significant influence over Entity B. [Paragraph 9(b)(vi)–(a)(i) and 9(b)(vii)–(a)(i)]

- IE18 For Entity B’s financial statements, if X controls or jointly controls Entity A, Entity A is related to Entity B when X has control, joint control or significant influence over Entity B. [*Paragraph 9(b)(vi)–(a)(i) and 9(b)(vii)–(a)(ii)*]
- IE19 If X has significant influence over both Entity A and Entity B, Entities A and B are not related to each other.

Example 5 – Close members of the family holding investments

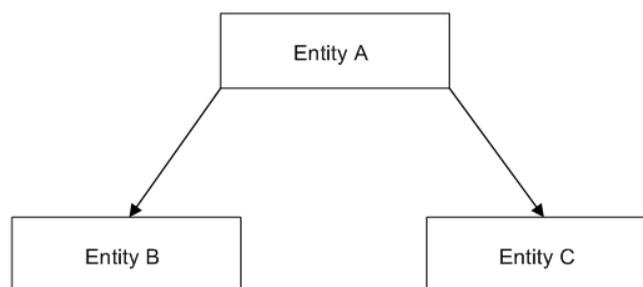
- IE20 A person, X, is the domestic partner of Y. X has an investment in Entity A and Y has an investment in Entity B.



- IE21 For Entity A’s financial statements, if X controls or jointly controls Entity A, Entity B is related to Entity A when Y has control, joint control or significant influence over Entity B. [*Paragraph 9(b)(vi)–(a)(i) and 9(b)(vii)–(a)(ii)*]
- IE22 For Entity B’s financial statements, if X controls or jointly controls Entity A, Entity A is related to Entity B when Y has control, joint control or significant influence over Entity B. [*Paragraph 9(b)(vi)–(a)(i) and 9(b)(vii)–(a)(ii)*]
- IE23 If X has significant influence over Entity A and Y has significant influence over Entity B, Entities A and B are not related to each other.

Example 6 – Entity with joint control

- IE24 Entity A has both (i) joint control over Entity B and (ii) joint control or significant influence over Entity C.



- IE25 For Entity B’s financial statements, Entity C is related to Entity B. [*Paragraph 9(b)(iii) and (iv)*]
- IE26 Similarly, for Entity C’s financial statements, Entity B is related to Entity C. [*Paragraph 9(b)(iii) and (iv)*]

Deleted IAS 24 text

Deleted IAS 24 text is not part of AASB 124.

- 28 An entity shall apply this Standard retrospectively for annual periods beginning on or after 1 January 2011. Earlier application is permitted, either of the whole Standard or of the partial exemption in paragraphs 25–27 for government-related entities. If an entity applies either the whole Standard or that partial exemption for a period beginning before 1 January 2011, it shall disclose that fact.
- 28A IFRS 10, IFRS 11 *Joint Arrangements* and IFRS 12, issued in May 2011, amended paragraphs 3, 9, 11(b), 15, 19(b) and (c) and 25. An entity shall apply those amendments when it applies IFRS 10, IFRS 11 and IFRS 12.
- 28B *Investment Entities* (Amendments to IFRS 10, IFRS 12 and IAS 27), issued in October 2012, amended paragraphs 4 and 9. An entity shall apply those amendments for annual periods beginning on or after 1 January 2014. Earlier application of *Investment Entities* is permitted. If an entity applies those amendments earlier it shall also apply all amendments included in *Investment Entities* at the same time.
- 29 This Standard supersedes IAS 24 *Related Party Disclosures* (as revised in 2003).

Basis for Conclusions on AASB 2015-6

This Basis for Conclusions accompanies, but is not part of, AASB 124. The Basis for Conclusions was originally published with AASB 2015-6 Amendments to Australian Accounting Standards – Extending Related Party Disclosures to Not-for-Profit Public Sector Entities.

Background

- BC1 This Basis for Conclusions summarises the Australian Accounting Standards Board’s considerations in deciding to extend the scope of AASB 124 *Related Party Disclosures* (December 2009) to the not-for-profit public sector. Individual Board members gave greater weight to some factors than to others.
- BC2 The first version of AASB 124, AASB 124 *Related Party Disclosures* (July 2004), applied explicitly to general purpose financial statements of companies and other for-profit entities. The December 2005 and subsequent versions of AASB 124 specifically exempt not-for-profit public sector entities from applying AASB 124. This exemption was provided on the grounds of practicability, including the number of intra-government transactions.
- BC3 The Board received representations from constituents that the disclosure of relevant related party information is a critical element of accountability in the public sector. A key example is information relating to key management personnel of public sector entities, the disclosure of which is not required under current Australian Accounting Standards.
- BC4 Following requests from its constituents to review IAS 24 *Related Party Disclosures*, the International Accounting Standards Board (IASB) made amendments to simplify the definition of ‘related party’ and, to ease concerns about practicability, provide a partial exemption from the disclosure requirements for entities that are related by virtue of being controlled, jointly controlled or significantly influenced by the same government. The Board incorporated the revised IAS 24 into AASB 124 (December 2009). The Board noted that this version of AASB 124 provides a more appropriate basis for application by not for profit public sector entities than the previous versions, as transactions between government-related entities of the same jurisdiction are exempted partially from disclosure.
- BC5 Therefore, in furtherance of its policy of promulgating transaction-neutral Standards to the extent feasible, the Board initiated a project to consider issues relating to extending the scope of AASB 124 (December 2009) to not-for-profit public sector entities. The Board issued Exposure Draft ED 214 *Extending Related Party Disclosures to the Not-for-Profit Public Sector* in July 2011. ED 214 exposed for public comment the Board’s proposal to extend the scope of AASB 124 to include not-for-profit public sector entities. The ED explained the Board’s reasons for its proposals, including its considerations as to the applicability of AASB 124 to a not-for-profit public sector context. In addition, public roundtables were conducted with public sector constituents to identify concerns and implementation issues arising from the Board’s proposals.
- BC6 In finalising its proposals that not-for-profit public sector entities be required to apply AASB 124 unamended, the Board addressed a range of issues, including consideration of:
- (a) amending the definition of ‘key management personnel’ for such entities;
 - (b) amending the requirements to provide such entities with some relief from disclosure of ministerial compensation;
 - (c) exempting such entities from disclosing certain related party transactions with Ministers;
 - (d) not requiring general government sector (GGS) financial statements to comply with AASB 124;
 - (e) adding a public sector perspective to AASB 124, for example by inserting an alternative definition for the term ‘business’ in paragraph 5 of AASB 124; and
 - (f) extending the disclosure requirements in AASB 124 for key management personnel.
- Each of these issues and the outcome of the Board’s considerations are noted below.
- BC7 In finalising its proposals, the Board also considered constituent feedback for implementation guidance to be developed to assist not-for-profit public sector entities in applying AASB 124. The Board noted that while some information about Ministerial or senior executive compensation or related party transactions may be disclosed pursuant to other legislation or directives, the requirement to apply AASB 124 will be the first time that information about a not-for-profit public sector entity’s related parties is specified by Australian Accounting Standards for inclusion in its general purpose financial statements. Consequently,

such entities may not have previously considered challenges in implementing the Standard's requirements in a not-for-profit public sector environment. The Board considered that these entities may also have difficulty in identifying and determining the extent of the information necessary to meet the objective of AASB 124, as described in paragraph 1 of the Standard. Accordingly, the Board determined that the final amendments would include implementation guidance to assist not-for-profit public sector entities with their implementation of the Standard.

Significant issues

Definition of key management personnel

- BC8 The Board considered whether an amendment of the definition of key management personnel for the not-for-profit public sector would be necessary to facilitate a decision to remove the not-for-profit public sector exemption from AASB 124, but decided that the present definition was suitable. The AASB noted that, in a public sector context, entities should consider the facts and circumstances in assessing whether a person is a member of the key management personnel, as defined, of the entity.
- BC9 The Board considered that normally, the determination of key management personnel will be similar for entities in the public sector or the private sector. For example, a not-for-profit public sector entity will need to determine whether all, or only certain, of its senior executive service employees meet the definition of key management personnel. However, the Board acknowledged constituents' concerns that the determination of key management personnel may not be straightforward in the not-for-profit public sector given ministerial-type roles. The Board noted that it does not regard a Minister to always be a member of the key management personnel of a not-for-profit public sector entity; rather, this is dependent on the particular circumstances of the jurisdiction and of the entity. Accordingly, the Board decided to add guidance to the Standard, in the absence of a private sector analogy, to assist not-for-profit public sector entities in applying the definition of key management personnel to Ministers, as ministerial-type roles do not usually arise in a private sector context.
- BC10 The Board also noted that an entity may determine that a relevant Minister may not meet the definition of key management personnel of an entity. However, the Board observed that this did not preclude that Minister from being otherwise identified as a related party of the entity, for example, where the Minister is a member of the key management personnel of the entity's parent.

Key management personnel compensation – Ministers

- BC11 Respondents to ED 214 raised concerns that the requirements of AASB 124 pertaining to the disclosure of key management personnel compensation would be onerous if applicable to Ministers, noting also that any attribution of a Ministerial salary across entities coming under the responsibility of that Minister's portfolio would involve significant judgement.
- BC12 The Board considered whether some relief was necessary with respect to the compensation of a Minister who is a member of the key management personnel of an entity. The Board observed that Ministers are typically remunerated through Parliament via a central agency, and that a Minister's compensation, while related to their responsibilities, may not be related to services performed for any specific entity or group of entities.
- BC13 The Board noted the addition of paragraphs 17A and 18A into AASB 124 since the comment period on ED 214 closed. These paragraphs were inserted into AASB 124 by AASB 2014-1 *Amendments to Australian Accounting Standards* (June 2014) to address the disclosures that apply where members of the key management personnel are not employees of the reporting entity (see paragraphs BC51 and BC52 of IAS 24). The Board considered that these paragraphs will be of relevance to a not-for-profit public sector entity when considering the disclosure of the compensation of a Minister who has been identified as part of the key management personnel of the entity, and may alleviate the respondents' concerns noted in paragraph BC11. Accordingly, the Board decided that no amendment to AASB 124 to address the disclosure of ministerial compensation was necessary at this time. However, the Board decided to add implementation guidance to clarify the manner it considers paragraph 17A operates in relation to a Minister's compensation.

Related party transactions

- BC14 The definition of 'related party' in AASB 124 separately addresses persons and entities related to the entity preparing general purpose financial statements. The partial exemption in AASB 124 from the disclosure

requirements for government-related entities applies only in relation to those entities specified in paragraphs 25(a) and 25(b) of that Standard, and not also to persons who are related parties covered by paragraph 17 (key management personnel compensation) or paragraph 18 (transactions during the periods covered by the financial statements) of AASB 124.

- BC15 Having regard to the partial exemption for government-related entities in AASB 124, the Board considered whether providing an exemption for the disclosure of related party transactions with Ministers or local government councillors was justified by any circumstances unique to the public sector and that may not have been considered by the IASB, whose mandate is limited to for-profit entities. The Board's consideration included the role of Ministers in a government and how onerous the disclosures required under AASB 124 might be. As part of its consideration, the Board had regard to the New Zealand Accounting Standards Board's decisions relating to disclosures of related party transactions with Ministers.
- BC16 The Board observed that Ministers who are members of the key management personnel of their government would also be related parties not only of the government but also of each controlled entity of the government. Accordingly, a subsidiary government entity will be required to disclose related party transactions with Ministers who may have no responsibility for the entity to the extent the disclosures are considered material, from the entity's perspective, for disclosure. For example, the Board noted that in Example 1 of the Illustrative Examples accompanying AASB 124, Entities 1-, 2, A, B, C and D will be required to disclose in their financial statements related party transactions between a Minister who is a member of the key management personnel of Government G and the entity, even where the Minister's portfolio does not include the entity.
- BC17 The Board noted that, as is often the case with related party transactions, judgement would be required as to when transactions are material, especially when qualitative assessments are made about the nature of transactions. The Board considered situations in which key management personnel of a not-for-profit public sector entity, including Ministers or local government councillors where so identified, paid taxes, levies or other statutory charges or fees faced generally by citizens, or used public services such as state hospitals or schools. The Board does not expect, absent unusual circumstances, that the application of materiality would result in disclosure in many of these situations. In contrast, a commercial contract entered into by a Minister or local government councillor with a related public sector entity may be relevant for disclosure, similar to a commercial contract between a member of the key management personnel of a for-profit entity and the for-profit entity (for example, a contract to provide accountancy services between the entity and an entity controlled by a member of its key management personnel). Accordingly, the Board observed that a not-for-profit public sector entity would also need to apply judgement in determining the extent of information it needs to collect to meet the objective of AASB 124, as there is little value in an entity incurring significant costs to obtain data that is immaterial for disclosure. The Board noted that it would expect appropriate criteria to be identified so that information about transactions that are possibly material (for example, transactions that have occurred at a different price or volume to that applying to the general public) is captured for assessment.
- BC18 Having regard to the role of materiality, the Board decided that no specific exemption from disclosure of the related party transactions with key management personnel of a not-for-profit public sector entity, including any Ministers or local government councillors where so identified, was necessary. However, to respond to constituents' requests for clarification on the extent of disclosures required of related party transactions that occur in the not-for-profit public sector, the Board decided to add implementation guidance to AASB 124 to assist not-for-profit public sector entities in this regard.

Transactions with Ministers acting in their collective government capacity

- BC19 The Board considered whether transactions with Ministers who are related parties and who are acting in their collective government capacity would be assessed as being with the government and eligible for the partial exemption from disclosure in paragraphs 25 and 26 of AASB 124. The Board decided that such transactions were in substance transactions between the entity and the government-related entity, rather than being transactions with the Ministers in their own right, and that no clarification to the Standard was necessary in this regard (however, see also paragraphs BC20–BC22 below).

Government-related entities

- BC20 The Board noted that not-for-profit public sector entities were previously excluded from applying the Standard on grounds of practicability, including having regard to the number of intra-government transactions. In extending the Standard to apply to not-for-profit public sector entities, the Board

considered the extent of transactions for which disclosure may be necessary to comply with paragraph 26 of the Standard.

BC21 In its considerations, the Board had regard to the IASB's reasons for including the partial exemption, being to resolve concerns raised when the Standard was applied in environments where government control is pervasive. The Board noted that the IASB had indicated that it did not intend to require the entity to identify every government-related entity or to quantify in detail every transaction with such entities, as such a requirement would negate the exemption (see paragraph BC43 of IAS 24).

BC22 The Board noted that it shared the IASB's view communicated in paragraph BC45 of IAS 24. Paragraph BC45 of IAS 24 states:

BC45 The Board noted that this requirement should not be too onerous for the reporting entity because:

- (a) individually significant transactions should be a small subset, by number, of total related party transactions;
- (b) the reporting entity should know what those transactions are; and
- (c) reporting such items on an exceptional basis takes into account cost-benefit considerations.

Nevertheless, the Board decided to add implementation guidance to the Standard to respond to constituent concerns about the extent of disclosure required by paragraph 26.

