



SNOWY MONARO
REGIONAL COUNCIL

Minutes

Ordinary Council Meeting

27 September 2017

**ORDINARY COUNCIL MEETING
HELD IN COUNCIL CHAMBERS, 81 COMMISSIONER STREET, COOMA NSW 2630
ON WEDNESDAY 27 SEPTEMBER 2017**

MINUTES

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**MINUTES OF THE ORDINARY COUNCIL MEETING
HELD IN COUNCIL CHAMBERS, 81 COMMISSIONER STREET, COOMA NSW 2630**

**ON WEDNESDAY, 27 SEPTEMBER 2017
COMMENCING AT 5.30PM**

PRESENT: Mayor, Councillor John Rooney
Deputy Mayor, Councillor Lynley Miners
Councillor Peter Beer
Councillor John Castellari
Councillor Rogan Corbett
Councillor James Ewart
Councillor Sue Haslingden
Councillor John Last
Councillor Anne Maslin
Councillor Brian Old
Councillor Bob Stewart

APOLOGIES: Nil

Staff: Joe Vescio, General Manager
Suneil Adhikari, Director Operations & Infrastructure
Peter Smith, Director Environment & Sustainability
Peter Cannizzaro, Director Corporate & Community Services
Erin Donnelly, Secretary Council and Committees
Nola Bowen, Group Manager Governance
Robin Guthrie, Manager Corporate Governance (Public Officer)
Gary Shakespeare, Group Manager Transport Infrastructure (Operations)

Notes: *The Mayor opened the meeting at 5.37PM, Clr Peter Beer having declared a conflict of interest with this item (refer Item 16.17 above), left the meeting and was absent from the meeting from 7.33pm for the duration of Item 16.17 Request for Donations and Financial Support, returning at 7.42pm taking no part in discussion or voting on this item, Clr James Ewart having declared a conflict of interest with this item (refer Item 16.17 above), left the meeting and was absent from the meeting from 7.33pm for the duration of Item 16.17 Request for Donations and Financial Support, returning at 7.42pm taking no part in discussion or voting on this item, Clr Lynley Miners having declared a conflict of interest with this item (refer Item 16.17 above), left the meeting and was absent from the meeting from 7.33pm for the duration of Item 16.17 Request for Donations and Financial Support, returning at 7.42pm taking no part in discussion or voting on this item, Councillor Bob Stewart was absent from the meeting from 8.18pm during Item 21 Questions Without Notice returning at 8.33pm during, At 8.20pm the meeting adjourned for dinner, The meeting resumed at 8.33pm, At 8.34 pm the meeting was closed to the press and public, At 8.39 pm the Closed Session ended and the Council meeting continued in Open Session, There being no further business the Administrator declared the meeting closed at 8.42PM.*

The Mayor opened the meeting at 5.37PM

1. APOLOGIES

Nil

2. CITIZENSHIP CEREMONY

Nil

3. PRESENTATIONS

Nil

4. PUBLIC FORUM

(Minutes of Deputations from the Public Gallery are a summary only and do not purport to be a complete transcript of the proceedings.)

COUNCIL RESOLUTION	186/17
That members of the public be granted permission to address Council.	
Moved Councillor Castellari	Seconded Councillor Corbett
	CARRIED

4.1 DELEGATE PROGRESS ASSOCIATION - PENELOPE JUDGE

Penelope Judge, President of the Delegate Progress Association, gave a short presentation to Council on the area of Delegate and items of importance for the residence of Delegate. Some of these items included:

- Regular Consultation with residents of Delegate
- Services provided
- Potable water
- Weed control
- Future industry
- Accessibility issues

4.2 COMMUNITY PERCEPTION - ANDREW THALER

Andrew Thaler, resident of Nimmitabel and business owner, presented to Council a number of issues he has regarding perceived judgement, his experience with the former Cooma Monaro Council, and the benefits of the solar industry.

5. DISCLOSURE OF INTEREST

5.1 COUNCILLOR BEER

Councillor Peter Beer declared an interest in Item 16.17 Request for Donations and Financial Support as he has a conflict of interest in this item due to "My wife, Kerry Beer Photography is a major contractor to one of the applicants applying for funds". Councillor Beer left the meeting at 7.33pm and returned at 7.42pm. Councillor Beer did not take part in discussion or voting on this item.

5.2 COUNCILLOR MINERS

Councillor Lynley Miners declared an interest in Item 16.17 Request for Donations and Financial Support as he has a conflict of interest in this item due to "Current President of Adaminaby Jockey Club". Councillor Miners left the meeting at 7.33pm and returned at 7.42pm. Councillor Miners did not take part in discussion or voting on this item.

5.3 COUNCILLOR EWART

Councillor James Ewart declared an interest in Item 16.7 Request for Donation and Financial Support as he has a conflict of interest in this item due to "Mother, Carolyn Ewart is the Chairperson for CUC in regard for funding". Councillor Ewart left the meeting at 7.33pm and returned at 7.42pm. Councillor Ewart did not take part in discussion or voting on this item.

6. MATTERS DEALT WITH BY EXCEPTION

Items by Exception

The Mayor requested that Councillors nominate any items listed in Corporate Business and Confidential Business that they wished to discuss.

COUNCIL RESOLUTION

187/17

- A. That all items listed in Corporate Business both Open and Confidential be dealt with separately other than the following items which are moved by exception:
- 14.1 Minutes of the Recreational Facilities Committee of the 17 August 2017
 - 16.1 Presentation of Administrator's End of Term Report
 - 16.4 Code of Conduct
 - 16.5 Councillor and Staff Interaction Policy
 - 16.6 Councillor Representative on the CBRJO Board
 - 16.7 Appointment of Other Delegates for the Period September 2017 to September 2018
 - 16.8 Re-appointment of Section 355 Committees
 - 16.10 Annual Report – Internal Audit and Audit, Risk and Improvement Committee 2016/2017
 - 16.12 Enterprise Risk Management Policy
 - 16.13 Monthly Funds Management Report – August 2017
 - 16.16 Financial Assistance Grants
 - 16.18 Rural Centres Report 2017

B. That the Officer's Recommendations in the reports listed above are hereby adopted.

Moved Councillor Corbett

Seconded Councillor Ewart

CARRIED

7. ADOPTION OF MINUTES OF PREVIOUS MEETING

7.1 ORDINARY COUNCIL MEETING 30 AUGUST 2017

COUNCIL RESOLUTION

188/17

THAT Council receive and note the minutes of the Ordinary Council Meeting held on 30 August 2017

Moved Councillor Stewart

Seconded Councillor Old

CARRIED

Record of Voting

Councillors Against: Councillor Last.

Note 1: Vote Against Committee Recommendation

Clr John Last requested that his vote against the recommendation 188/17 be recorded in the minutes.

7.2 CLOSED SESSION OF THE ORDINARY COUNCIL MEETING 30 AUGUST 2017

COUNCIL RESOLUTION

189/17

THAT Council receive and note the minutes of the Closed Session of the Ordinary Council Meeting held on 30 August 2017.

Moved Councillor Corbett

Seconded Councillor Rooney

CARRIED

Record of Voting

Councillors Against: Councillor Last.

Note 2: Vote Against Committee Recommendation

Clr John Last requested that his vote against the recommendation 189/17 be recorded in the minutes.

