



SNOWY MONARO
REGIONAL COUNCIL

BUSINESS PAPER

PUBLIC EXHIBITION COPY

**Ordinary Council Meeting
16 November 2017**

CONFLICTS OF INTEREST

A conflict of interest arises when the Mayor or Council staff are influenced, or are seen to be influenced, in carrying out their duties by personal interests. Conflicts of interest can be pecuniary or non-pecuniary in nature.

A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of a financial gain or loss.

A non-pecuniary interest can arise as a result of a private or personal interest, which does not relate to money. Examples include friendship, membership of an association or involvement or interest in an activity.

The Mayor or staff member who considers they may have a conflict of interest should read Council Policy.

The responsibility of determining whether or not the Mayor or Council employee has a pecuniary or non-pecuniary interest in a matter, is the responsibility of that individual. It is not the role of the Mayor or General Manager, or another Council employee to determine whether or not a person may have a conflict of interest.

Should you be unsure as to whether or not you have a conflict of interest you should err on the side of caution and either declare a conflict of interest or, you should seek the advice of the Director General of Local Government.

The contact number for the Director General of Local Government is 4428 4100.

COUNCIL CODE OF CONDUCT

The Council Code of Conduct is a requirement of Section 440 of the Local Government Act 1993, which requires all councils to have a code of conduct to be observed by the Mayor, members of staff and delegates of the Council attending a Council meeting or a meeting of a committee of Council.

The code of conduct sets out the responsibilities of the Mayor and Council employees attending a Council meeting or a meeting of a committee of Council. The code also sets out how complaints against a Council employee, the Mayor or General Manager are to be made.

COUNCIL CODE OF MEETING PRACTICE

The Council Code of Meeting Practice is a requirement of Section 360(3) of the Local Government Act 1993, which requires all councils to have a code of meeting practice. The code of meeting practice is to be observed by the Administrator, members of staff, delegates of the Council and members of the public attending a Council or a meeting of a committee of Council.

Acknowledgement of Owners of Land

Council wishes to show our respect to the First Custodians of this land the Ngarigo, Walgalu, Southern Ngunnawal and Bidhawal people and their Ancestors past and present who pass on this duty of custodianship of the land to us the current custodians.

We are proud to be Australian and celebrate the diverse backgrounds and cultures that make up our Nation – our Land.

Webcasting

Council meetings are recorded and live streamed to the internet for public viewing. By entering the Chambers during an open session of Council, you consent to your attendance and participation being recorded and streamed on Councils website www.snowymonaro.nsw.gov.au

**ORDINARY COUNCIL MEETING
TO BE HELD IN THE BOMBALA COMMUNITY CENTRE, 163 MAYBE STREET,
BOMBALA NSW 2623**

**ON THURSDAY 16 NOVEMBER 2017
COMMENCING AT 5.00PM**

BUSINESS PAPER

- 1. APOLOGIES/REQUESTS OF LEAVE OF ABSENCE**
- 2. CITIZENSHIP CEREMONY**
- 3. PRESENTATIONS**
- 4. PUBLIC FORUM**
 - 4.1 Jenny Downs – Werralong Road Dalgety
- 5. DISCLOSURE OF INTEREST**

(Declarations also to be made prior to discussions on each item)
- 6. MATTERS DEALT WITH BY EXCEPTION**
- 7. ADOPTION OF MINUTES FROM PREVIOUS COUNCIL MEETING**
 - 7.1 Ordinary Council Meeting held on 19 October 2017
 - 7.2 Closed Session of the Ordinary Council Meeting held on 19 October 2017
- 8. DELEGATE'S REPORT (IF ANY)**
- 9. ADOPTION OF COMMITTEE MINUTES/RECOMMENDATIONS**

Nil
- 10. CORPORATE BUSINESS - KEY DIRECTION 1. SUSTAINING OUR ENVIRONMENT FOR LIFE**
 - 10.1 Waste Fees and Management of Council Waste Facilities 4
 - 10.2 EPA Landfill Consolidation and Environmental Improvement Grant Funding Submission - Dalgety Landfill 40
- 11. CORPORATE BUSINESS - KEY DIRECTION 2. EXPANDING CONNECTIONS WITHIN THE REGION AND BEYOND**
 - 11.1 Request for Council approval to temporarily close the Jindabyne Town Centre Lower Car Park to hold the Show and Shine on 25 November 2017. 47
 - 11.2 Request for Council approval to temporarily close Snowy River Avenue to hold the Jindabyne Christmas Market on 14th December 2017 between 4pm and 8 pm. 84

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	
Nil	
15. CORPORATE BUSINESS - KEY DIRECTION 6. MANAGING DEVELOPMENT AND SERVICE DELIVERY TO RETAIN THE THINGS WE VALUE	
Nil	
16. CORPORATE BUSINESS - KEY DIRECTION 7. PROVIDING EFFECTIVE CIVIC LEADERSHIP AND CITIZEN PARTICIPATION	
16.1 September 2017 Quarterly Budget Review Statement (QBRS)	91
16.2 Monthly Funds Management Report - October 2017	102
16.3 Donation and Sponsorship Requests	108
16.4 Section 355 Committee review proposal	133
16.5 Answers to Questions With or Without Notice for the Period September 2017 - October 2017	142
16.6 Action Sheet for the Period September 2017 - October 2017	156
17. REPORTS BY GENERAL MANAGER	
Nil	
18. NOTICE OF MOTION	
19. MOTIONS OF URGENCY	
Nil	
20. QUESTIONS WITH NOTICE	
21. QUESTIONS TAKEN ON NOTICE	
22. CONFIDENTIAL MATTERS	169
22.1 Report to Council Meeting 31 August 2016 - Townsend Street (The Crack), Jindabyne	
<i>Item 22.1 is confidential in accordance with s10(A)(2)(f) of the Local Government Act because it contains details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.</i>	
22.2 Report to the Administrator Delegations meeting held 4 November 2016 - Water and Wastewater Developer Servicing Charges	
<i>Item 22.2 is confidential in accordance with s10(A)(2)(dii) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a competitor of the council and discussion of the matter in an open meeting would be,</i>	

on balance, contrary to the public interest.

22.3 Replacement of Council's Recycle Truck Plant Number 9212

Item 22.3 is confidential in accordance with s10(A)(2)(di) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

10.1 WASTE FEES AND MANAGEMENT OF COUNCIL WASTE FACILITIES

Record No:

Responsible Officer:	Director Environment & Sustainability
Key Direction:	1. Sustaining Our Environment for Life
Delivery Plan Strategy:	DP1.4.1.2 Deliver cost effective and environmentally responsible Waste Management facilities.
Operational Plan Action:	OP1.25 Efficient and compliant operation of Councils Waste facilities
Attachments:	<ol style="list-style-type: none">1. Map - Location of waste facilities ↓2. EPA letter to Bombala July 2011 ↓3. Bombala reply to EPA August 2011 ↓4. Extracts SMRC, BVSC, QPRC, EGC fees & charges ↓5. Extract Bombala Fees & Charges 2015-16 ↓6. Photos Bombala Waste Facility 2016 ↓7. Photos Delegate Waste facility 2016 ↓
Cost Centre	2200 Waste Management
Project	2255 Waste Transfer Facilities; 2270 Waste Landfills
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Council requested a report regarding the moratorium for waste fees and charges for the Bombala and Delegate waste facilities, which was extended at its meeting on 27 September 2017. The report was also requested to include details of the standards and conditions for waste facilities by the NSW Environment Protection Authority (NSW EPA).

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

OFFICER'S RECOMMENDATION

That Council

- A. Receive and note the report;
 - B. Confirm that the moratorium on the adopted fees and charges for disposal of waste at the Bombala and Delegate facilities cease effective from 1 January 2018;
 - C. Agree information regarding the finalisation of the moratorium period be provided at each of the Council offices, the Council webpage, and at Waste facilities;
 - D. Agree to the NSW Environment Protection Authority be requested to undertake inspections of the Bombala and Delegate facilities to review improvement works undertaken to date and to formulate an agreed improvement program for items still outstanding; and
 - E. Agree that corrections to the levying of charges through the rating system for residential, multi-unit, non-residential (commercial), and 'en-route' rural properties be implemented as soon as possible
-

BACKGROUND

At its meeting of 27 September 2017, Council resolved (Resolution 220/17):

“That Council 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.”

Council also requested that *“a full report on the moratorium and waste fees and charges, to gain a better understanding and review”* be presented to it in relation to waste fees for the former Bombala council area, and additionally that the report *“...also include the standards and conditions imposed on Council by the Environmental Protection Agency.”* (Minutes from Council meeting 27 September 2017, items 21.1 and 21.7).

This report aims to provide background information on a range of issues to assist in the consideration of the moratorium of fees for the Bombala area facilities, including making provisions for future needs.

The initial 3 month moratorium was put in place by the Council Administrator at the Council meeting of 28 June 2017, which followed an address by a resident at the open forum of the meeting who requested that Council *“... consider a six (6) month waiver on the introduction of the fees..”*. (Extract from Item 4.1 of Minutes of Council meeting 28 June 2017).

Introduction

The Snowy Monaro Regional Council has 2 EPA - licensed landfills, 2 unlicensed landfills, 5 waste transfer stations, and various collection points in localities indicated on the attached map. There are also many legacy waste disposal sites that are required to be managed.

A long-term and holistic approach is required in managing all of these facilities to ensure they meet minimum environmental standards, thereby minimising Council’s risk exposure to prosecution for environmental offences, and at the same time providing reasonable access to the community for the responsible disposal of waste materials.

The management of waste and waste facilities is complex. In essence, what many understand as the ‘end of the process’ when a bin is placed for collection or material taken to a landfill or transfer station, is actually the beginning of a whole range of other processes which are required to be undertaken in accordance with regulatory requirements.

Prior to the Merger, waste facilities in the former Council areas had been operated and managed to different standards. Apart from the differences between licensed and unlicensed facilities, the different standards achieved will have been influenced by differing levels of resourcing.

Even the facilities that have historically been better resourced experience operational challenges that require rectification and remedial works to be undertaken. Having adequate reserve funds to meet those challenges is considered to be essential.

The 3 former Councils also had quite different methods of applying waste fees and charges, particularly for residents outside the kerbside collection areas and for commercial users.

As was requested, the report also provides advice to Councillors regarding the standards that are required to be met for the operation of such facilities, which are included in the NSW EPA’s *“Environmental Guidelines Solid Waste Landfills Second Edition 2016”* (‘the guidelines’).

Additionally, in examining the available data relating to waste charges, numerous apparent inconsistencies have been identified in the way waste charges have been levied through the rates system in the former Bombala Council area. Rectification of those anomalies will need to be undertaken. These are brought to Council's attention as there will be impacts to some ratepayers (some financially positive, some financially negative).

The report is set out to provide information on the following general topics:

- Standards for operating and maintaining waste facilities
- Basis for applying fees and charges
- Fees for disposal of waste
- Rural waste fees
- Inconsistencies in levying of waste fees and charges
- The need for waste fund reserves
- Improvements carried out to date to the Bombala and Delegate facilities

Standards for operating and maintaining waste facilities

Operating and maintaining waste facilities is an expensive undertaking. These facilities are required to be operated and maintained in an 'environmentally satisfactory manner', and are subject to the oversight and direction of the NSW EPA, even those facilities that do not meet the thresholds for licensing by the EPA under the Protection of the Environment Operations Act.

The NSW EPA's "*Environmental Guidelines Solid Waste Landfills Second Edition 2016*" apply to the operation of these facilities.

The guidelines provide requirements in relation to items including (but not limited to):

- Leachate storage, treatment and disposal
- Stormwater management
- Water quality monitoring
- Amenity issues including odour, dust, noise, litter and fire control
- Waste acceptance and site security procedures
- Covering of waste
- Final capping and revegetation
- Closure

These requirements are found at pages 15-61 of the guidelines, which can be viewed at:

<http://www.epa.nsw.gov.au/-/media/D7FDBADA76F340E68ACE577FDF04CFBB.ashx?la=en>

The guidelines also contain definitions for various 'waste' terms. For example, the term "leachate" is often not well understood, is defined as:

"The liquid that passes through, or is released by, waste. It arises from the inherent moisture content of the waste and from rainwater (and sometimes groundwater) percolating through or contacting the waste mass. Leachate may contain high levels of dissolved solids, ammonia, organic matter, and sometimes metals and other pollutants. These levels are typically well above background levels for undisturbed or slightly disturbed groundwater and surface water systems. The levels are also well above national quality guidelines for drinking water and other beneficial reuses of water."

Following the merger, it was advised that the Bombala and Delegate facilities were previously the subject of directions from the NSW EPA in 2011 (copy attached).

The EPA correspondence indicates that it became involved following complaints made to the EPA Environment Line on 24 May 2011. EPA officers subsequently carried out inspections of the facilities and met with Council staff.

Following the inspections and meetings with Council staff, the EPA advised that the Delegate landfill *"was being operated in an environmentally unsatisfactory manner"*, and that the Bombala landfill was *"not being operated in a way that prevents or minimises pollution from the activity"* (Extracts from EPA letter to Bombala Council, 1 July 2011).

At that time a response was provided to the EPA (copy attached) which provided various undertakings to improve the management of those facilities, including better separation of greenwaste and other wastes; implementation of Landfill Environmental Management Plans (LEMP's); installing leachate controls; cessation of routine burning activities at the Delegate facility; covering of waste in accordance with the Solid Waste guidelines; and addressing the amount of wind-blown litter leaving the sites.

It is apparent that since that time, the facilities have not been operated in accordance with those undertakings. It is understood that resourcing pressures may have been a contributing factor in that regard.

Photographs taken at the sites during inspections in September 2016 revealed that most of the items raised by the EPA had apparently not been addressed (refer attached).

Draft LEMP's had been produced for the sites, however it was not known whether these had been adopted by Council and whether it had allocated funding towards the identified site and operational improvements. Information provided to date is inconclusive in that regard.

Site inspections carried out in 2016 revealed that no additional leachate controls appeared to have been provided; levels of wind-blown litter (particularly from the Bombala site) had not been addressed; the required daily covering of waste was not occurring; burning activities continued at the Delegate site (including another incident in late 2016); and the greenwaste pile at Delegate had been contaminated with various general waste items, contrary to the assurances to the EPA that *"better separation can expect [sic] by October 2011"*. Additionally, the Cathcart site had accumulations of various types of wastes in and adjacent to the area, including carpet, clothing, PVC, fluorescent tubes, and garden type furniture.

Site inspections also revealed concerns with the apparent lack of adequate cover material placed over some types of waste at the Delegate facility.

Discussions have been held with EPA officers and they will be carrying out inspections of these sites in the near future. It remains a risk that Council is open to enforcement action regarding the previously identified non-compliances.

Financial information provided from the former Bombala Civica system shows that the revenues raised from waste activities were barely sufficient to cover the basic operating costs, even though the facilities were apparently not being operated in a manner consistent with the requirements of the Guidelines, or the undertakings previously provided to the EPA. Very little was being transferred to reserves for items such as plant replacement, improvements to operations to meet the EPA's requirements, and provisions for future requirements.

Information received is that for the 2014/15 year the operating result for the Bombala Waste Fund was a deficit of \$26,735; for the 2015/16 year to 12/5/16 a surplus of \$11,348; and from 12/5/16 to 30/6/17 a surplus of \$13,015.

At the time of the merger, the reserve balance in the former Bombala Council's Waste Fund was advised by the finance section as being \$92,000. In comparison, the overall Waste Fund reserve balances for the former CMSC and SRSC were approximately \$2.85million (CMSC) and \$2.28million (SRSC). These are restricted reserves.

Preliminary estimates indicated that approximately \$900,000 would be required to carry out improvements to bring the facilities to acceptable standards.

It is understood that there was an agreement that any reserve funds held by the former Councils at the time of the merger were quarantined for expenditure in the respective former Council areas. Accordingly, that would preclude the expenditure of reserve funds from the former CMSC or SRSC waste reserves in the former Bombala Council area.

Basis for applying fees and charges for waste facilities

The Local Government Act provides guiding principles for Councils (Sections 8A and 8B) which include that:

- *Councils should manage lands and other assets so that current and future local community needs can be met in an affordable way (S. 8A (1)(f))*
- *Councils should have regard to achieving intergenerational equity, including ensuring the following:*
 - *policy decisions are made after considering their financial effects on future generations,*
 - *the current generation funds the cost of its services. (S. 8B(d)(i) and (ii))*

The term *Intergenerational equity* (one of the principles of ecologically sustainable development) is referenced as: *“that the present generation should ensure that the health, diversity and productivity of the environment is maintained or enhanced for the benefit of future generations”* (taken from the Dictionary to the Local Government Act).

The Act also includes (as part of the definition of the principles of ecologically sustainable development) that:

“Improved valuation, pricing and incentive mechanisms—namely, that environmental factors should be included in the valuation of assets and services, such as:

- *polluter pays—that is, those who generate pollution and waste should bear the cost of containment, avoidance or abatement, and*
- *the users of goods and services should pay prices based on the full life cycle of costs of providing goods and services, including the use of natural resources and assets and the ultimate disposal of any waste”*

Charges for Waste activities are levied through the Local Government Act Section 496 (Domestic Waste Management Services); with user charges levied via Sections 501 (Waste Management Services other than Domestic Waste Management Services); Section 502 (User charges); and Section 608 (Fees for services, products or commodities).

Payment of fees for disposal of waste materials generates revenue which is used to offset the operational costs of managing and maintaining the facilities. Operating budgets should be set to enable sufficient funding transfers into reserves for future requirements, including replacement of plant and equipment, site improvements and rehabilitation.

Fees for disposal of waste

Fees for the disposal of various waste materials is common in most Council areas, and are charged to cover or at least offset the costs to Council of managing waste materials deposited at its facilities.

Examination of the adopted fees and charges for adjoining Councils (Bega Valley, Queanbeyan-Palerang, and East Gippsland Councils) shows that fees are applied in each those Council areas for a similar range of items to those adopted in SMRC's lists. (refer extracts attached).

For several years, the former Cooma-Monaro and Snowy River Shire Councils had adopted fees and charges for disposal of various items at their waste facilities. These were set at the same or similar levels to avoid providing a financial incentive for disposal of waste at other council's facilities.

Prior to the Council merger, the former Bombala Council also had adopted fees and charges for disposal of at least some types of waste at their facilities.

While it is not known when those were first introduced, fees for disposal of mattresses and lounges, oil filters, contaminated soil, e-waste items, and for volumes of 'non-destructible' waste were published in the former Bombala Council's adopted fees and charges 2015/16 (refer attached extract).

Some were designated as 'Commercial/Government' however, it is not known how that differentiation was applied. There was also no explanation or definition of the term 'non-destructible waste'. Taken literally, that could mean any type of waste material that could not be 'destroyed'. It may be that it was intended to be described as 'non-putrescible' waste.

The different classes of waste materials are defined in clause 49 of Schedule 1 of the *Protection of the Environment Operations Act 1997* (POEO Act) as being:

- special waste
 - liquid waste
 - hazardous waste
-

- restricted solid waste
- general solid waste (putrescible)
- general solid waste (non-putrescible).

Most of Council's facilities are designated for the disposal of general solid waste (putrescible and non-putrescible).

The note in the former Bombala Council's fees and charges states that fees could be paid directly at the landfill facilities, or alternatively at the Council office prior to disposal.