Other issues

Applicability to the general government sector

BC23 Respondents to the Exposure Draft sought clarification as to whether related party disclosures would be required in general purpose financial statements of entities in the general government sector (GGS). The Board noted the requirements in AASB 1049 *Whole of Government and General Government Sector Financial Reporting* for GGS and whole of government financial statements to be made available at the same time and, if presented separately, to be cross-referenced to each other. The Board also noted that there may be considerable overlap between the related party disclosures for the GGS and whole of government financial statements, and that exempting GGS entities from the scope of the Standard may reduce complexity and duplication of disclosures.

BC24 The Board noted that the issue of related party disclosures by subsidiary entities is also relevant to for-profit entities, and considered that related party disclosures for the GGS entity need not be the same as the disclosures for the whole-of-government or other public sector entities. Accordingly, the Board decided that GGS financial statements should not be exempt from complying with the Standard.

Public sector perspective

BC25 The Board considered whether amendment was necessary to AASB 124, for example, to paragraphs 5 and 27, to add a public sector perspective to the Standard. The Board decided that amendment was not necessary in this regard and that the addition of limited implementation guidance in respect of not-for-profit public sector entities would provide a sufficient public sector perspective to the Standard.

BC26 For example, the Board considered whether an alternative definition (to that in Appendix A of AASB 3 *Business Combinations*) for the term 'business' in paragraph 5 of AASB 124 was necessary. The Board decided that an alternative definition is not required, which is consistent with its decision when it reissued AASB 3 in March 2008. In the Board's view, the term 'business' can be read broadly. In particular, the phrase "lower costs or other economic benefits directly to investors or other owners, members or participants" in the definition of 'business' in AASB 3 is broad and can be applied by not-for-profit public sector entities.

Extending the disclosures of key management personnel of public sector entities

BC27 In finalising the amendments, the Board considered requests from some public sector constituents for additional disclosures (such as salary banding disclosures) for key management personnel in the public sector. Some constituents also queried whether additional disclosures similar to those required by section 300A of the *Corporations Act 2001* of key management personnel of listed companies should be required in respect of key management personnel of government business enterprises, based on the view

that for-profit government business enterprises should be regarded as at least as publicly accountable as such entities.

- BC28 The Board follows a policy of transaction neutrality in the requirements in Standards. Therefore, the Board decided not to require any compensation or other related party disclosures for key management personnel of public sector entities in addition to those specified of key management personnel of private sector entities, including in instances where a not for profit public sector entity has availed itself of the relief in paragraph 17A of AASB 124. The Board was not convinced that there was a not for profit sector specific reason to impose disclosures that exceed the requirements for for-profit entities.

Reduced disclosure requirements

- BC29 The Board considered whether amendment was required to the reduced disclosure requirements specified in paragraph Aus1.11 for application by not-for-profit public sector entities, and decided that no amendment was necessary in this regard. Accordingly, the reduced disclosure requirements set out in AASB 124 that apply to Tier 2 not-for-profit public sector entities are the same as those applying to other Tier 2 entities.

Application date and transitional provisions

- BC30 The Board considered the application date and transitional provisions of the amendments to extend the scope of AASB 124 to include not for profit public sector entities. The Board acknowledged constituent concerns about the ability of existing systems, processes and controls to capture the information required, and requests for a lengthy transition period prior to mandatory application of the amendments.
- BC31 The Board was disinclined to unnecessarily further extend the period to which these amendments are on issue before mandatory application, having made its key decisions on the amendments in 2012, and as the finalised amendments are largely as were exposed. Further, the Board noted that Australian Implementation Guidance to AASB 10 *Consolidated Financial Statements* relating to the application of control by not-for-profit entities had been issued by the Board in October 2013. The Board also noted that the forthcoming issue of an amending standard extending the scope of AASB 124 to not-for-profit public sector entities has been signalled in its publicly available work program. Accordingly, the Board decided that the amendments should apply to annual reporting periods beginning on or after 1 July 2016.
- BC32 However, having regard to constituent concerns, the Board decided not to require comparative related party disclosures to be presented in the period of initial application of the amendments.



SNOWY MONARO
REGIONAL COUNCIL

Section 404 Report

January to June 2017

Delivery Program 2014 - 2017

Operational Plan 2017

ACTION PLANS



GREEN

At least 90% of action target achieved



AMBER

Between 70% and 90% of action target achieved



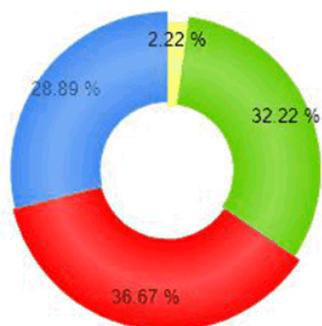
RED

Less than 70% of action target achieved



No target set

1 Sustaining Our Environment for Life



Monitor On Track Off Track No Targets Set

1.1 Ensure that Councils policy and compliance processes improve water quality and reduce sedimentation in the Region's waterways.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.15 Continue to assist across Council Departments with advice and procedures in areas relating to environmental management and protection.	Manager of Public Health & Environment	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	
ACTION PROGRESS COMMENTS: The assistance provided to other Council Departments continues to take place daily, for example, investigation of illegal dumping with the inclusion of waste services and the monitoring of water supplies by the carrying out of sampling to ensure the NSW Health Drinking water Monitoring Program is being met.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.17 Continue to lobby and advocate with agencies, catchment authorities and non government groups for programs, infrastructure or changes to legislation to protect and enhance the natural environment.	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

Council made a submission on new Biodiversity Conservation Act and staff have attended seminars on proposed changes. This is the most significant reform in this space for many years and new Act is commencing at the end of August. It will require some time to understand the implications for Council and its natural environment.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.19 Ensure enforcement, compliance policies and procedures support and facilitate measures to protect the natural environment.	Manager of Public Health & Environment	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Finalisation of staffing structure will allow allocation of resources to priority actions and areas where the natural environment is most vulnerable.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.20 Ensure that the local planning framework protects water quality and biodiversity.	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

Relevant clauses in LEPs. Requires ongoing enforcement in DAs and compliance actions. Protection of water quality and biodiversity will be addressed in new planning strategies and LEP and DCP. Identification and protection of biodiversity corridors has been identified as an objective in the South East & Tablelands Regional Plan. The new Biodiversity Conservation Act to commence in August 2017 will have implications for the local planning framework in regards to biodiversity protection.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.21 Implement water quality protection measures through Council's development assessment and approval processes.	Manager Development Assessment	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Council officers take into consideration the impact of development on water quality. This includes the referral of development applications to DPI Water where required.

1.2 Ensure Council's Water and Sewer operational practices improve and enhance water quality.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.16 Continue to implement the Liquid Waste program.	Liquid Trade Waste Officer	In Progress	01-Jul-2016	30-Jun-2017	25.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Program for former SRSC continuing, to be confirmed if program is to be extended to other areas.
 Further to the program for former SRSC Liquid Trade Waste programme. I have been committed to ongoing actions under the POEO Act which includes 1 order for Noisy Dogs, another order for the re refurbishment of rising main and pump station (Adaminaby Bowling Club) and an order for the (Adaminaby Motel)to refurbish their rising main and pump station.
 Other actions have been under the Environmental Planning and Assessment Act 1997 non compliance matters and matters under the Local Government Act 1993.
 These actions have been ongoing and will be concluded in 2017.
 Further planning will have to be implemented if the Liquid Trade Waste Program is expanded into the other former Shires (Cooma and Bombala)

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.22 Carry out Bombala capital works including preliminary design for the upgrade to the Bombala Sewerage System, upgrade Sewer Pump Station, Timor Street and Delegate & Bombala sewer mains improvement.	Water Consultant	In Progress	01-Jul-2016	30-Jun-2017	20.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Greg Searle & Gnai Ahamet are project managing the Bombala Sewage Treatment Plant preliminary scoping, design and approvals to get the project to a shovel ready position.
 Greg is putting together steps to start the process in January 2017

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.23 Carry out priority capital works on sewerage infrastructure as per the IWCM.	Water Consultant	In Progress	01-Jul-2016	30-Jun-2017	5.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Council does not have an integrated water cycle management (IWCM) plan for the Bombala and Delegate water/sewerage/stormwater systems.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.50 Undertake monitoring practices to meet regulatory requirements and environmental best practice.	Water Consultant	In Progress	01-Jul-2016	30-Jun-2017	70.00%	100.00%	 AMBER
ACTION PROGRESS COMMENTS: Monitoring of the Bombala and Delegate water supplies is being conducted in accordance with NSW Health guidelines Monitoring of the Bombala Sewage Treatment Works is being conducted in accordance with the Licence conditions.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.51 Undertake the Bombala water metre replacement program, water mains improvements and access to water treatment plant.	Water Consultant	In Progress	01-Jul-2016	30-Jun-2017	25.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: 12/1: Works completed as per this years budget, however additional planning require for future works (LN)							

1.3 Protect and enhance our catchments and waterways, through effective storm water management initiatives.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.9 Catchment modelling and design of Forbes Street stormwater drainage issues undertaken.	Works Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: To be redesigned under Bombala Streetscape Project							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.10 Ensure the adequate provision of storm water infrastructure.	Water & Wastewater Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: DCP conditions apply for all new works. Stormwater maintenance to be included in budget							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.11 Review Stormwater Management Plan for Bombala and Delegate.	Works Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: This not W&WW team. This should be passed onto Steve Baldwin							

1.4 Ensure that Council's policy, land use plan and development assessment processes consider biodiversity and natural values.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.1.1 Enforce compliance policies for the monitoring of development sites and environmentally harmful activities to the Region's biodiversity.	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: Enforced as issues arise. Currently undertaking enforcement action in the Land and Environment Court in relation to alleged breach of consent for a temporary hot mix bitumen plant. Case not expected to be resolved for some time.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.1.2 Explore establishment of Bio- char plant to utilise timber waste residue	Planning Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Initiative of the Deputy Director Service Planning in Bombala. No update provided prior to resignation but understood another use of timber waste residue has been found for the time being.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.1.3 Implement protection measures through development assessment processes to protect biodiversity and natural systems.	Manager Development Assessment	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Council officers work closely with the Office of Environment and Heritage where an application may have an impact on biodiversity and natural systems. This relationship allows for assessment to be best practice and ensures the final outcome will not unduly impact natural systems.							

1.5 Continue to control and promote the eradication of Noxious Weeds and invasive species on Rural and Urbane Lands within the Snowy River Region through education, inspections and enforcement.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.1.4 Liaise with all stakeholders to discuss weed control and develop management recommend options to reduce non-compliance across the Region in an effort to eradicate Noxious Weeds.	Noxious Weeds Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Council has hosted two quarterly meetings of the Monaro Regional Weeds Committee. This is the Section 355 Committee of Council that provides the forum by which key stakeholders provide input into local vegetation management strategies and encourages the coordination of weed management activities. The next meeting has been scheduled for October 2017 following Council elections and the reestablishment of Section 355 Committees							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.1.5 Manage all land under Council ownership, care and control to maintain their environmental values	Recreation & Property Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: All land managed in accordance with approved budget.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.1.6 Provide a Vegetation Management Program/Unit that achieves Regional Weed Strategies and statutory requirements.	Noxious Weeds Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: The Cooma branch has a full compliment of staff following two resignations in 2015-16. Inspection targets are on track, though compliance activities are down on previous years due to training requirements for new staff and the necessity to familiarise themselves with landholders and their weed control programs. New incursion weeds remain at vey low levels, while widespread weeds continue to flourish with environmental conditions suiting another good germination. Council has received reduced State Government funding in 2016-17, though continues to provide a high level of service to the community. 11/7/17 comments: SMRC Vegetation Management staff continue to progress vegetation management programs throughout the Council area amidst Council structural change and the repeal of the Noxious Weeds Act 1993 by the Biosecurity Act 2015.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.1.7 Through education programs and collaboration protect natural areas and work to rehabilitate degraded environmental areas.	Manager of Public Health & Environment	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Through liaison and partnership with NSW EPA, UMCCC, CBRJO, Local Land Services Council continues to work with these government agencies to protect our natural areas							

1.6 Ensure Council services, facilities and land holdings achieve best practice for sustainability.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.3.1.1 Achieve more efficient use of water and energy within organisation and support renewable energy initiatives.	GIS Administrator	In Progress	01-Jul-2016	30-Jun-2017	20.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: First meeting of new SMRC Green Team held in December Arranging meeting January to discuss service with Planet Footprint for monitoring energy use for all SMRC sites							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.3.1.2 Ensure Council has a safe reliable, sustainable and cost effective assets through the effective management of Facilities, Infrastructure, Plant, Motor Vehicle and Equipment Assets.	Asset Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Ongoing review							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.3.1.3 Implement recommendations of Council's property holdings review.	Assistant General Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
Last Updated: 12-Jan-2017							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.3.1.4 Develop a framework to support the preparation of a Regional comprehensive State of the Environment Report.	GIS Administrator	In Progress	01-Jul-2016	30-Jun-2017	10.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Staff members from SMRC attended regional meeting in Palerang in 2016 but no progress since then. Need to establish team in SMRC to progress SOE reporting for Council with responsibilities for combined waste/recycling, energy use, water, water quality and biodiversity.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.3.1.5 Investigate the need for the development of an Environmental Sustainability Strategy for the Region.	GIS Administrator	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Only became aware of this action in late November. Challenges of resolving issues from Corporate system upgrade at Snowy and merger of services for new council mean that this investigation has not been started though there was discussion at Green Team meeting in December.							

1.7 Provide an integrated waste management service that is socially, economically and environmentally responsible.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.1 Annual waste and recycling bin audit.	Resource & Waste Co-ordinator and Noxious Weeds Administration	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: Waste audits have been conducted in both the former Cooma-Monaro and Snowy River Shire Council areas in 2015 - further waste audits will be carried out in 2017 for the townships of Bombala, Cooma and Jindabyne - workgroup meetings have been discussing the carrying out of these audits across the region as to how many bins per area will be audited - further discussion on the audit and a date commitment to be confirmed. Due to staff shortage and heavy workloads bin audits have been deferred until later months in 2017.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.9 Develop and implement a Landfill Environment management Plan (LEMP) for Bombala and Delegate Waste Depots.	Resource & Waste Co-ordinator and Noxious Weeds Administration	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

Delegate Landfill Environmental Management Plan has been completed and adopted. The Bombala Landfill Environmental Management Plan is in the final draft stages.

Both Bombala and Delegate Planning is being revised as further infrastructure and operational planning is required to be undertaken

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.11 Efficient operation of Domestic and Commercial Recycling collection services.	Resource & Waste Co-ordinator and Noxious Weeds Administration	In Progress	01-Jul-2016	30-Jun-2017	80.00%	100.00%	 AMBER

ACTION PROGRESS COMMENTS:

Driver training in progress for side arm operations for the domestic collection service.

Commercial collections have been ongoing and with current competition council has lost some business to competition

Steve Roberts has been visiting current customers and potential new customers as well throughout the region however mostly in the Jindabyne and Cooma townships

With the introduction of the User Pays system this has seen a major increase in domestic and commercial recycling even throughout the Cooma Township this will lead to further commercial and domestic recycling education being carried out through 2017.

The new Waste Transport and Recycling Contract is currently in DRAFT form and should be ready for advertising by end of January 2017.