8. DELEGATE'S REPORT (IF ANY)

8.1 MINUTES OF THE ADMINISTRATORS DELEGATIONS MEETING HELD 28 AUGUST 2017

Record No:

Responsible Officer: General Manager

Author: Secretary Council & Committees

Attachments: 1. Minutes - Administrator Delegations Meeting held 28 August 2017 [↗](#)

EXECUTIVE SUMMARY

The Administrator considered a number of reports and exercised his Delegation on 28 August 2017 in the Cooma Office, 81 Commissioner Street, Cooma.

COUNCIL RESOLUTION

190/17

That Council receive and note the minutes of the Administrator Delegations meeting, held 28 August 2017 and confirm the adopted recommendations approved by the Administrator in accordance with *Section 226 dot point one (1) or two (2) of the Local Government Act.*

Moved Councillor Corbett

Seconded Councillor Ewart

CARRIED

Record of Voting

Councillors Against: Councillor Last.

Note 3: Vote Against Committee Recommendation

Clr John Last requested that his vote against the recommendation 190/17 be recorded in the minutes.

8.2 MINUTES OF THE ADMINISTRATORS DELEGATIONS MEETING HELD 6 SEPTEMBER 2017

Record No:

Author: Executive Assistant to the Mayor & Councillors - Katherine Miners,
Mayor

Attachments: 1. Minutes of the Administrator Delegations Meeting Held 6 September
2017 [⇒](#)

EXECUTIVE SUMMARY

The Administrator considered a number of reports and exercised his Delegation on 6 September 2017 in the Cooma Office, 81 Commissioner Street, Cooma.

COUNCIL RESOLUTION

191/17

That Council receive and note the minutes of the Administrator Delegations meeting, held 6 September 2017 and confirm the adopted recommendations approved by the Administrator in accordance with *Section 226 dot point one (1) or two (2) of the Local Government Act.*

Moved Councillor Corbett

Seconded Councillor Ewart

CARRIED

Record of Voting

Councillors Against: Councillor Last.

Note 4: Vote Against Committee Recommendation

Clr John Last requested that his vote against the recommendation 191/17 be recorded in the minutes.

8.3 MINUTES OF THE ADMINISTRATORS DELEGATIONS MEETING HELD 20 SEPTEMBER 2017

Record No:

Responsible Officer: General Manager

Author: Secretary Council & Committees

Attachments: 1. Minutes - Administrator Delegations Meeting held 20 September
2017 [⇒](#)

EXECUTIVE SUMMARY

The Administrator considered a number of reports and exercised his Delegation on 20 September 2017 in the Cooma Office, 81 Commissioner Street, Cooma.

COUNCIL RESOLUTION

192/17

That Council receive and note the minutes of the Administrator Delegations meeting, held 20 September 2017 and confirm the adopted recommendations approved by the Administrator in accordance with *Section 226 dot point one (1) or two (2) of the Local Government Act.*

Moved Councillor Corbett

Seconded Councillor Ewart

CARRIED

Record of Voting

Councillors Against: Councillor Last.

Note 5: Vote Against Committee Recommendation

Clr John Last requested that his vote against the recommendation 192/17 be recorded in the minutes.

9. ADOPTION OF COMMITTEE MINUTES/RECOMMENDATIONS

9.1 MINUTES OF THE BOMBALA RACECOURSE AND RECREATION GROUND MEETING HELD 10 SEPTEMBER 2017

Record No:

Responsible Officer: General Manager
Author: Secretary Council & Committees
Attachments: 1. Minutes - Bombala Racecourse & Recreation Ground [⇒](#)

EXECUTIVE SUMMARY

The Bombala Racecourse and Recreation Ground Committee met on 10 September 2017. The Committee's minutes are presented for Council's consideration and adoption.

COUNCIL RESOLUTION

193/17

That Council Withdraw the report Minutes of the Bombala Racecourse and Recreation Ground Meeting Held 10 September 2017 and defer to a later Council meeting.

Moved Councillor Haslingden

Seconded Councillor Last

CARRIED

Note 6: Report Withdrawn

Item 9.1 as listed on the Agenda was withdrawn and will be presented at a later Council meeting.

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

Nil

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

11.1 WILDSIDE ADVENTURE EVENT ON PUBLIC ROADS 2-6 OCTOBER 2017

Record No:

Responsible Officer: Director Operations & Infrastructure
Author: Development Engineer
Key Direction: 2. Expanding Connections Within the Shire and Beyond
Delivery Plan Strategy: DP2.3 Continually monitor and improve traffic management throughout the Shire.
Operational Plan Action: OP2.8 Investigate and implement Traffic Management measures as an aid to increase road safety throughout the Region.
Attachments: 1. Wildside Adventure Snowy Monaro Region Event Overview - REVISION August 2017 (*Under Separate Cover*) [⇒](#)
2. Wildside Adventure Safety Management Plan 2017 (*Under Separate*

Cover) ⇒

3. Wildside Adventure Risk Management Plan 2017 (*Under Separate Cover*) ⇒
4. Wildside Adventure Certificate of Currency (*Under Separate Cover*) ⇒
5. Wideside Adventure Leg 1 Traffic Control Map (*Under Separate Cover*) ⇒
6. Wildside Adventure Leg 1 Traffic Control Map 1 (*Under Separate Cover*) ⇒
7. Wildside Adventure Leg 2 Traffic Management (*Under Separate Cover*) ⇒

Cost Centre

1505

Project

Snowy Monaro Local Traffic Committee

Further Operational Plan Actions:

EXECUTIVE SUMMARY

This event was considered at the last Snowy Monaro Local Traffic Committee (SMLTC) meeting on 26th July 2017 at which the SMLTC recommended to Council that the event not be supported unless the safety concerns of the SMLTC were addressed. Council's Administrator adopted the recommendation on 21 August 2017 under delegation. The event organiser has now provided further information and made further amendments so that the SMLTC may reconsider the event.

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

COUNCIL RESOLUTION

194/17

That Council provides its approval of the Wildside Adventure Race (2-6 October 2017) run leg on Bushrangers Hill Road, Snowy Mountains Highway, Cosgrove and Baker Streets, and the bicycle leg on Baker and Lett Streets and Yaouk Road subject to providing Council with a copy of a Road Occupancy Licence from the Roads and Maritime Services for the "run leg" part of the event on Snowy Mountains Highway.

Moved Councillor Ewart

Seconded Councillor Corbett

CARRIED

Record of Voting.

Councillors Against: Councillor Last.

Note 7: Vote Against Committee Recommendation

Clr John Last requested that his vote against the recommendation 194/17 be recorded in the minutes.

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

Nil

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

Nil

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

14.1 MINUTES OF THE RECREATIONAL FACILITIES COMMITTEE OF THE 17 AUGUST 2017

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Recreation & Property Technical Officer
Key Direction:	5. Enhancing Our Healthy, Active Lifestyle
Delivery Plan Strategy:	DP5.4 Ensure open space areas are well connected and functional for wide range of users with varying levels of fitness, mobility and resources.
Operational Plan Action:	OP5.17 Ensure strategies for open space and recreational assets are appropriate and deliver functional affordable spaces and facilities for the community.
Attachments:	1. Minutes of Recreational Facilities Committee Meeting 2017.08.17 ⇒
Cost Centre	
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The Recreational Facilities Committee met in the Council Chambers (Cooma Office) on 17 August 2017. The minutes are presented for Council's information.

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

COUNCIL RESOLUTION

195/17

That Council note the minutes of the Recreational Facilities Committee meeting of the 17 August 2017 and that the recommendations contained therein be adopted.