It is assumed that in setting its 2015/16 fees and charges, there was awareness of the direct costs borne by the Council for managing those types of waste items.

For example, the current minimum cost to Council for disposal of mattresses is \$27 per unit, with an additional annual charge for hire of the mattress 'cages' used for storage and stockpiling until removal. Transportation is an additional cost.

Depending on the annual number of mattresses received, when factoring in the cage hire and transport costs (which differ between locations), it is estimated that the unit cost would increase to around \$35. By comparison, the fee for disposal of a mattress in the East Gippsland Council area ranges from \$37 to \$56 per item; in Bega Valley \$26; and in Queanbeyan-Palerang it ranges from \$13 to \$38 per item.

Tyres also incur direct costs to Council for disposal, which varies depending on the type of tyre. For example, motorcycle tyres cost Council about \$2 each, passenger car tyres about \$3 each, truck tyres range from about \$13 to \$20, tractor tyres range from \$55 to \$110, grader tyres \$77, and larger earthmoving tyres range from \$77 to \$220 and so on.

Disposal of whitegoods containing refrigerant gases also adds a cost to Council, as the refrigerant gases have to be removed prior to crushing for scrap metal. A charge of \$10 per unit is applied to offset the cost where there is no verification that the refrigerant gas has been removed prior to disposal.

There are other costs borne by Council for processing of concrete (crushing etc), chipping of greenwaste, and transport costs for disposal of e-waste etc.

The non-collection of disposal fees is a cost that is eventually borne by all ratepayers. Not charging disposal fees also provides an incentive for the disposal of waste materials from other areas.

It is considered to be critically important that the cost for disposal of an item or class of waste at one Council facility is the same at all Council facilities. If there is a variation in disposal costs between different facilities, it invariably leaves Council at risk of bearing additional disposal costs.

This has already been identified with the current moratorium on waste fees for the Bombala and Delegate facilities, with staff being aware of a truck load of mattresses from the Berridale/Jindabyne area being transported to Bombala for disposal during the 'amnesty period' in order to avoid the 'per unit' disposal cost. It costs Council more on a "per unit" basis for mattresses disposed of in the Bombala area due to additional transport costs.

In this example, the cost of the load of mattresses is reflected as a direct operational cost to the Bombala facility even though the waste was not generated in that area. It is also possible that some waste materials generated outside SMRC are being disposed of at these facilities.

On 27 October, an inquiry was received in the Bombala office regarding the disposal of up to 30 mattresses, apparently originating in the Cann River (Victoria) area. The non-charging of fees for disposal of waste items is potentially inviting the importation of waste from other Council areas.

With every adjoining Local Government Area having fees and charges for disposal of waste items, the non-charging of fees at the Bombala and Delegate facilities potentially leaves Council vulnerable to waste items being deposited from other areas, with SMRC ratepayers ultimately paying for disposal.

If Council is of the mind not to charge for disposal of various waste items, it is suggested that such items be refused from acceptance at those facilities.

'Rural' Waste Fees

Each of the three former Councils had different arrangements for charging for disposal of waste by residents outside the kerbside collection areas.

The 'rural waste tip fee' for residents in the former Bombala Council area was \$87.00 in 2015/16, and increased to \$101.00 in 2016/17. This enabled access to Council's facilities and unlimited disposal of wastes.

There was also a fee of \$350.00 (2015/16) listed as an "annual fee" for provision of a key to the Bombala Waste Depot. From financial information provided from the Bombala Civica system, it does not appear that income was received from that fee on an annual basis. This was problematic as it enabled unfettered access to the waste facility through provision of the keys, and there were no controls as to the type or quantities of materials being disposed of, and statutory record-keeping was limited. This is in conflict with the Guidelines, which require (among other items):

- *Only authorised wastes must be received at the site.*
- *Any unauthorised wastes delivered to the site must be appropriately managed and disposed of lawfully.*
- *Statutory record-keeping and reporting requirements must be complied with.*
- *The premises must be secure, and unauthorised entry must be prevented.*

Following the merger it was also identified that there was no 'official' register showing who the keys had been provided to, and it was not actually known how many keys had been allocated.

There was no way of accurately knowing what types and quantities of materials were being received.

At the September Council meeting comments were made which appeared to suggest that the cost of providing waste facilities and services to rural ratepayers was defrayed or subsidised by charges applied to the domestic waste service users.

Under Section 496 of the LG Act, income derived from the Domestic Waste Management Charge, which is a mandatory charge for properties where Domestic Waste Management Services are available, cannot be used to fund the operation of non-domestic waste management services.

The term "Domestic Waste Management Services" is defined in the Local Government Act dictionary as:

“Domestic waste management services means services comprising the periodic collection of domestic waste from individual parcels of rateable land and services that are associated with those services.” (Underline added)

“Domestic waste means waste on domestic premises of a kind and quantity ordinarily generated on domestic premises and includes waste that may be recycled, but does not include sewage.”

The Department of Local Government (now Office of Local Government) *Council Rating and Revenue Raising Manual 2007* provides specific advice in that regard:

“11.15 Charging and financing non-domestic waste services

*In cases where rural landowners who are allowed to access council garbage tipping facilities are not receiving a domestic waste management service, there are still options available to councils to recover costs. **However these are not to be considered as part of any DWMS calculations.** [Bold added]*

Domestic waste management services must comprise the "periodic collection" of materials from domestic premises. Hence, merely allowing landowners access to a council garbage tip cannot represent the provision of such a service.

Accordingly, the council could:

- levy a special (section 495) tip access rate upon the land; or*
- levy an annual (section 501) tip access charge as part of its waste management charge; or*
- levy fees (section 608) or user pays charges (section 502) at the tip entrance; or*
- levy a combination of some or all of the above rates and charges types in order to seek a fair distribution of the costs involved in maintaining the tipping facility (see limitation under section 503(2)).” (Department of Local Government Council Rating and Revenue Raising Manual 2007 – Page 52).*

Accordingly, the costs of accommodating the disposal of waste at Council facilities by residents not receiving the Domestic Waste Management Service, cannot be attributed to or form part of the calculation of the Domestic Waste Management Charge.

The newly formed Council had various ‘workgroups’ established, with staff members from each of the 3 former Councils on each group, to work through operational issues and differences in service delivery/provision, to enable a more consistent approach to be applied for service delivery across the new Council area.

Alignment of fees and charges was identified as an important aspect. The Waste Working Group agreed to move towards a system more closely based on ‘user pays’ than the systems in place which only relied on a ‘flat’ or ‘across the board’ fee. This was accepted and adopted by Council in the 2016/17 budgets.

Changes to the way charges were applied for disposal of non-kerbside waste were implemented in the former CMSC area for the 2016/17 financial year, with the changed arrangements effective from 1 November 2016, following a 3 month ‘waiver’ period from 1 August 2016.

Prior to that time, former CMSC had a single fixed annual charge to residences where no kerbside service was available. For 2015/16, that annual charge was \$193.60 including GST (\$176 ex GST)

per residence (not 'per property'). This enabled the resident to dispose of the equivalent of a 240 litre mobile bin per week, however, there was no system to prevent additional waste disposal. Disposal of household quantities of domestic recyclable materials was (and remains) free of charge.

While this system was designed to be administratively simple, there were various operational issues with the issuing of 'Rural Waste Cards' and there was no real way of determining whether all users were actually 'ratepayers' or 'residents'.

Complaints were also received from smaller households, owners of remote properties, and larger acreages where limited use of Council's facilities occurred. The 'flat rate' charge was viewed as penalising those households that disposed of smaller amounts of waste in comparison to the larger waste producing households.

The former SRSC had introduced an annual 'access charge' with additional 'pay as you go' charge some years earlier. The access charge was lower than the CMSC Rural charge, with the 'pay as you go' arrangement based on a set fee relative to the volume of waste being deposited (e.g. the size of the bin).

This was the basis of the system adopted for SMRC. Similar systems are also in place in the Bega Valley and Queanbeyan-Palerang Council areas. This arrangement also provides a financial incentive for households to maximise their recycling, with disposal of domestic quantities of household recyclables being free of charge at all SMRC facilities.

Former CMSC previously received many complaints that a CMSC resident who had paid the annual CMSC charge, but who used the SRSC facility as their closest facility, was paying more for disposal of their waste due to having to pay the 'pay as you go' charge as well (e.g. residents where the Adaminaby facility was their closest facility).

Conversely, many residents of the former SRSC, where the Cooma landfill was the closest facility (e.g. 4 Mile, Dry Plains Road, Myalla Road, Bobundra Road etc) were seen to be at an advantage compared to their CMSC counterparts as some were able to pay less for the disposal of the same amount of waste, due to the lower 'fixed' charge.

The revised arrangement provided consistency across the former CMSC and SRSC areas. Residents on opposite sides of the road at the 4 mile were now paying the same fee schedule for disposal of the same amounts of waste.

It was also known that the cost of running the CMSC rural transfer stations and collection points was higher than the revenue raised from the annual Rural Waste Charge.

In the lead up to the adoption of fees and charges for the 2016/17 financial year, it was proposed to change the charging arrangement for the former Bombala and CMSC areas. However, concerns were raised by staff from the former Bombala area that it would be "too large a change" for residents in that area as they had not been used to paying for waste disposal at the landfill facilities (even though some fees had been in place in the Council's fees and charges), other than a comparatively lower annual 'flat' fee, which applied whether the resident used the facility or not. The Administrator agreed at that time to leave the system in place for 2016/17, with the revised system to be implemented for 2017/18.

It was stated in the 2016/17 revenue Policy that: *"For 2018, it is anticipated that there will be further changes to the Bombala Waste Fees in order to harmonise with the remainder of the Council..."* (2017 Revenue Policy, page 9, adopted by Council on 29 July 2016).

Information sessions about the changed arrangements for the former CMSC area were conducted in Numeralla, Nimmitabel, Bredbo, Michelago, and Cooma prior to the introduction of the changed arrangements.

Information sessions regarding the proposed changed arrangements were conducted in Bombala (2) and Delegate in February/March 2017. Issues covered included the operational difficulties experienced at the sites, the unresolved requirements from the EPA, the need to generate adequate revenue to meet minimum expected environmental standards, and in particular to minimise the risk of being fined for unsatisfactory operation of those facilities, and to provide for future needs. It was discussed that the proposed changed arrangements were likely to apply from 1 July 2017, and that submissions on the proposed draft Revenue Policy and Fees and Charges documents would be welcome. A copy of the presentation slides from those sessions is available if required.

Inconsistencies in levying of waste fees and charges

Numerous other issues have also been identified in relation to the method of levying charges for waste services in the former Bombala area. These have been identified to Council's internal auditor and are being investigated. There are inconsistencies with levying of waste charges which appear to go back many years. Issues include:

- The inconsistent levying of Domestic Waste Management charges, particularly for multiple dwellings (e.g. units and flats): It has been revealed that for many years, the Charge for Domestic Waste Management Service (being a mandatory charge under Section 496 of the LG Act) has been inconsistently applied. Examples include – a block of 4 units only being levied 2 domestic waste charges, although other blocks of multiple units were levied one charge per unit; other blocks of multiple units have only been levied one single charge, even though each were receiving a service for each individual flat/unit.
 - Dwellings in the town area receiving the kerbside service (i.e. the Domestic Waste Management Service) but not being levied the mandatory Domestic Waste Management Charge (as prescribed by Section 496), meaning that Council was incurring costs for the collection and disposal of the waste, however the property owner was not paying Council for that service.
 - Commercial premises being charged the “*Trade Waste (Solid) Charge*” or “*Commercial Waste Charge*” even though they were not using the service - that charge is levied under Section 501 which should only apply where the service is utilised;
 - Some Commercial premises being levied the ‘commercial recycling charge’ even though they had not requested the service – that charge is levied under Section 501 which should only apply when the service is utilised.
 - Some rural premises located between kerbside collection centres receiving a roadside collection service (meeting the definition of “*Domestic Waste Collection Service*”) but not paying for that service, whereas other premises receiving the roadside service were paying the charge.
 - Some commercial premises having arrangements with another provider for collection of commercial wastes (which is fine) however the disposal of such waste was not accounted
-

for as '*non destructible waste*', with no evidence that disposal fees were paid in accordance with the former Bombala Council's adopted fees and charges.

- Properties with more than one service (but only one rates assessment) being levied multiples of the \$101 Waste Management Charge, however that charge applies on a 'per assessment' basis not per allotment or unit.
- Although it appears there was at least some general awareness of some of the above issues, action to rectify the inconsistencies had not been undertaken.

Staff will be contacting commercial premises shortly to confirm arrangements for those wishing to receive the commercial waste and/or recycling services.

Staff will also be making corrections through the rating system so that properties are being levied the appropriate waste charges. This will enable finalisation of bin allocation and ensure that charges are applied in accordance with the Local Government Act.

The need for waste fund reserves

The merged Council now has many waste facilities and sites which are required to be managed, maintained, and at a future time when their available space has been exhausted, closed and rehabilitated.

It is essential to provide for future needs by ensuring that waste activities are able to fund adequate reserves for future requirements. All residents should be contributing equitably for those future needs.

Payment of fees for disposal of waste materials generates income which is used to offset operational costs, which are often not fully covered by the charge applied through the rating system, and ideally to provide for transfers to Waste Fund reserves to ensure funding is available for future needs.

It is not considered reasonable for residents of only some areas to be contributing to the whole Council area's requirements.

It is understood that the former Councils had an agreement that all reserve balances generated by each of the 3 former Councils would be expended in the relevant former Council area.

The works already undertaken to improve conditions at the Bombala and Delegate facilities required use of plant and staff from other Council areas, which in accordance with the pre-merger agreement, should have been funded from the pre-merger reserve balance.

The \$92,000 balance brought into the merger will not be sufficient to fund the initial and planned improvements. Funds will be required from other reserve balances.

The 2017/18 budget includes an allocation of around \$900,000 (from the consolidated SMRC reserves) to improve these facilities. EPA has been advised that improvements works have commenced, and it is expected that they will carry out an inspection of the facilities shortly.

Revenue should be generated from waste activities to cover the costs of these improvements, however, under the Local Government Act, revenue raised through the Domestic Waste Management Charge cannot be used to fund broader Waste fund activities (LG Act, Sections 496, 504)

It is perhaps unrealistic to expect the waste reserves generated by the former Cooma-Monaro and Snowy River Councils be used to cover the cost of upgrades to the Bombala area facilities, especially as the Council was under notice from the EPA since 2011 to improve the operation of those facilities.

The Bombala Landfill Tana (Plant no 1616) is advised as being a 2004 model purchased 2nd hand in 2014, with significant repairs to the motor carried out in approximately 2016. There is no scheduled replacement for this item in the former Bombala Council plant replacement list. When this item reaches the end of its serviceable life, a replacement plant item, capable of achieving the required compaction rates for waste and cover material, will be required. No funding appears to have been allocated for that purpose in the previous Council's forward budgeting.

Although it may be determined that an actual 'Tana' is not required, there will still be a need for a significant investment in plant to ensure the landfill is being managed in accordance with the guidelines and EPA requirements. Income from waste activities is required to be accumulated over time to facilitate the replacement of this plant item.

The report presented to the Council at its October meeting regarding the funding for capping and rehabilitation of the Adaminaby landfill facility demonstrates the importance of establishing adequate reserves from Waste fund activities to ensure that such sites can be correctly maintained, closed off, and rehabilitated as necessary. This is a very expensive undertaking.

It is understood that there is some reluctance to introduce 'user pays' components for waste disposal activities where the community have not previously been required to pay.

However, the reality is that the operation and on-going maintenance, and in particular, the eventual closure and rehabilitation of such sites is expensive, such that a Council should be generating adequate revenue to build up its reserves to avoid creating additional financial burden to its community at a later date.

Having reasonable reserves also assists in making the most of grant opportunities that may arise, as in most situations grants are offered on a co-contribution basis.

Improvements carried out at the Bombala and Delegate facilities

Improvements carried out at the Bombala and Delegate facilities since the Merger include:

- Minimising the tipping face area at the Bombala Landfill to reduce the amount of daily landfill cover required to prevent litter leaving the site
 - Providing additional cover to exposed waste areas
 - Clearing the accumulated pile of contaminated greenwaste at the Delegate facility, using machinery floated in from a former Snowy facility
 - Removal of unauthorised waste materials from the Cathcart bin area and replacement of 44gal drums with Mobile bins
 - Allocation of the 'traxcavator' from the Adaminaby site to the Bombala facility to enable cover material to be moved from stockpile areas to the tipping area, as the Tana only has a front blade attachment and not a bucket.
 - Allocation of a utility (ex-Jindabyne) to enable staff transportation between sites and to undertake peripheral duties (private vehicles were previously used for this purpose).
-

- Site inspection with the adjoining neighbour to the Bombala facility to assess the required staff and materials to clean up the large volume of wind-blown litter on that property, with plans to undertake clean-up works yet to be scheduled with the landowner.
- Undertaking a “Household Hazardous Waste Collection” day on 28 October 2017 – apparently the first time this has been conducted in the Bombala area. To enable this event to be conducted in Bombala the planned event for Jindabyne was transferred. The funding for Council’s contribution has again been provided from sources other than the Bombala Waste reserve. The cost of that event is likely to be around \$10k - \$15k, at the time of writing this report the actual cost had not been advised, however, the event was well attended and well received according to Council waste staff. Council receives a partial subsidy through CBRJO.
- Delivery of new waste and recycling bins, enabling a fully co-mingled recycling collection service to be undertaken without using the ‘crate’ – making it easier for households to improve their recycling participation. This has shown a significant increase in total volumes of co-mingled recyclables collected from 4.8 tonnes in July (crates) to 23.34 tonnes in August, 20.24 tonnes in September, and 20.76 Tonnes for October.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The community requires reasonable access to Waste facilities for the responsible disposal of waste items and materials. Council owns and operates numerous waste facilities and is required to ensure that these facilities are responsibly managed in accordance with minimum acceptable standards. Funding the operation and maintenance of those waste facilities should be on the basis that all users are contributing equitably.

2. Environmental

Council is required to ensure that its facilities are managed in accordance with minimum acceptable environmental standards, including the NSW EPA’s “*Environmental Guidelines Solid Waste Landfills Second Edition 2016*”. Various improvements are required to the Bombala and Delegate facilities to address past failures to meet environmental standards as outlined in EPA correspondence to the former Bombala Council in 2011. Those improvements, and the on-going funding of improved operational processes, require adequate resourcing. Disposal of domestic quantities of household recyclables remains free of charge. This provides a financial incentive for increased levels of recycling and better separation of recyclable materials from the waste stream, resulting in lower disposal of those items to landfill.

3. Economic

Managing Council’s waste facilities to acceptable standards requires adequate resourcing. The payment of fees for disposal of waste is a reasonable way of offsetting some of the operational costs to ensure correct standards are implemented and maintained. It is considered reasonable to apply those fees on a ‘pay as you go’ basis, being a similar system to what is in place in many other Council areas.

On the basis of equity and fairness, it is not reasonable to expect communities of the other previous Council areas to fund improvements in a different former Council area. All residents should be contributing on the same basis.

4. Civic Leadership

There are many aspects of Civic Leadership applicable in this situation. By applying the same disposal fees across the entire SMRC region, all residents are contributing equitably to the management of Council's many waste facilities.

The Guiding Principles in the Local Government Act (Sections 8A and 8B) also reflect the basis of ensuring the costs for disposal of waste are borne by those producing the waste, and that the future generations should not be burdened with costs incurred by the present generation.