Waste and Recycling Management Contract has gone out for Tender with interest from approximately 5 Waste companies.

Updated educational material is currently being produced to send out to villages and rural communities informing them of what they can and cannot recycle.

2017/2018 Calendar currently being reviewed as to the format to be used.

New contractors for the region has been appointed commencing contract 1 July 2017.

Further in depth educational programs are currently being established for roll out to the Bombala/Delegate region with the changes to waste management in this area

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.12 Efficient operation of Domestic and Commercial Waste collection services.	Resource & Waste Co-ordinator and Noxious Weeds Administration	In Progress	01-Jul-2016	30-Jun-2017	99.00%	100.00%	 GREEN
<p>ACTION PROGRESS COMMENTS:</p> <p>Arcadis Consultants have been engaged to undertake a review of Resource and Waste Operational Services this report will be completed by the end of February 2017 this report will also assist Council in aligning resource and waste services across the board and will be used in line with the Waste Strategy which is also currently being updated to take in the whole of Council area.</p> <p>Council resource and waste staff continue to deliver excellent services.</p> <p>Waste working group are currently looking at the costs of providing 360ltr recycling bins to Cooma Bombala for comingled recycling this will be placed into the waste strategy for consideration in coming years.</p> <p>Commercial business has seen 15 customers cease collections and move to JJ Richards in the Jindabyne area.</p> <p>Waste working group are looking into a uniform commercial waste charge to be applied under section 501 of the act as per Bega councils policy.</p> <p>Throughout 2016 school education has been carried out successfully introducing green waste and self-composting to both Cooma North and Michelago Public Schools.</p> <p>The first combined SMRC Recycling Expo is currently in planning with what should be a great informative day.</p> <p>Further school education has taken place with great success especially in Bombala.</p> <p>Arcadis have submitted the DRAFT review for comment and comments have been sent back to Arcadis for the final report.</p> <p>Waste and Recycling Management Contract has gone out for Tender with interest from approximately 5 Waste companies. Updated educational material is currently being produced to send out to villages and rural communities informing them of what they can and cannot recycle.</p> <p>Final Report received from Arcadis - data from report will now be assessed.</p> <p>Further operational requirements are currently being looked at - with the implementation of kerbside collection for rural villages and expanded services around the townships of Cooma and Jindabyne</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.13 Ensure waste management staff are up to date with training to ensure compliance with regulations and legislation.	Resource & Waste Co-ordinator and Noxious Weeds Administration	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
<p>ACTION PROGRESS COMMENTS:</p> <p>Current updates from EPA, Mulch guidelines and CDS have been discussed and reviewed by Waste management staff.</p> <p>Mandy has report into ET for training in regards to PRIMP for supervisors x2</p> <p>Further training options will be investigated once the Council structure is in place and staff have been laterally or appointed into their positions</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.16 Investigate new technology and implement best practice in waste and recycling management.	Resource & Waste Co-ordinator and Noxious Weeds Administration	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Attended CBRJO Waste Work Group Meetings to network and gauge what is new in regards to new technology and investigate best management practices for waste. Reading appropriate literature and subscriptions to keep up to date with the changes in waste management.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.20 Sealing of the entrance, interior and road into the Jindabyne landfill	Waste Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Currently investigating prices and budget, Internal roads have been brought up to standard for sealing. CRC Grant funding has approved the use of the remaining funds approx 16k 1 Quote of \$18,128 and currently waiting for a second. Second quote has been received \$22,550 third quote to come							

1.8 Deliver cost effective and environmentally responsible Waste Management facilities.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.2 Cap and closure of Adaminaby Landfill.	Waste Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Landfill closure plan approved and submitted for milestone requirement. Tender to be prepared and completion date extended. Council waste staff attended public meetings in regards to impact on community. Scope of works currently being worked on to complete tender doc.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.3 Capping and Stormwater upgrade Jindabyne landfill	Waste Manager	In Progress	01-Jul-2016	30-Jun-2017	90.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Report in to administrator- received approval for additional funds
 Licence agreement approved by administrator.
 Dissipater will be completed by the end of Feb 2017 REF is being conducted

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.4 Conduct annual program of Household Chemical Collection.	Waste Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Jindabyne and Cooma completed
 Bombala did not hold a chemical cleanout day due to lack of budget, Waste will address this in the 2017/2018 budget.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.5 Construct Community Recycling Centre for hard to dispose of waste and recyclables	Resource & Waste Co-ordinator and Noxious Weeds Administration	In Progress	01-Jul-2016	30-Jun-2017	99.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Council has currently two Community Recycling Centre (CRC) projects in the processes of being finalised -

Jindabyne CRC has completed construction and is in "Soft Opening" stage and awaiting notification of Hard Opening by the Minister of NSW Environment and Heritage.

Cooma Landfill CRC Cooma is now in "Soft Opening" with official opening with John Barilaro 1 May 2017

May 1 2017 - Cooma CRC has now been officially opened for business and has been received very well by the community. Further community education will now be undertaken to ensure that the message is reached that disposal of household paints etc can now be disposed of for free.

Both Cooma and Jindabyne CRC sites are now up and operational and as Cooma CRC had an underspend of grant funding of \$23k Environmental Trust has agreed that the money can be spent on a mobile CRC which will service rural and remote areas of the region. This project should be completed by October 2017.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.10 Efficient and compliant operation of Councils Waste facilities.	Resource & Waste Co-ordinator and Noxious Weeds Administration	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
<p>ACTION PROGRESS COMMENTS: Currently investigating compliance for Bombala landfill, Delegate landfill, Risk assessments to be done to determine highest priority work (Matt Cross and D Lucas) completed.</p> <p>Aligning water testing procedure and paper work (James and Dave) Alignment of water testing and PRIMP dates across all sites Intermediate cover has been applied to comply with EPA solid waste guidelines. Further work details are required to be undertaken on both sites Further investigation and planning is required</p> <p>WHS risk assessments and Safe Work NSW assessments have been carried out on the Bombala and Delegate sites - planning and implementation will now commence.</p> <p>Updating of licensed site PIRMPs to be undertaken and further consultation with the EPA in regards to ensuring that all sites meet requirements.</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.21 Undertake identified improvements at Bombala Waste Depot.	Resource & Waste Co-ordinator and Noxious Weeds Administration	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
<p>ACTION PROGRESS COMMENTS: Landfill cell has had clean soil pushed over the entire area to a depth of 100 mm to prevent the occurrence of windblown litter.</p> <p>12/1: Management plan currently been prepared to identify prioritise of works to be completed (LN)</p>							

1.9 Community education to promote practices which minimise waste.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.6 Continue public recycling expo as a part of National Recycling Week Activities	Waste Management Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	
<p>ACTION PROGRESS COMMENTS: Event scheduled for 25 February 2016 with activities in both Jindabyne and Cooma</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.7 Continue to support Cooma Litter Pickers.	Resource & Waste Co-ordinator and Noxious Weeds Administration	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

The litter pickers are an active community group that volunteer their time to collect litter around the township on occasion throughout the year. Council support the litter pickers by means of supplying hand held litter grabbers and bags and then collect the collected waste from various collection points and also supplying light refreshments at the end of their collection day. The litter pickers assisted with Keep Australia Day activities in March 2017.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.8 Develop and distribute waste and recycling booklet.	Waste Management Officer	In Progress	01-Jul-2016	30-Jun-2017	90.00%	100.00%	

ACTION PROGRESS COMMENTS:

In final proof stages at 4/7/17 - to be available for collection from council offices and facilities in July 2017.
 This booklet developed as part of resource and waste collection calendar during last quarter of the year.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.14 Increase material diverted from landfill to the Second Chance Facility through promotion, education and resident participation	Waste Management Officer	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

Using events like Garage Sale Trail and Recycling Week Expo to promote Second Chance and ScrapMart buyback facilities, including giving away "Scrapmart \$" at these events. Adding signage at weighbridge. Increasing advertising through Council News and Did You Know's on Facebook.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.15 Install 'Illegal Dumping' signage in areas identified as hotspots for illegal dumping in partnership with NSW EPA.	Manager of Public Health & Environment	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	

ACTION PROGRESS COMMENTS:

Signs have been installed in Hotspot areas with additional signage in storage for newly identified dumping areas as they arise.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.17 Keep Australia Beautiful Environmentors program delivered to Schools throughout the Region.	Waste Management Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Environmentors visited SRSC schools in April 2016 and visited 15 primary schools across all SMRC (Jindabyne, Berridale, Dalgety, Adaminaby, Bombala, Cooma, Bredbo, Jerangle, Nimmitabel, Michelago) in April 2017 - June 2017.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.18 Participate and develop strategies for waste minimisation and landfill diversion with the CBRJO Resource Recovery Working Group	Waste Management Officer	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

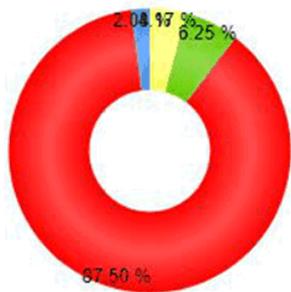
Meeting quarterly at Queanbeyan - Palerang Regional Council

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.19 Provide waste and recycling education at community events	Waste Management Officer	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

Communication strategy is being developed. Education Programs completed at local schools in April and June 2017. Info stalls with Council staff at Flowing Festival and Regional Show Days planned. Info displays, performances and educational programs are included at the RRR Expo 25 February 2017.

2 Expanding Connections Within the Region and Beyond



Monitor On Track Off Track No Targets Set

2.1 Support and promote sustainable integrated transport services into the Region.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.1.1 Continue to liaise with air service providers to maintain a year-round service to the Region.	Assistant General Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.1.2 Ensure Jindabyne ALA is maintained at a standard suitable to meet the demands of current and future emergency service and recreational needs review and recommend options to transfer ownership and best utilise the land.	Property Officer	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Negotiation with the Jindabyne Aero Club with respect to the sale of the ALA is ongoing.
 Report to go to Council to determine sale price.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.1.3 Participate and lobby through CBRJO.	Manager Operations	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Attended CBRJ Infrastructure Working Party Meeting 29 November 2016							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.1.5 Continue to look for further opportunities for both passenger and goods transport links to and from the Region.	Assistant General Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED

2.2 Expand the provision and accessibility of community transport services to eligible groups.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.1.4 Continue to develop and deliver a viable, efficient and accessible community transport service.	Community Care Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Community Transport continues to see an increase need for funded services with consistent increases in client numbers across all funding streams. Community Transport has continued to develop networks with community groups to provide transport to meet their needs. Youth transport has increased with Community Transport providing transport to representative sporting activities and other youth social outing at various locations. Most of these outings have been completed by local bus companies ensuring we are supporting local businesses.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.1.6 Prioritise and implement connections by implementing Pedestrian Access and Mobility Plans (PAMPs)	Manager Operations	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
<p>ACTION PROGRESS COMMENTS:</p> <p><u>Bombala:</u></p> <p><u>Cooma:</u> Cooma depot has in place a "Pedestrian Access and Mobility Plan 2013" and annually identifies possible funding applications and project locations. This financial year the replacement of the Hawkins Street Footbridge as part of an identified walking track and access footpath has become the priority.</p> <p><u>Berridale:</u> Snowy River Avenue Upgrade project (Phase 1) will improve the urban landscape and redress the balance between pedestrian and motorist. Improvements to footpaths will ensure a safer environment for families and all ability access to local business, public facilities and Jindabyne Town Centre. This project will be part finished in 2016/2017 financial year and finalised in the early stages of 2017/2018 financial year</p>							

2.3 Continually monitor and improve traffic management throughout the Region.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.5 Develop a landscape Master Plan for Bombala, Delegate and surrounds.	Works Manager	In Progress	01-Jul-2016	30-Jun-2017	75.00%	100.00%	 AMBER
<p>ACTION PROGRESS COMMENTS:</p> <p>A Streetscape Master Plan is nearing completion for both Bombala and Delegate.</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.6 Progressively implement the recommendations from each of the Township Action, Master and Beautification Plan's.	Recreation & Property Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
<p>ACTION PROGRESS COMMENTS:</p> <p>Projected included in the Stronger Communities Major Project Fund.</p> <p>Cooma CBD - Follow up Federal commitment of \$400k for upgrade</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.17 Investigate and implement Traffic Management measures as an aid to increase road safety throughout the Region.	Manager Operations	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Bombala: Cooma: Ongoing review of RMS traffic accident data performed to identify safety problems. Monitoring of relevant external funding sources (blackspot, safety around schools) to identify suitable projects for applications. Berridale: The road safety officer has deployed speed notice boards in Berridale and Jindabyne to remind motorists of their speed. The Snowy River Avenue Upgrade Project has extended the project scope into Kalkite Street and will seek to improve safety for road crossings, traffic speed and parking.							

2.4 Promote the expansion of the Regional road network to connect Regional centres

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.9 Lobby and actively collaborate with NPWS and RMS to improve the Barry Way and Bobeyan Road.	Manager Operations	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

2.5 Continual maintenance and improvement of the road infrastructure network.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.1 Complete Local Transport Contribution Plan	Manager Operations	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: To be developed following Road Strategic Plan							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.2 Develop Heavy Haulage Study	Manager Operations	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: To be developed following Road Strategic Plan							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.3 Undertake a comprehensive condition assessment of all Council's Timber and Concrete Bridges, Culverts and Causeways to inform the Asset Management System and search for suitable grant funding to implement upgrades where necessary.	Manager Operations	In Progress	01-Jul-2016	30-Jun-2017	33.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Bombala:

Cooma: Fixing country roads funding for timber and concrete bridges within the Cooma Depot maintenance zone has been secured with reports due before the end of the 2016/2017 financial year.

Berridale: Engineering assessments on Kelly's Bridge and Cow Bed Bridge have been completed and being used to seek grant funding for replacement bridges. Project plans have been submitted for Causeways on Dry Plains Road, West Lynne Road and Rockwell Road with the aim to replace these causeways. A full condition assessment (level 1) on all bridges was completed as at June 2015.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.4 Undertake an annual maintenance program of Councils Transportation Network in accordance with the Roads Hierarchy database and Transportation Asset Management Plan.	Works Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Annual maintenance programme.

For Cooma Depot:

Rural Sealed 45%
 Rural Unsealed 69%
 Urban Sealed 75%
 Urban Unsealed 55%
 Non Regional Bridges 54%
 Regional Sealed 30%
 Regional Unsealed 45%

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.8 Design and construct bridge deck to widen the Parsonage Creek Bridge (Delegate Road), to cater for heavy haulage vehicles.	Works Manager	In Progress	01-Jul-2016	30-Jun-2017	33.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

12/1: Project funding in place. Tender for project currently been prepared. (LN)

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.10 Operate and maintain cost effective Quarry operations.	Manager Operations	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Bombala: Cooma: Quarry operations remain ongoing and a mid year review of operational costs has been undertaken. Berridale: Extraction of 20,000 tonnes of gravel was completed from Middlingbank quarry with gravel used for a combination of RMS, Snowy River Way, Rockwell Road and Rocky Plains Road work. Estimations are that profits from the sale of gravel through the 2016/2017 financial year works schedule will be between \$90,000 and \$100,000.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.11 Undertake capital works in the Bombala area; Urban shoulder sealing, Roads to recovery Program, Heavy Haulage Routes, Rural Unsealing Roads Supplementary R2R Funding MR93 Delegate Road Construction REPAIR Program, Gravel resheeting, Bridges Capital Works.	Works Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: 12/1: Works underway in accordance with budget and timetable. (LN)							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.13 Continuous deployment and collection of traffic count data to inform the Asset Management System, road network hierarchy database and prioritise Council's road maintenance program.	Manager Operations	In Progress	01-Jul-2016	30-Jun-2017	45.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: <u>Bombala:</u> <u>Cooma:</u> Ongoing programme of Traffic Data collection. Road Network has existing classifications and priorities based on hierarchy. <u>Berridale:</u> 25% of the Unsealed Rural Roads have been subjected to traffic counts and 100% of the Regional Road network has had traffic counts deployed. The data, once collected will be used to update the roads hierarchy spreadsheet which will determine road priorities and work schedule.							