Moved Councillor Corbett

Seconded Councillor Ewart

CARRIED

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

15.1 CONSTRUCTION OF TEMPORARY CARPARK AT 55 VALE ST COOMA

Record No:

Responsible Officer:	Executive Manager Innovation & Business Development
Author:	Project Manager
Key Direction:	6. Managing Development and Service Delivery to Retain the Things We Value
Delivery Plan Strategy:	DP6.2.1.2 Plan for, and undertake, works to improve the visual amenity of towns and villages.
Operational Plan Action:	OP6.18 Beautification of Townships.
Attachments:	1. Temporary Carpark Design ⇒
Cost Centre	
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The report is requesting approval to upgrade the vacant land at 55 Vale Street, Cooma in to a temporary sealed carpark. The project cost is estimated at \$90,000.

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

COUNCIL RESOLUTION

196/17

That Council defer the report Construction of Temporary Carpark at 55 Vale St Cooma pending a further report to Council on the purchase of lots 55, 57 and 59 Vale Street.

Moved Councillor Last

Seconded Councillor Stewart

CARRIED

Note 8: Amendment to Original Motion

The above recommendation was an amendment to the original motion. The amendment on being put to the vote was carried and became the substantive motion.

The original motion Moved: Clr Bob Stewart, Seconded: Clr Rogan Corbett was:

"That Council authorise the expenditure and allocate an amount of \$90,000 in the 2017/2018 Financial Year Budget with funding to be provided from reserves".

15.2 FEDERAL GOVERNMENT FUNDING UNDER "BUILDING BETTER REGIONS FUND" FOR THE AUGMENTATION AND UPGRADE OF THE BOMBALA SEWAGE TREATMENT PLANT

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Manager Water & Waste Services

Key Direction:	6. Managing Development and Service Delivery to Retain the Things We Value
Delivery Plan Strategy:	DP6.1.2.2 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.
Operational Plan Action:	OP6.5 Implement annual Wastewater Capital Works Program.
Attachments:	1. Letter of Offer from the Minister ⇨ 2. Conditions of Offer of Grant funding ⇨ 3. Evidence of Councils contribution ⇨
Cost Centre	2150
Project	Augmentation and Upgrade of the Bombala STP
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

To inform Council of the award of Federal Government Funding for the Augmentation and Upgrade of the Bombala STP.

Council was successful in winning 3.5 million dollars which is 50% of the total cost of the project amounting to \$7 million dollars.

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

COUNCIL RESOLUTION

197/17

That Council

- A. Receive and note the information in the report regarding the award of Federal Government Funding of \$3.5 million dollars for the augmentation and upgrade of the Bombala Sewage Treatment Plant.
- B. Council seek State Government funding for up to 100% of Councils contribution for this project and seek written advice within 6 week;
- C. Allocate Co-funding contribution from Councils reserves and include a report in regard to the former councils' sewerage funds.

Moved Councillor Stewart

Seconded Councillor Haslingden

CARRIED

Record of Voting

Councillors Against: Councillor Corbett.

Note 9: Amendment to Original Motion

The above recommendation was an amendment to the original motion. The amendment on being put to the vote was carried and became the substantive motion.

The original motion Moved: Clr Bob Stewart, Seconded: Clr Sue Haslingden was:

"That Council receive and note the information in the report regarding the award of Federal Government Funding of \$3.5 million dollars for the augmentation and upgrade of the Bombala Sewage Treatment Plant."

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

16.1 PRESENTATION OF ADMINISTRATOR'S END OF TERM REPORT

Record No:

Responsible Officer: Director Corporate & Community Services
 Author: Manager Corporate/Governance
 Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation
 Delivery Plan Strategy: DP7.1.1.2 Council’s leadership is based on ethics and integrity to enable informed and appropriate decisions in the community’s best interest.
 Operational Plan Action: OP7.8 Ensure that appropriate governance structures are in place enabling open, transparent government.
 Attachments: 1. Administrators End Of Term Report (*Under Separate Cover*) ⇨
 Cost Centre: Councillors
 Project: Administrator’s End of Term Report

EXECUTIVE SUMMARY

On 12 May 2016 the former Councils of Bombala, Cooma-Monaro Shire and Snowy River Shire were merged to form Snowy Monaro Regional Council. At that time Mr Dean Lynch was appointed as the Administrator of the newly formed Council until elections were held on 9 September 2017.

The following Administrator’s report is designed to inform our community of the key successes achieved during the Administration period and also identifies the challenges that have been faced.

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

COUNCIL RESOLUTION	198/17
That Council receive and note the Administrator’s End of Term Report.	
Moved Councillor Corbett	Seconded Councillor Ewart
	CARRIED

Note 10: Motions Without Debate

The above officer’s recommendation became a resolution of Council as a result of resolution 187/17 above as there was no challenge by Councillors.

16.2 COUNCIL'S DELEGATIONS TO THE GENERAL MANAGER

Record No:

Responsible Officer: Director Corporate & Community Services
 Author: Secretary Council & Committees
 Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation
 Delivery Plan Strategy: DP7.1 Ensure that legislative obligations are met throughout all Council departments.

Operational Plan Action: OP7.1 Ensure statutory registers are maintained and publicly available.
Attachments: 1. Part A - Delegations Granted to the General Manager ⇨
2. Part B - Delegations Granted to Non-Staff ⇨
Cost Centre 3120

EXECUTIVE SUMMARY

Section 377 of the Local Government Act 1993 empowers Council to delegate its functions and defines those functions that cannot be delegated.

The existing delegations are recorded in Council's Delegations Register which is available to be viewed by the public;

Part A – Delegations Granted to the General Manager

Part B – Delegations Granted to Non-staff*

**Non Staff are defined as - any other person or body (not including another employee of the council)*

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

COUNCIL RESOLUTION

199/17

That Council

- A. Delegates to the General Manager or any other person or body (not including another employee of the council) any of the functions of the council, other than those listed in Section 377 (1) (a) to (u) of the *Local Government Act 1993*, as an interim measure;
- B. Notes the delegations to the General Manager defined in the attachment Part A – Delegations Granted to the General Manager, of the Delegations Register;
- C. Notes the delegation for Non-Staff defined in the attachment Part B – Delegations Granted to Non-Staff, of the Delegations Register; and
- D. Receive a report within two (2) months on the updated Delegations Register.

Moved Councillor Ewart

Seconded Councillor Haslingden

CARRIED

16.3 CODE OF MEETING PRACTICE

Record No:

Responsible Officer: Director Corporate & Community Services
Author: Group Manager Governance
Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy: DP7.1.1.1 Ensure that legislative obligations are met throughout all Council departments.
Operational Plan Action: OP7.6 Undertake an ongoing and systematic review of Council services in accordance with agreed prioritisation to deliver efficiencies.
Attachments: 1. SMRC 72 Code of Meeting Practice ⇨
Cost Centre Corporate Governance
Project Policy Review

EXECUTIVE SUMMARY

As part of the Proclamation of 12 May 2016, Snowy Monaro Regional Council (SMRC) adopted the former Cooma Monaro Shire Councils Code of Meeting Practice. Minor changes are now required to ensure the document reflects current technology and the new Council.

These changes are in section:

- Part 2 Section 4 (3), (4)
- Part 3 Section 19 (1)
- Part 3 Section 27
- Part 9 Section 76
- Replace Public Officer with Secretary Council and Committees through document
- Policy Owner changed to Group Manager Governance

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

COUNCIL RESOLUTION

200/17

That Council adopt the amendments to the SMRC 72 Code of Meeting Practice, with the addition of the following clause under Section 27 (2) Representation and Presentations: That Council will not make a decision on a presentation or deputation unless Council decides it is a matter of urgency.