Council is demonstrating civic leadership by identifying and acknowledging inconsistencies in the levying of various waste fees and charges and undertaking to correct those anomalies to ensure compliance with the requirements of the Local Government Act.



Office of
Environment
& Heritage

Our reference : FIL11/235; DOC11/24903
Contact : Duncan McGregor

The General Manager
Bombala Shire Council
PO Box 105
BOMBALA NSW 2632

Dear Mr Cottee,

Management of Waste Facilities in Bombala Shire – Delegate and Bombala Landfills

I refer to Environment Line Report No. 128878, received by the Environment Protection Authority (EPA) on 24 May 2011, which alleged that Bombala Shire Council ("Council") were disposing of septic waste to the Delegate Landfill. I also refer to a subsequent inspection of the Delegate and Bombala Landfills on 26 May 2011 by the EPA and a meeting between Council officers and the EPA on 17 June 2011. Please note that the EPA is part of the Office of Environment and Heritage in the Department of Premier and Cabinet.

Delegate Landfill

As indicated to Council officers during the meeting of 26 May 2011, the EPA considers that the Delegate Landfill ("the site") is being operated in an environmentally unsatisfactory manner for the following reasons:

1. There appear to be no surface water or leachate controls at the premises, and as such the pollution of waters is likely to occur from waste disposal activities at the site;
2. Separation of waste at the site is poor – at the inspection of 26 May 2011 recyclables and electronic wastes were observed in the active landfill cell, and the green waste stockpile was contaminated with construction and demolition waste; and
3. Waste is apparently routinely burnt at the site, which is inconsistent with clause 10 (General obligation to prevent or minimise air pollution) and clause 11 (prohibition on burning certain articles) of the *Protection of the Environment Operations (Clean Air) Regulation 2010*.

The EPA understands that the management of a small rural landfill can be difficult, as access is difficult to control and little income is able to be generated from the activity. However, this does not exempt Council from the requirement to operate the Delegate Landfill in line with environmental best practice to prevent or adequately mitigate pollution. The EPA considers that

The Department of Environment, Climate Change and Water is now known as the Office of Environment and Heritage and is part of the Department of Premier and Cabinet

PO Box 622, Queanbeyan NSW 2620
11 Farrer Place, Queanbeyan NSW
Tel: (02) 6229 7002 Fax: (02) 6229 7006
ABN 30 841 387 271
www.environment.nsw.gov.au

considerable improvements could be made in site management through the preparation and implementation of a *Landfill Environmental Management Plan*. Alternatively, if considerable improvements cannot be practically implemented at the Delegate Landfill, Council should consider other options such as expanding the existing transfer station and closing the current landfill.

Bombala Landfill

As indicated to Council officers during the meeting of 26 May 2011, the EPA is concerned that the Bombala Landfill is not being operated in a way that prevents or minimises pollution from the activity, as the operation does not appear to meet the requirements of the *Environmental Guidelines: Solid Waste Landfills* (EPA 1996, "the guidelines") as:

1. During the inspection of 26 May 2011, the landfill cell did not appear to have been adequately covered for an unknown period of time (greater than 24 hours), and a large amount of litter had been deposited off site including within a natural drainage line;
2. Surface water and leachate controls do not appear to be adequate to prevent or adequately mitigate water pollution, and EPA sample results indicate that contaminated water has left the site;
3. A *Landfill Environmental Management Plan* prepared in accordance with the guidelines has not been prepared.

For your information, the guidelines have been included with this letter. All of Council's solid waste landfill facilities must be planned and operated in accordance with these guidelines and environmental best practice.

Asbestos Disposal

The EPA is aware of two recent incidents reported to this office involving the transport of asbestos contaminated material (ACM) from Bombala Shire. The EPA understands from the meeting of 17 June that Council has an agreement with Bega Valley Shire Council to dispose of ACM to a facility at South Pambula, and that the two reported incidents may result from a lack of awareness in the community of the existence of this facility. The EPA suggests that Council may wish to make the arrangements for the disposal of ACM better known to its residents, and requests that Council provide the address of the facility in South Pambula for its records.

The EPA is currently considering its options for compliance action in relation to the issues identified above, and request that Council provide a response detailing the measures it will put into place to rectify the identified issues, along with any associated timeframes. Any such response should be provided to the EPA by **5 August 2011**. After this date the EPA will consider Council's response and take appropriate action.

If you wish to discuss this matter further please contact Duncan McGregor or myself on 6229 7002.

Yours sincerely



1/7/11

DR SANDRA JONES
Head of Operations - South East Region
Environment Protection and Regulation Group
Office of Environment and Heritage
Department of Premier and Cabinet

04-20-20 (2). E003575-11

Mr D Cottee

4-30.

~~07-10-0~~

(COTTEE/sh)

**BOMBALA
COUNCIL
SENT**

18 AUG 2011
05/08/11

04-20-20. Look

05 August 2011.

Dr Sandra Jones,
PO Box 622
QUEANBEYAN NSW 2620

File/Part No: ~~04-20-20~~
Security Code: Un
Doc Type: GC
Media Type: Letter
Action Officer: CM
Cc (For Info):
Prop Ref:
Retention:
Reg No:

Dear Dr Jones,

Re: Management of Waste Facilities in Bombala Shire – Delegate and Bombala Landfills

Delegate Landfill

The Bombala Council design water surface and leachate controls for the Delegate Landfill, these measures will be in place December 2011.

The Bombala Council has extensive recycling at the Bombala Landfill and it is proposed to extent that to the Delegate Landfill site. Better separation can expect by October 2011.

Burning of waste ceased at the Delegate Landfill Site after the initial EPA visit on the 24 May 2011.

There are no plans to close the Delegate Landfill site. The Bombala Council will prepare and implement a Landfill Environment Plan for the Delegate Landfill site. The plan will be prepared by November 2011. A date for the implementation of the plan will be made after the plan is assessed.

Bombala Landfill

Prior to the EPA inspection on 26 May the Bombala district experienced two large rain events and strong winds that deposited litter off site. This material is normally cleaned up quickly. The landfill cells are covered at the end of each operating day.

Re: Management of Waste Facilities in Bombala Shire – Delegate and Bombala Landfills Page 2/2

Attached is a drainage plan to control leachate. The plan is to minimise water flowing through the landfill and to capture and hold leachate in evaporation ponds. This plan will be implemented by December 2011.

A Landfill Environment Plan will be prepared by November 2011. A date for the implementation of the plan will be made after the plan is assessed.

Attached is the address of the asbestos contaminated material site at South Pambula.

Yours Faithfully,



DONALD C COTTEE
GENERAL MANAGER

SMRC fees + Charges 2017/18

Waste Disposal Charges at Council Waste Facilities [continued]

11. In the event of the E-Waste stewardship program no longer supporting Snowy Monaro Regional Residents, Council reserves the right to commence charging for any E-Waste received at Council Waste Facilities.
12. Any customer that is abusive to Council staff or does not follow staff directions at any of Councils' waste facilities may be refused entry and may be banned from using Councils' waste facilities in the future.
13. Under POEO (Waste) Regulation 2014, Tractor and Heavy plant tyres over 1.5m will not be accepted at any Snowy Monaro Regional Council Waste Facilities.
14. Due to State Government legislation, any product containing refrigerant taken to a waste facility will be charged a fee for the degassing of the unit. An exemption from the fee will be granted if the person disposing of the unit can demonstrate that it has been degassed by an authorised technician.
15. For those clients that wish to dispose of waste and receive a monthly invoice an application for debtor account is required prior to disposing waste at Councils waste facilities. Fees are invoiced monthly and non-payment within Councils terms may result in the suspension of account until outstanding amounts are paid. Invoice Terms are 14 days. An overdue fee will be charged for all reminder notices on overdue accounts. (Refer to revenue policy).
16. Michelago & Smith's Road – Council will only accept domestic quantities of household mixed unsorted waste and recyclables.

Waste: including Household, Commercial or Unsorted Waste

Name	Year 17/18 Fee (incl. GST)	Unit	Statutory
Minimum Charge	\$2.00	each	N
Waste – 120L (or 3 garbage bags)	\$5.00	each	N
Waste – 240L bin (or 6 garbage bags)	\$10.00	each	N
Waste – Ute/Level Trailer	\$40.00	each	N
Waste – Larger Loads	\$155.00	per tonne	N
Commercial Waste Drop Off >300kg	\$195.00	per tonne	N
Only accepted at Cooma & Jindabyne Facilities			
Rubber waste (other than tyres)	\$200.00	per tonne	N
Only accepted at Cooma & Jindabyne Facilities			
Waste Drop Off (Cubic meter rate)	\$65.00	per m3	N

Tyres

Name	Year 17/18 Fee (incl. GST)	Unit	Statutory
Small Tyres (4WD/passenger vehicles & motorbikes)	\$8.00	each	N
Medium Tyres (Bobcat, light truck, small tractor & supersingle)	\$26.00	each	N
Large Tyres (large tractor, earthmoving)	\$135.00	each	N

Construction & Demolition

Name	Year 17/18 Fee (incl. GST)	Unit	Statutory
VENM (Virgin Excavated Natural Material (as defined by POEO).	No charge	N/A	N

VENM will be accepted if testing results provided to Council meet EPA guidelines.

Minimum Charges – Cooma, Jindabyne & Bombala

Name	Year 17/18 Fee (incl. GST)	Unit	Statutory
Concrete/Bricks/Rock	\$10.00	minimum	N
Mixed building waste	\$5.00	minimum	N
Timber	\$15.00	minimum	N

Weighbridge Charges – Cooma & Jindabyne

Name	Year 17/18 Fee (incl. GST)	Unit	Statutory
Concrete/Bricks/Rock	\$60.00	per tonne	N
Mixed building waste	\$155.00	per tonne	N
Timber	\$155.00	per tonne	N

Cubic Metre Charges – Bombala

Name	Year 17/18 Fee (incl. GST)	Unit	Statutory
Concrete/Bricks/Rock	\$93.00	per m3	N
Mixed building waste	\$70.00	per m3	N
Timber	\$48.00	per m3	N

Recyclables

Name	Year 17/18 Fee (incl. GST)	Unit	Statutory
Car bodies – Free of Fluids	No charge	N/A	N
Car bodies – Containing Fluid	Not accepted at any facilities	each	N
Whitegoods (with verification of refrigerant removed) (Not containing Refrigerant)	No charge	N/A	N
Whitegoods (without verification of refrigerant removed)	\$10.00	per unit	N
Items such as fridges, freezers and air conditioners are required to have the refrigerants gas removed prior to disposal. Where such an item does not have verification that gas has been removed, a fee will be charged to cover the cost of degassing.			
Scrap Metal	No charge	N/A	N
Batteries (including car & truck) including Car & Truck	No charge	N/A	N
Plastic/Glass/Cans/Paper/Cardboard Commercial quantities not accepted	No charge	N/A	N
Waste Oil (vehicle & cooking oil) – 20L	\$2 decanting fee for 5 or more drums	per drum	N
First 5 drums free			

Electronic Waste

If the E-Waste Stewardship program no longer supports Snowy Monaro residents, Council will charge per item of E-Waste.

Name	Year 17/18 Fee (incl. GST)	Unit	Statutory
E-Waste – Under Stewardship Program Cooma, Jindabyne & Bombala Only	No charge	each	N
E-Waste – without Stewardship Program Cooma, Jindabyne & Bombala Only	\$10.00	per item	N
E-Waste – Commercial Quantities	\$10.00	per item	N
Handling Fee at Transfer Stations	\$5.00	per item	N

Green Waste

Minimum Charges – All Facilities

Name	Year 17/18 Fee (incl. GST)	Unit	Statutory
Quantities less than a caged trailer and <300mm diameter minimum charge	No Charge		N
Quantities more than caged trailer or >300mm diameter	\$5.00	minimum	N
Commercial Disposal	\$10.00	minimum	N

Weighbridge Charges – Cooma & Jindabyne

Name	Year 17/18 Fee (incl. GST)	Unit	Statutory
Quantities more than a caged trailer or >300mm in diameter	\$70.00	per tonne	N
Commercial Disposal	\$70.00	per tonne	N

Cubic Metre Charges – Bombala & Transfer Stations

Name	Year 17/18 Fee (incl. GST)	Unit	Statutory
Quantities more than a caged trailer or >300mm diameter minimum charge	\$12.00	per m3	N
Commercial Disposal	\$12.00	per m3	N

Other Waste

Not Accepted at Transfer Stations

Name	Year 17/18 Fee (incl. GST)	Unit	Statutory
Dead Animal – Small Dog/Cat	\$20.00	per animal	N
Dead Animal – Medium Sheep/Calf/Goat	\$35.00	per animal	N
Dead Animal – Large Cow/Horse	\$45.00	per animal	N
Dewatered Bio solids/Contaminated Soil	\$200.00	per tonne	N
Grease/Screening/Oil Sludge – Minimum	\$20.00	minimum	N
The receipt of Dewatered Bio solids and Contaminated Soil is only accepted by prior arrangement and will only be accepted if test results provided to Council meet the EPA Guidelines for solid waste.			
Mattresses – All sizes (Innerspring)	\$30.00	each	N
Mattresses – All Sizes (foam)	\$10.00	each	N

Bombala Waste Facility (only)

Name	Year 17/18 Fee (incl. GST)	Unit	Statutory
Dewatered Bio-solids/Contaminated Soil	\$240.00	per m3	N
Grease/Screening/Oil Sludge	\$270.00	per m3	N

Cooma & Jindabyne Waste Facilities (Only)

Name	Year 17/18 Fee (incl. GST)	Unit	Statutory
Asbestos – Minimum	\$30.00	minimum	N
Asbestos	\$200.00	per tonne	N
Grease/Screening/Oil Sludge	\$190.00	per tonne	N

BVSC

Name	Year 16/17 Fee (incl. GST)	Year 17/18 Fee (incl. GST)	Unit	GST	Pricing Policy
OTHER SERVICES					
Design Work	\$116.00	\$121.00	Per Hour	Y	F
Design Review Engineers 'Building Over Sewers' Details – Minimum 2 Hours	\$116.00	\$121.00	Per Hour	Y	F
CERTIFICATE OF COMPLIANCE (WATER MANAGEMENT ACT 2000)					
Application For Certificate Of Compliance	\$82.00	\$85.00	Per Application	N	F
EFFLUENT & SEPTAGE DISCHARGE					
Effluent Waste	\$6.30	\$6.60	Per Kl	N	F
Septage Waste	\$20.00	\$21.00	Per Kl	N	F
EQUIPMENT HIRE					
Hire Of CCTV Equipment – Minimum 2 Hours Plus Travel	\$210.00	\$219.00	Per Hour	Y	F
Hire Of Sewer Vacuum Testing Equipment – Minimum 2 Hours Plus Travel	\$116.00	\$121.00	Per Hour	Y	F
WASTE MANAGEMENT					
OILY WATER					
Bulk Oily Water Waste (Less Than 20% Oil)	\$1.00	\$0.50	Per Litre	N	A
DOMESTIC WASTE DISPOSAL [MIXED WASTE TO LANDFILL]					
Municipal Solid Waste (Charge To Nearest 0.25 Cubic Metre)	\$50.00	\$52.00	Per Cubic Metre	Y	A
Municipal Solid Waste (Disposed of at Central Waste Facility)	\$145.00	\$151.00	Per Tonne	Y	A
140L Bins	\$6.30	\$6.60	Each	Y	A
240L Bins	\$13.00	\$13.00	Each	Y	A
COMMERCIAL WASTE DISPOSAL [MIXED WASTE TO LANDFILL]					
Commercial And Industrial Waste	\$50.00	\$52.00	Per Cubic Metre	Y	A
Commercial and Industrial Waste (Disposed of at Central Waste Facility)	\$162.00	\$188.00	Per Tonne	Y	A
BUILDING & DEMOLITION WASTE DISPOSAL [MIXED WASTE TO LANDFILL]					
Construction And Demolition Waste	\$50.00	\$52.00	Per Cubic Metre	Y	F
Construction and Demolition Waste (Disposed of at Central Waste Facility)	\$187.00	\$210.00	Per Tonne	Y	A

BVSC

Name	Year 16/17 Fee (incl. GST)	Year 17/18 Fee (incl. GST)	Unit	GST	Pricing Policy
SEPARATED WASTES FOR RECYCLING					
E-Waste Recycling – Non Scheme	\$5.70	\$5.90	Per Item	Y	F
Garden Waste	\$15.00	\$14.00	Per Cubic Metre	Y	F
Timber Waste	\$20.00	\$21.00	Per Cubic Metre	Y	F
Scrap Steel (Not Including Refrigerators, Freezers or Air Conditioners)		No Charge	Per Cubic Metre	Y	
Refrigerators, Freezers or Air Conditioners (Cost to De-Gas)	\$0.00	\$22.00	Per Item	Y	F
Innerspring Mattresses Or Bases	\$25.00	\$26.00	Each	Y	F
Gas Bottles		No Charge	Per KG Gas Capacity	Y	
Merimbula Waste Depot Only – Household Only Merimbula only from households only					
Commercial Co-Mingled Recycling	\$31.00	\$32.00	Per Cubic Metre	Y	F
Domestic Co-Mingled Recycling (Loads Less Than 1 Cubic Metre)		No Charge	Per Cubic Metre	Y	
Cardboard – Separated (Loads Less Than 1 Cubic Metre)		No Charge	Per Cubic Metre	Y	
Cardboard – Separated (Loads Greater Than 1 Cubic Metre)	\$31.00	\$32.00	Per Cubic Metre	Y	F
Clean Fill – (Virgin Excavated Natural Material)	No Charge (selected sites only)			Y	
Lead Acid Batteries		No Charge		Y	
OTHER					
Sale Of Compost (Subject To Availability)	\$16.00	\$30.00	Per Cubic Metre	Y	F
Sale Of Mulch (Subject To Availability)	\$0.00	\$17.00	Per Cubic Metre	Y	F
Additional Opening Hours – Labour		POA		Y	F
Additional Opening Hours – Plant		POA		Y	F
Offensive Waste (Fish Waste, Etc)	\$274.00	\$285.00	Per Cubic Metre	Y	F
Clinical Waste (At Approved Disposal Times)		POA	Per Cubic Metre	Y	F
Quarantine Waste Plus Plant Hire		POA	Per Cubic Metre	Y	F
Household Hazardous Waste Collection Prices For Commercial Users		POA		Y	F
Sale Of Used Car And Truck Batteries	\$2.60	\$2.70	Each	Y	F
Biosolids – Stabilised Biosolids From BVSC Treatment Plants (Bermagui and Eden Only)	\$50.00	\$52.00	Per Cubic Metre	Y	F
Biosolids – Stabilised Biosolids From BVSC Treatment Plants (Central Waste Facility)	\$145.00	\$151.00	Per Tonne	Y	F

BVSC

Name	Year 16/17 Fee (incl. GST)	Year 17/18 Fee (incl. GST)	Unit	GST	Pricing Policy
TYRES					
Car/Trailer Tyres – Less Than 16” Internal – Rim Removed/Motor Bike Tyres	\$6.30	\$6.60	Each	Y	A
Truck Tyre – Less Than 16” Internal – Rim Removed	\$9.40	\$9.80	Each	Y	A
Truck Tyre – Greater Than 16” Internal – Rim Removed	\$22.00	\$23.00	Each	Y	A
Tractor Earthmoving Equipment Tyre	\$70.00	\$73.00	Each	Y	A
ASBESTOS WASTE					
Asbestos Waste – Bonded – In Standard 1100Mm X 700Mm Printed Asbestos Bag Provided By BVSC (only at Merimbula, Eden and Bermagui)	\$13.00	\$14.00	Per Bag	Y	F
Asbestos Waste Loads Greater Than 0,25 Cubic Metre (Only At Central Waste Facility)	\$237.00	\$247.00	Per Tonne	Y	F
WATER SUPPLY SERVICES					
WATER SUPPLY CONNECTION					
Water Supply Connection – 20mm	\$1,218.00	\$1,268.00	Per Connection	N	F
Water Supply Connection – 25mm	\$1,439.00	\$1,498.00	Per Connection	N	F
Water Supply Connection – 32mm	\$1,914.00	\$1,992.00	Per Connection	N	F
Water Supply Connection – 40mm and above		POA	Per Connection	N	F
Underground Water Supply Connection – 20mm	\$0.00	\$1,568.00	Per Connection	Y	F
Underground Water Supply Connection – 25mm and Above		POA	Per Connection	Y	F
WATER SUPPLY CONNECTION – LOWER FEE AREAS					
Tathra River Estate	\$279.00	\$290.00	Per Connection	N	F
Whitestone Subdivision No 1 – Lots 1 To 38	\$279.00	\$290.00	Per Connection	N	F
Berrambool Estate – Lots 1 To 99	\$279.00	\$290.00	Per Connection	N	F
Lands Department Subdivision – Jingera Parade, Pambula Beach	\$279.00	\$290.00	Per Connection	N	F
Lands Department Subdivision – Killarney Subdivision, Tathra	\$279.00	\$290.00	Per Connection	N	F
Hart Street Subdivision, Bermagui	\$279.00	\$290.00	Per Connection	N	F
Lynjohn Estate, Bega	\$279.00	\$290.00	Per Connection	N	F
PRESSURE REDUCING VALVE INSTALLATION					
Pressure Reducing Valve Installation (All sizes)		POA		N	F

Fee Name	Year 17/18 Fee (incl. GST)	Fee Basis	GST	Pricing Policy
----------	-------------------------------	-----------	-----	----------------

Palerang Waste Facility Charges

Note: 1. Liquid Waste and Asbestos not accepted. 2. Until a waste strategy for the new Council is adopted, residents of the former Queanbeyan City Council are considered "out of area" for Palerang waste facilities.