2.6 Provide sufficient, safe and equitable parking facilities across the Region.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.7 Undertake Parking Enforcement with emphasis on parking spaces for people with a disability.	Director of Service Planning	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Some parking enforcement undertaken however recent and past staff unavailability has reduced resourcing in this area. Interviews have been held to replace compliance officer role, with aim to have new staff on-board by end January. Other parking/traffic issues being investigated/managed in consultation with Police. New staff on board - training in parking enforcement underway, some enforcement activity at schools has been undertaken. Staff training on parking enforcement has been undertaken and patrols being carried out. Courtesy warnings have been issued in Jindabyne as a lead-in to winter

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.14 Develop and implement a parking strategy through consultation with the community for Cooma including caravan, campervan, bus and trailer parking.	Manager Operations	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

12/1: Work not started (LN)

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.16 Improve traffic and parking management throughout the Region.	Manager Operations	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Bombala:
Cooma: Task does not fall under the Works Manager responsibilities.
Berridale: A review of parking along Snowy River Avenue has been undertaken as part of the Concept Design and amendments to the Kalkite Street car park along with modifying Kalkite street to accommodate limited traffic flow has increased the number of parking spaces in Jindabyne by five (5).

2.7 Improve connectivity, accessibility and promote activity through improved pathways.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.12 Continue Councils annual footpath maintenance and construction program in-line with each of the Township Action, Master and Beautification Plan's.	Works Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:
 Annual Maintenance Programme.
For Cooma Depot:
 Footpath Maintenance 101%
 Footpath construction Budget moved to Hawkins Street Footbridge Construction WO2219.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.18 Undertake Delegate Streetscaping.	Works Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:
 12/1: Community consultation process underway. Final design to be developed (LN)

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.19 Upgrade Bombala footpaths.	Works Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:
 12/1: Works underway in accordance with current approved budget (LN)

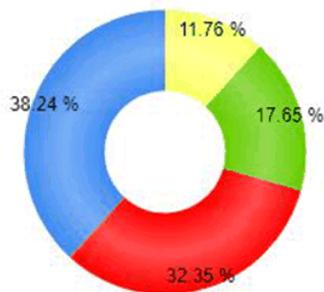
2.8 Ensure safety and accessibility for pedestrians and bicycle users when planning transport infrastructure.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.15 Implement the recommendations of the Jindabyne Foreshore Management Plan for enhancing pedestrian and shared pathways.	Assets Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
<p>ACTION PROGRESS COMMENTS: Jindabyne Cycling Club received a community grant to complete the construction of the shared trail extension to Hatchery Bay along the Jindabyne Lake Foreshore. Section 355 Committee for Jindabyne Shared Trail Stewardship MOU with Council to assist with the management of the shared trail network.</p>							

2.9 Advocate to all levels of Government and commercial providers to promote the regional need for Broadband and Telecommunication Services.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.1 Provide input and coordination in the development of a regional Broadband service, Mobile Phone service coverage, Radio and Television.	Director of Service Support	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
<p>ACTION PROGRESS COMMENTS: The NBN has been rolling out across the region over the past six months greatly improving access to broadband for local residents. There are now 3,014 premises covered by NBN across the Council area and 642 active connections. Work has commenced on the fixed line NBN service in Berridale and Jindabyne with Bombala and Cooma works to commence in the first half of 2017. Services will become active over the course of 2017 on a town by town basis and will be finalised by January 2018 when Cooma is completed. A review will be undertaken of public Wi-Fi services in all the towns as part of the ICT network project. There has been no work on mobile phone, radio and television to date. Council will continue to act in an advocacy role for these as necessary and when the opportunity arises.</p>							

3 Strengthening Our Local Economy



Monitor On Track Off Track No Targets Set

3.1 Explore opportunities to capitalise further on the proximity of the Region to Sydney, Canberra and the coast.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.10 Support Regional tourist loops linking mountains, coast and Canberra to the Region through the support of KAW, TSM, Sapphire Coast Tourism and Gippsland Shire Council tourist loop subcommittees.	Assistant General Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: Car and motor cycle touring are an important market for our region. Further work needs to be undertaken to further develop routes and plans and to work with neighbouring councils to create unique experiences.							

3.2 Take full advantage of the unique assets and character of our towns and villages.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.2 Continue to work with local the community to retain and improve the current benefits of living in the Region.	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

Work has been ongoing with the "So Much to Love" campaign for Cooma which is aimed at both current residents and tourists. Feedback from the community is still very positive and we will build on this over the coming year.
 Meetings have been held in both Bombala and Jindabyne to discuss plans going forward for development in those areas.
 The Delegate and Bombala street scape plans have been on public exhibition with meetings held in both locations which were well attended.
 Snowy Guide app has been developed and released to help improve awareness of events and services in the region.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.3 Develop facilities and amenities to encourage increased visitor numbers and duration of stay throughout the Region.	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

There are a number of works that have been completed or will be commenced aimed at enhancing the amenity of our towns and villages. These include:

1. New toilets and bus shelter in Berridale (completed)
2. Upgrade of Snowy River Way in Jindabyne (work to commence)
3. Finalisation of Sharp Street beautification works (work to be commenced)
4. New town entrance signs across the region (works to be commenced)
5. Upgrade of medium strips in Jindabyne (works to be commenced)
6. Bombala and Delegate main street upgrade (in planning stage post public consultation)

As well as these capital works, banners have been erected along the road in Jindabyne and the current banners have been maintained in Cooma. Council also ensured towns were well presented for the large events in the region. Throughout the winter period LED lights were used in Centennial Park to light the trees at night.

Topic has been discussed in meetings with Tourism Snowy Mountains board and Destination Southern NSW Board. Ongoing issue.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.4 Develop phone app for Bundian Way drive section in and around Delegate.	Economic Development and Tourism Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Waiting on third quote, initial work on brochure and words and images completed. Third quote now received. Successful applicant notified. Meeting with Eden Local Aboriginal land Council being arranged							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.5 Enhance entrances to all Regional towns and villages.	Tourism Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Meetings held with all villages and towns to seek feedback and buy in for new SMRC Welcome signs. Meetings held at Bredbo, Numeralla, Adaminaby, Cooma, Jindabyne, Berridale, Nimmitabel, Bombala, Delegate and Dalgety. Report to be prepared for Council.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.6 Ensure that the Region's commercial road and tourism signage is easy to navigate and well maintained to attract visitors.	Tourism Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: An audit of existing tourism signage has been undertaken to identify what is current on display across the region. The first step in this process has been the design of new town entry signs which have been show cased to community group in towns and villages across the region. Once this has been completed work will shift to other forms of tourist signs.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.7 Investigate opportunities for industry diversification across the Region.	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: Council is participating in the CBRJO Economic Development working group which is looking at development across the region. The advent of international flights into Canberra Airport opens opportunities for our region and new export industries. CBRJO has received a grant for regional champions marketing and is also working on a Regional Economic Development Strategy.							

3.3 Promote collaborative economic development planning.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.1 Build effective partnerships with State and Federal bodies such as Premier's Co-ordination Unit, Department of Industry and Investment through attendance of South East Regional Leaders Network and as director of Local Government Professional Division.	Assistant General Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.8 Participate in the Economic Development Officers Working Group to ensure Snowy Monaro Region's economic and tourism priorities are reflected.	Director of Service Planning	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:
 CBRJO sessions attended as scheduled
 staff continue to attend CBRJO sessions as required

3.4 Promote the Region as a place to do business.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.9 Participate in the Small Business Friendly Councils Program and implement initiatives to promote the Region as a place to do business.	Economic Development and Tourism Manager	In Progress	01-Jul-2016	30-Jun-2017	75.00%	100.00%	 AMBER

ACTION PROGRESS COMMENTS:
 Council has a range of policies and programs in place which meet the Small business Friendly Councils Program. In addition there are a number of promotional campaigns being undertaken on a local basis to lift the profile of Region, successful campaigns include the So Much to love campaign undertaken in the Cooma area. Future Towns programs in Cooma, Bombala and Jindabyne will also help lift the profile of the Region and encourage visitation. Shop local activities and programs are in place in Cooma and Bombala.

3.5 Advocate at policy level to support the changing needs of agriculture and primary industries.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.1 Invest in capital improvements to Livestock Yards in the Region to ensure facilities meet the requirements of users and remain competitive.	Recreation & Property Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Application under Fixing Country Truckwashes 2016 made (awaiting outcome). Grant approved in principle by NSW State Government

Upgrade of multi-purpose yard at Cooma underway, due for completion early 2017. Upgrade completed March 2017

Livestock Selling centre strategy plan to be developed.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.2 Assist appropriate agencies, agricultural and forestry enterprises, to work together to ensure the long term viability of our local agriculture and timber sectors.	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

Department of Planning's South East & Tablelands Regional Plan aims to protect agricultural land. Economic development strategy will also assist in this area and Group Manager EDT is a member of the reference group for the development of the regional economic development strategy through the CBRJO.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.3 Ensure that the local planning framework protects high-value agricultural land and facilitate farm restructuring and adjustment.	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

This is an objective of the South East and Tablelands Regional Plan and over next two years high value agricultural land will be mapped and incorporated into local planning strategies and new LEP in partnership with state government agencies.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.4 Provide an appropriate, self-funded, Regional facilities for livestock selling for all of the Snowy Monaro Region.	Recreation & Property Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Cooma Livestock Selling Centre has conducted regular sales in accordance with regulations and reporting requirements. The contract to replace the old sheep yards has commenced and is over 50% complete. Scheduled to open in February 2017							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.5 Support local agriculture in the Region by advocating for educational opportunities throughout the Region.	Assistant General Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED

3.6 Collaboration between businesses, Council and agencies.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.1 Continue to deliver Service NSW from Bombala Branch.	Manager Corporate/Governance (Public Officer)	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: Additional staff member has completed training and is now a competent backup to deliver Service NSW from the Bombala Branch							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.2 Host annual combined Chamber of Commerce forum with South East BEC.	Economic Development and Tourism Manager	In Progress	01-Jul-2016	30-Jun-2017	75.00%	100.00%	 AMBER
ACTION PROGRESS COMMENTS: The inaugural "Board of Chambers" meeting was held in September 2016. It included representatives from the Cooma, Dalgety, Jindabyne and Lake Eucumbene Chambers of Commerce. A separate meeting was held with the Bombala and Delegate Chambers of Commerce. It was agreed at the meeting that local Tourism Committees would be established to present a coordinated Tourism plan across the region. Council is planning an additional event with all Chambers on May 10.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.3 Identify local initiatives to broaden our economy and improve employment and apprenticeship opportunities.	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

Council supported the Cooma Chambers of Commerce with their Cooma Gift Card promotion which is aimed at encouraging more people to shop locally through gift cards that can only be used at local shops.
 A meeting was held bringing together representatives of all the Chambers of Commerce with the aim of them working together on initiatives and achieving a better outcome across the region.
 Promotion of the region as a tourist destination continues with Bombala's "Australia's Platypus Country" Cooma's "So Much to Love" and Jindabyne's "Play Hard" campaigns. Benefits of increased tourism visitation flows into the broader economy creating better opportunities.
 Council is participating in Canberra Region Joint Organisation initiatives through the Economic Development and Tourism working groups.
 The NBN is being installed across the Council's major towns and a regional economic development strategy is currently being prepared in conjunction with the CBRJO.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.4 Support local business networks and our Chambers of Commerce.	Economic Development and Tourism Manager	In Progress	01-Jul-2016	30-Jun-2017	80.00%	100.00%	 AMBER

ACTION PROGRESS COMMENTS:

Council continues to play an active role with the various Chambers of Commerce. A joint meeting of Chambers was held with the view of getting them to work together for initiatives across the region. The Chambers have also been consulted in relation to new marketing initiatives for Jindabyne and Bombala. Chambers supported via Future Towns program and Back to Business week activities. Back to Business functions all successfully delivered. Cooma and Bombala projects are all on track. Jindabyne is back on track. Future Towns projects for the three locations expected to be finished 30 June 2017.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.5 Support strategies to establish and grow creative industries within the Region.	Tourism Manager	In Progress	01-Jul-2016	30-Jun-2017	25.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Council continues to support the creative industries and is a member of South East Arts. Input is provided where opportunities arise.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.6 Work with NSW State Government in the development and implementation of NSW 2021 focusing on the areas of Economic Development, Employment, Education and Training.	Assistant General Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED

3.7 Work together to plan, coordinate and implement tourism products.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.4.1 Develop a strategic approach to tourism in the Region by integrating land use planning, product development and promotion.	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: This is beginning now that the Group Manager EDT has been appointed. Discussions regarding the strategic approach to tourism are being held with TSM and Destination Southern NSW. Council has also commissioned University of Canberra to provide a paper on this issue and a draft of part 1 has been received.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.4.2 Continue to support Tourism Snowy Mountains (TSM) and act as Local Government representative on TSM Board as required.	Assistant General Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	
ACTION PROGRESS COMMENTS: Council continued to be a major stakeholder in TSM for the 2016/17 financial year contributing to both the annual operating costs and marketing campaigns. With the creation of the new Destination Networks there will be change in how regional tourism is promoted. Staff continue to work with TSM in the promotion of the region.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.4.4 Deliver effective services through the Visitor Information Centres in Bombala and Cooma	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: The two Visitor Centres continue to operate providing services for their respective areas. Discussions have occurred with both Managers about better aligning the services that are delivered and having staff cross trained in the operations of both centres. This will commence late January/ early February. Comments regarding the opening hours of the Cooma Visitors Centre and the fact it closes at 3pm in the afternoon are still being received. The new Council structure will see both visitors centres move under a single tourism manager.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.4.7 Produce a rewards style card, through collaboration with each of the Chamber of Commerce throughout the Region, encouraging tourist and locals to shop locally.	Tourism Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

The WLT Cooma Gift Card has been launched through the Cooma Chamber of Commerce with significant assistance from SMRC tourism staff and Tourism Manager. The program has been highly successful with over \$50,000 being spent in the first 4 months of the program.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.4.8 Promote the Region as a bicycle and motorcycle friendly	Tourism Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

3 Major events have been held and supported in the region during November and December 2016. SMRC staff provided significant support via liaison officers, works crew and promotional support for these events. The events included Snowy Ride 2016, ITU Cross Triathlon World Championships and L'Etape Australia. All three events were highly successful and provided immeasurable promotion and awareness for the region on a national and international platform. All three events provided a significant economic boost to the region during each individual time.