Moved Councillor Haslingden

Seconded Councillor Stewart

CARRIED

Note 11: Amendment to Original Motion

The above recommendation was an amendment to the original motion. The amendment on being put to the vote was carried and became the substantive motion.

The original motion Moved: Clr Rogan Corbett, Seconded: Clr James Ewart was:

"That Council adopt the amendments to the SMRC 72 Code of Meeting Practice".

16.4 CODE OF CONDUCT

Record No:

Responsible Officer:	Director Corporate & Community Services
Author:	Group Manager Governance
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.1.1.1 Ensure that legislative obligations are met throughout all Council departments.
Operational Plan Action:	OP7.6 Undertake an ongoing and systematic review of Council services in accordance with agreed prioritisation to deliver efficiencies.
Attachments:	1. SMRC0001 Code of Conduct Policy ↗
Cost Centre	Corporate Governance
Project	Policy Review

EXECUTIVE SUMMARY

SMRC0001 Code of Conduct Policy was adopted at the first meeting of the amalgamated Council on 12 May 2016 with a review date of September 2017.

This Policy has been reviewed and the following amendments identified.

1.4	Add “the Canberra Region Joint Organisation of Councils (CBRJO) formerly known as”
Documentation	The Model Code of Conduct for Local Councils in NSW – March 2013 to The Model Code of Conduct for Local Councils in NSW –November 2015
Documentation	Policy Tendering, Purchasing, Contracting and the Engagement of Suppliers, Consultants & Professions Services under Delegated Authority to SMRC 55 – Purchasing and Tendering Policy
Documentation	Policy Corporate Credit Card to Credit/Purchase Card Procedure
Documentation	Policy – Public Interest Disclosures – Internal Reporting to SMRC 338 – Public Interest Disclosures (PID) Internal Reporting
Documentation	Policy Grievance to SMRC67 Grievance
Documentation	Private Use and Leaseback of Council Vehicles to SMRC174 – Motor Vehicle Leaseback and Private Use

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

COUNCIL RESOLUTION	201/17
That Council adopt the revised SMRC0001 Code of Conduct Policy	
Moved Councillor Corbett	Seconded Councillor Ewart
	CARRIED

Note 12: Motions Without Debate

The above officer’s recommendation became a resolution of Council as a result of resolution 187/17 above as there was no challenge by Councillors.

16.5 COUNCILLOR AND STAFF INTERACTION POLICY

Record No:

Responsible Officer:	Director Corporate & Community Services
Author:	Group Manager Governance
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.1.1.2 Council’s leadership is based on ethics and integrity to enable informed and appropriate decisions in the community’s best interest.
Operational Plan Action:	OP7.9 Ensure Councillors are provided with opportunities to contribute to their professional development.
Attachments:	1. Councillor and Staff Interaction Policy ⇨ 2. Guidance to Support Seamless Transition from Administration to Elected Councils ⇨
Cost Centre	Corporate Governance

Project Policy Review

EXECUTIVE SUMMARY

The election for the inaugural Council of Snowy Monaro Regional Council was held on 9 September 2017. The Office of Local Government recommends Councils develop a Policy to provide guidance on the interactions between Council officials and staff in order to effectively manage these interactions, in line with clause 9.7 of the Model Code of Conduct.

Snowy Monaro Regional Council have developed a Councillor and Staff interaction Policy to support this recommendation and provide a framework for Councillors and staff on how to interact with each other and how to provide and receive information. The policy also identifies key staff who are able to interact with Councillors.

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

COUNCIL RESOLUTION	202/17
That Council adopt the Councillor and Staff Interaction Policy.	
Moved Councillor Corbett	Seconded Councillor Ewart
	CARRIED

Note 13: Motions Without Debate

The above officer's recommendation became a resolution of Council as a result of resolution 187/17 above as there was no challenge by Councillors.

16.6 COUNCIL REPRESENTATIVE ON THE CBRJO BOARD

Record No:

Responsible Officer: Director Corporate & Community Services
Author: Secretary Council & Committees
Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy: DP7.1.1.2 Council's leadership is based on ethics and integrity to enable informed and appropriate decisions in the community's best interest.
Operational Plan Action: OP7.8 Ensure that appropriate governance structures are in place enabling open, transparent government.
Attachments: Nil
Cost Centre 3120

EXECUTIVE SUMMARY

Canberra Region Joint Organisation (CBRJO) comprises of eight (8) Councils of South East NSW collectively with the ACT Government. Snowy Monaro Regional Council representatives on the CBRJO Board consist of the Mayor and General Manager.

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

COUNCIL RESOLUTION

203/17

That Council

- A. Appoint the Mayor as the member for Snowy Monaro Regional Council on the CBRJO board; and
- B. Approve the Mayor to appoint their alternate in the event they are unable to attend a meeting.

Moved Councillor Corbett

Seconded Councillor Ewart

CARRIED

Note 14: Motions Without Debate

The above officer's recommendation became a resolution of Council as a result of resolution 187/17 above as there was no challenge by Councillors.

16.7 APPOINTMENT OF OTHER DELEGATES FOR THE PERIOD SEPTEMBER 2017 TO SEPTEMBER 2018

Record No:

Responsible Officer:	Director Corporate & Community Services
Author:	Manager Corporate/Governance
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.1.1.2 Council's leadership is based on ethics and integrity to enable informed and appropriate decisions in the community's best interest.
Operational Plan Action:	OP7.8 Ensure that appropriate governance structures are in place enabling open, transparent government.
Attachments:	Nil
Cost Centre	Mayor and Council
Project	Operational Activity
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Council maintains links with a range of community based and other organisations via representation on relevant committees. Such representation is usually by appointment of either elected members or members of staff as delegates.

Delegates generally have voting rights as representatives of Council on such committees, although the extent of this does vary between committees. Delegates have a responsibility to Council, as its representative, to vote in accord with Council policy and to keep Council informed of the activities of the committee in question.

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

COUNCIL RESOLUTION

That Council

- A. Note the External Committees that Snowy Monaro Regional Council has representation on; and
- B. Defer consideration of nominations to these External Committees until the October Ordinary Meeting of Council.

Moved Councillor Corbett

Seconded Councillor Ewart

Note 15: Motions Without Debate

The above officer's recommendation became a resolution of Council as a result of resolution 187/17 above as there was no challenge by Councillors.

16.8 RE-APPOINTMENT OF SECTION 355 COMMITTEES

Record No:

Responsible Officer:	Director Corporate & Community Services
Author:	Manager Corporate/Governance
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.2 Council's leadership is based on ethics and integrity to enable informed and appropriate decisions in the community's best interest.
Operational Plan Action:	OP7.7 Ensure that governance structures are open, transparent and fully accountable and that these are supported by relevant instruments.
Attachments:	Nil
Cost Centre	Governance
Project	Section 355 Committees
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

There are a number of Section 355 Committees appointed by Council, either as management committees of a Council facility or as an advisory committee.

Section 355 Committees as listed were re-appointed after the merger to September 2017. Council will be undertaking a comprehensive review of its committee structure within the next two months. However, to ensure that community members of these committees have adequate insurance cover, it is necessary that these Committees be re-appointed until November 2017.