Out of area Users – Depositing Domestic Waste

Note: 1. Entry to landfills by pre-purchased ticket. 2. Commercial or Builders Waste not accepted from outside Palerang Local Government Area.

Purchased in first quarter – for 12 tickets	\$327.00		Y	G
Purchased in second quarter – for 9 tickets	\$243.00		Y	G
Purchased in third quarter – for 6 tickets	\$169.00		Y	G
Purchased in fourth quarter – for 3 tickets	\$87.00		Y	G

Tip Passes

Recycles	No Charge		N	A
Re-issue of lost tip passes	\$51.00		Y	G
Extra tip pass for dual occupancies	\$51.00		Y	G
Tip pass for National Parks and other government authorities with land in the Shire	\$398.00		Y	G

Electronic Waste

Note: Items not accepted without Tip Pass

Computer Monitor	No Charge		N	A
Computer Box	No Charge		N	A
TVs, music appliances, and similar e-waste/audio visual. Fee per item	No Charge		N	A

Waste Transfer Station Gate Fees – with a Tip Pass

Note: 1. Deliveries to Captains Flat and Macs Reef WTS – Trucks >2 tonnes not accepted. 2. Green waste not accepted at Macs Reef Waste Transfer Station.

Revolve Items	No Charge		N	A
Green Waste (No stumps, no branches > 250mm dia)	No Charge		N	A
White Goods and Scrap Metal – not accepted Macs Reef	No Charge		N	A

Household (To Transfer Waste Bin) with Tip Pass

Minimum Charge – small car boot or 1 wheelie bin	\$5.00		Y	G
Large Car Boot/Station Wagon or half a small trailer or half a small van or half a ute or 2 wheelie bins	\$10.00		Y	G
Small Trailer (6'x4'x1') to side height or ute to tray height or dual cab piled above sides or small van or 4 wheelie bins	\$17.00		Y	G
Small dual cab to height of tray or car boot and also on seats, station wagon in back area and on seats, or 3 wheelie bins	\$13.00		Y	G
8'x5'x1.2' trailer to side height or 6'x4'x1' trailer with cage or dual cab with cage or large van	\$26.00		Y	G
Small trailer (6'x4'x1') piled above sides, larger dual cab piled above sides	\$21.00		Y	G
8'x5'x1.2' trailer piled high or ute piled high above sides	\$33.00		Y	G
8'x5'x1.2' trailer with large cage or ute with cage	\$40.00		Y	G

Fee Name	Year 17/18 Fee (Incl. GST)	Fee Basis	GST	Pricing Policy
Commercial Loads (Loads > 0.5 tonne. Costs based on \$100 per tonne with Tip Pass)				
Dual Axle Trailers (Full Load)	\$60.00		Y	G
Dual Axle Trailers (Half Load)	\$36.00		Y	G
1-2 Tonne Truck (Full Load)	\$89.00		Y	G
1-2 Tonne Truck (Half Load)	\$48.00		Y	G
For larger vehicles (Received Bungendore WTS only)	\$100.00	Per tonne	Y	G
Builders' Waste (based on \$120 per tonne with Tip Pass)				
Dual Axle Trailers (Full Load)	\$72.00		Y	G
Dual Axle Trailers (Half Load)	\$41.00		Y	G
1-2 Tonne Truck (Full Load)	\$108.00		Y	G
1-2 Tonne Truck (Half Load)	\$55.00		Y	G
For larger vehicles (Received Bungendore WTS only)	\$120.00	Per tonne	Y	G
Engine Oil (for up to 40 litres) with Tip Pass				
Engine Oil (for up to 40 litres) with Tip Pass	No Charge		N	A
Tyres with Tip Pass				
Light Vehicle – Clean with no rim	\$5.00	Per tyre	Y	G
Light Vehicle – Dirty or with rim	\$8.00	Per tyre	Y	H
Truck/Tractor – Clean with no rim	\$13.00	Per tyre	Y	G
Truck/Tractor – dirty or with rim	\$18.00	Per tyre	Y	H
Batteries with Tip Pass				
Batteries with Tip Pass	No Charge		N	A
Mattresses with Tip Pass				
Mattresses with Tip Pass	\$13.00		Y	G
Mobile Phones with Tip Pass				
Mobile Phones with Tip Pass	No Charge		N	A
Dead Animals (Bungendore WTS only) with Tip Pass				
Note: 1. Large Animals – e.g. horses/cows are not accepted 2. Animal Welfare Groups disposal of small dead animals – Zero Charge (by prior arrangement only)				
Small Animals – e.g. dog/cat	\$22.00		Y	G
Medium Animals – e.g. sheep/calf/piglet	\$35.00		Y	G
Waste Transfer Station Gate Fees – without a Tip Pass				
Note: Deliveries to Captains Flat and Macs Reef WTS – Trucks >2 tonnes not accepted				
Recycles	\$6.00		Y	N
Buy-back Items	No Charge		N	A
Green Waste (No stumps, no branches > 250mm dia) per load	\$15.00		Y	N
White Goods and Scrap Metal – not accepted Macs Reef	No Charge		N	A

Fee Name	Year 17/18 Fee (Incl. GST)	Fee Basis	GST	Pricing Policy
Household (To Transfer Waste Bin) – without Tip Pass				
Minimum Charge – small car boot or 1 wheelie bin	\$13.00		Y	N
Large Car Boot/Station Wagon or half a small trailer or half a small van or half a ute or 2 wheelie bins	\$17.00		Y	N
Small Trailer (6'x4'x1') to side height or ute to tray height or dual cab piled above sides or small van or 4 wheelie bins	\$30.00		Y	N
Small dual cab to height of tray or car boot and also on seats, station wagon in back area and on seats, or 3 wheelie bins	\$24.00		Y	N
8'x5'x1.2' trailer to side height or 6'x4'x1 trailer with cage or dual cab with cage or large van	\$48.00		Y	N
Small trailer (6'x4'x1') piled above sides, larger dual cab piled above sides	\$39.00		Y	N
8'x5'x1.2' trailer piled high or ute piled high above sides	\$60.00		Y	N
8'x5'x1.2' trailer with large cage or ute with cage	\$73.00		Y	N
Commercial Loads (Loads > 0.5 tonne. Costs based on \$155 per tonne without Tip Pass)				
Dual Axle Trailers (Full Load)	\$91.00		Y	N
Dual Axle Trailers (Half Load) N 50.00	\$55.00		Y	N
1–2 Tonne Truck (Full Load)	\$166.00		Y	N
1–2 Tonne Truck (Half Load)	\$88.00		Y	N
For larger vehicles	\$155.00	Per tonne	Y	H
Builders' Waste (based on \$175 per tonne) without Tip Pass				
Dual Axle Trailers (Full Load)	\$106.00		Y	N
Dual Axle Trailers (Half Load)	\$64.00		Y	N
1–2 Tonne Truck (Full Load)	\$160.00		Y	N
1–2 Tonne Truck (Half Load)	\$85.00		Y	N
For larger vehicles	\$175.00	Per tonne	Y	N
Engine Oil – (for up to 40 litres) without Tip Pass				
Engine Oil – (for up to 40 litres) without Tip Pass	No Charge		N	A
Tyres – without Tip Pass				
Light Vehicle – Clean with no rim	\$9.00	Per tyre	Y	N
Light Vehicle – dirty or with rim	\$12.00	Per tyre	Y	H
Truck/Tractor – Clean with no rim	\$24.00	Per tyre	Y	N
Truck/Tractor – dirty or with rim	\$30.00	Per tyre	Y	H
Batteries – without Tip Pass				
Batteries – without Tip Pass	No Charge		N	A
Mattresses – without Tip Pass				
Mattresses – without Tip Pass	\$38.00		Y	N
Mobile Phones – without Tip Pass				
Mobile Phones – without Tip Pass	No Charge		N	A

Fee Description	BASIS	GST CODE	Fee at 1st July 2015	Adopted Fee at 1st July 2016
Merchandise Fees - on all items sold at the venue		G	N/A	10% of Gross Sales
Hazer Fluid - per litre	per litre	G	N/A	\$12.00
RATES/PROPERTY DATA				
Land Information Certificate (LIC)	Each	E	\$20.00	\$24.80
Reissue of Rate Notice	Each	G	\$16.00	\$17.00
Rural Property Numbers	Each	G	\$5.50	\$6.00
Land Information Certificate Urgent Fee (in addition to LIC fee)	Each	G	\$79.00	\$83.00
VISITOR INFORMATION CENTRES				
Brochure racking - Bairnsdale and Lakes Entrance Visitor Information Centres	Annual (per business per brochure)	G	\$297.00	\$308.90
A Frame Size Advert - supplied by operator, displayed at Bairnsdale or Lakes Entrance Visitor Information Centres (limited availability)	Annual	G	\$400.00	\$416.00
Booking services via BookEasy free listing pay on commission only (accommodation/tours/activities)	Each	G	10.00%	10.00%
Brochure Display - Second business	Annual	G	\$150.00	\$156.00
Business and Tourism Associations and East Gippsland Marketing Inc. members that take up either of the Brochure Display services will be offered either an A4 advert or Electronic advert at no additional cost	Annual	G	Free	Free
Booking services set up for non Visitor Information Centre members (booking service fees still apply as listed - businesses can only utilise the Book Now option and not the request a quote service)	Each Application	G	\$100.00	\$104.00
Outdoor Cinema - Screen and Audio/Video	Each	G	N/A	\$100.00
Outdoor Cinema - Staffing	Each	G	N/A	\$406.00
TIPPING FEES				
General Waste - Minimum Fee (up to 80 litre bag)	Each	G	\$3.00	\$4.00
General Waste (Bin)	Each	G	\$10.00	\$11.00
General Waste (Car / Station Wagon)	Each	G	\$20.00	\$21.00
General Waste (Ute Level)	Each	G	\$40.00	\$42.00
General Waste (Ute High)	Each	G	\$81.00	\$84.00
Waste - Domestic Household (Trailer (6x4) up to .3m high)	Each	G	\$30.00	\$32.00
Waste - Domestic Household (Non Weighbridge Site)	Cubic Metres	G	\$40.00	\$42.00
Waste - Domestic Household (Trailer High (6x4))	Each	G	\$60.00	\$63.00
Waste - Domestic Household (Caged Trailer (6x4))	Each	G	\$121.00	\$126.00
Waste - Domestic Household (Large Single axle Trailer up to .3 m high)	Each	G	\$40.00	\$42.00
Waste - Domestic Household (Large Single axle Trailer High)	Each	G	\$81.00	\$84.00
Waste - Domestic Household (Large Single axle Trailer Caged)	Each	G	\$160.00	\$168.00
Waste - Domestic Household (All Tandem Trailers up to .3m high)	Each	G	\$60.00	\$63.00
Waste - Domestic Household (All Tandem Trailers High)	Each	G	\$121.00	\$126.00
Waste - Domestic Household (All Tandem Trailers Caged)	Each	G	\$242.00	\$252.00
Waste - Household/Putrescible (Weighbridge Site)	Tonne	G	\$197.00	\$205.00
Waste - Commercial/Industrial/Building (Sorted - Non Weighbridge Site)	Cubic Metres	G	\$72.00	\$75.00
Waste - Commercial/Industrial/Building (Bag/Bin)	Each	G	\$18.00	\$19.00
Waste - Commercial/Industrial/Building (Car/Station Wagon)	Each	G	\$36.00	\$38.00
Waste - Commercial/Industrial/Building (Sorted - Ute)	Each	G	\$72.00	\$75.00
Waste - Commercial/Industrial/Building (Sorted - Ute High)	Each	G	\$143.00	\$150.00
Waste - Commercial/Industrial/Building (Sorted Trailer (6x4))	Each	G	\$54.00	\$56.00
Waste - Commercial/Industrial/Building (Sorted - High Trailer (6x4))	Each	G	\$108.00	\$113.00
Waste - Commercial/Industrial/Building (Sorted - Caged Trailer (6x4))	Each	G	\$215.00	\$225.00
Waste - Commercial/Industrial/Building (Sorted - Large Single axle Trailer up to .3m high)	Each	G	\$72.00	\$75.00
Waste - Commercial/Industrial/Building (Sorted - Large Single axle Trailer High)	Each	G	\$143.00	\$150.00

Fee Description	BASIS	GST CODE	Fee at 1st July 2015	Adopted Fee at 1st July 2016
Waste - Commercial/Industrial/Building (Sorted - Large Single axle Trailer Caged)	Each	G	\$287.00	\$300.00
Waste - Commercial/Industrial/Building (Sorted - All Tandem Trailers up to .3m high)	Each	G	\$108.00	\$113.00
Waste - Commercial/Industrial/Building (Sorted - All tandem Trailers High)	Each	G	\$215.00	\$225.00
Waste - Commercial/Industrial/Building (Sorted - All Tandem Trailers Caged)	Each	G	\$430.00	\$450.00
Waste - Commercial/Industrial/Building (Unsorted - Non Weighbridge Site)	Cubic Metres	G	\$83.00	\$86.00
Waste - Commercial/Industrial/Building (Unsorted - Bag/Bin)	Each	G	\$19.00	\$20.00
Waste - Commercial/Industrial/Building (Unsorted - Car/Station Wagon)	Each	G	\$41.00	\$43.00
Waste - Commercial/Industrial/Building (Unsorted - Ute)	Each	G	\$83.00	\$86.00
Waste - Commercial/Industrial/Building (Unsorted - Ute High)	Each	G	\$166.00	\$172.00
Waste - Commercial/Industrial/Building (Unsorted - Trailer (6x4) up to .3m high)	Each	G	\$56.00	\$58.00
Waste - Commercial/Industrial/Building (Unsorted - High Trailer (6x4))	Each	G	\$124.00	\$129.00
Waste - Commercial/Industrial/Building (Unsorted - Caged Trailer (6x4))	Each	G	\$249.00	\$258.00
Waste - Commercial/Industrial/Building (Unsorted - Large Single axle Trailer up to .3m high)	Each	G	\$83.00	\$86.00
Waste - Commercial/Industrial/Building (Unsorted - Large Single axle Trailer High)	Each	G	\$149.00	\$155.00
Waste - Commercial/Industrial/Building (Unsorted - Large Single axle Trailer Caged)	Each	G	\$332.00	\$344.00
Waste - Commercial/Industrial/Building (Unsorted - All Tandem Trailers up to .3m high)	Each	G	\$124.00	\$129.00
Waste - Commercial/Industrial/Building (Unsorted - All tandem Trailers High)	Each	G	\$249.00	\$258.00
Waste - Commercial/Industrial/Building (Unsorted - All Tandem Trailers Caged)	Each	G	\$497.00	\$516.00
Concrete, Brick and Tile (Sorted - Non Weighbridge Site)	Cubic Metres	G	\$143.00	\$149.00
Waste - Commercial/Industrial/Building (Sorted - Weighbridge Site)	Tonne	G	\$214.00	\$223.00
Waste - Commercial/Industrial/Building (Unsorted - Weighbridge Site)	Tonne	G	\$259.00	\$269.00
Concrete, Brick and Tile (Bag/Bin)	Each	G	\$36.00	\$37.00
Concrete, Brick and Tile (Car/Station Wagon)	Each	G	\$72.00	\$75.00
Concrete, Brick and Tile (Ute Level)	Each	G	\$143.00	\$149.00
Concrete, Brick and Tile (Ute High)	Each	G	\$287.00	\$298.00
Concrete, Brick and Tile (Trailer (6x4) up to .3m high)	Each	G	\$108.00	\$112.00
Concrete, Brick and Tile (High Trailer (6x4))	Each	G	\$215.00	\$224.00
Concrete, Brick and Tile (Caged Trailer (6x4))	Each	G	\$430.00	\$447.00
Concrete, Brick and Tile (Large Single axle Trailer up to .3m high)	Each	G	\$143.00	\$149.00
Concrete, Brick and Tile (Large Single axle Trailer High)	Each	G	\$287.00	\$298.00
Concrete, Brick and Tile (Large Single axle Trailer Caged)	Each	G	\$573.00	\$596.00
Concrete, Brick and Tile (All Tandem Trailers up to .3m high)	Each	G	\$215.00	\$224.00
Concrete, Brick and Tile (All tandem Trailers High)	Each	G	\$430.00	\$447.00
Concrete, Brick and Tile (All Tandem Trailers Caged)	Each	G	\$860.00	\$894.00
Concrete, Brick and Tile (Weighbridge Site)	Tonne	G	\$95.00	\$99.00
Bulk Waste - Commercial Compactor Trucks (Non Weighbridge Site)	Cubic Metres	G	\$108.00	\$112.00
Bulk Waste - Commercial Compactor Trucks (Weighbridge Site)	Tonne	G	\$214.00	\$223.00
Tree Prunings - Stumps & Logs >0.3m (Non Weighbridge Site)	Cubic Metres	G	\$152.00	\$158.00
Tree Prunings - Stumps & Logs >0.3m (Weighbridge Site)	Tonne	G	\$214.00	\$223.00
Computer Screen	Each	G	\$22.00	\$23.00
Computer CPU/Laptop	Each	G	\$11.00	\$11.00
Tyre (Car / Motorcycle)	Each	G	\$8.00	\$8.00
Tyre (Light Truck / 4x4)	Each	G	\$13.00	\$14.00