3.8 Market the Snowy Monaro Region's "destination town's", promoting the history of the area, access to tourism attractions and develop tourism for the future for the Region.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.4.3 Coordinate event activities that increase local and visitor participation.	Tourism Manager	In Progress	01-Jul-2016	30-Jun-2017	25.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Liaison, promotional, admin and hands on assistance has been provided for the following events recently held in the region:

Snowy Ride 2016

Australian National Busking Championships

SM 1000

ITU Cross Triathlon World Championships

L'Etape

Council put in a bid to host the Land Rover 70th Anniversary event at Easter 2018. We won the bid and planning is now under way through a Section 355 sub committee of the Section 355 Tourism Committee. \$30,000 seed funding has been approved by the Administrator. Crown Land approvals and Council D.A are now in progress

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.4.5 Develop Economic Development Strategy for the Region.	Economic Development and Tourism Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: First draft has completed. Waiting on Director to arrange meeting for group to review. Meeting is to be held after the appointment of the Group Manager							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.4.6 Improve Tourism signage for attractions across Bombala, Delegate & Cathcart.	Economic Development and Tourism Manager	In Progress	01-Jul-2016	30-Jun-2017	75.00%	100.00%	 AMBER
ACTION PROGRESS COMMENTS: First draft of new Cathcart signage completed. New signage installed at Delegate (Bundian Way Gallery and Delegate information Centre), new signage organised for Bombala. Final draft for Cathcart signage anticipated by first week in May,							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.4.9 Provide relevant information that encourages visitors to stay longer in the Region and encourages residents to utilise the Region's attractions.	Economic Development and Tourism Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: Brochures for the Bombala region have been reviewed and updated. Facebook and Instagram working well. Information included on TSM website. Region information circulated weekly by Cooma Visitor Centre. South East Forests Family for Visitor Centre staff organised for early May.							

3.9 Develop opportunities for education delivery in the Region

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.2.1.1 Advocate with all levels of government to expand upon education and training throughout the Region.	Assistant General Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.2.1.2 Continue to support the development and promotion of the Distance Learning Education Centre into the tertiary learning centre.	Assistant General Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.2.1.3 Continue the Monaro Regional Library Service with regard to the Library Services Review outcomes.	Library Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

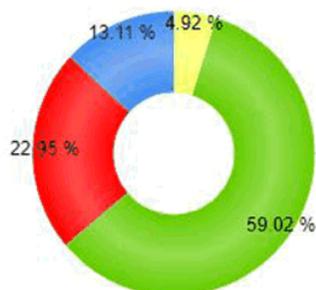
Annual statistics completed - to be presented and analysed - STATS COMPLETED
 Continual programme of events and activities including regular storytime at both Cooma & Bombala libraries as well as school holiday activities & craft sessions - REGULAR PRESCHOOL STORYTIMES AND SCHOOL HOLIDAY PROGRAMMES THROUGHOUT THE YEAR/ ADDITIONAL EVENTS INCL NSS, WHIPPERSNAPPERS AT BOMBALA, BOOK WEEK, 2 CHILDRENS AUTHOR VISITS AT SMCS, MOVIE DAYS
 new events planned for 2017 incl author talks, - 5 AUTHOR TALKS AT COOMA & 1 AT BOMBALA participation with SMRWF inc (author visits to Cooma), - COLLABORATION TO ORGANISE CHILDRENS FESTIVAL HELD IN JINDY IN MARCH 2017
 Science show for kids - SCHEDULED FOR SCIENCE WEEK IN AUGUST 2017 - VENUES AND INVITATIONS ORGANISED & DISTRIBUTED
 LPG monies to be spent updating Local studies collection and collaboration with CMHS - incl cataloguing of their resources/digitising newspapers & photographs - WORK ON HOLD DUE TO GRANT FUNDING NOW BEING UNAVAILABLE
 Increase in electronic resources incl The computer school / Ancestry.com / Zinio magazines and Wavesound audio books - PROMOTION OF E-RESOURCES / NEW RB DIGITAL SUBSCRIPTION FOR E-MAGS & E-BOOKS AVAILABLE TO PATRONS JUNE 2017 - REVIEW OF PRINTED MAGS LEADING TO A NUMBER OF SUBSCRIPTIONS BEING WITHDRAWN
 Library website to be upgraded - WEBSITE UPDATED AND LAUNCHED 28TH JUNE
 Staff replacements employed with training to be undertaken - 2 STAFF REPLACEMENTS IN DEC & JAN - TRAINING COMPLETED

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.2.1.4 Continue to operate and develop the Mobile Library Service throughout the Region.	Library Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

annual statistics completed / stats to be presented and analysed /loans / visits per stop - STATS COMPLETED
 New materials purchased and collection regularly weeded -REGULAR WEEDING & NEW PURCHASES / WITHDRAWAL OF MOST MAGAZINES DUE TO E-SUBSCRIPTION AND LOW LOANS
 continual promotion via each towns Facebook page - REVITALISED PROMOTION DUE TO NEW WRAP ON OUTSIDE OF TRUCK

4 Creating a Safer, Healthier and Thriving Community



Monitor On Track Off Track No Targets Set

4.1 Encourage opportunities to promote and protect our cultural heritage.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.1 Assist with the roll out of the Bundian Way Project and develop installations displays and promotional material.	Economic Development and Tourism Manager	In Progress	01-Jul-2016	30-Jun-2017	75.00%	100.00%	AMBER
ACTION PROGRESS COMMENTS: Bundian Way Project is being rolled out. New material has been developed and displayed at the Visitor Information Centre at Bombala and at various locations in Delegate. first drafts of interpretative signage will be available late May. Website is anticipated to be live prior 30 June 2017. First Node is attracting visitation and interest is high.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.2 Continue to participate in and support multiculturalism throughout the Region.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	GREEN
ACTION PROGRESS COMMENTS: Ongoing support for local multicultural groups & community members & support for activities & events; Participation & representation in Monaro regional interagency, Monaro community growth group; Continue to support multicultural festivals across the region. Participated in the national journey of the welcome scroll. Council signed the refugee welcome zone declaration.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.3 Continue to support and facilitate the community to celebrate local heritage and Aboriginal culture.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:
 NAIDOC activities & celebrations facilitated across council locations, including raglan gallery exhibition Cooma, hub activities, Bundian way gallery delegate, visitors centre Jindabyne, regional library Cooma.
 Participation in Koori Interagency, Monaro Regional Interagency.
 Information on council website available & updated regularly.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.4 Continued involvement and facilitation of the Aboriginal Liaison Working Party to address issues relating to the awareness of cultural heritage throughout the Region.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:
 Currently reviewing council's engagement with the aboriginal community.
 Committee's to be reviewed by new council.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.12 Continue to develop and promote local history and culture throughout the Region.	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:
 Several grant applications submitted for heritage studies and continuation of Cooma Local Heritage Place grants for the 2017-18 year. Focus is on Bombala heritage.
 Grants have now been received for Local Heritage Places Grant and for Heritage studies in former Bombala Shire - one grant for a mainstreet study in Bombala and Delegate and another for a general heritage study across the former Bombala Council area.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.13 Develop a Heritage Plan to preserve and enhance historic buildings throughout the Region.	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:
 Heritage Strategy in place for former Cooma and Snowy but not former Bombala. Will all be aligned from mid 2017.
 Heritage Strategy has now been aligned but will be further developed as heritage knowledge in Bombala is further developed through grant studies.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.14 Ensure heritage matters are taken into consideration in the assessment of development applications for development in areas of cultural heritage.	Manager Development Assessment	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: All development applications that may have an impact on Local Heritage Items and within Heritage Conservation Areas are referred to Councils Heritage A							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.15 Maintain Council's heritage management functions.	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: Heritage advisor service continues and has been expanded to include former Bombala area. Grant funding was applied for and has now been received for part funding of heritage advisor service for next two years. Meeting held with two existing heritage advisors to discuss consolidated heritage advisor service for next two years in new Council.							

4.10 Aboriginal people have access to improved education, health and employment opportunities

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.1.11 Continues participation and facilitation of the Aboriginal Liaison Working party to address issues relating to the awareness of cultural heritage within the community.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Duplication of 4.1.1.5							

4.11 Provide appropriate services and facilities for people with a disability throughout the Region.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.1.7 Provide a suite of services that respond to the needs of people with a disability.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Council provides disability & NDIS services, across the region. Along with personal assistance, we offer a range of social support individual & group activities, such as modified sports, arts/crafts, cooking for you & me project, and the popular trips around the region. Council disability services provide NDIS services & community information to people with disability, their family members & the community.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.1.9 Review Disability Inclusion Action Plan	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Duplication, refer to 4.3.1.2							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.1.10 Support agencies engaged with education, wellbeing and employment outcomes for people with a disability.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Ongoing, council services engage with local & regional agencies to support & advocate for better outcomes for people with a disability. In particular, Access & Equity Committee, Monaro Regional Interagency & council's funded services & participation in local events & initiatives. Opportunities identified in Disability Inclusion Action Plan.							

4.12 Provide and support appropriate services and facilities for older people and their carers throughout the Region.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.1.5 Deliver a range of effective respite options.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Continue to provide a variety of respite options, to meet identified needs.
 Planning to expand services across the Bombala region as this has been identified as a gap in previous years.
 Group activities have provided a number of innovative sessions.
 Challenges are added pressures on service to provide overnight, as there are no current residential options, due to huge waiting times.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.1.6 Provide a suite of services that respond to the needs of older people and their carers.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Services continue to provide funded services to meet the needs of target group.
 Ongoing planning & development to meet gaps in service & changing trends.
 Participated in successful Commonwealth Quality Review, meeting all required standards.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.1.15 Ensure provision of high quality aged care in compliance with legislative and accreditation requirements.	Yallambee Lodge Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Three year Accreditation achieved

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.1.16 Provide an effective low level home based care service.	Community Care Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
<p>ACTION PROGRESS COMMENTS: In February 2017 the Department of Health changed the way packages are provided. The packages no longer belong to the service provider they belong to the consumer. This has seen an increase in packages provided by our services. Home Care packages have four levels where level one is minimal support and level four is the high level of support. Previously our services were only able to provide level two packages however once the consumers needs increased they would have to move to another service provider with different workers which would cause the consumer angst as they would prefer to stay with our service and have the support workers they liked and were familiar with. The changes means that the consumers have been able to remain with our service but their level of support has increase with their needs which has seen positive results for our consumers. We have two outlets that provide home care packages. Berridale Community Services is currently support 22 consumers on packages and Yallabee is support 16 consumers. All packages are at a variety of levels of support.</p>							

4.13 Analyse current and emerging social issues and identify effective strategies to address them.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.1.4 Advocate for, and implement initiatives identified in the Social Plan 2013-2016.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
<p>ACTION PROGRESS COMMENTS: Continued advocacy for identified priorities in social plan, as applicable to locations. Social Plan Summary to be reviewed 2017/18 by appropriate department.</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.1.8 Review and develop a Disability Access and Inclusion Plan for the Region.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
<p>ACTION PROGRESS COMMENTS: Disability Inclusion Plan developed and adopted by Council. Implementation to begin 2017/18.</p>							

4.14 Protect our health and wellbeing of our community via regulation, enforcement, education and response.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.1.6 Approval of caravan parks through regulation, inspection and education	Manager of Public Health & Environment	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Most caravan parks within the Snowy Monaro Regional Council are operating on five year Local Government Act section 68 Operating Approvals. All Caravan Park have been inspected an approvals issued.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.1.7 Continued implementation and enforcement of fire safety program.	Manager of Building & Compliance	In Progress	01-Jul-2016	30-Jun-2017	25.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Review of fire safety program to be undertaken in reference to differing branch processes and procedures and service review/resources available. Finalisation of staffing structure will enable review of available resources. Follow up actions are being undertaken in some areas. Note that there had been no Fire Safety Program in former Bombala Council, and only some premises upgrades actioned in former CMSC. Initial works undertaken to scope project and currently reviewing invoicing procedures prior to any data migration into new computer system.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.1.8 Continued implementation and enforcement of Swimming Pool Barrier Program.	Manager of Building & Compliance	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Review of swimming pool program to be undertaken in reference to differing processes and procedures and service review/resources available. On-going inspection of barriers being undertaken in line with legislative requests.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.1.11 Minimise the risk of disease and environmental harm from onsite sewerage system through regulation, inspection and education.	Manager of Public Health & Environment	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Inspections are being undertaken on an as needs basis but mostly through sale of property or complaint. Operating approvals are being issued on application for new systems and transfer of ownership. A review of previous programs is being undertaken and a data collection exercise has been completed by the Bombala office to determine number of systems in the former Bombala area. A review of fees and charges is currently being undertaken. A new draft Strategy is being prepared for the management of On-Site Sewage Management within the Snowy Monaro Regional Council with a view to be placed on public exhibition in March 2017.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.1.12 Minimise the risk of disease and environmental harm through regulation, inspection and education. Continue with the 'Score on Doors' rollout to premises.	Manager of Public Health & Environment	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Scores on Doors to be rolled out across the remaining two thirds of the Shire. Newsletters advising these business were sent in December 2016. Inspections to be undertaken in the first half of 2017 to ensure partnership requirements are met between council and the NSW Food Authority.
 inspections completed for 2016/17 financial year, scores on doors program now underway across all former Council areas

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.1.13 Undertake water quality monitoring in accordance with the Water Quality Management Plan.	Manager of Public Health & Environment	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Drinking water quality monitoring is being undertaken on a weekly basis to ensure the NSW Health Drinking Water Monitoring program is being met across all potable supplies within the shire area.

4.15 Provide adequate burial and interment facilities in the Region.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.1.1 Improve road access at Bombala Cemetery.	Works Manager	In Progress	01-Jul-2016	30-Jun-2017	25.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Has been put on the works schedule. Planning has commenced.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.1.2 Management of Cemeteries.	Manager of Public Health & Environment	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

The management of Councils 23 cemeteries is carried out on a daily basis to ensure that the communities expectations are met through compliant interment and a maintenance level based on cemetery location and use. The cemetery working group meets monthly to ensure that policies and procedures are being developed to ensure consistency across the shire.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.1.3 Progress plans to establish a crematory in the new Cooma cemetery facility as applicable.	Manager of Public Health & Environment	In Progress	01-Jul-2016	30-Jun-2017	5.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Until such time as a project plan and cemetery design is developed in is unclear as to whether a crematory is required to be established. This will be continually reviewed and may be a deferred item for the next DP/OP

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.1.4 Provide for the transition into the new Cooma cemetery through planning and landscaping.	Manager of Public Health & Environment	In Progress	01-Jul-2016	30-Jun-2017	75.00%	100.00%	 AMBER

ACTION PROGRESS COMMENTS:

Project funding has been applied for through the Smaller Communities Project Funding with the intention of engaging a landscape architect and designer to develop a concept plan for the future Cooma Cemetery located adjacent to the Cooma racecourse.