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

COUNCIL RESOLUTION

204/17

That Council

- A. Re-appoint all Section 355 committees as at 9 September 2017 (as listed) to 30 November 2017 and reconfirm membership of those Committees to 30 November 2017.
- B. Nominate two Council representatives to the Bombala Racecourse and Recreation Ground Management Committee.

Moved Councillor Corbett

Seconded Councillor Ewart

CARRIED

Note 16: Motions Without Debate

The above officer's recommendation became a resolution of Council as a result of resolution 187/17 above as there was no challenge by Councillors.

16.9 NOMINATION OF A COUNCIL MEMBER FOR THE AUDIT RISK AND IMPROVEMENT COMMITTEE (ARIC)

Record No:

Responsible Officer:	Director Corporate & Community Services
Author:	Group Manager Governance
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.1.1.2 Council's leadership is based on ethics and integrity to enable informed and appropriate decisions in the community's best interest.
Operational Plan Action:	OP7.8 Ensure that appropriate governance structures are in place enabling open, transparent government.
Attachments:	1. Audit, Risk and Improvement Committee Charter ⇒

EXECUTIVE SUMMARY

To ensure that ARIC has a quorum at the next meeting on 18 October 2017 there is a requirement for a Councillor to be nominated to the committee at the first Ordinary Council meeting of the SMRC Council on 27 September 2017.

The Audit, Risk and Improvement Committee (ARIC) in line with the Charter requires a Councillor to be nominated as a voting representative to the committee.

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

COUNCIL RESOLUTION

205/17

That Council

- A. Request nominations from Councillors for representation on the Audit, Risk and Improvement Committee; and
- B. Appoint Councillor John Castellari as the Council representative on the Audit, Risk and Improvement Committee.

Moved Councillor Maslin

Seconded Councillor Old

CARRIED

Note 17: Amendment to Original Motion

The above recommendation was an amendment to the original motion. The amendment on being put to the vote was carried and became the substantive motion.

The original motion Moved: Clr Bob Stewart, Seconded: Clr John Castellari was:

“That Council

- A. *Request nominations from Councillors for representation on the Audit, Risk and Improvement Committee; and*
- B. *Agree on the one Council representative to be on the ARIC and appoint that Councillor at the Ordinary Council meeting 27 September 2017”.*

**16.10 ANNUAL REPORT - INTERNAL AUDIT AND AUDIT, RISK AND IMPROVEMENT COMMITTEE
2016/2017**

Record No:

Responsible Officer:	General Manager
Author:	Auditor
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.2 Council’s leadership is based on ethics and integrity to enable informed and appropriate decisions in the community’s best interest.
Operational Plan Action:	OP7.7 Ensure that governance structures are open, transparent and fully accountable and that these are supported by relevant instruments.
Attachments:	1. Annual Report - Internal Audit and Audit, Risk and Improvement Committee 2016/2017 ⇒
Cost Centre	
Project	100042
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The Audit, Risk and Improvement Committee resolved that the Annual Report Internal Audit and Audit, Risk and Improvement Committee 2016/2017 be presented to Council. The Annual report contains a summary of the work of the Audit, Risk and Improvement Committee and the Internal Audit function.

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

COUNCIL RESOLUTION	206/17
That Council receive and note the information in the report on Annual Report – Internal Audit and Audit, Risk and Improvement Committee.	
Moved Councillor Corbett	Seconded Councillor Ewart
	CARRIED

Note 18: Motions Without Debate

The above officer’s recommendation became a resolution of Council as a result of resolution 187/17 above as there was no challenge by Councillors.

16.11 STRONGER COMMUNITIES FUND MAJOR PROJECTS PROGRAM QUARTLEY UPDATE

Record No:

Responsible Officer: Executive Manager Innovation & Business Development
 Author: Project Manager
 Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation
 Delivery Plan Strategy: DP7.1 Ensure that legislative obligations are met throughout all Council departments.
 Operational Plan Action: OP7.5 Achieve a stronger, more efficient Council through a successful merger.
 Attachments: Nil
 Cost Centre 3130 – Stronger Communities Fund (SCF) Grant
 Project Stronger Communities Fund Major Projects Program
 Further Operational Plan Actions:

EXECUTIVE SUMMARY

The Stronger Communities Fund was established by the NSW Government to provide recently merged councils with funding to kick start the delivery of projects that improve community infrastructure and services.

Stronger Communities Fund – Major Projects Program has \$14million allocated, split evenly across the three former council areas. The projects to be included in the program of works was endorsed by Council on 24 May 2017, and the agreement with Office of Local Government accepted following this.

Currently the program of works is 8% through the expected duration for delivery, the table below provides a breakdown of the status of the 100 projects.

Project Status	Number of projects
Completion	3
Delivery	4
Development	28
Not Started	65

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

COUNCIL RESOLUTION

207/17

That Council receive and note the Stronger Communities Fund Major Projects Program’s quarterly council report.

Moved Councillor Beer

Seconded Councillor Ewart

CARRIED

16.12 ENTERPRISE RISK MANAGEMENT POLICY

Record No:

Responsible Officer:	Director Corporate & Community Services
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.1.3.1 Balance statutory requirements with individual choice and informed decision making
Operational Plan Action:	OP7.15 Improve organisation wide Risk Management through use of ISO 31000 principles.
Attachments:	1. Draft Enterprise Risk Management Policy ⇒
Cost Centre	6010
Project	
Further Operational Plan Actions:	DP7.1.2 Council's leadership is based on ethics and integrity to enable informed and appropriate decisions in the community's best interest OP7.7 Provide timely, accurate and relevant information to Council to enable informed decision making.

EXECUTIVE SUMMARY

A draft Enterprise Risk Management Policy (250.2016.163.1) has been prepared for Council consistent with the international standards ISO31000 and ISO9001. This document was created by the Risk Management Working Group established before the creation of Snowy Monaro Regional Council to generate enterprise risk management documentation.

Following its creation, the document has been to Consultative Committee, Work Health and Safety Committee, through the document control system including staff consultation, the Audit Risk and Improvement Committee and considered by the Executive Team. Feedback provided by these forums was considered by the Risk Officer in the generation of this draft. The Executive Team endorsed the draft policy, EMT990/17, at its 25th August 2017 meeting.

This document is now ready for consideration by Council for adoption.

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

COUNCIL RESOLUTION	208/17
That Council adopt the Enterprise Risk Management Policy.	
Moved Councillor Corbett	Seconded Councillor Ewart
	CARRIED

Note 19: Motions Without Debate

The above officer's recommendation became a resolution of Council as a result of resolution 187/17 above as there was no challenge by Councillors.

16.13 MONTHLY FUNDS MANAGEMENT REPORT - AUGUST 2017

Record No:

Responsible Officer: Director Corporate & Community Services
Author: Finance Assistant
Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy: DP7.6 Increase and improve Council's financial sustainability.
Operational Plan Action: OP7.18 Effective management of Council funds to ensure financial sustainability.
Attachments: Nil
Cost Centre 4010 Financial Services
Project Funds Management
Further Operational Plan Actions: OP7.2 Completion of reporting requirements in accordance with legislation.

EXECUTIVE SUMMARY

The following details funds management position for the reporting period ending 31 August 2017. Cash and Investments are \$81,308,053.

Certification

I, Jo-Anne Mackay, Responsible Accounting Officer of Snowy Monaro Regional Council hereby certify, as required by Regulation 212 of the Local Government (General) Regulation 2005, that investments as detailed in the attached listings were invested in accordance with Section 625 of the Local Government Act 1993, the Regulations and Council's Investment Policies.