Fee Description	BASIS	GST CODE	Fee at 1st July 2015	Adopted Fee at 1st July 2016
Tyre (Truck)	Each	G	\$22.00	\$23.00
Tyre (Tractor)	Each	G	\$111.00	\$115.00
Tyre (Large Earthmoving)	Each	G	\$334.00	\$347.00
Tyre Car/Motorcycle on Rim	Each	G	\$16.00	\$16.00
Tyre (Light Truck/4x4) on Rim	Each	G	\$26.00	\$28.00
Tyre (Truck) on Rim	Each	G	\$44.00	\$46.00
Tyre (Tractor) on Rim	Each	G	\$222.00	\$230.00
Tyre (Large Earthmoving) on Rim	Each	G	\$668.00	\$694.00
Co-mingled recyclables (Specific Sites only)	Cubic Metres	G	Free	Free
Glass, Aluminium, Paper, Steel, Batteries (sorted)	Each	G	Free	Free
Motor Oil, White Goods (sorted)	Each	G	Free	Free
Mattress (Single)	Each	G	\$36.00	\$37.00
Mattress - Double and above	Each	G	\$54.00	\$56.00
Gas Bottle (10kg or smaller)	Each	G	\$10.00	\$10.00
Gas Bottle (Larger than 10kg)	Each	G	\$16.00	\$17.00
Prescribed Waste - Scallop	Tonne	G	\$251.00	\$261.00
Prescribed Waste - Abalone	Cubic Metres	G	\$165.00	\$172.00
Prescribed Waste - Asbestos - Minimum Charge (less than 20kg)	Each	G	\$0.00	\$5.00
Prescribed Waste - Asbestos	Tonne	G	\$251.00	\$261.00
Prescribed Waste - Low Level Contaminated Soil	Tonne	G	\$231.00	\$240.00
Security Load Confirmation	Load	G	\$94.00	\$98.00
Gravel Royalties - Johnstons Rd Pit	Tonne	G	\$5.90	\$6.15
Recyclable Plastic Drums (Non Drum muster)	Each	G	\$1.00	\$1.00
Dead Animal - Sheep/Calf (Poddy less than 4 Months) (Bairnsdale & Lakes Only)	Each	G	\$54.00	\$56.00
Dead Animal - Cat	Each	G	\$7.00	\$7.00
Dead Animal - Dog	Each	G	\$27.00	\$28.00
Dead Animal - Cow	Each	G	\$160.00	\$166.00
Dead Animal - Horse	Each	G	\$134.00	\$139.00
Clean Fill	Cubic Metres	G	\$0.00	\$42.00
Clean Fill	Tonne	G	\$0.00	\$30.00
Contaminated Waste/Recyclables - Commercial Loads	Each	G	\$0.00	\$200.00
DOMESTIC WASTE - KERBSIDE BIN COLLECTION				
120 Litre Mobile Waste Bin - New/Replacement	Each	G	\$87.00	\$91.00
240 Litre Mobile Waste Bin - New/Replacement	Each	G	\$112.00	\$117.00
FIRE HAZARDS				
Non-Compliance Fine (10 penalty units under Monetary Units Act.)	Each	E	\$1,476.00	\$1,476.00
Fire hazard clearance charges for private properties: (Slashing costs will be charged out at cost plus an administration fee of \$55)	Each	E	Refer to fee description	Refer to fee description
BAIRNSDALE AQUATIC & RECREATION CENTRE / LAKES ENTRANCE AQUADOME				
CASUAL ENTRY				
WET				
Casual Adult	Each Visit	G	\$7.20	\$7.50
Casual Concession	Each Visit	G	\$5.60	\$5.80
Casual Junior	Each Visit	G	\$5.60	\$5.80
Adult with Child under 10	Each Visit	G	\$5.60	\$5.80
Family	Each Visit	G	\$17.00	\$18.00
Family - Concession	Each Visit	G	\$14.40	\$15.30
Off Peak	Each Visit	G	\$11.00	\$11.50
Casual Aqua Aerobics	Each Visit	F	\$13.50	\$14.00
Casual Aqua Aerobics Concession	Each Visit	F	\$11.90	\$12.00
Pre Booked Bulk Group Adult	Each Adult, Each Visit, minimum 12 Adults	G	\$5.40	\$5.60

Title of Fee / Charge	Fee / Charge 2014/15 \$	Fee/ Charge 2015/16 \$	GST
Season Tickets - Adults	90.00	100.00	Y
Season Tickets - Family	180.00	200.00	Y
- Monthly in Advance Starting July (4 months - per month)		52.00	Y
Teachers accompanying school groups – per season per school			
Bombala High School		300.00	Y
Bombala Public School		300.00	Y
St Joseph's Primary School		120.00	Y
Delegate Public School		120.00	Y
Instructors conducting swimming classes	5.00	5.50	Y
Non swimming adults (no access to pool)	2.00	2.00	Y
Tourism Events			
<u>Existing Event Signs:</u>			
Date Changes (for the 3 signs)	20.00	30.00	Y
Other Changes Required (for the 3 signs)	60.00	60.00	Y
<u>New Event Signs:</u>			
Includes Event Name and Date (for 3 signs)	90.00	180.00	Y
* Form available from Council needs to be filled in and lodged two months prior to event.			

Waste

Note: Fees can be paid at Bombala Council Offices, 71 Caveat Street, Bombala, prior to disposal or at the Bombala and Delegate Waste Depots. Bombala and Delegate Waste Depots will only accept waste from residents and ratepayers.

Bombala and Delegate Waste Depots will only accept waste from development that occurs in the Bombala Local Government Area.

Title of Fee / Charge	Fee / Charge 2014/15 \$	Fee/ Charge 2015/16 \$	GST
Replacement of stolen or damaged mobile garbage bin - (140litre MGB.)	101.00	101.00	N
Replacement of stolen or damaged mobile garbage bin - (240 litre MGB)	118.00	118.00	N
Replacement of stolen or damaged recycling crate	23.00	30.00	N
Non Destructible Waste - 5 Tonne Truck Load	32.00	30.00	Y
- 10 Tonne Truck Load	62.00	60.00	Y
Contaminated Soil per cubic metre	50.00	50.00	Y
E-waste – TV and Computers (Commercial/Govt) per unit		10.00	Y
Oil Filters – Undrained – per 205 litre container		85.00	Y
Oil Filters – Undrained – per 60 litre container		20.00	Y
Mattresses and Lounges (Commercial/Govt) per unit		25.00	Y
Annual Key Charge – Bombala Waste Depot	250.00	350.00	Y
Water			
Bombala Water - Contribution per Equivalent Tenement (ET)	1,803.00	1,857.00	N
Delegate Water - Contribution per ET	1,380.00	1,421.00	N
<u>Connection to Water Supply:</u>			
House connection charge (20mm service) Access	539.00	555.00	N
Connection Fee - non-rateable property and those above 20mm meter	Actual Costs	Actual Costs	N
Disconnection Fee	101.00	101.00	N
Install and removal of Restrictor	250.00	250.00	N
Reconnection Fee (where disconnected because of failure to pay rates & charges or failure to comply with water restrictions)	132.00	135.00	N







10.2 EPA LANDFILL CONSOLIDATION AND ENVIRONMENTAL IMPROVEMENT GRANT FUNDING SUBMISSION - DALGETY LANDFILL

Record No:

Responsible Officer:	Director Environment & Sustainability
Author:	Group Manager Resource & Waste Management
Key Direction:	1. Sustaining Our Environment for Life
Delivery Plan Strategy:	DP1.8 Deliver cost effective and environmentally responsible Waste Management facilities.
Operational Plan Action:	OP1.33 Efficient and compliant operation of Councils Waste facilities.
Attachments:	1. Snowy Monaro Waste Management Sites ↓ 2. Dalgety Landfill Site Location Map ↓
Cost Centre	2270 - Landfills
Project	Dalgety Landfill Rehabilitation and Closure
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

This report is seeking Council approval to submit an application to the NSW EPA Landfill Consolidation and Environmental Improvement Grant Funding Program before the grant funding closure date of 20 November 2017. The funding application is being made on the basis of the proposed closure and rehabilitation of the Dalgety Landfill. This report outlines the basis of the grant funding application, proposed project budget and expected outcomes from the closure of the site.

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

OFFICER'S RECOMMENDATION

That Council

- A. Approve an application be made to the NSW EPA Landfill Consolidation and Environmental Improvement Grant Funding Program for the proposed closure of the Dalgety Landfill;
- B. Authorise for the additional project funds to be allocated from the waste reserves as part of the 2018/19 financial year budget process, subject to being notified of a successful funding application; and
- C. Acknowledge Prior to acceptance of the grant a report will come back to council for authorisation.

BACKGROUND

NSW EPA has a grant funding opportunity available to assist councils with the consolidation of landfill sites and/or providing environmental improvements to landfill sites. The grant program is in the third year. The former Snowy River Shire Council has previously been awarded funding

through the grant program to assist with the cost of rehabilitating and closing the Adaminaby Landfill.

Round three applications are currently open, with applications closing on 23 November 2017. In total there are \$5 million dollars available to assist councils, with individual grants up to \$200,000 available to a Council on a 1:1 basis.

The Snowy Monaro Council has around 15 landfill and transfer station sites which will need rehabilitating in the future. Attachment 1 contains a list of currently known sites which have been identified as a current or previous waste management facility. SMRC will need to investigate if adequate rehabilitation of the sites has occurred for sites which are no longer operating as a landfill. Once the rehabilitation status of sites has been determined a management plan will need to be developed for all sites which are yet to be rehabilitated.

Council officers are proposing that a funding application be made to the EPA to assist with the costs associated with the closure and rehabilitation of the Dalgety Landfill. The Dalgety Landfill is situated at the end of Hamilton St, Dalgety. This location is on the edge of town, overlooking the township. Attachment 2 provides an overview of the location of the site relative to the township.

The Dalgety Landfill ceased accepting waste in 2013 after the introduction of a kerbside collection service to the Dalgety Township. At the time an intermediate landfill cap was applied to the site. This cap consists of a 300mm clay liner, in accordance with the EPA requirements.

The site has been left with the intermediate cap since this time. It was originally proposed that the site remain in this state and would become a backup landfill to Jindabyne and Adaminaby. SMRC still reports to the EPA annually on the site as the site has not been rehabilitated to the EPA requirements and the EPA not being notified that the site will be closed permanently for the acceptance of waste. All infrastructure at the site has been removed except for a litter fence close to the northern boundary.

A review of available data for the Dalgety Landfill site has not been able to identify any approved landfill plans or final contours to be met for landfill operations at the site. In order to re-establish landfill operations at the site and determine the available airspace the EPA would need to approve a final design for the site as no such designs currently exist. This would require council officers making an application to the EPA. There are no guarantees that the EPA would consider such an approach favourable. The site is located close to the Dalgety Township and is not an ideal site to re-commence landfill operations at.

Dalgety has been identified as a site for rehabilitation as the recent history of the site can be easily identified. A number of SMRC sites need to be investigated to determine the rehabilitation status of the sites. This investigation work will take a considerable amount of time and resources and cannot be achieved within the grant application timelines. In order to allow a grant application to be submitted to the EPA a site which can be easily identified, with details about the recent history has been chosen.

A project budget estimate has been developed for the closure of the Dalgety Landfill which is based on the requirements set out in the EPA Environmental Guidelines – Solid Waste Landfills, 2nd edition, 2016. These guidelines set out the key requirements for the development of a landfill rehabilitation cap. It is estimated that the landfill rehabilitation and closure will cost \$540,080 (GST ex). The costs estimates have been developed using contract rates from the Adaminaby Landfill rehabilitation contract which was recently awarded by Council.

The NSW EPA Landfill Consolidation and Environmental Improvement Grants are targeted to assist Councils with landfill rehabilitation costs. Not all costs associated with a site rehabilitation can be included in a grant application, due to the targeted nature of the funding program. The grants will however go a long way towards meeting the overall costs of a rehabilitation project. Up to \$200,000 is available for Councils on a one to one basis, that is Councils must match the grant funding on a dollar by dollar basis. As the overall project budget is in excess of the 1:1 funding available it is anticipated that SMRC should be eligible for the full amount. The application will need to meet the funding criteria set out by the EPA and will be assessed against all other funding applications received by the EPA.

The former Snowy River Shire Council did not have a specific waste reserve allocation for the rehabilitation of the Dalgety Landfill Site. Advice from Council's finance section is that at the time of merger the former Snowy River Shire had allocated waste reserves of \$1.814 million (excluding the domestic waste reserve component) which was allocated to plant replacement, Jindabyne Landfill rehabilitation, Adaminaby Landfill rehabilitation and other waste reserves. The total waste reserves available as of 20 June 2017 from the former Snowy River Shire Council were \$962,721 after works at Jindabyne landfill and other projects had been completed.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The formal closure and rehabilitation of the Dalgety Landfill site will provide the local community with an improved visual impact for the site. Whilst the site is currently in a well maintained and tidy condition, undertaking the final rehabilitation of the site would mean that the community will no longer have an operating landfill. There could be a negative response from the community should landfill operations re-commence at the site. The landfill area is small in size and the site is close to the township perimeter. It is expected that complaints could be received from the local community if the site once again became operational. These complaints could be for odour, litter or vermin related issues as well as the negative visual impact on the community.

2. Environmental

SMRC has requirements within the *Protection of the Environment Operations Act 1997* (POEO Act) to ensure that operations do not have an adverse environmental impact and any such impacts are managed and controlled. The EPA Environmental Guidelines – Solid Waste Landfills, 2nd edition, 2016 sets out the required standard that a landfill site must be rehabilitated to in order to ensure any such impacts can be minimised to an acceptable level. The proposed project budget has been developed to ensure that the requirements of the EPA guidelines are being met. The failure to remediate a landfill site could potentially lead to further long term environmental impacts from a site, which will need to be managed into the future.

3. Economic

The total estimated project cost is \$540,000 (GST ex). It is proposed that an application to the NSW EPA Landfill Consolidation be made for the maximum funding contribution of \$200,000. Subject to being notified of a successful application the balance of project funds will need to be provided from the Snowy Monaro Regional Council Waste Reserves. It is anticipated these funds will be required during the 2018/19 financial year.

Estimated Expenditure	Amount	Financial year	Ledger	Account string
\$540,000	\$540,000	2018/2019		
	\$			
Funding (Income/reserves)	Amount	Financial year	Ledger	Account string
Waste Reserves	\$340,000	2108/2019		
EPA Grant Funding	\$200,000	2108/2019		
	\$			

Whilst the 2018/19 financial year budgets are yet to be developed Council officers have been advised that a request to fund the project, which would be subject to being notified of a successful funding application, could be accommodated from the expected waste reserves at the end of the 2017/18 financial year. Any final budget allocation for the project would need to be endorsed by Council as part of the 2018/19 SMRC budget process.

4. Civic Leadership

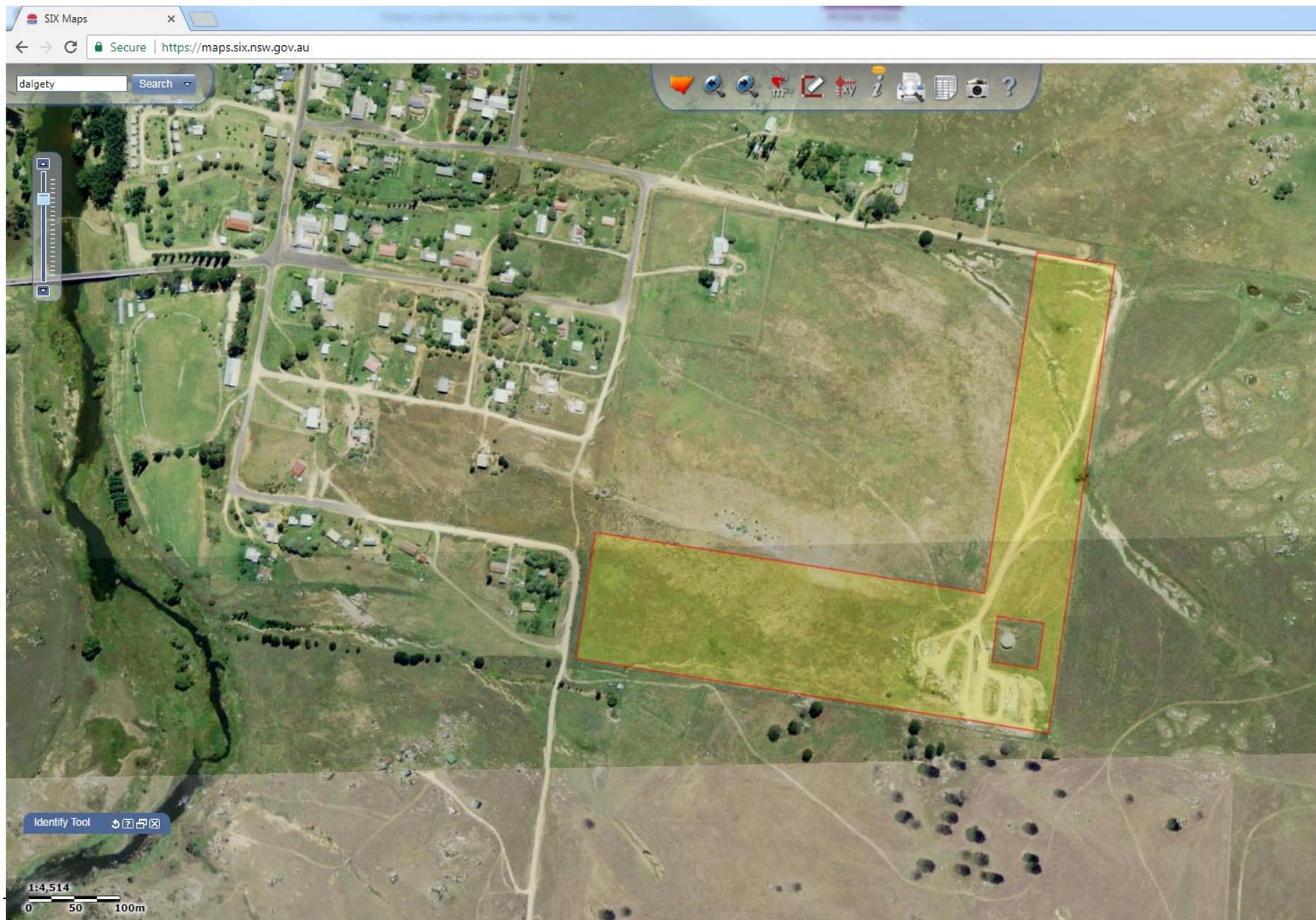
SMRC has requirements within the *Protection of the Environment Operations Act 1997* (POEO Act) to ensure that waste management sites are managed to minimise the environmental impacts.

With the merged Council area having a number of former landfill sites with different levels of rehabilitation, a program needs to be developed to ensure that these sites are being managed appropriately in accordance with EPA requirements.

By approving the rehabilitation of this site, Council is showing the community that we have a serious commitment towards the environmental management of these problem sites into the future.

Leaving these problem sites unmanaged only increases the rehabilitation cost into the future as transport and material prices increases or there could be a change to the required standards, resulting in a greater cost to rehabilitate sites.