4.16 Management of Companion Animals and implementation of strategies in existing Companion Animal Management Plan.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.1.9 Development of Companion Animals Committee.	Manager of Public Health & Environment	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Review to be undertaken of Companion Animal Management service levels and resources to be completed. With review to be made as to requirements for alignment of processes and procedures for all branches to be completed.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.1.10 Management of Companion Animals including pounds.	Manager of Public Health & Environment	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Management of Companion Animals on-going. Alignment of processes and procedures to be undertaken to align branches.							

4.18 Ensure that Council responds in a timely and appropriate manner to incidents and emergencies within the Region.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.2.2 Council's LEMO's provide executive support to the LEMC/LERC, along with operational support to the LEOCON once the Emergency Operations Centre is activated.	Manager Operations	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Cooma Monaro, Bombala and Snowy River Shire Council LEMC/LERC amalgamated in January 2016 and formally became Snowy Monaro Regional Council LEMC/LERC in May 2016. Within the 2017/2018 financial year two (2) LEMC/LERC committee meetings have been held, a desk top exercise for Cooma Airport and Perisher Snowyfields was held at the NPWS in December and L'Etape provided an excellent forum whereby the LEOCON, LEMO and all emergency services gathered in the operations centre at Sport & Rec to provide emergency support to the event.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.2.6 Support and participate with Local Emergency Services as required by legislation.	Manager Operations	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Berridale: The LEMO has participated in desk top exercises and manned the operations centre through the L'Etape event during December 2016							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.2.7 Build capacity for Environmental Health Emergency Management by developing the liaison role between NSW Health and Local Emergency Management Committee (LEMC).	Manager of Public Health & Environment	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Prepare a report for Council to endorse an Environmental Health officer with the appropriate Emergency Management qualifications as the nominated Council officer for the Local Emergency Management Committee and NSW Health contact in the event of an emergency and in accordance with the NSW State Displan.							

4.19 Provide adequate infrastructure that meets the current and future needs of our emergency services as legally required by legislation and service agreement.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.2.1 Implement actions highlighted in Council's Crime Prevention Plan	Community Development Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Unclear what Council's "Crime Prevention Plan" is. Working closely with a variety of community organisations, Police, and internally on projects that reduce opportunities for crime. E.g., improving look and feel of towns, education initiatives etc. Working with Naomi Nemece from the NSW Police on Alcohol Free Zones and other safety initiatives. The Police have put a proposal to Council. Undertaking planning around Jindabyne Town Centre alleyway upgrade in collaboration with Strategic Planning. This project is on hold while we await Strategic Planning outcomes.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.2.3 Participate in district bushfire management processes through the Service Level Agreement.	General Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: LEMC meetings held regularly. Council provides secretariat support. General Manager or LEMO chair the meeting.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.2.4 Provision of facilities and support as per the State Emergency Services Agreement.	General Manager	In Progress	01-Jul-2016	30-Jun-2017	20.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Draft agreement received. Currently being reviewed.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.2.5 Require the provisions of appropriate infrastructure in new developments in bushfire prone areas as required by "Planning for Bushfire Protection".	Director of Service Planning	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Requirement of PBP and included in consent conditions as required Staff continue to apply relevant conditions as required							

4.2 Support activities, events and celebrations that promote cultural diversity and inclusiveness.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.7 Support and facilitate cultural diversity by ensuring decision making frameworks and processes are accessible and culturally sensitive.	Strategic Planner	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: No specific tasks relating to this action currently being undertaken by Strategic Planner.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.16 Develop events, inline with Council's Events Strategy, that benefit the community.	Tourism Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
<p>ACTION PROGRESS COMMENTS: Council continues to promote and assist local events. Over the past six months there has been involvement with the following events:</p> <ol style="list-style-type: none"> 1. The Snowy Ride 2. Australian National Busking Competition 3. L'etape cycling 4. ITU World Triathlon 5. Bombala Bike Show 6. Bombala Engine Rally 7. Snowy Mountains 1000 <p>All of these events draw participants and spectators from across the country.</p> <p>Council will continue to promote and assist event organisers with the aim of making the region a premier destination for holding major events.</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.17 Promote and provide operational assistance to enhance and encourage events and tourism.	Tourism Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
<p>ACTION PROGRESS COMMENTS: Daily maintenance of the Regional Calendar of Events via the Tourism staff ensures up to date listings for events throughout the region. Including the website Calendar of Events allowing access and promotion of events 24 hours a day 7 day per week online.</p> <p>Weekly e-mails providing 'Whats On' information promotes upcoming events for the next two weeks to an extensive contact list throughout the region.</p> <p>Weekly Radio announcement are conducted via the Cooma Visitors Centre 'Whats On' spot promoting events throughout the region. Poster creation and distribution services are provided by the tourism staff.</p>							

4.3 Implement a range of programs targeted to address positive community relationships between residents, seasonal workers and visitors.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.8 Support education, information and training to businesses and seasonal workers to support and enhance public health compliance.	Community Development Officer	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Not relevant to position							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.9 Support initiatives that build positive relationships with, and address health needs of, seasonal workers.	Community Development Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: - Working with the Snowy Mountains Neighbourhood Centre, Uniting Church (specifically the soup kitchen), Snowy Community Drug Action Team, The Wednesday Room, and Liquor Accord to develop and promote initiatives that improve the lives of winter staff. - Snow season 2016 successfully delivered - CDAT engaged in "Seize the Snowies" campaign that will encourage staff and residents to find alternatives to binge drinking and drug-taking - Produced the "Little Black Leaflet" providing information for people needing support in the Snowy Mountains in partnership with the Alpine Uniting Church Op Shop.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.11 Continue to support Community Projects Team Program with Cooma Correctional Services, CDP and COSP, throughout the Region.	Recreation & Property Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Supervisor retired early in 2016/17 year leaving a gap of several months with no participation. Permanent supervisor has now been appointed and projects are being completed.							

4.4 Continued participation in, and access to the arts.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.5 Develop a program to assist community groups in the writing of grant applications to enhance the arts, local galleries, museums and historical sites.	Economic Development and Tourism Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Information booklet developed workshops held. Response to the workshops has been excellent							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.6 Promote awareness and support delivery of arts and cultural initiatives, including public arts assets, throughout the Region.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Refer progress to the Arts & Culture 355 Committee. This Action to be reviewed and realigned to appropriate department, re 2017/18 for reporting.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.10 Undertake a review of the Cultural Plan.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Review to be undertaken in 2017/18 by appropriate department.							

4.5 Support the availability of volunteering opportunities and build capacity.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.2.1 Investigate funding and continue to apply for grants in conjunction with the Community and Section 355 Committees.	Economic Development and Tourism Manager	In Progress	01-Jul-2016	30-Jun-2017	75.00%	100.00%	 AMBER
ACTION PROGRESS COMMENTS: Community and Section 355 Committees continue to be assisted and advised of funding opportunities							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.2.2 Promote volunteering as a valued vocation that builds social capital.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Ongoing engagement, recognition & promotion of volunteers across the region & information provided on website. Continue support of community volunteers and volunteer groups. Facilitated Volunteer Week activities across region. Proposed funded volunteer support role, via restructure, outcome to be advised.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.2.3 Support the sustainable development of the Snowy Mountains Neighbourhood Centre.	Community Development Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Support and advocacy for SMNC is ongoing. We have been encouraging the Centre to look carefully at their funding model for some time. The current round of Federal funding runs out 30 June 2017. We also provided advice from Council, administrative / professional support, promote SMNC events, and liaise with the library or other areas of Council when required. In 2016, we have assisted SMNC with the development of numerous grant applications, a sponsorship package (not yet signed off), and consideration of alternative models. Have supported SMNC to write a number of grants this year. Largely unsuccessful. Committee has been restructured. Council is taking a step back. We will continue to support the organisation as-needed and to promote SMNC events/ initiatives.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.2.4 Support volunteer groups (Section 355) with technical knowledge, administration support and guidance.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Ongoing support for community advisory committee members, for service groups, funding options & guidance. Volunteer Week acknowledgement & celebration held.							

4.6 Retain and improve health and social services across the Region.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.2.1.2 Participate in groups and networks that improve access to health and social services.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Council & local services participate in community and regional networks, to improve and advance health services. Council participates in local health services plan for region. Council facilitates Monaro regional interagency meeting.							

4.7 Continue to support the development and redevelopment of present medical facilities within the Region.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.2.1.1 Liaise with the Federal, State and Local Governments and health and social service bodies in the Region.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Ongoing, liaison with respective levels of government, re ongoing funding, service delivery & advocacy. Council services have strong relationships with relevant government agencies, whose representatives regularly attend Monaro regional interagency meetings.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.2.1.3 Advocate and seek additional funding from the State Government for the expansion of the medical precinct identified in the Master Plan for Thredbo Terrace.	Jindabyne Administration Manager and PA to the Director of Environment and Community Services	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: The new Health One building is under construction with completion scheduled for May 2017. Council continues to liaise and communicate with the LHD in conjunction with the DoH Funding agreement guidelines to provide improved and collaborative Health Care for the Snowy Monaro community.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.2.1.4 Continue to engage with existing and emerging Medical and general Health Services throughout the Region.	Jindabyne Administration Manager and PA to the Director of Environment and Community Services	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

Discussions re lease renewal & report to Council completed. Jindabyne Medical Practice have signed a Lease extension to take them through to January 31st 2018. An Expression of Interest document has been developed and will be reviewed and approved in the next 3 months.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.2.1.5 Operate and maintain the Snowy River Health Centre in accordance with DoHA requirements.	Assets Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

Bi Monthly reporting is provided to the Department of Health in line with the Funding agreement. Reports are completed and provided on time.

4.8 Provide and support appropriate services for women within the Region.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.1.12 Improve access to Bombala Men's Shed.	Works Manager	In Progress	01-Jul-2016	30-Jun-2017	25.00%	100.00%	

ACTION PROGRESS COMMENTS:

Has been put on the works schedule. Planning has commenced.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.1.13 Support initiatives that address the employment, health and safety concerns of women.	Community Development Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
<p>ACTION PROGRESS COMMENTS: Delivered (Karen Cash) International Women's Day event in Delegate in March. The day included former female Councillors discussing what it's like to be on Council and encouraging attendees to consider a run.</p> <p>Delivered "An Evening with Jane Halton" on M. 8 May - women's leadership event. 38 attendees plus two staff, guest speaker and MC. Looking at opportunities to host a similar event in Cooma. Other outcomes include an approach from the community to have a practical discussion about the barriers to women taking up a Councillor role - including safety concerns associated with travel.</p> <p>Delivered: Instagram campaign about women in leadership with an emphasis on encouraging women across the region to run for Council. Hope to deliver a second campaign throughout the winter.</p> <p>Mel Sass and Kristy Harvey supported delivery of "Red My Lips" DV awareness day in Cooma/ April 2017.</p> <p>In November: distributed NSW Police ADVO fact sheets and DV posters to SMNC, St. Vincent DePaul volunteers (Jindabyne), and Jindabyne doctors. Will also take this information to other towns in the new year.</p> <p>Delivered two "Homelessness Think Tanks" with YDO Claire Rogerson in the autumn - discussed issues and scope of response. Produced above mentioned leaflet as a result.</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.1.14 Undertake identified upgrades to Delegate Disadvantaged Housing stocks.	Recreation & Property Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED
<p>ACTION PROGRESS COMMENTS: This project is currently being transitioned between responsible officers so will need to be reprogrammed for 2017/18</p>							

4.9 Provide and support appropriate services and facilities for children and young people within the Region.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.1.1 Continue to support youth programs in place with the YMCA and to provide additional programs for Youth where possible.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Council & the YMCA deliver support & referrals services, for disadvantaged youth, via the Hub Youth Centre, development activities at the schools, healthy relationships initiatives, school holidays programs & community based initiatives that young people have suggested & planned.
 Youth Services were successful in securing a number of small grants & community donations to support service delivery.
 Number of young people accessing Hub has increased.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.1.2 Deliver and facilitate youth programs and services throughout the Region including Youth Council, Youth Week, and the participation of young people in decision-making processes.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

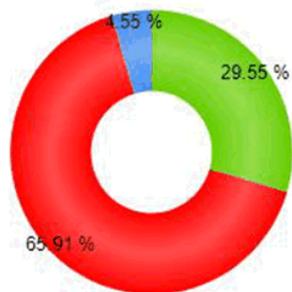
Council delivers a range of youth services, programs, youth week activities, targeted education programs & youth council initiatives across the region.
 Community Strategic planning consultations held at high schools around the region, and well attended by young people.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.1.3 Support village areas in accessing grant funding for pre and after school care.	Community Services Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Ongoing monitoring of needs & support provided on case by case basis.
 To be reviewed.
 Council & community grant opportunities have been provided.

5 Enhancing Our Healthy, Active Lifestyle



Monitor On Track Off Track No Targets Set

5.1 Ensure relevant information is provided to facilitate and manage increased access.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.1.1 Ensure access to recreational areas is sustainably maintained within Council annual review of the works program.	Recreation & Property Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	GREEN
ACTION PROGRESS COMMENTS: Access has been maintained to all Recreation Facilities except for short periods of inclement weather when we have worked with the users to ensure continuity of their activities where possible.							