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

COUNCIL RESOLUTION

209/17

That Council

- A. Receive and note the report indicating Council's Funds Management position as at 31 August 2017.
- B. Receive and note the Certificate of the Responsible Accounting Officer.

Moved Councillor Corbett

Seconded Councillor Ewart

CARRIED

Note 20: Motions Without Debate

The above officer's recommendation became a resolution of Council as a result of resolution 187/17 above as there was no challenge by Councillors.

16.14 BOMBALA AND DELEGATE MASTERPLAN

Record No:

Responsible Officer: Executive Manager Innovation & Business Development
Author: Project Manager
Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation

Delivery Plan Strategy:	DP7.1 Ensure that legislative obligations are met throughout all Council departments.
Operational Plan Action:	OP7.5 Achieve a stronger, more efficient Council through a successful merger.
Attachments:	1. Bombala and Delegate Town Centre Strategic Masterplan (<i>Under Separate Cover</i>) ⇒
Cost Centre	3130
Project	Stronger Communities Fund (SCF) Major Projects
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The Bombala and Delegate Town Centre Strategic Masterplan has been developed following a detailed community consultation processes. Council has previously accepted the outcomes of the consultation, and endorsed the consultant to update the draft plan.

The attached document is the final Bombala and Delegate Town Centre Strategic Masterplan.

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

COUNCIL RESOLUTION

210/17

That Council negotiate with relevant stake holders in Bombala and Delegate to refine and finalise the preparation of the final design and drawings of the Bombala and Delegate Town Centre Strategic Masterplan.

Moved Councillor Stewart

Seconded Councillor Haslingden

CARRIED

Note 21: Amendment to Original Motion

The above recommendation was an amendment to the original motion. The amendment on being put to the vote was carried and became the substantive motion.

The original motion Moved: Clr Rogan Corbett, Seconded: Clr James Ewart was:

"That Council endorse the Bombala and Delegate Town Centre Strategic Masterplan Final Report".

16.15 ROADS MAINTENANCE EXTENSIVE DEEP DIVE SERVICE REVIEW REPORT

Record No:

Responsible Officer:	Executive Manager Innovation & Business Development
Author:	Special Projects Officer
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.1 Ensure that legislative obligations are met throughout all Council departments.
Operational Plan Action:	OP7.5 Achieve a stronger, more efficient Council through a successful merger.
Attachments:	1. Roads Maintenance Extensive Deep Dive Service Review Report

(Under Separate Cover) ⇒

Cost Centre

Merger

Project

Roads Maintenance Extensive Deep Dive Service Review

Further Operational Plan Actions:

EXECUTIVE SUMMARY

Snowy Monaro Regional Council with the assistance of CAM Management Solutions (CAMMS) conducted an Extensive Deep Dive Service Review on Sealed and Unsealed Road Maintenance. The Deep Dive Service Review involved consultation with various key stakeholders. On completion of the report it was recommended by Innovation & Business Development that all Key Findings, Proposed Actions and Benefits Realisation were approved and authorised for implementation into our Business Intelligence software – Global Collaboration for monitoring and reporting.

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

COUNCIL RESOLUTION

211/17

That Council receive and note the Roads Maintenance Deep Dive Service Review Final Report

Moved Councillor Ewart

Seconded Councillor Haslingden

CARRIED

16.16 FINANCIAL ASSISTANCE GRANTS

Record No:

Responsible Officer: Director Corporate & Community Services

Author: Personal Assistant To Director of Corporate & Community Services

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

Delivery Plan Strategy: DP7.1.1.2 Council's leadership is based on ethics and integrity to enable informed and appropriate decisions in the community's best interest.

Operational Plan Action: OP7.7 Provide timely, accurate and relevant information to Council to enable informed decision making.

Attachments:

1. Letter from the Local Government Grants Commission - FAGs *(Under Separate Cover)* ⇒
2. Appendix A - Disability Calculations Summary 2017-18 - Bombala *(Under Separate Cover)* ⇒
3. Appendix A - Disability Calculations Summary 2017-18 - Cooma-Monaro *(Under Separate Cover)* ⇒
4. Appendix A - Disability Calculations Summary 2017-18 - Snowy River *(Under Separate Cover)* ⇒
5. Appendix B - Explanation of Calculation Summaries *(Under Separate Cover)* ⇒
6. Appendix C - Details of Disability Factors *(Under Separate Cover)* ⇒
7. Appendix D - Guidelines for Special Submissions *(Under Separate Cover)* ⇒

Cost Centre

Project

Further Operational Plan Actions:

EXECUTIVE SUMMARY

The Local Government Grants Commission has provided information to Snowy Monaro Regional Council regarding calculation of its Financial Assistance Grants (FAGs). The attached documents provide detailed summaries of the 2017-18 grant calculations for the former Bombala, Cooma-Monaro and Snowy River Shire Councils.

The Local Government Grants Commission requested that their letter and attachments be tabled at the next Council meeting.

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

COUNCIL RESOLUTION

212/17

That Council receive and note the information from the Local Government Grants Commission in relation to Financial Assistance Grants (FAGs) for Snowy Monaro Regional Council.

Moved Councillor Corbett

Seconded Councillor Ewart

CARRIED

Note 22: Motions Without Debate

The above officer's recommendation became a resolution of Council as a result of resolution 187/17 above as there was no challenge by Councillors.

16.17 REQUEST FOR DONATIONS AND FINANCIAL SUPPORT

Record No:

Responsible Officer:	Director Corporate & Community Services
Author:	Administration Manager
Key Direction:	4. Creating a Safer, Healthier and Thriving Community
Delivery Plan Strategy:	DP4.2 Support activities, events and celebrations that promote cultural diversity and inclusiveness.
Operational Plan Action:	OP4.10 Promote and provide operational assistance to enhance and encourage events and tourism.
Attachments:	1. Requests for Donations and Sponsorship for submission to Council September 2017 ⇒ 2. Applications for Donations and Sponsorship ⇒
Cost Centre	3020
Project	Donations and Sponsorships

EXECUTIVE SUMMARY

Council receives a significant volume of requests for donations and sponsorship from various community groups and event organisers.

A review is being undertaken to determine a transparent and equitable process to manage ongoing

requests given the three former Council areas observed different protocols.

For the purposes of resolving current requests for donations, until the review can be completed, this report provides the following detail in consideration of the submissions:

Attached to this report are two documents:

1. Requests for Donations and Sponsorship for submission to Council September 2017.

- This document contains a summary of requests for September Council with a recommended value for endorsement by Council for each submission. Total value \$6578.00.

2. Applications for Donations and Sponsorship

- This document contains the original submission detail received from each submission.

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

COUNCIL RESOLUTION

213/17

That Council endorse the recommended value for each of the submissions #1 – 10 in the attachment 1. Requests for donations and Sponsorship for submission to Council September 2017, to a value of \$7328.00 with the amendment that the donation to Cooma Bombala legacy be increased from \$250 to \$1,000.

Moved Councillor Stewart

Seconded Councillor Old

CARRIED

Note 23: Attendance of Councillor – Conflict of Interest

Clr Peter Beer having declared a conflict of interest with this item (refer Item 16.17 above), left the meeting and was absent from the meeting from 7.33pm for the duration of Item 16.17 Request for Donations and Financial Support, returning at 7.42pm taking no part in discussion or voting on this item.