Site Name	Address	Status
Adaminaby	Old Adaminaby Road, Adaminaby	Currently operating as a transfer station. Former Landfill site undergoing Rehabilitation
Anglers reach	Anglers reach Rd, Anglers Reach.	Former Landfill site which has undergone Rehabilitation.
Berridale /Current	160 Bobundara Road, Berridale	Currently operating as a transfer station. Former Landfill Site, not rehabilitated
Berridale/ Old site	Off Bobundara Road, Berridale	Former Landfill Site. Rehabilitation status to be determined.
Bredbo Transfer Station	3221 Monaro Highway, Bredbo	Currently operating as a transfer station.
Bombala landfill	191 Bucky Springs Road, Bombala	Currently Operating as Landfill
Cathcart transfer station	Prior St, Cathcart	Currently operating as a transfer station.
Old Cooma Landfill	Maffra Rd,	Former Landfill Site. Closed to public. Site to be rehabilitated
Cooma Landfill	8448 Monaro Highway Cooma NSW	Currently Operating as Landfill
Dalgety	Hamilton Street, Dalgety	Former Landfill site. Currently closed to the public. Site to be rehabilitated
Delegate landfill	Delegate Road, Delegate	Currently operating as a transfer station. Former Landfill Site, not rehabilitated
Eucumbene Cove	Braemar Bay Rd, Eucumbene Cove	Former Landfill and Transfer Station Site. Landfill operations ceased late 1990's. Transfer Station operations ceased 2010. Currently closed to the public. Rehabilitation status to be determined.
Jindabyne Landfill	6013 Kosciuszko Rd, Jindabyne	Currently Operating as Landfill
Nimmitabel Transfer Station	52 Warregal Rd, Nimmitabel.	Currently operating as a transfer station. Former Landfill Site, not rehabilitated
Numeralla Transfer Station	2086 Numerrella Road, Numerrella	Currently operating as a transfer station. Former Landfill Site, not rehabilitated



11.1 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE THE JINDABYNE TOWN CENTRE LOWER CAR PARK TO HOLD THE SHOW AND SHINE ON 25 NOVEMBER 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:	<ol style="list-style-type: none">1. Show&Shine Doc ↓2. Show&Shine Lotus 7 Replicas proposal ↓3. Show&Shine Traffic Control SWMS - Southern 7s -Show and Shine - 2 Kosciuszko Road - 25 Nov 17 ↓4. Show&Shine TRA-KOSC-001 - SHT 0 - REV A ↓
Cost Centre	1510 Engineering and Operations Management
Project	Local Traffic Committee

EXECUTIVE SUMMARY

A request has been received from Southern7s Inc, the event organiser of the Lotus 7 Replicas (Clubmans) to hold a "Show and Shine" at the Jindabyne Town Centre lower car park on 25th November 2017 between the hours of 9am and 12pm. The event organiser has provided an overview of the event, a traffic control plan and a risk assessment. Part A of the recommendation below has been satisfied, however, it remains in the recommendation as both the Police and RMS representatives had not received it at the time when endorsing the recommendation.

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

OFFICER'S RECOMMENDATION

That Council:

Approves the temporary closure of the Jindabyne Town Centre lower car park on 25 November 2017 between the hours of 9am and 12pm (noon) to enable the Lotus 7 Replicas (Clubmans) "Show and Shine" to be held, subject to:

- A. A copy of a traffic control plan signed by a person authorised by the RMS;
- B. A copy of a minimum \$20 Million public liability insurance stating Snowy Monaro Regional Council as an interested party;
- C. The Event organiser notifying the local Jindabyne Police regarding the closure.

11.1 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE THE JINDABYNE TOWN CENTRE LOWER CAR PARK TO HOLD THE SHOW AND SHINE ON 25 NOVEMBER 2017.

BACKGROUND

As the Snowy Monaro Local Traffic Committee (SMLTC) was not able to consider this request at its last meeting on 12th October 2017 due to insufficient information, this request can now only be dealt with by seeking the agreement from the NSW RMS Representative and the NSW Police Representative of the SMLTC for a recommendation to Council as required under the Road Transport (Safety and Traffic Management) Act 1999.

The RMS advice is as follows:

Hey Volker,

All good with me.

Thanks,

Jesse Fogg
Traffic Engineering Officer

Southern Region | Regional & Freight
T 02 4221 2566

www.rms.nsw.gov.au

Every journey matters

Roads and Maritime Services

Level 4 90 Crown Street Wollongong NSW 2500

The NSW Police advice is as follows:

Thanks Volker.

Nil objections from Police. Organisers of both events to notify the local Jindabyne Police regarding the closures etc.

Regards, Sam.

S Morabito | Senior Constable | Queanbeyan Traffic / HWP / Southern Highlands Cluster |
Traffic & Highway Patrol Command | NSW Police Force | 8 Farrer Pl, Queanbeyan NSW 2620 |
Ph: 02 62980555 | E/net: 81531 | Fax: 02 62980511 |

11.1 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE THE JINDABYNE TOWN CENTRE LOWER CAR PARK TO HOLD THE SHOW AND SHINE ON 25 NOVEMBER 2017.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

There should only be minimal impact upon the community with the temporary closure of the Jindabyne Town Centre lower car park.

2. Environmental

The adoption of both recommendations should have no negative impact upon the environment.

3. Economic

There will be no impact upon Council's budget as a request for financial assistance has not been requested.

4. Civic Leadership

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

2017 CLUBMAN NATIONALS
SHOW & SHINE

As part of the Clubman Nationals being held at “The Station” in Jindabyne, Southern7’s would like to hold its associated Show & Shine event within the Jindabyne township.

In 2009 the Clubman Nationals were also held in Jindabyne and the Show and Shine was held in the carpark bounded by Bay St and Kosciusko Rd in front of the old town centre.

The location used in 2009 is the one suggested for 2017 and we believe offers the following:

- space for the estimated 100cars (70 registered as of 24July)
- the opportunity for locals and visitors to see the activity and participate, our peoples choice award is a public vote and a converted recognition of excellence.
- adjacent to local cafes and facilities to gain access for morning tea/brunch.
- ability to retain a row of general parking for limited local and visitor use of the carpark whilst the event is being conducted.
- Opportunity to support local small business cafes and shopping in the township

Our Show and Shine is scheduled for Saturday morning the 25th of November and our preference would be to hold the event from 9am thru to Midday.

Southern7s would provide traffic cones, suitably attired marshals with communication to assist with the changed traffic conditions in the carpark during the event.

Equip:

Traffic Cones

Hi Vis Vests

Radios – 3 handhelds

11.1 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE THE JINDABYNE TOWN CENTRE LOWER CAR PARK TO HOLD THE SHOW AND SHINE ON 25 NOVEMBER 2017.

Lotus 7 Replicas (Clubmans) "Show and Shine" at Jindabyne Town Centre Car Park

Description of proposed event.

The Show & Shine, is a static display of lotus 7 replicas (clubmans) from around Australia that will converge on The Station between Wednesday 22nd and Sunday 26th of November. The Show and Shine is planned to run from 9am through to Midday on Saturday 25th November.

The requested location of the lower carpark in front of the old town centre at Jindabyne is the same as was used in 2009 when the Nationals were last held at The Station. The venue has the capacity of our projected event car numbers of 90 as this is what was displayed in the same area in 2009. Utilisation of a segregated lower level only will minimise traffic and parking disruption to locals, visitors and the adjacent commercial precinct.

Our desire to hold the Show and Shine within the township will allow us to not only share our cars and passion with locals and visitor but also provide a financial boost to the cafes and other venues in the vicinity, we estimate there will be approx. 130 people looking for coffee, morning tea and keepsakes from Jindabyne to remember their visit, the area and our event.

The nature of these cars is such that they tend to attract attention from young kids through to older citizens that were kids back in 1957 when the Lotus 7 was first designed by Colin Chapman and released by Lotus in the UK. Yes it's the 60th anniversary of the Lotus 7 and we will share our gathering with the international Lotus 7 enthusiast community.

A plan of the proposed event.

I will provide a layout of the site and our expected parking, previously there was parallel parking either side of the park and two rows of cars down the middle which catered for the 87 vehicles in 2009. We expect we can accommodate all 2017 vehicle in a similar manner.

Copy of advertising.

The event is nationally advertised through website and social media sites belonging to state and territory interest groups and car clubs, examples www.clubbiessa.com.au and their Facebook Page, the SevenSpot International Facebook page. . The International user forum (www.ozclubbies.com.au) is also a primary interest group that attracts a large percentage of the participants, an ozclubbies member and his wife from Otago in NZ will be attending. Our Club was founded to host this event and promote the building and enjoyment of individually constructed vehicle in Southern NSW www.southern7s.com.au and we hope in the future to develop a closer relationship with the Snowy Monaro region though events and participation with the Cooma Monaro Historic Car Club.

11.1 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE THE JINDABYNE TOWN CENTRE LOWER CAR PARK TO HOLD THE SHOW AND SHINE ON 25 NOVEMBER 2017.

ATTACHMENT 2 SHOW&SHINE LOTUS 7 REPLICAS PROPOSAL

Page 52

Notification and agreement from any affected businesses.

As our planned event will only use 50% of the carpark adjacent to the businesses, we truly believe that we will only have a positive impact on the immediate businesses on the upper terrace. We will provide these business a flyer, commencing this week, with the proposed event details to assist them in planning for the expected 130 PAX that will be attending. The retention of the upper part of the carpark will ensure essential services etc will still have access and local, regular or delivery traffic parking disruption is minimised.

I look forward to working with you to make this event a success

Best regards
Tony ANDERSEN
President
Southern7s Inc





TRAFFIC MANAGEMENT

Safe Work Method Statement

PO Box 811 MITCHELL ACT 2911

Phone: 02 6255 5911 Fax: 02 6255 5908

ABN: 37163732090

Client	Southern 7s Show and Shine		
Prepared for	Tony Andersen		
Project	Show and Shine		
Date	2 November 2017		
Prepared & Approved by	Hastings Troy	Signature	<input type="text"/>
Contact Number	0488 288 322	Email:	hastings@trakbuildinggroup.com.au

Project Details*

Project Name	Show and Shine
Project Address/Location	2 Kosciuszko Road Jindabyne
Project Contact Name	Tony Andersen
Project Contact Number	0401890390
Date	2 November 2017

Project sign off

The following person/s acknowledges the project/worksite where the following Safe Work Method Statements will be carried out

Print Name	Signature	Date	Print Name	Signature	Date

Safe Work Method Statement Consultation

The personnel and supervisor who carry out these works activity must be involved in the preparation of this Safe Work Method Statements (SWMS).

The following SWMS have been developed in consultation with;

Name	Position	Signature	Contact Number	Date
Hastings Troy	Operations Manager		0488 288 322	2 November 2017
Ron Villero	Area Manager		0488 388 068	2 November 2017

Management Representative

Name	Position	Signature	Date
Amanda Andrew	Director		2 November 2017

The following SWMS will be implemented by the following

Name	Position	Signature	Date
Amanda Andrew	Director		2 November 2017
Ron Villero	Area Manager		2 November 2017

Last reviewed : 06/04/2016

Purpose: The purpose of the Safe Work Method Statements (SWMS) is to eliminate or reduce as far as practicable the possibility of an incident occurring where persons may suffer injury or work related illness, or where property may be damaged. A consultation process will be used to complete this analysis NOTE: All persons shall follow SWMS when carrying out nominated work activities. The personnel & supervisor who carry out this works activity must be involved in the preparation of this SWMS. All persons involved in the works must have SWMS explained, understood and signed prior to commencing works.

Environmental awareness

All works will comply with the environmental management plan. Trak Building Services fosters a high standard of environmental awareness in our own activities and in projects we represent. For further reading please refer to our policy in the WHS procedures document.

Emergency procedure

As per Trak Building Services safety and induction procedures. NOTE: Employees/Construction Worker(s) will be required to undergo a site specific induction for job site prior to commencing any works.

Control Checks

The site practices will be reviewed against the SWMS. Anyone found to work outside the SWMS will be advised to stop work and will be re-inducted into the SWMS in a tool box meeting. Should any incidents occur on site the relevant SWMS will be reviewed and amended accordingly and a new tool box meeting will take place with all employees. Electrical/tool register, forklift daily checklist, plant/equipment register are to be updated and reviewed weekly (if applicable).

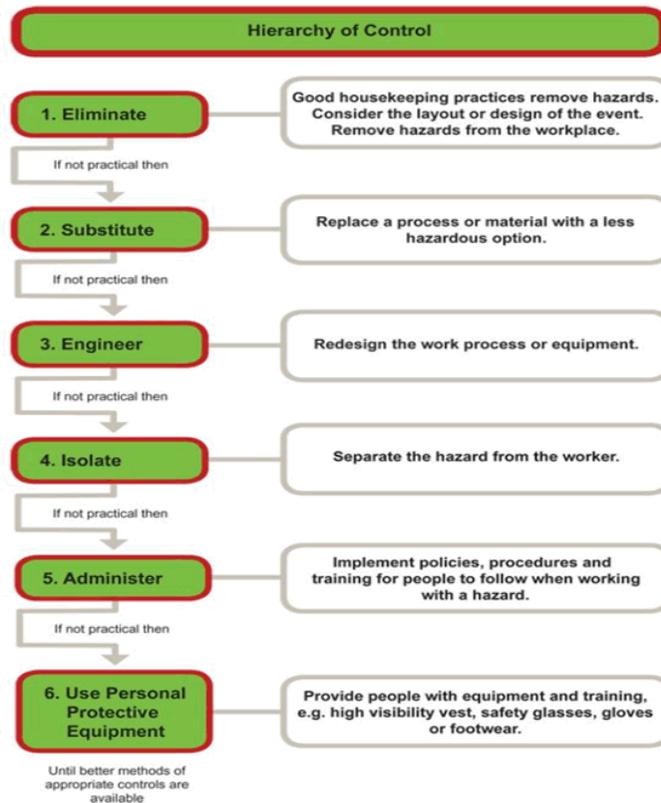
Risk Matrix**

Each Safe Work Method Statement in this document contains a risk rating 1- Low, 2- Medium, 3- High, 4- Very High. These risk ratings relate to the table below:

		Likelihood					
Consequence	Risk Analysis R = C x L	5 Extremely Likely Almost certain to happen i.e could occur daily or more frequently	4 Very Likely Could happen any time i.e could occur weekly or longer	3 Likely Could happen i.e could occur monthly or longer	2 Unlikely Could happen i.e could occur yearly or longer	1 Rarely Could happen but probably never will i.e occur once each 10 years or longer	
		5 Catastrophic Kill or cause permanent disability or ill health	4	4	4	4	3
		4 Major Serious injury or long term illness also includes a Lost Time Injury	4	4	4	3	3
		3 Moderate Medical Treatment Injury or illness	4	3	3	2	2
		2 Minor First Aid needed	3	3	2	2	2
		1 Insignificant No Injury	3	2	1	1	1

Hierarchy of Controls

Trak Building Services implements the following hierarchy and control method to prevent and reduce injuries, in particular slips, trips and falls.



WorkCover NSW Hierarchy of Controls - Catalogue No. **WC05620** WorkCover Publications

Eliminate: Eliminating hazards is the most effective way to make the workplace safer. However, this is not always practical. To minimise risk:

Substitute: substitute the hazard with another of lower risk e.g. use 20 kg bags of cement instead of 40 kg bags.

Isolate: isolate the hazard from the person put at risk.

Engineering: minimise the risk by engineering means e.g. provide adjustable workstations to avoid unnecessary reaching or bending.

Administration: minimise the risk by administrative means e.g. introduce job rotation, implement a safe lifting policy, and provide appropriate training.

Personal protective equipment (PPE): provide PPE e.g. non-slip footwear to prevent slips, trips and falls while performing manual handling activities.

New Site Inspection Checklist Form

Job Information	
Client company name: _____	
Client address: _____	
Client contact name: _____ Telephone: _____	
Type of business: _____	
THE WORK	Validated on worksite visit
Job title: TRAFFIC CONTROL – SENTRY DUTIES TO ASSIST THE GENERAL PUBLIC	
Summary of tasks: TRAFFIC CONTROL, JOB SITE SENTRY, PUBLIC ASSISTANCE	
Plant and equipment to be used: TRAFFIC CONTROL BATONS	
Substances and materials to be used: N/A	
Hours of work: 6AM - NO LATER THAN 6PM	
Intended duration of contract:	
Supervisor (name, position and contact details):	
Level of supervision to be provided (tick): <input type="checkbox"/> Continuous <input type="checkbox"/> Frequent <input type="checkbox"/> Occasional <input type="checkbox"/> Minimal <input type="checkbox"/> None	
Training provided <u>before</u> commencing work (tick): <input type="checkbox"/> Induction <input type="checkbox"/> On-the-job <input type="checkbox"/> Formal <input type="checkbox"/> None	
Is protective equipment required? <input type="checkbox"/> Yes <input type="checkbox"/> No HARD HATS, HIGH VISIBILITY PPE	
Will client provide protective equipment? <input type="checkbox"/> Yes <input type="checkbox"/> No PROVIDED BY TRAK BUILDING GROUP	
THE WORKER	Validated on worksite visit
Qualifications the worker must possess: TRAFFIC CONTROLLLER + TRAFFIC MANAGEMENT	

11.1 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE THE JINDABYNE TOWN CENTRE LOWER CAR PARK TO HOLD THE SHOW AND SHINE ON 25 NOVEMBER 2017.

Experience the worker should possess: MIN 40 HOURS	
<ul style="list-style-type: none"> • Other selection criteria medical/literacy/numeracy): RIIWHS205D Control traffic with a stop/slow bat • RIIWHS302D Implement traffic management plan • RIIWHS201D Work safely and follow WHS policies and work procedures RIICOM201D Communicate in the workplace	
Physical location of work- Address of workplace: As per page 1 and 2	
Physical location of work (for example, project number): As per page 1 and 2	
THE WORK ENVIRONMENT	Validated on worksite visit
To whom are safety issues to be reported? (name, role and contact details) As per page 1 and 2	
How are safety issues to be reported? (tick) <input type="checkbox"/> verbally <input type="checkbox"/> in writing <input type="checkbox"/> other	

Hazard Inspection Checklist

Site Location	As per page 1 and 2
No of Staff On-Site	
Description of Works	
Inspection date	

Checklist Item	Result of Inspection			Comments / Action
	N/A	✓	*	
Has a Pre-start Work Docket Inspection been completed?		YES		
FIRE				
Extinguishers in place clearly marked for all types of fire and recently serviced.	N/A			
Is emergency equipment available?				
Are employees aware of Client's emergency procedures?				
FIRST AID				
Is adequate first aid equipment available?				
Employees are aware of location of first aid equipment				
Injury/Incident register sighted?				
Injury/Incident register utilised?				
ELECTRICAL				
No broken plugs, sockets or switches				
No frayed or damaged leads				
Portable power tools in good condition				
No temporary leads on floor				

11.1 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE THE JINDABYNE TOWN CENTRE LOWER CAR PARK TO HOLD THE SHOW AND SHINE ON 25 NOVEMBER 2017.