5.2 Upgrade and maintain current investments in sporting, recreation and fitness facilities.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.1.1 Undertake the Crown Reserve Annual Crown Reserve Report.	Property Officer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	GREEN
ACTION PROGRESS COMMENTS: Crown Report completed and submitted electronically on 30 October, 2016							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.1 Capital repair to Bombala Swimming Pool Carpark Public Toilets.	Works Manager	In Progress	01-Jul-2016	30-Jun-2017	25.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Planning has commenced.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.2 Continue to proceed with Council's Asset Strategy for the Provision and Management of Public Toilet Facilities priority program of works.	Assets Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Berridale Public Toilet Facility replacement project completed. Priority List for ongoing replacement and refurbishment of Public Toilet projects. Jindabyne Town Centre Public Toilet Facility requires funding for the Design Plans and Approvals to assist with grant funding applications.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.3 Council holiday parks are managed and promoted appropriately.	Assets Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Rainbow Pines Caravan Park Old Adaminaby - replacement of Amenities Building completed through Crown Reserve funding - install Camp Kitchen funded by Lessee Snowy River Holiday Park Dalgety - refurbishment of existing Amenities Building through Crown Reserve funding - construction of Camp Kitchen through Crown Reserve Funding Jindabyne Holiday Park - design and installation of drainage for Annual Vans							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.4 Crown Reserve Rainbow Pines Holiday Park Old Adaminaby construct Camp Kitchen and refurbish the small amenities building.	Property Officer	In Progress	01-Jul-2016	30-Jun-2017	25.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Lessee purchased shed kit for camp kitchen upon failure to secure grant funding
Application to next round of PRMFP funding for upgrade of camp kitchen & construction of accessible parking bay adjacent to amenities block.
Application to secure funding for upgrade of small amenities block in 2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.5 Crown Reserve Snowy River Holiday Park Dalgety construction of road access.	Property Officer	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

This work will be undertaken when funding becomes available. Estimated cost is \$9,000.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.6 Crown Reserves in Council's Trusteeship constructed and maintained to meet Council's service requirements.	Assets Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Council meets service requirements for Crown Reserves in Council's Trusteeship for Halls, Sporting Fields and Holiday Parks.
Use of Berridale Sportsground and Dalgety Showground for the Local Summer Cricket Season.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.7 Develop and implement upgrade plans for the Bombala and Delegate Caravan Parks.	Works Manager	In Progress	01-Jul-2016	30-Jun-2017	33.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Working with the Bombala Economic Development Officer to continue these projects. Construction has commenced on the Delegate Caravan Park Amenities Block.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.13 Finalise construction of the health and fitness centre in Bombala	Works Manager	In Progress	01-Jul-2016	30-Jun-2017	25.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Working with the Deputy Director of Service Planning - Bombala to continue this Project.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.16 Maintenance of sport and recreational facilities in accordance with Recreation Management Plans.	Recreation & Property Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: All recreational and sporting facilities have been maintained in accordance with the budget.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.17 Recreation and Property Asset Management Plan to be approved and implemented by Council.	Recreation & Property Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Data already in putted and completed for the former CMSC. Adopted by Council resolution number 198/12. To be updated and combined with new merged areas.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.19 Develop a Regional Swimming Pool Strategy.	Recreation & Property Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Working group to be established.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.20 Maintain Council swimming pools to comply with statutory reporting requirements on water quality, pool operations and equipment.	Assets Manager	In Progress	01-Jul-2016	30-Jun-2017	60.00%	100.00%	 RED
<p>ACTION PROGRESS COMMENTS:</p> <p>Adaminaby and Berridale Outdoor Swimming Pools open for the summer swimming season for 2016/2017.</p> <p>Adaminaby Swimming Pool works completed - painting of pool tubs, repairs to pool pumps and concrete pool surrounds</p> <p>Berridale Swimming Pool works completed - replacement of filtration pipes</p> <p>Jindabyne Swimming Pool works completed - installation of new chlorination system</p> <p>Maintain Council swimming pools for water quality and pool operations to comply with statutory reporting.</p>							

5.3 Provide a well-connected and sustainable network of shared paths and trails throughout the Region.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.1.2 Advocate for increased funding to continue the expansion and enhancement of trail networks across the Region.	Recreation & Environmental Coordinator	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
<p>ACTION PROGRESS COMMENTS:</p> <p>The lake Jindabyne community trail has successfully been extended south to Tyrolean Village and North toward Hatchery Bay Picnic area. The planning phases for the next link from Tyrolean Village to East Jindabyne are underway.</p> <p>Grant funding has been advocated for. Funding has been successfully received from the Commonwealth Stronger Communities programme and the State Stronger Community fund to complete the Hatchery Bay link.</p> <p>Grant funding applications has been submitted by the Shared Trail 355 Committee for the second round of the Stronger community major projects programme for the construction of Tyrolean Village to East Jindabyne Link. The application also included link between Gaden Trout Hatchery and Hatchery Bay. This is an interagency project which involves linking trails between Thredbo to Jindabyne</p> <p>Coordination has also occurred with community and volunteer groups including the Jindabyne Trail Stewardship. The Trail Stewardship has also applied for the 2nd round of the Stronger Communities fund to upgrade trail signage and rest areas on our shared trail network</p> <p>There is a long term vision to extend the full way around lake Jindabyne. This will require a large amount of funding and commitment to complete planning phases. The success of this project will depend on land owners consent. Large parts of the extension are not Council land and included state Gov, Snowy Hydro and private property. Regional Tourism funding programmes are being explored for the completion of strategic planning for this project</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.8 Maintain and improve the infrastructure that facilitates active and healthy travel options, such as walking and cycling, in all localities in accordance with the ten year management plan.	Recreation & Property Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: All cycle ways and walking paths have been maintained in accordance with the budget.							

5.4 Ensure open space areas are well connected and functional for wide range of users with varying levels of fitness, mobility and resources.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.9 Complete Centennial Park Upgrade as outlined in the Improvement Plan.	Recreation & Property Manager	In Progress	01-Jul-2016	30-Jun-2017	20.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Awaiting funding. Funding allocated in major projects and will be delivered by others							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.10 Continually implement management Plans to enhance walking track facilities and amenities.	Recreation & Property Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Projects included for consideration under the Stronger Communities Major Projects funding							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.11 Develop a management plan, incorporating cycling, pathways and public art, to enhance the Cooma Creek Corridor.	Recreation & Property Manager	In Progress	01-Jul-2016	30-Jun-2017	20.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Plan to be prepared. Cycleway plan has been developed.							

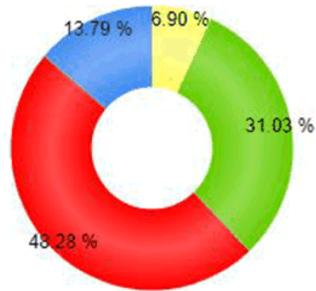
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.12 Ensure strategies for open space and recreational assets are appropriate and deliver functional affordable spaces and facilities for the community.	Recreation & Property Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Reviewed prior to the start of the 2016/17 financial year. Reviewed regularly in Recreational Facilities Strategy.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.14 Implement the recommendations from Councils Playground Strategy.	Manager Operations	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Berridale. Work on Councils 14 playgrounds has continued throughout this financial year. Project plans have been submitted seeking funding for fencing of Lions Park, Berridale and the replacement of Barker Street playground in Adaminaby. The playground strategy recommended 4 playgrounds that were not to be replaced once their useful life had been reached and these are Kiparra Drive (Berridale), Mitchell Reserve (Jindabyne), Anglers Reach (Adaminaby) and Kokoda Park (East Jindabyne); these playgrounds will be removed during the 2016/2017 and 2017/2018 financial years.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.15 Install viewing platform at Endeavour Reserve.	Recreation & Property Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Project has been included for consideration under the Stronger Communities Major Project funding. Funding not provided so project needs to be reviewed.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.18 Upgrade Ginger Leigh Playground to include inclusive equipment and adventure play equipment.	Recreation & Property Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Waiting on advice from Bombala staff on progress							

6 Managing Development and Service Delivery to Retain the Things We Value



Monitor On Track Off Track No Targets Set

6.1 Ensure security of supply and extraction of water to meet the growing needs of residents and visitors.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.1.1.1 Construct on stream water storage on Bombala River.	Water Consultant	In Progress	01-Jul-2016	30-Jun-2017	25.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Working with the Deputy Director of Service Planning - Bombala to continue this Project. Approvals are being sought and investigations into the possible funding sources are being conducted. Preliminary designs have been developed. It was lodged as one of the Priority Projects to potentially be funded through the \$14 million Stronger Communities Grants.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.1.1.2 Implement Demand Management Strategies based on recommendations in the Water Demand Management Plan.	Manager Water and Sewer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
<p>ACTION PROGRESS COMMENTS: Council meets all the requirements of best practice for water conservation with the introduction of a conservation pricing system. There was a 15% reduction in consumption with the introduction of best practice pricing. Community education was conducted at events with the distribution of pamphlets and also distributed with rates notices and website information. Water Loss management as part of demand management was undertaken on Councils system and leak detection equipment have been purchased. Other strategies being implemented through development control include BASIX fixture efficiency and rain water tanks. With the assistance of the department of Environment and heritage and Councils Green Team, Council received 120 low flow shower heads which were distributed at the Dalgety show in March 2016. High cost strategies such as residential shower retrofit, residential water machine rebates, non residential water audits and permanent low level restrictions on water use have not been implemented due to lack of resources. Other strategies will include the metering of unmetered properties which will be undertaken shortly at Delegate.</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.1.1.6 Implement Water Supply Strategies in accordance with the infrastructure Capacity Study; Jindabyne, Berridale & Adaminaby.	Manager Water and Sewer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
<p>ACTION PROGRESS COMMENTS: Water Mains in Adaminaby, and Berridale were replaced and upgraded in accordance with the Hunter Water Infrastructure capacity Study. Water mains in Rutherford Street Dalgety was also replaced. The project was completed in October 2016. Water Mains in Jindabyne were replaced in 2014, and 2015 with the replacement and upgrade to 150 mm of water mains in Snowy River Way being completed in March 2016. Other strategies include long term strategies for new reservoirs based on rate of development</p>							

6.2 Ensure our drinking water meets our statutory quality requirements

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.1.1.3 Implement improvements to reservoirs based on auditors report.	Water & Wastewater Manager	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
<p>ACTION PROGRESS COMMENTS: Ongoing inspections and maintenance carried out in line with LOS expectations and statutory requirements.</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.1.1.4 Implement NSW Health consultants audit recommendations.	Water & Wastewater Manager	In Progress	01-Jul-2016	30-Jun-2017	90.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Ongoing review and water supply quality testing undertaken in accordance with statutory requirements. SMRC DWQMP being consolidated and updated for new amalgamated water authority requirements.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.1.1.5 Implement regular inspection and compliance of backflow prevention and cross contamination devices.	Water & Wastewater Manager	In Progress	01-Jul-2016	30-Jun-2017	25.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Council facilities are underway but shire wide has not been implemented. This was to be carried out by compliance along with the Liquid trade Waste program but after amalgamation this project has been on hold.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.1.1.7 Implementation of Integrated Water Cycle Management (IWCM) strategies.	Water & Sewer Engineer	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Bombala and Delegate do not have an Integrated Water Cycle Management Plan (IWCM). A consolidated plan for all water and sewer areas will be done along with the one for Bombala and Delegate. The strategies identified in the Snowy area IWCM are underway and 50 % of the strategies have been completed							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.1.1.9 Ongoing audit and inspection of water reservoirs to comply with the Office of Water Circulate 18.	Manager Water and Sewer	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Audit and Inspection completed. Report was presented to Council. Works that need to be carried out as per the audit report will be planned over the next 12 months							

6.3 Improve communication between residents and Council regarding the quality of the Region's water supply.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.1.2.2 Carry out Water and Sewer maintenance throughout the Region on a priority basis.	Water & Sewer Engineer	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: 12/1: Works been carried out in accordance with approved budget (LN)							

6.5 Provide water and sewerage infrastructure improvements in accordance with the Water and Waste Water Strategic Business Plan, Integrated Water Cycle Management Plan and other related studies.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.1.2.6 Implement annual Water & Sewer Mains Capital Works Program.	Water & Sewer Engineer	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: 12/1: Works been undertake in accordance with current approved budget (LN)							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.1.2.8 Review all plant and equipment purchases on an "as needs" basis.	Water Consultant	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: 12/1: Review of plant and equipment requirements been undertaken as part of fleet review in conjunction with relevant managers (LN)							

6.6 Ensure that the Shire's Local Water Utility is financially sustainable in the long term including investment in new and replacement infrastructure.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.1.2.7 Implement the current Strategic Business Plan for water and sewer to comply with the NSW Office of Water Guidelines.	Water Consultant	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: 12/1: Review of Water and Wastewater strategic plan underway. This task will be completed as part of that process (LN)							

6.7 Ensure that Council's policy, land use planning, development assessment enhance liveability.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.2.1.1 Develop a detailed strategic Landuse Strategy for the Region.	Planning Manager	In Progress	01-Jul-2016	30-Jun-2017	5.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Some preparatory work done by three previous Councils. Work on this is beginning with pace to pick up towards end of 2017 as Group Manager EDT transitions out of former role and Council structure settles.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.2.1.2 Ensure development assessment is undertaken in accordance with adopted Local Environmental Plans, Development Control Plans, Council Policy and State and Federal legislation.	Manager Development Assessment	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

DA assessment undertaken in accordance with applicable legislation and Council policy

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.2.1.3 Ensure that amenity, safety and sustainability of community neighbourhoods is enhanced through compliance and enforcement.	Manager of Public Health & Environment	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Compliance and enforcement action undertaken as issues arise.
 Responses and actions implemented as required

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.2.1.4 Ensure that the local planning framework enhances amenity, safety and sustainability of community neighbourhoods.	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

Existing provisions in Act and LEPs, DCPs to this effect. Will continue to be considered as new planning strategy and LEP and DCP is developed.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.2.1.5 Review and implement CBD structure plan items and ensure that new developments meet expected minimum standards	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: Cooma CBD Structure Plan considered in assessment process for relevant DAs. CBD structure plan will be reviewed as part of the development of new planning framework.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.2.1.6 Review Local Environment Plan	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: General comparison document of three existing LEPs prepared. Review to be commenced in detail once roadmap and land use strategy in place. Report sent to Council identifying 2018 as key time for new LEP development. Detailed comparison of provisions of existing LEPs is almost complete.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.2.1.17 Ensure the new growth and development contribute appropriately towards the cost of new infrastructure through the development and review of Section 94A and 94 Plans.	Planning Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	
ACTION PROGRESS COMMENTS: Requires detailed land use strategy in order to properly assess new growth areas and infrastructure requirements. Development of new section 94 plans to be undertaken in late 2018-19 following development of land use strategy and new LEP and DCP.							

6.8 Plan for, and undertake, works to improve the visual amenity of towns and villages.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.2.1.7 Review all current and investigate potential future Special Rate Levy's.	Director Corporate Services	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	
ACTION PROGRESS COMMENTS: No special Rate variations current in any former Council areas. No above Rate Peg increases in place for 4 years post Merger (12/5/2020)							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.2.1.8 Staged implement of the Berridale Landscape Master Plan as approved by Council and with ongoing community consultation.	Manager Operations	In Progress	01-Jul-2016	30-Jun-2017	60.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

The Berridale Landscape Masterplan actions continued with completion of stormwater drainage, new footpath and parking outside the properties on Jindabyne Road (where the first 11 Lombardi Poplars were removed). Sealing of the parking area outside the properties is scheduled for February 2017. Designs are complete for Highdale Car Park and line marking is scheduled for March 2017.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.2.1.9 Staged implementation of the recommendations of the Berridale Poplar (Avenue of Trees) Tree Assessment and Management Report as approved by Council.	Manager Operations	In Progress	01-Jul-2016	30-Jun-2017	60.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Berridale: Council has planted a further eleven (11) Lombardi Poplars in November 2016 which follows the promise to the community that the forty four (44) Lombardi Poplars that formed the avenue of trees on Jindabyne road would be re-planted with eleven (11) poplar trees planted at each approach to Berridale (Cooma, Adaminaby, Dalgety and Jindabyne. The 2016 planting was the third to take place and a final planting is scheduled for November 2017 at the Dalgety approach.

The removal of Lombardi Poplars from the Avenue will commence in March/April 2017 with a further four (4) removed from the original 44 that were first planted in 1935.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.2.1.10 Undertake community consultation and planning to seek Council endorsement of a Tree Management Plan for the Region.	Recreation & Property Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

To form a Working Party with 3 former Council areas.