Note 24: Attendance of Councillor – Conflict of Interest

Clr James Ewart having declared a conflict of interest with this item (refer Item 16.17 above), left the meeting and was absent from the meeting from 7.33pm for the duration of Item 16.17 Request for Donations and Financial Support, returning at 7.42pm taking no part in discussion or voting on this item.

Note 25: Attendance of Councillor – Conflict of Interest

Clr Lynley Miners having declared a conflict of interest with this item (refer Item 16.17 above), left the meeting and was absent from the meeting from 7.33pm for the duration of Item 16.17 Request for Donations and Financial Support, returning at 7.42pm taking no part in discussion or voting on this item.

16.18 RURAL CENTRES REPORT 2017

Record No:

Responsible Officer: Director Corporate & Community Services

Author: Group Manager People & Culture

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

Delivery Plan Strategy:	DP7.8 Council employs a multi-skilled workforce and encourages staff to take ownership of service delivery in a responsible and efficient manner
Operational Plan Action:	OP7.26 Council will maintain effective personal management systems that ensure the organisation is sustainable
Attachments:	Nil
Cost Centre	6010
Project	Statutory Reporting
Further Operational Plan Actions:	N/A

EXECUTIVE SUMMARY

The following report is informed by the Local Government NSW (LGNSW) Local Government Workplace Reform Kit “*Managing Workplace Change*”.

http://www.lgnsw.org.au/files/imce-uploads/79/LGNSW_WorkplaceReformKit_Nov2015.pdf

Snowy Monaro Regional Council was constituted on 12 May 2016 by a Proclamation of the Governor of NSW pursuant to the terms of the Local Government Act 1993 (the Act). The Council is an amalgamation of the former Councils of Bombala Shire, Cooma Monaro Shire and Snowy River Shire.

The Act provides that when an amalgamation of council areas occurs, the number of ‘regular’ council staff employed in rural centres prior to the amalgamation should be maintained as far as practicable.

The purpose of this report is:

- To formally record the number of regular staff employed at rural centres located within Council as at 30 June 2017 as compared to the 2016 record.
- To record factors which have effected variance in the staffing numbers employed at the rural centres
- To maintain Council’s strategy for applying Section s218CA of the Act.
- To inform Council’s annual report

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

COUNCIL RESOLUTION

214/17

That Council

- a) Receive and note the information to inform consideration of workforce structure; and
- b) Receive the information to include in Annual Reports as described

Moved Councillor Corbett

Seconded Councillor Ewart

CARRIED

Note 26: Motions Without Debate

The above officer’s recommendation became a resolution of Council as a result of resolution 187/17 above as there was no challenge by Councillors.

16.19 CHRISTMAS/NEW YEAR AND OTHER OFFICE CLOSURES 2017/2018

Record No:

Responsible Officer:	General Manager
Author:	Executive Assistant
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.2 Council's leadership is based on ethics and integrity to enable informed and appropriate decisions in the community's best interest.
Operational Plan Action:	OP7.6 Provide timely, accurate and relevant information to Council to enable informed decision making.
Attachments:	Nil
Cost Centre	0210 Senior Management Services
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Traditionally, Council closes between the Christmas and New Year Period and staff have been required to take this time as leave (i.e. annual, flexi, etc). As well differing arrangements were put in place for the Melbourne Cup and the staff Christmas/End of year Party.

Demand on Council services is limited at this time of the year with only a few enquiries. However, as is usual practice, emergency services will be in place with the necessary staff on stand-by.

Melbourne Cup Day

As per previous arrangements it is suggested that for Tuesday 7 November 2017 Councils operations close to the public at 1.00 PM and staff take annual or other leave for the remainder of the day if they wish to attend relevant Melbourne Cup functions. For those staff who wish to remain at work that will be ok but the Council Offices and Depots will be shut to the public with those services unable to close due to service issues remaining open.

Staff Christmas/End of Year Party

The suggested date is Thursday 14 December 2017 at the multi-function centre to be decided commencing at 1pm and finishing at 4pm. All Council operations will close at 12 noon to allow for staff to travel.

Christmas/New Year Office Closure

Council closes its offices and facilities from 12.30pm on Friday, 22 December 2017 and reopen at 8.30am on Tuesday 2 January 2018 and should Council wish to open an office during the Christmas/New Year period a minimum of three (3) staff would be required to address workplace health and safety concerns at each workplace office. Staff will take annual or other leave for this period.

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

COUNCIL RESOLUTION

215/17

That Council approve the following office closures:

- A. Close offices from 1 pm Tuesday 7 November 2017 for Melbourne Cup;
- B. Closes offices from 12 noon on Thursday 14 December 2017 for the Staff Christmas/End of Year party; and
- C. Closes offices and facilities from 12.30pm on Friday, 22 December 2017 and reopen at 8.30am on Tuesday 2 January 2018;

Moved Councillor Stewart

Seconded Councillor Haslingden

CARRIED

16.20 ANNUAL END OF YEAR CELEBRATION

Record No:

Responsible Officer:	General Manager
Author:	Executive Assistant to the Mayor & Councillors
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.1.1.2 Council's leadership is based on ethics and integrity to enable informed and appropriate decisions in the community's best interest.
Operational Plan Action:	OP7.7 Provide timely, accurate and relevant information to Council to enable informed decision making.
Attachments:	Nil
Cost Centre	Civic Functions & Ceremonies
Project	Annual End of Year Celebration
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

At the end of each calendar year, Snowy Monaro Regional Council holds a celebration to recognise the achievements, endeavours and effort of all staff members over the past twelve months.

It is suggested that the party be held at the Multifunction Centre in Cooma on Thursday 14 December 2017 from 1pm until 4pm.

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

COUNCIL RESOLUTION

216/17

That Council

- A. Approve the Annual End of year Celebration;
- B. Authorise the expenditure and allocate an amount of \$10,000 in the 2017/2018 Budget; and
- C. Undertake a survey of staff as to the appropriate method for the event with results to come back to Council for determination.

Moved Councillor Stewart

Seconded Councillor Ewart

CARRIED

Note 27: Amendment to Original Motion

The above recommendation was an amendment to the original motion. The amendment was accepted by the mover and seconder and as such became the substantive motion.

The original motion Moved: Clr Bob Stewart, Seconded: Clr James Ewart was:

“That Council

A. Approve the Annual End of year Celebration; and

B. Authorise the expenditure and allocate an amount of \$10,000 in the 2017/2018 Budget”.

17. REPORTS BY GENERAL MANAGER

17.1 LETTER RECIEVED FROM LGNSW

The General Manager informed Council he received a letter from LGNSW yesterday (Tuesday 26 September) regarding membership and an upcoming conference, and given the time constraints to attend the conference, Council needs to make a decision whether to join LGNSW. The General Manager advised a late report on the matter has been circulated to all Councillors.

Note 28: Urgent Business Not On Agenda

The attention of the Council was drawn to one late report not listed on the Council agenda and business paper concerning 16.1 LGNSW Membership and requested that Council consider the late reports as matters of urgency.

COUNCIL RESOLUTION

217/17

That in accordance with Council’s Code of Meeting Practice Council consider the following reports as matters of urgency:

- LGNSW Membership

Moved Councillor Beer

Seconded Councillor Stewart

CARRIED

17.2 LGNSW MEMBERSHIP

Responsible Officer:	General Manager
Author:	Executive Assistant
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.1.1.2 Council’s leadership is based on ethics and integrity to enable informed and appropriate decisions in the community’s best interest.
Operational Plan Action:	OP7.7 Provide timely, accurate and relevant information to Council to enable informed decision making.
Attachments:	1. Letter from LGNSW ⇨
Cost Centre	3110 Mayor and Council
Project	Membership

Further Operational Plan Actions:

EXECUTIVE SUMMARY

Council has received a request from LGNSW to join their organisation. They also advised of the 2017 LGNSW Annual Conference will be held on 4 to 6 December 2017 in Sydney and to be eligible to register, nominate voting delegates and submit motions for debate council needs to be a financial member of LGNSW by 9 October.