Checklist Item	Result of Inspection			Comments / Action
	N/A	✓	*	
Emergency shut-down procedures in place				
No strained leads				
Circuit breakers/automatic cut offs installed (RCD)				
Electrical Equipment tagged and current				
RUBBISH				
Is the area clear of rubbish/materials?				
Rubbish removed from site				
WORK AREAS				
Tools not in use kept in place				
No damaged hand tools				
No damaged power tools				
Are fall arrest systems utilized for work areas greater than 1.8m?				
Are floor penetration suitably covered and identified?				
Are hazardous work procedures identified and are they being followed ie lead paint, asbestos, confined space, hot works?				
STORAGE				
Materials stored correctly				
CHEMICALS ON SITE				
MSDS for all chemicals				
Containers clearly labelled				
Are special storage conditions applied?				
Ladders and Scaffolding				
Is suitable access equipment provided?				
Is scaffolding adequately supported				

11.1 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE THE JINDABYNE TOWN CENTRE LOWER CAR PARK TO HOLD THE SHOW AND SHINE ON 25 NOVEMBER 2017.

Checklist Item	Result of Inspection			Comments / Action
	N/A	✓	*	
Excavation				
Are suitable safety barricades erected?				
Is excavation suitably shored/supported?				
Have excavation materials been suitable stored?				
General Safety				
Is PPE worn?				
Is PPE appropriate for the work activity?				
Environmental Measures				
Are environmental emergency available (spill kits)?				
Are erosion and sedimentation controls in place?				
Is waste to be disposed of offsite?				
Are waste recycling measures used?				
Plant & Equipment				
Are plant & equipment in working order?				
Is Plant & Equipment inspection tag valid?				
Are all guards etc on Plant & Equipment				
Other				
Signature of Person Conducting Inspection				

Tool Box Talk Record

11.1 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE THE JINDABYNE TOWN CENTRE LOWER CAR PARK TO HOLD THE SHOW AND SHINE ON 25 NOVEMBER 2017.

ATTACHMENT 3 SHOW&SHINE TRAFFIC CONTROL SWMS - SOUTHERN 7S -SHOW AND SHINE - 2 KOSCIUSZKO ROAD - 25 NOV 17

Topics Discussed Information Training Other _____

Project:				Presenter		
Date:				TBT No#	Duration:	
<input type="checkbox"/> PPE on at all times, gloves, hard hat, visibility vest / steel cap boots, long sleeves, long pants <input type="checkbox"/> Stay off mobile phones as they are a hazard.				<input type="checkbox"/> Only used tagged & tested inspected tools, check guards, tags, leads, blades, dead man switch. Keep leads off the ground		
<input type="checkbox"/> Manual Handling techniques to be implemented. Max 20kg lifts, use mechanical aids, 2 man lifts. <input type="checkbox"/> No alcohol or drugs on site or the night before work.				<input type="checkbox"/> SMS allocator when finished, if sick or running late <input type="checkbox"/> Time sheets in by no later than 10AM Monday		
<input type="checkbox"/> Report all hazards and injuries to Foreman / Supervisor and first aid. <input type="checkbox"/> Return all tools & keys to the Foreman / Supervisor				<input type="checkbox"/> No working at heights without restraints, or working on edge where there are workers bellow. <input type="checkbox"/> Stand clear of loads being lifted, lookout for swinging cages		
<input type="checkbox"/> Meal breaks 15 minutes smoko, 30 minutes lunch. Inform Supervisor when going on breaks. <input type="checkbox"/> Conduct daily pre-start checks & log book on all plant & equipment prior to commencing work.				<input type="checkbox"/> Lookout for fellow workmates, moving plant & equipment, always stay in plant operator's line of sight. <input type="checkbox"/> Risks assess all tasks prior to executing, follow all guidelines outlined in the SWMS.		
<input type="checkbox"/> Other				<input type="checkbox"/> Other		
<input type="checkbox"/> Other				<input type="checkbox"/> Other		

Persons Present

PRINT NAME	POSITION	SIGNATURE / DATE
1.		
2.		
3.		
4.		
5.		
6.		
7.		

Contents

PROJECT DETAILS*2

SAFE WORK METHOD STATEMENT CONSULTATION.....3

MANAGEMENT REPRESENTATIVE.....3

ENVIRONMENTAL AWARENESS4

EMERGENCY PROCEDURE.....4

CONTROL CHECKS4

RISK MATRIX5**

HIERARCHY OF CONTROLS5

NEW SITE INSPECTION CHECKLIST FORM6

HAZARD INSPECTION CHECKLIST9

TOOL BOX TALK RECORD11

DOCUMENT CONTROL30

Traffic Control Management

SWMS No:	One	Date SWMS Prepared:	2 November 2017
Works Supervisor:	H TROY	Contact Phone:	0488 288 322
Project Name:			
Project Address:	As per page 1 and 2		
Work Activity (Job description):	Traffic Control Management Services - Development, Installation and Operations of Traffic Control/Management for intermittent and low impact works including creating temporary speed zones at worksites and installation and operation of traffic control devices		

High Risk Work involves:	<input type="checkbox"/> Risk of falls from greater than 2 metres	<input type="checkbox"/> Work on a telecommunication tower	<input type="checkbox"/> Demolition of an element of a structure that is load-bearing or otherwise related to the physical integrity of the structure
	<input type="checkbox"/> Likely to involve disturbing asbestos	<input type="checkbox"/> Structural alterations or repairs that require temporary support to prevent collapse	<input type="checkbox"/> Work in or near confined spaces
	<input type="checkbox"/> Work in or near shaft or trench with an excavated depth greater than 1.5m or in a tunnel	<input type="checkbox"/> Use of Explosives	<input type="checkbox"/> Work on or near pressurised gas pipes or mains
	<input type="checkbox"/> Work on or near chemical, fuel or refrigerant lines	<input type="checkbox"/> Work on or near energised electrical installations or services	<input type="checkbox"/> Work in an area with contaminated or flammable atmosphere
	<input type="checkbox"/> Work with tilt up or precast concrete	<input checked="" type="checkbox"/> Work on, in or adjacent to road, rail shipping or other major traffic corridor that is in use by traffic other than pedestrians	<input checked="" type="checkbox"/> Work in an area with movement of powered mobile plant
	<input type="checkbox"/> Work in or near an area with artificial extremes of temperature	<input type="checkbox"/> Work in or near water or other liquid that involves a risk of drowning	<input type="checkbox"/> Diving work

Has the SWMS been developed based on a site-specific risk assessment?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (Note a WorkCover Inspector may ask to sight evidence of this risk assessment)	Have workers and their HSR(s) been consulted about this SWMS?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
Person responsible for ensuring implementation, monitoring and compliance with SWMS:	H TROY, R VILLERO	Last SWMS Review Date:	26/05/2017
Name(s) of workers consulted in SWMS development:	Ron Villero, Amanda Andrew		

11.1 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE THE JINDABYNE TOWN CENTRE LOWER CAR PARK TO HOLD THE SHOW AND SHINE ON 25 NOVEMBER 2017.

Plant & Equipment Used		
✓	Plant and Equipment	Inspection and Testing Requirements
	Trucks	Service logbook inspected on arrival and at three monthly intervals. Services in accordance with manufacturer's maintenance schedule.
	Bobcat / Terrain Cranes	Service logbook inspected on arrival and at three monthly intervals. Services in accordance with manufacturer's maintenance schedule.
	Excavator	Service logbook inspected on arrival and at three monthly intervals. Services in accordance with manufacturer's maintenance schedule.
	Cherry picker	Service logbook inspected on arrival and at monthly intervals. Services in accordance with manufacturer's maintenance schedule.
	Oxy Cutting equipment	Inspect on arrival and inspect in accordance with safety procedures.
	Electrical tools and leads	Inspected, tested and tagged each month.
	Hand tools	Inspect prior to use.
	Ladders	Inspect prior to use.
	Earth Leakage Circuit Breakers	Trip tested and tagged monthly and calibrated every three months. Trip times are to be recorded.
	Concrete Pumps	Service logbook inspected on arrival and tested at start of each shift.
	Generators	Inspected, tested and tagged each month.
	Harnesses	Inspect <u>prior to use</u> and ensure harnesses are certified in accordance with WorkCover and WHS Legislation.
	Lifting Devices	Inspected and certified in accordance with WorkCover and WHS Legislation.
	Scaffolding	Inspect prior to use. Ensure scaffolding is in accordance with AS 4576 – 1995.
	Other (Specify)	

Development, Installation and Operations of Traffic Control / Management

Training & Qualifications Required	Equipment, Mobile or Static Plant	Personal Protective Equipment
<ol style="list-style-type: none"> 1. Traffic Controller (Blue Card) 2. Apply Traffic Control Plans (Yellow Card) 3. Select Modify Traffic Control Plans (Red Card) 4. Design & Inspect Traffic Control Plans (Orange Card) 5. WHS General Induction for Construction Work 6. TRAK BUILDING SERVICES Induction and Safety Training 7. Drivers Licence 8. Site Specific Induction as required/necessary 	Traffic Control Vehicle Stop Slow Bat Traffic Control Signage (Day and Night time) Traffic Control Equipment i.e. traffic cones UHF radios (charged) Traffic Control Wands (Night works) Trailer mounted arrow boards or VMS	<ol style="list-style-type: none"> 1. Traffic Controller Vest 2. High Visibility Clothing 3. Safety Footwear 4. Headwear - broad brim or hardhat 5. Safety glasses 6. Sunscreen 7. Reflective Clothing/red wand 8. Hand Protection (gloves)
<ul style="list-style-type: none"> • This SWMS is used on work sites to safely identify hazards, assess risks, developing appropriate control measures, implement control measures, monitor and review control measures to enable the safe and controlled progress of works. • A site specific Risk Assessment must be undertaken and developed in conjunction with this SWMS. • All persons associated with the works must be given the opportunity to review and comment on the content of this or any subsequent site specific SWMS. All traffic control guidance schemes shall be planned, implemented, maintained and removed in accordance with the RTA Manual – Traffic Control at Worksites and Australian Standard Series 1742. • This SWMS must be read in conjunction with TRAK Building Services Safety Procedures TSP 002 N Site Risk Assessment and TSP 003 Site Safety. 		

In Case of Emergency call – Area Manager – Ron Villero – 0488 388 068

What are the tasks involved?	What are the hazards and risks? (What is the problem?)	What are the control measures? (Describe the control measures and how they will be used)	Person Responsible
1. Site safety induction to be completed. Pre-start inspections & tool box meeting to be completed prior to commencement of works	<ul style="list-style-type: none"> Variety of hazards can be identified in the induction & tool box talks 	<ul style="list-style-type: none"> Employees to familiarise themselves with emergency evacuation procedures, location of first aid/ nurse call stations & site specific safety rules & information. Tool Box meeting to be attended Outline site specific hazards and report to site personnel. 	Supervisor & Traffic Controllers on site / Team Leader
2. Installation of advance warning signs (Reference: RTA Manual – Traffic Control at Worksites)	<ul style="list-style-type: none"> Traffic Hazards i.e: Possible collision, vehicle collision, struck by passing vehicle or plant 	<p>The signage set out is to be conducted in accordance with the RTA Manual – Traffic Control at Worksites and the Traffic Control Plan (TCP). The TCP showing the signage set out is to be held on site at all times. Signage must be installed as per the TCP and as follows:</p> <ul style="list-style-type: none"> Extreme care is to be taken during the erection of advance warning signage. Ensure there is sufficient room for the signage vehicle to be parked on the shoulder or take other precautions to minimise the risk of impact with vehicles i.e. use bump truck/police if available The arrow board of the vehicle and warning lights must be activated to warn approaching traffic of signage crew. Activate arrow setting when diverting traffic from a lane or detouring traffic. Activate hazard setting at other times. Vehicle is to be positioned to provide protection to Traffic Controller installing equipment i.e. always position vehicle between Traffic Controller and approaching traffic Signs to be unloaded from kerb side of the vehicle where practical Signs must always be erected in same direction as flow of traffic Cover any conflicting signage throughout the work site Crossing a road with 80 km speed limit or higher is strictly prohibited High speed roads may require a 2nd vehicle, 	Traffic Controllers on site / Team Leader

		<p>police or truck mounted attenuator. This vehicle must act as advance warning of crew erecting signage. Position vehicle and activate arrow board and warning lights to warn approaching traffic of signage crew</p> <ul style="list-style-type: none"> • In accordance with the RTA Manual – Traffic Control at Worksites and the TCP, the Traffic Controller ahead sign (where required) must be displayed prior to the traffic control station or at a distance deemed suitable following an assessment of risk factors i.e. visibility, weather, line of sight etc • Stop/Slow Operation • Install advance warning signage in the direction of the traffic flow to give warning to motorists • Conduct complete drive around and repeat sequence in the opposite direction with the traffic flow • Install taper at work site • Control Flow • Install advance warning signage in the direction of the traffic flow to give warning to motorists • Conduct complete drive around and repeat sequence in the opposite direction with the traffic flow • Install taper at work site • Install contra flow taper/delineation • Lane Closure • Install slow lane advance warning signs erected to give warning to motorists • conduct complete drive around and repeat sequence to erect unsigned shoulder or median lane signage for dual carriageway with the traffic flow • Complete a loop and install the taper on the lane to be closed (either slow or fast lane) 	
<p>3. Signage positioning and security</p>	<ul style="list-style-type: none"> • Windy conditions • Signage striking persons, vehicle or plant 	<ul style="list-style-type: none"> • Advance warning signage to be positioned in accordance with the RTA Manual – Traffic Control at Worksites and the TCP • Sandbags must be applied to signage legs • Signage not to be positioned to obscure other items i.e. visibility from driveways etc • Signage not to be positioned as to be a hazard to workers, pedestrians or vehicles 	<p>Traffic Controllers on site</p>

11.1 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE THE JINDABYNE TOWN CENTRE LOWER CAR PARK TO HOLD THE SHOW AND SHINE ON 25 NOVEMBER 2017.

ATTACHMENT 3 SHOW&SHINE TRAFFIC CONTROL SWMS - SOUTHERN 7S -SHOW AND SHINE - 2 KOSCIUSZKO ROAD - 25 NOV 17

		<ul style="list-style-type: none"> • Signage shall be erected clear of the vehicle travel path • Signage and delineation to be checked a minimum of three times per shift (of up to 12 hours duration) and times and comment (where applicable) recorded in Daily Traffic Management Checklist and Docket Book. 	
4. Installation of Taper (Reference: RTA Manual – Traffic Control at Worksites)	<ul style="list-style-type: none"> • Traffic Hazards i.e: Possible collision, vehicle collision, struck by passing vehicle, struck by item or plant 	<ul style="list-style-type: none"> • Activate roof mounted arrow board to hazard lights for stop/go operations • Position Traffic Controller vehicle to warn approaching traffic of work area ahead • To commence stop/go operations, Traffic Controller 1 to stop traffic on lane where work is to be completed. Traffic Controller 2 to erect taper and delineate work area using appropriate traffic cones • Traffic Controller vehicle to be positioned between Traffic Controllers and approaching traffic to provide protection • To commence lane closure operations, Traffic Controller vehicle to be positioned in the lane to be closed with the appropriate flashing arrow illuminated and directing traffic into the open lane • Traffic Controller vehicle to be positioned prior to work area to provide protection to Traffic Controller erecting taper and work area delineation • Traffic Controller vehicle to moved forward to maintain protection for Traffic Controller erecting delineation of longer work areas • Traffic cones with reflective sleeves to be utilised during hours of darkness 	Traffic Controllers on site
5. Protection of Workers, Public and Traffic Controllers (Reference: RTA Manual – Traffic Control at Worksites)	<ul style="list-style-type: none"> • Traffic Hazards i.e: Possible collision, vehicle collision, struck by passing vehicle, struck by item or plant 	<ul style="list-style-type: none"> • Conduct traffic control as per the RTA Manual – Traffic Control at Worksites - monitor traffic movement through the work site to ensure safe regulation of traffic controllers, members of the public, workers and vehicles • Be mindful that motorists and pedestrians may be confused by the works. Ensure your hand signals are clear and concise • Ensure traffic travelling on the incorrect lane is directed back to the correct travel lane on leaving the work area • Traffic Controller vehicle with warning lights or 	Traffic Controllers on site / Team Leader

	<ul style="list-style-type: none"> Poor Visibility i.e: low light, wet weather 	<p>arrow board activated to be positioned 30 metres from end of taper to provide a buffer zone and protection for workers and Traffic Controllers - standing in the taper area is prohibited</p> <ul style="list-style-type: none"> Always be aware of your surroundings and location of traffic Always look before stepping onto the road Consider the installation of barriers, barricades, fencing/containment fencing and gantries Ensure high visibility reflective clothing is worn at all times as per RTA Manual – Traffic Control at Worksites Allow sufficient time and room for vehicles in low light and wet weather to observe traffic controllers and directions i.e. increased braking distances Use of reflective bowyangs and red wands required during times of poor visibility 	<p>Traffic Controllers on site</p>
<p>6. Controlling traffic (Reference: RTA Manual – Traffic Control at Worksites and TRAK Building Services Safety Procedures)</p>	<ul style="list-style-type: none"> Vehicle collision or struck by passing vehicle or plant 	<p>Traffic is to be controlled in compliance with the RTA Manual – Traffic Control at Worksites. This is a legislative requirement.</p> <ul style="list-style-type: none"> Traffic Controller must be able to see approaching traffic at a distance of 1.5 D Traffic Controller only to operate where maximum speed is 60 km/h Positioning of traffic control to consider visibility, distance, geographical features Traffic Controller must always have a clear escape path to the shoulder, footpath etc Always face the traffic. Never turn your back to approaching traffic Give approaching vehicles sufficient distance to stop safely Use clear and definite signals (stop/slow bat and hand signals) Stand outside the projected travel path of vehicles Be aware of traffic movements – LOOK BEFORE MOVING – BE ALERT <u>Stopping Traffic</u> 	<p>Traffic Controllers on site</p>

		<ul style="list-style-type: none"> • Turn bat to STOP and raise the free hand into stop signal with palm facing the traffic • Ensure you stand outside the projected travel path of the vehicles • Give vehicles sufficient distance to stop • Allow 2-3 vehicles to stop before moving in front of stationary lane of traffic (avoid stopping large vehicles at the front of the queue) • Keep facing stationary vehicles • Move position so you are clearly visible to approaching traffic e.g. 10 metres in front of stationary lane of traffic in line with drivers side headlight. Ensure your clear escape path is available. • When conducting stop slow operations - turn side on to stationary lane of traffic to allow you to view stationary lane and traffic approaching from the opposite direction • Ensure STOP sign is facing the stationary traffic • DO NOT PUT YOURSELF IN AN UNSAFE POSITION • <u>Allowing Traffic To Proceed</u> • Wait until all traffic from the opposite direction is clear of the work site • Check the work site and traffic lane are completely clear of vehicles, mobile plant, workers, pedestrians etc – USE YOUR EYES • Confirm (by radio) with your Traffic Controller partner that the work site and traffic lanes are clear and it is safe to send traffic i.e. "Am I clear to send traffic?" • Move to side of the road or shoulder and stand clear of traffic • Turn side on to traffic, turn your bat to SLOW and use your free hand to give the proceed hand signal • <u>Slowing Traffic</u> • Stand on the side of the road or shoulder – outside the projected travel path • SLOW sign facing the traffic • Extend your free arm and wave it up and down but not above shoulder height 	
--	--	--	--

		<ul style="list-style-type: none"> • <u>Detouring Traffic</u> • Stand on the side of the road or shoulder – outside the projected travel path • SLOW sign facing the traffic • Extend your free arm and give the proceed hand signal and indicate the intended direction of travel • <u>Multiple Lanes of Traffic</u> • Traffic controllers are only to control one lane of traffic at any given time • Multiple traffic lanes require one traffic controller for each lane • One traffic controller can stop two lanes travelling in the same direction on a divided road however this is not recommended and is only to be conducted after a specific on site risk assessment and consultation with the work supervisor 	
7. On-Site Safety (Reference: TRAK BUILDING SERVICES Traffic Safety Procedure TSP 003 – Site Safety)	<ul style="list-style-type: none"> • Hazards working near mobile plant and machinery 	<ul style="list-style-type: none"> • Keep safe distance from all mobile plant and machinery in case it moves or reverses unexpectedly • Keep out of radius of swinging parts of all mobile plant and machinery e.g. excavator booms • Always ensure the operator can see you. Keep eye contact • UHF radio communications to be utilised to communicate between controllers, plant operators and works personnel 	Traffic Controllers on site
8. Radio Procedures (Reference TRAK BUILDING SERVICES Traffic Safety Procedures TSP 004-Controlling Traffic)	<ul style="list-style-type: none"> • Confusion leading to unsafe situations or collisions 	<ul style="list-style-type: none"> • Ensure your communications over the radio are clear and concise • Always check the safety of the work area before sending traffic or stating it is clear to send traffic • Always ask your partner 'is it clear to send traffic' • Ensure radios are fully charged prior to commencing duties • Refer to following example 	Traffic Controllers on site

11.1 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE THE JINDABYNE TOWN CENTRE LOWER CAR PARK TO HOLD THE SHOW AND SHINE ON 25 NOVEMBER 2017.