To be commended when structure in place.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.2.1.12 Continue to work with stakeholders to revitalise Jindabyne Town Area including development of supporting plans, policy, procedures and Outdoor Dining.	Strategic Planner	In Progress	01-Jul-2016	30-Jun-2017	75.00%	100.00%	 AMBER
<p>ACTION PROGRESS COMMENTS: Completed development of draft Outdoor Dining and Trading Policy in aid of asset management department awaiting finalisation, public exhibition, and adoption by asset management department.</p> <p>Continuing project to improve parking, loading and vehicle access to Jindabyne Town Centre rear lane.</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.2.1.18 Implement the recommendations from the Jindabyne Action Plan.	Strategic Planner	In Progress	01-Jul-2016	30-Jun-2017	75.00%	100.00%	 AMBER
<p>ACTION PROGRESS COMMENTS: Continued advancement of Snowy River Avenue project in conjunction with operations department.</p> <p>Previous completion of Concept Design Phase in early 16/17 financial year - present focus upon delivery of design and construction implementation of Stage 1 of works (as per tasks within this action).</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.2.1.20 Consider options to address urban littering throughout the Region's towns, villages and open spaces (Street Cleaning within townships).	Works Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
<p>ACTION PROGRESS COMMENTS: Cooma Depot currently runs programmed street sweeping. This utilises nominally 3 days / week and addresses the CBD and high use areas, such as schools and aged care centres. Programmed Sweeping & Un-programmed 46% Additional un-programmed sweeping is carried out on request or following other patching or prime sealing works. A review of this schedule will be undertaken following the compilation of the combined asset register and budget for roads. Supply of Bins and collection not undertaken by Works.</p>							

6.9 Provide a range of appropriate, accessible and affordable housing choices across the Region to meet the needs of the permanent and visitor populations.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.2.2.1 Provide information to the community on affordable housing.	Community Development Officer	In Progress	01-Jul-2016	30-Jun-2017	1.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

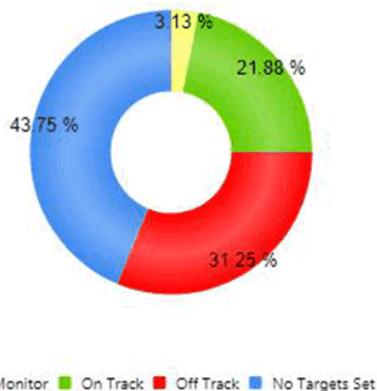
Not previously within my scope

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
6.2.2.2 Oversee and direct the regular review and updating of land use planning instruments to facilitate the provision of increased housing choice.	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

Will be undertaken as part of the preparation of new land use strategy, LEP and DCP for new Council.

7 Providing Effective Civic Leadership and Citizen Participation



7.1 Ensure that legislative obligations are met throughout all Council departments.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.1.1.4 Completion of reporting requirements in accordance with legislation.	Manager Corporate/Governance (Public Officer)	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	GREEN
ACTION PROGRESS COMMENTS: Pecuniary Interest Returns reported to Council August and October 2016 GIPA annual report submitted to IPC PID half yearly report submitted to Ombudsman's Office Code of Conduct Complaint Statistics Report submitted to OLG							
7.1.1.15 Ensure statutory registers are maintained and publicly available.	Manager Corporate/Governance (Public Officer)	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: Disclosure of Pecuniary Interest Returns available in the Berridale, Cooma and Bombala offices. Gifts and Benefits Register maintained by Public Officer in Bombala TRIM records system							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.1.1.32 Completion of Financial statutory and regulatory reports in accordance with specified requirements.	Director Corporate Services	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Audited Financial Statements due 31 December 2016. Lodged with OLG and presented to Council & Community within timeframe.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.1.1.34 Achieve a stronger, more efficient Council through a successful merger.	Director Special Projects Office	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: The merger is progressing well. A progress report on transition/merger project was presented to Council on 26 April 2017. The next progress report will be prepared as at 31 May 2017 (12 months on). The Local Benefits Capture Tool has been prepared in consultation with DPC and KPMG. Implementation on capturing the data from across the organisation is to be developed. Items in the implementation plan that will not be completed at 30 June 2017 have been transferred into the 2018 Operational Plan.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.1.1.41 Manage Council's community and land use planning processes to achieve regulatory requirements and community aspirations.	Planning Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: Constantly occurring as development is undertaken in area. DCP neighbour notification provisions currently under review and amended consolidated provisions for new Council almost ready for public notification.							

7.10 Deliver a sustainable and efficient Finance, Property & Rating Systems

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.3.1.60 Continually implement and maintain all corporate systems across the organisation.	Information Technology Manager	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: Single Helpdesk system has been implemented across the organisation. This will enable a quick response to any issues regardless of location. Work was completed to create access across systems for Cooma and Berridale staff. Once the data link is upgraded in Bombala those staff will have similar access. This will enable staff to access any of the current three systems. Further work will be undertaken this year to create a single access point, further enhancing accessibility.							

7.13 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

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.4.1.2 Ensure that all project planning processes are underpinned by collaborative engagement principles.	Director of Service Support	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: To date there have been a number of planning processes that have involved engagement with the community. These include: 1. Delegate and Bombala main street plans - the plans were placed on public exhibition for 28 days and a public meeting was held in each of the towns. Feedback from the public was considered in determining the final look of the project. 2. New town entry signs - meetings were held at towns and villages across the shire to present the look for the new town entry signs. 3. Snowy River Avenue Jindabyne - a Community Working Group is being developed to provide feedback and input during the construction phase of the project.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.4.1.3 Increase 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 for, linking in with the implementation of the proposed State Government merger.	Director Special Projects Office	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: Communication team now resourced who facilitate council's communications. Service review consultation will be undertaken with IPR activities. Community Engagement Strategy adopted by the Administrator on 4 April 2017. Engagement platforms launched at the networking expo on 10 May 2017, with six visioning forums and 5 drop-in sessions completed.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.4.1.18 Commence process for harmonisation of rates between the three councils that now form the Snowy Monaro Regional Council.	Director of Service Support	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED
<p>ACTION PROGRESS COMMENTS: To date no work has commenced on rates harmonisation. The focus for the Rates Officers to date has been the implementation of the Emergency Service Levy and categorisation of properties. With the current rates freeze imposed by the State Government we will be unable to harmonise rates until the 2019/20 financial year and may not commence this process until a new Council is in place later this year.</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.4.1.24 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.	General Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED
<p>ACTION PROGRESS COMMENTS: Weekly meetings of the Executive Team are held which cover operational and strategic agenda items. Reporting on progress of delivery against organisational strategic plans are provided weekly to Administrator Delegation meetings or at the monthly Ordinary meeting of Council. The Executive Team have worked during October to December to develop an organisational vision and the supporting values. The vision and values were adopted at the Council meeting held 21 December 2016. These will guide all future decisions for our organisation's transformation.</p>							

7.2 Council's leadership is based on ethics and integrity to enable informed and appropriate decisions in the community's best interest.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.1.1.1 Investigate and implement funding opportunities to reduce Council's infrastructure gap.	Assistant General Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.1.1.3 Community members are afforded the opportunity to review, comment and participate in decision making through policy applications.	Manager Corporate/Governance (Public Officer)	Ongoing	01-Jul-2016	30-Jun-2017	-	0.00%	 GREEN
<p>ACTION PROGRESS COMMENTS: Council has included the public in a number of instances to date. These include:</p> <ol style="list-style-type: none"> 1. Delegate and Bombala street scape plans 2. Snowy River Avenue works 3. New town entry signs 4. Joint Chambers of Commerce meetings 5. Introduction of waste charges in Bombala 6. Public exhibition of IP&R documents 7. Consultation on Water and Wastewater charges 							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.1.1.9 Continue to provide Councillors with workshops that contribute to their professional development.	Manager Corporate/Governance (Public Officer)	In Progress	01-Jul-2016	30-Jun-2017	30.00%	100.00%	 RED
<p>ACTION PROGRESS COMMENTS: In the current Administration Period this is not as relevant, however the Governance working group has identified this as a task it needs to undertake in preparation for the new Council in September 2017.</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.1.1.16 Ensure that governance structures are open, transparent and fully accountable and that these are supported by relevant instruments.	Manager Corporate/Governance (Public Officer)	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Schedule of Meetings advertised Business Papers & Minutes available on Council's website Code of Conduct adopted Code of Meeting Practice adopted Privacy Management Plan adopted PID Policy and Procedures Adopted Appropriate staff registered for GIPA tool PID Co-ordinator advised to Ombudsman's Office Pecuniary Interest Returns reported to Council & available for inspection at Berridale, Cooma & Bombala offices Code of Conduct Complaints Statistics report completed for all former Council areas and SMRC & forwarded to Office of Local Government in appropriate time frame PID Report completed on time							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.1.1.27 Provide timely, accurate and relevant information to Council to enable informed decision making.	Director Corporate and Community Services	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: Reports are prepared for both Administrators Delegation and Council meetings with relevant information. Reports are reviewed and authorised by Directors before the business paper is completed. Council staff are available as needed at meetings to provide further information if required.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.1.1.30 Undertake Local Government Elections for 2016 - 2020.	Manager Corporate/Governance (Public Officer)	In Progress	01-Jul-2016	30-Jun-2017	75.00%	100.00%	 AMBER
ACTION PROGRESS COMMENTS: The former Councils have all signed agreements with the AEC to run the elections Staff member attended Governance Practitioners Network session on election. SMRC Liaison Officer appointed to speak to Electoral Commission concerning upcoming election. Returning Officer accommodation organised. Pre-Poll venues organised. Candidate Information Sessions developed and presented at Berridale & Jindabyne. Others planned for Cooma and Bombala in July 2017. Upcoming elections advertised via a number of platforms including web site, Facebook and media releases							

7.3 Provide an efficient Information Management Service to meet needs of the organisation now and into the future.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.1.2.6 Ensure channels, including Council Website, are maintained to improve accessibility to information.	Director of Service Support	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

New Council website operational with ongoing work to be undertaken to further enhance the available information.

Internal intranet template is ready to go live once the new structure is finalised. in the first instance all policies, procedures, forms and documents will be available to staff. Work will be ongoing over the coming months to expand the information available to staff.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.1.2.61 Ensure Technology related Policies and Procedures are Compliant with current regulatory requirements.	Information Technology Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

CBJRO Project with Regional Councils to implement KAON ISO and AUS Standards-Compliant ICT Policy system.

Quotes received awaiting authorisation to proceed.

Feb 2017 Update - Still waiting authorisation to proceed.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.1.2.110 Ensure process and delivery solutions to satisfy State Records Standards contained within the State Records Act 1998 and Council's Records Policy.	Manager Corporate/Governance (Public Officer)	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

Records staff continually monitor processes to ensure compliance with relevant legislation

7.4 Council will maintain an effective and efficient Geographical Information System

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.1.2.76 Ensure that the land and property information systems are managed and developed to meet the needs of the organisation.	GIS Administrator	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: GIS systems being reviewed as part of Corporate System QGIS demonstration for staff from all offices held in November							

7.5 Balance statutory requirements with individual choice and informed decision making

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.1.3.8 Improve organisation wide Risk Management through use of ISO 31000 principles.	Risk Officer	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
ACTION PROGRESS COMMENTS: The Enterprise Risk Management procedure and form have been through staff consultation. The ERM procedure has been endorsed by ET and has been presented to the ARIC and is awaiting comment The ERM form has been presented to the AIRC and is awaiting comment							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.1.3.9 Advocate with State and Federal Government for the removal of barriers to economic and community development.	Assistant General Manager	Not Started	01-Jul-2016	30-Jun-2017	0.00%	100.00%	 RED

7.6 Increase and improve Council's financial sustainability.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.2.1.1 Develop, implement and maintain a system of development and infrastructure servicing contributions.	Director of Service Support	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	

ACTION PROGRESS COMMENTS:

The existing s94 and s64 plans in place at the time of merger are still applicable. Development of new plans will need to be undertaken once requirements for asset development have been identified.

Discounts on existing s64 contributions were approved by the Administrator as a means of stimulating development in certain areas.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.2.1.2 Annual Rates and charges are set in accordance with Policy and Legislation.	Director Corporate Services	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.2.1.3 Effective management of Council funds to ensure financial sustainability.	Director of Service Support	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.2.1.4 The finance framework ensures that budgets can be developed, monitored and reviewed regularly to ensure sustainability.	Director Corporate Services	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Procedure developed for reporting QBRS on an integrated basis.

7.7 Council will undertake effective regional partnerships that increase operational efficiency, while maintaining our own identify

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.2.2.1 Advocate to State and Federal Government for facilities and services that address identified and agreed community needs.	General Manager	In Progress	01-Jul-2016	30-Jun-2017	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Meetings held with various Ministers and Members of State Parliament to advocate for various needs identified in former council plans pending development of combined strategic plans.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.2.2.2 Undertake processes to identify and address cost shifting by State and Federal Government.	Director of Service Support	In Progress	01-Jul-2016	30-Jun-2017	20.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: No formal process has been undertaken to date in relation to cost shifting. Council has provided input and information where the opportunity has arisen in relation to this matter. With the focus on the implementation of the merger over the coming months this task will continue on an ad hoc basis rather than a dedicated one.							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.2.2.3 Undertake 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.	Director Special Projects Office	Completed	01-Jul-2016	30-Jun-2017	100.00%	100.00%	 GREEN
<p>ACTION PROGRESS COMMENTS: Innovation and Business Development Team has been set-up to continue working on a number of different projects to facilitate and deliver an efficient an effective merger process. They are continually providing project support to a number of departments.</p> <ul style="list-style-type: none"> - Salary Harmonisation - Property Review - Asset Management Audit - Major Projects Stronger Communities Fund - ICT Strategy - Community Engagement Strategy - Signage and Branding Project - Organisational Structure - Performance Evaluation System - Project Management Framework - Waste Services Review - Roads Services Review <p>The team is also monitoring and reporting on the Merger progress and budget on a regular basis to Audit, Risk & Improvement Committee (ARIC), Administrator and Office of Local Government</p>							

7.8 Council employs a multi-skilled workforce and encourages staff to take ownership of service delivery in a responsible and efficient manner

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.3.1.51 Council will maintain effective personal management systems that ensure the organisation is sustainable	Manager Human Resources	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
<p>ACTION PROGRESS COMMENTS: Budget Managers are able to access their existing systems in order to monitor and maintain their budget allocations. Finance staff have developed consolidated financial reports which will be provided to the Executive Team on a monthly basis ensuring any issues are identified and actioned. The Executive Management Team will also obtain reports from HR and other areas of the business to ensure operations remain on track.</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.3.1.54 Ensure Council attracts, retains and develops a capable workforce that delivers positive outcomes.	Manager Human Resources	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
<p>ACTION PROGRESS COMMENTS: Workforce management is an ongoing series of processes to achieve the outcomes required</p> <p>Recruitment processes adjusted to meet requirements under the LG Act during interim period after proclamation</p> <p>Vacancy Management, Lateral Transfer and Redeployment protocols published</p> <p>Director level recruitment complete Group Manager level recruitment in progress Internal recruitment processes for other staff underway for restructure project</p> <p>Direct Transfer eligibility analysis process underway following handover of restructure process from SPO team in June</p> <p>Code of Conduct and Fraud Prevention Awareness training undertaken for all staff</p>							

7.9 Provide a work place that ensures the health, safety and wellbeing of employees is maintained through the management of potential risks

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
7.3.1.70 Develop and implement WHS policies, procedures and resources for managers and workers.	Manager Human Resources	Ongoing	01-Jul-2016	30-Jun-2017	-	100.00%	
<p>ACTION PROGRESS COMMENTS: WHS Committee continues to and meet. Drug and Alcohol awareness training completed Ongoing regular testing program underway WHS officers collaborating on investigations and training Worksafe Australia update and information dissemination process reconfigured</p>							