The fee for membership is \$31,452.11 or for membership plus reports \$34,422.11

Previously, all former Councils of Snowy Monaro Regional Council were members of Local Government NSW (LGNSW).

The Administrator considered a similar request by LGNSW after the merger implementation resolved for Council to not become a member.

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

COUNCIL RESOLUTION

218/17

That Council

- A. Accept the invitation to Join LGNSW; and
- B. Authorise the expenditure and allocate an amount of \$34,422.11 in the 2017/18 Financial Year Budget with funding to be provided from 3110 Mayor and Council at the next quarterly budget review for the annual membership fee.

Moved Councillor Stewart

Seconded Councillor Beer

CARRIED

17.3 NPWS 50TH ANNIVERSARY CELEBRATIONS

The General Manager informed Council he has received advice from NPWS they are holding their 50th anniversary celebrations at Yarrangobilly Caves on Saturday 8 October, and advised Councillors invitation will be coming from NPWS later this week.

COUNCIL RESOLUTION

219/17

That Council receive and note reports by the General Manager.

Moved Councillor Ewart

Seconded Councillor Stewart

CARRIED

18. NOTICE OF MOTION

18.1 BOB STEWART RE: BOMBALA AND DELEGATE LANDFILL FEES

Record No:

Responsible Officer: General Manager

Author: Group Manager Governance

Attachments: Nil

Councillor Bob Stewart has given notice that at the Ordinary Meeting of Council on 27 September 2017, he will move the following motion.

COUNCIL RESOLUTION

220/17

That Council

- A. Extends the moratorium period for non-payment of fees for disposal of waste at the Bombala and Delegate Landfills, as provided by Part F of Resolution 131/17 made at Council's meeting of 28 June 2017, by a further three (3) months until 1 January 2018.

Moved Councillor Last

Seconded Councillor Haslingden

CARRIED

19. MOTIONS OF URGENCY

Nil

20. QUESTIONS WITH NOTICE

Nil

21. QUESTIONS TAKEN ON NOTICE

21.1 WASTE FEES AND CHARGES

Councillor Bob Stewart

Question: Can a full report on the moratorium and waste fees and charges, to gain a better understanding and review, come to Council?

Answer: Taken on Notice

21.2 WATER USAGE CHARGES

Councillor Bob Stewart

Question: Can a report come to Council on the increase of the water usage charges, and what is the process for reviewing and changing a fee? Can a further report on the process come to Council?

Answer: The General Manager informed Council if Council would like to change the adopted fee, the process involves advertising the suggested change for 28 days. Council would then have to consider any submissions made during this time. A report would then come to Council on the amended change and this would be published in the media.

21.3 NPWS RESTRUCTURE

Councillor Bob Stewart

Question: Can Council make enquiries with the State Government and Deputy Premier in order to gain some clarification regarding the restructure of NPWS in the Bombala and Jindabyne offices?

Answer: Taken on Notice

21.4 REPORT ON VALE STREET PURCHASE

Councillor John Last

Question: Would it be possible to receive a report on the purchase of the properties in Vale Street Cooma at the next meeting of Council. It does not have to be detailed just a short report providing copies of the reports considered by the Administrator.

Answer: Taken on Notice.

21.5 FEE FOR CHARITY ORGANISATIONS USING THE TIP

Councillor James Ewart

Question: Can the fees for charity organisations using the tip also be reviewed. Cooma Challenge have stopped providing their rubbish service because of the new tip fees.

Answer: The General Manager advised the process would be the same as for the water fees.

21.6 INFORMATION ON WEBSITE FOR DA'S

Councillor John Castellari

Question: Can more information be put on Councils website regarding DA's. It is very hard to find any information

Answer: Taken on Notice.

21.7 EPA CONDITIONS

Councillor Peter Beer

Question: Can the report Councillor Stewart has requested, on the waste fees and charges, also include the standards and conditions imposed on Council by the Environmental Protection Agency (EPA).

Answer: Taken on Notice

Note 29: Attendance of Councillor

Councillor Bob Stewart was absent from the meeting from 8.18pm during Item 21 Questions Without Notice returning at 8.33pm during.

Note 30: Adjournment of Meeting

At 8.20pm the meeting adjourned for dinner.

Note 31: Resumption of Meeting

The meeting resumed at 8.33pm.

22. CONFIDENTIAL MATTERS

COUNCIL RESOLUTION

221/17

1. THAT pursuant to Section 10A subsections 2 & 3 and Section 10B of the Local Government Act, 1993 (as amended) the following items on the agenda for the Ordinary Council meeting be dealt with in Closed Session for the reasons specified below:

22.1 Proposed Purchase of Lot 10 Sec 13 DP 758346 - 13 Craigie Street Delegate

Item 22.1 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

2. The press and public be excluded from the proceedings of the Council in Closed Session on the basis that these items are considered to be of a confidential nature.
3. That the Minutes and Business Papers including any reports, correspondence, documentation or information relating to such matter be treated as confidential and be withheld from access by the press and public, until such time as the Council resolves that the reason for confidentiality has passed or become irrelevant.
4. That the resolutions made by the Council in Closed Session be recorded in the Minutes of the Council Meeting.
5. That upon this recommendation being moved and seconded, the Chairperson invite representations from the public as to whether this part of the meeting should be closed to consider the nominated item.

Moved Councillor Corbett

Seconded Councillor Ewart

CARRIED

Note 32: Invitation to Public

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

Note 33: Confidential Session of Committee

At 8.34 pm the meeting was closed to the press and public.

Note 34: Resumption of Open Committee Meeting

At 8.39 pm the Closed Session ended and the Council meeting continued in Open Session.

23. REPORT FROM CONFIDENTIAL SESSION

22.1 PROPOSED PURCHASE OF LOT 10 SEC 13 DP 758346 - 13 CRAIGIE STREET DELEGATE

COUNCIL RESOLUTION

222/17

That Council

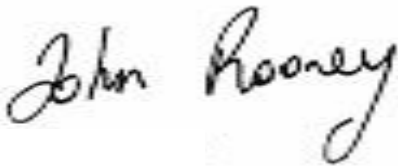
- A. Purchase lot 10 Section 13 DP 758346 at 13 Craigie Street Delegate for the sum of \$30,000;
- B. That Council agree to bear all additional costs including the vendor's legal costs associated with the acquisition;
- C. That the land be classified as operational land upon acquisition;
- D. Authorise the expenditure and allocate an amount of \$35,000 in the 2018 Financial Year Budget with funding to be provided from The Stronger Councils Major Projects Fund and/or the Property Reserves; and
- E. Authorise the General Manager to execute all documents associated with the acquisition.

Moved Councillor Stewart

Seconded Councillor Old

CARRIED

There being no further business the Mayor declared the meeting closed at 8.42PM



CHAIRPERSON

The above minutes of the Ordinary Council Meeting of Snowy Monaro Regional Council held on 27 September 2017 were confirmed by Council at a duly convened meeting on 25 October 2017 at which meeting the signature hereon was subscribed.