The below procedure is to be used so your traffic control operations are safe and effective. Two traffic controllers are conducting stop/go (TC1 and TC2). TC2 has his traffic stopped and TC1 has his traffic flowing. (The vehicle descriptions are examples). The following procedure is to be implemented.

T/C	Radio Transmission	Action
1		TC1 Stops traffic
1	'My last vehicle is a blue Ute 123ABC' (or blue Ute, 123)	
2	T/C checks work site. 'I have received you last vehicle, a blue Ute 123ABC. Am I clear to send traffic?'	TC Checks Worksite
1	T/C checks work site. 'You are clear to send traffic'	TC checks if worksite is clear

This selection of a radio channel shall depend on the availability of a channel without excessive pre-existing communications. Channels 5 and 35 are dedicated emergency channels and are only to be used as such. Select a channel between 12 and 30. Channel selection must be established prior to commencing traffic control.

Or 1	No, hold your traffic.	If worksite is not clear.
2	Sending traffic	TC2 sends traffic
2		TC2 stops traffic
2	'My last vehicle is a red sedan, 456DEF'	
1	'I have received you last vehicle, a red sedan 456DEF. Am I clear to send traffic?'	
2	'You are clear to send traffic'	
1	'Sending traffic'	TC1 sends traffic

If at any time a traffic controller receives a radio message that is not clear, the traffic controller must clarify the message before sending traffic. At all times prior to sending/receiving traffic, traffic controllers must first check that the intended travel path of vehicles through the work site is clear of operating machinery and obstacles and is in a trafficable condition.

11.1 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE THE JINDABYNE TOWN CENTRE LOWER CAR PARK TO HOLD THE SHOW AND SHINE ON 25 NOVEMBER 2017.

<p>9. Removal of Taper and Advance Warning Signage (Reference: RTA Manual and TRAK BUILDING SERVICES Traffic Safety Procedure TSP 004- Controlling Traffic)</p>	<ul style="list-style-type: none"> Traffic Hazards i.e Possible collision, vehicle collision, struck by passing vehicle, struck by item 	<ul style="list-style-type: none"> Traffic guidance system is to be removed in the reverse order to erection i.e. remove cones of work area, remove taper, remove fast lane signage and finally remove slow lane signage Traffic Controller vehicle is to be positioned to provide protection to Traffic Controllers removing equipment i.e. always position vehicle between Traffic Controllers and approaching traffic Vehicle mounted warning lights to be activated during removal of temporary traffic guidance scheme 	<p>Traffic Controllers on site</p>
<p>9. 10. Personal Protective Equipment (Reference RTA Manual – Traffic Control at Worksite)</p>	<ul style="list-style-type: none"> Traffic Hazards i.e Possible collision, vehicle collision, struck by passing vehicle, struck by item 	<ul style="list-style-type: none"> High Visibility Clothing and appropriate headwear to be worn at all times on site. Eye Protection to be worn subject to a specific onsite risk assessment High Visibility Traffic Control Vest to be worn at all times whilst conducting traffic control duties Night works – in addition to above reflective bowyangs will be worn and red wands to be used in conjunction with stop/slow bat Steel cap boots to be worn at all times 	<p>Traffic Controllers on site</p>
<p>11. Personal Health and Well Being (Reference TRAK BUILDING SERVICES Traffic Safety Procedure TSP 003 Site Safety and TSP 007 Personal Health and Well Being)</p>	<ul style="list-style-type: none"> Dehydration Sunburn Trips, Slips and falls Manual Handling 	<ul style="list-style-type: none"> All staff must take supplies of fresh drinking water to work sites. Traffic Controllers to drink water regularly during shift to ensure an acceptable hydration level. Sunscreen to be applied and reapplied by all personnel as per the manufacturer's instructions Long sleeve shirt, long trousers and hat with wide brim or hard hat to be worn at all times Traffic Controllers to ensure secure footing when moving about the worksite. Traffic Controllers to ensure that potential trip hazards are identified at worksites. Always the correct technique for lifting, carrying or pushing to avoid or minimise the risk of physical injury Do not attempt to lift or carry anything outside your capacity – 18kg maximum. 	<p>Traffic Controllers on site</p>

	<ul style="list-style-type: none"> • Fatigue • Noise • First Aid 	<ul style="list-style-type: none"> • Heavy items use team lifts or mechanical assistance. • Check that there are no slippery or uneven surfaces • Stand as close to the load as possible • Get a firm grip and use the palms of your hands not just your fingers • Bend your knees and keep your back straight • Use your legs not your back to lift the load • Keep the load close to your body – lifting with the load close to your body creates less stress and effort • Don't twist your body – move your feet • Fatigue is mental or physical exhaustion that stops a person from being able to function normally and is caused by prolonged periods of physical and/or mental exhaustion without enough time to rest and recover. • To combat fatigue employees must notify their Operations Manager if any shift is to exceed 10 hours duration. After an assessment of the situation, a direction will be given regarding the continuation of the shift or the rostering of relief personnel. • The effects of fatigue can have severe consequences when combined with driving of motor vehicles, particularly after night shift duties. Employees affected by fatigue are to immediately advise their Operations Manager prior to driving motor vehicles (private and company vehicles). • Rest pauses and meal breaks to be coordinated and rotated. Traffic Controllers must have a 15 minute break after two hours if they have not had a break previously in that two hour period. Any Traffic Controller not receiving rest breaks is to advise their supervisor. • Positions should be rotated to negate lengthy exposure to excessive noise Hearing protection is not a desirable control measure for Traffic Controllers. 	<p>Traffic Controllers on site / Team Leader / Operations Manager</p> <p>Traffic Controllers on site / Team Leader</p> <p>Area Manager</p>
--	---	--	--

11.1 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE THE JINDABYNE TOWN CENTRE LOWER CAR PARK TO HOLD THE SHOW AND SHINE ON 25 NOVEMBER 2017.

		<ul style="list-style-type: none"> • First aid kits shall be kept and maintained in all company vehicles • A trained first aid officer (NSW qualified) shall be located at all worksites 	
12. Incident Management and Reporting (Reference RTA Manual – Traffic Control at Worksites, TRAK BUILDING SERVICES Traffic Safety Procedure HRP 036 Incident and Accident Reporting)	<ul style="list-style-type: none"> • Traffic hazard – struck by passing vehicle, vehicle collision, struck by item 	<ul style="list-style-type: none"> • Emergencies Call 000 or 112 from Mobiles • Traffic Controllers to maintain positioning and direct traffic to avoid the incident and maintain access for emergency vehicles • Traffic Controllers to assist at the scene of the incident where practical without exposure to further hazard or risk • Traffic Controller to notify work supervisor of the incident ASAP • Traffic Controller to request assistance from emergency services, request assistance of Ambulance, Police and Fire Services as required (Call 000 or 112 from mobile services) • Traffic Controller to notify TRAK BUILDING SERVICES Area Manager (Call Ron Villero- 0488 388 068) • Traffic Controller to furnish written report to Operations Manager prior to completion of the shift 	Traffic Controllers on site

<p>Traffic Control:</p> <ul style="list-style-type: none"> • Is carried out in or near an area in which there is movement of powered mobile plant • Work on, in or adjacent to road/major traffic corridor that is in use by traffic other than pedestrians 	Workers being struck/Collision between plant, structures or persons causing plant/structure damage or personal injury	<ul style="list-style-type: none"> • All persons must have a Traffic Controller Ticket (Blue Card) • Ensure appropriate control of plant and persons i.e. clear delineation of walkways and work zones by use of spotters, barricades and/or signage • Maintain safe distance of travel from other plant, structures and persons • Beware of pedestrian walkways and thoroughfares – always maintain visual eye contact with plant operators • All workers to wear hi-visibility clothing • The use of mobile phones whilst controlling traffic is prohibited. 	Traffic Controllers on site / Team Leader
--	---	--	---

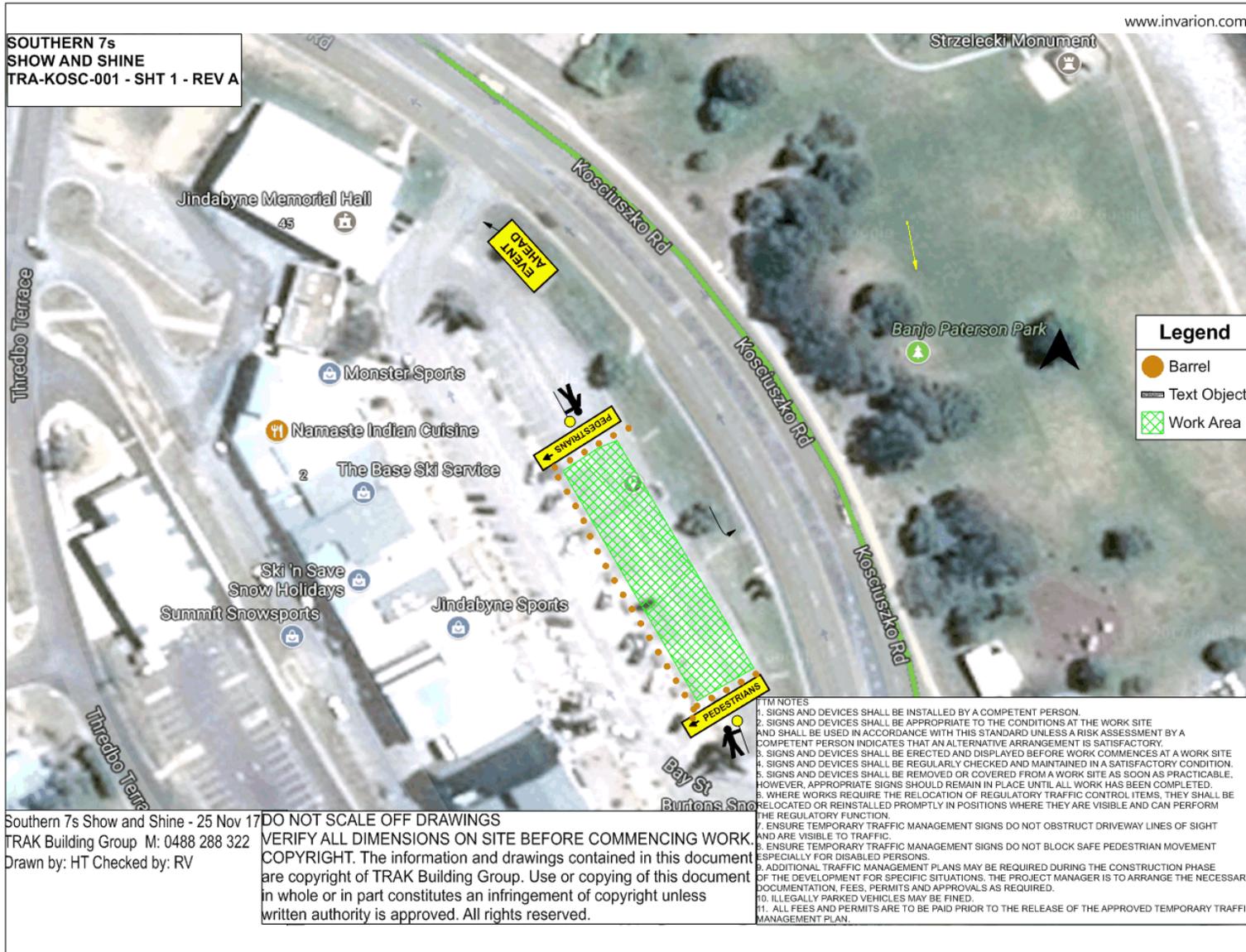
Implementation, Monitoring and Reviewing

Appropriate control measures will be implemented, monitored and reviewed by traffic control personnel at the works site. A site Audit Check Sheet will be completed for each traffic Condition and requirements. Guidance scheme in accordance with RTA Manual – Traffic Control at Worksites. The Audit Check Sheet will be submitted to the site supervisor, the person responsible under the RTA Manual – Traffic Control at Worksites, to ensure that control measures are in place. Work sites and traffic controllers will be audited by TRAK BUILDING SERVICES Control Supervisors and WHS Officers to ensure compliance for the safety of clients, members of the public and traffic controllers. Any non-compliance with the control measures will be corrected onsite and staff members recommended for training where necessary.

Document Control

Document Name: SWMS

Review No#	Version 0.8	Date	2 November 2017
Initial	RV		
Approved By			
Details			
NIL – Version 8			



11.2 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE SNOWY RIVER AVENUE TO HOLD THE JINDABYNE CHRISTMAS MARKET ON 14TH DECEMBER 2017 BETWEEN 4PM AND 8 PM.

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. Jindabyne Christmas Market Plan ↓ 2. Jindabyne Christmas Market proposal ↓
Cost Centre	1510 Engineering and Operations Management
Project	Local Traffic Committee

EXECUTIVE SUMMARY

A request has been received from Jindabyne Mitre 10, to hold the Jindabyne Christmas Market in Snowy River Avenue on 14 December 2017 between the hours of 4pm and 8pm. The event organiser has provided an overview of the event and a plan.

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

OFFICER'S RECOMMENDATION

That Council:

Approves the temporary closure of Snowy River Avenue between Gippsland Street and Thredbo Terrace (alternatively only the car parking bays should it be unnecessary to close Snowy River Avenue to vehicular traffic) on 14 December 2017 between the hours of 4pm and 8pm to enable the Jindabyne Christmas Market to be held, subject to:

- A. A copy of a traffic control plan signed by a person authorised by the RMS;
- B. A copy of a minimum \$20 Million public liability insurance stating Snowy Monaro Regional council as an interested party; and
- C. The Event organiser notifying the local Jindabyne Police regarding the closure.

BACKGROUND

As the Snowy Monaro Local Traffic Committee (SMLTC) was not able to consider this request at its last meeting on 12th October 2017 (Council was only informed of the event on 30 October

11.2 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE SNOWY RIVER AVENUE TO HOLD THE JINDABYNE CHRISTMAS MARKET ON 14TH DECEMBER 2017 BETWEEN 4PM AND 8 PM.

2017), this request can now only be dealt with by seeking the agreement from the NSW RMS Representative and the NSW Police Representative of the SMLTC for a recommendation to Council as required under the Road Transport (Safety and Traffic Management) Act 1999.

The RMS advice is as follows:

Hey Volker,

All good with me.

Thanks,

Jesse Fogg
Traffic Engineering Officer

Southern Region | Regional & Freight
T 02 4221 2566

www.rms.nsw.gov.au

Every journey matters

Roads and Maritime Services

Level 4 90 Crown Street Wollongong NSW 2500

The NSW Police advice is as follows:

Thanks Volker.

Nil objections from Police. Organisers of both events to notify the local Jindabyne Police regarding the closures etc.

Regards, Sam.

S Morabito | Senior Constable | Queanbeyan Traffic / HWP / Southern Highlands Cluster |
Traffic & Highway Patrol Command | NSW Police Force | 8 Farrer Pl, Queanbeyan NSW 2620 |
Ph: 02 62980555 | E/net: 81531 | Fax: 02 62980511 |

11.2 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE SNOWY RIVER AVENUE TO HOLD THE JINDABYNE CHRISTMAS MARKET ON 14TH DECEMBER 2017 BETWEEN 4PM AND 8 PM.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

There should only be minimal impact upon the community for the Jindabyne Christmas Fair with approximately eight parking bays closed outside Mitre 10 (Snowy River Avenue) in Jindabyne or with the temporary closure of Snowy River Avenue to traffic between Gippsland Street and Thredbo Terrace.

2. Environmental

The adoption of both recommendations should have no negative impact upon the environment.

3. Economic

There will be no impact upon Council's budget as a request for financial assistance has not been requested.

4. Civic Leadership

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

11.2 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE SNOWY RIVER AVENUE TO HOLD THE JINDABYNE CHRISTMAS MARKET ON 14TH DECEMBER 2017 BETWEEN 4PM AND 8 PM.



11.2 REQUEST FOR COUNCIL APPROVAL TO TEMPORARILY CLOSE SNOWY RIVER AVENUE TO HOLD THE JINDABYNE CHRISTMAS MARKET ON 14TH DECEMBER 2017 BETWEEN 4PM AND 8 PM.



JINDABYNE MITRE 10
3 Snowy River Avenue, PO Box 162, Jindabyne NSW 2627
Ph (02) 6451 4200 Fax (02) 6451 4295

Snowy Monaro Regional Council
Jindabyne 2627

30 October 2017

RE: Request for use of Parking Spaces near Mitre 10 Forecourt to hold Local Christmas Shopping Market Night Jindabyne on 14 December 2017

Dear Council,

Mitre 10 Jindabyne is holding a Christmas Shopping and Market Stall night in Jindabyne at the Mitre 10 store and forecourt area on Thursday 14 December from approx. 4pm to 8pm.

We would like to request (as per the attached plan) to block off 12 parking spaces that run along our forecourt area to enable the setup of local suppliers Christmas Market Stalls. The Disabled parking spot and entrance from the road **will not** be affected.

We **do not** require Snowy Rive Ave to be cut off for through traffic.

We **will provide**, if required, a traffic management plan and a traffic control plan for the duration of the event.

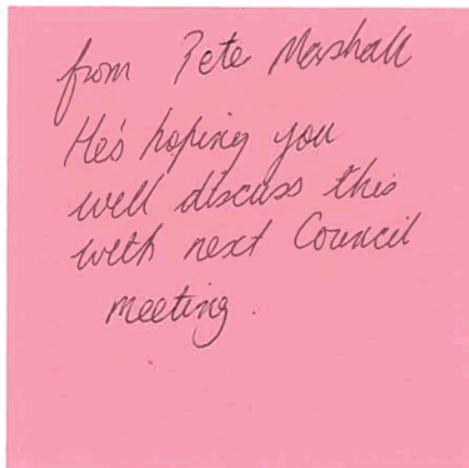
We will install construction fencing for the complete length of the required area between the parking spaces and the road and any other safety measures you feel is require.

Please advise if this is possible and if you require and further information.

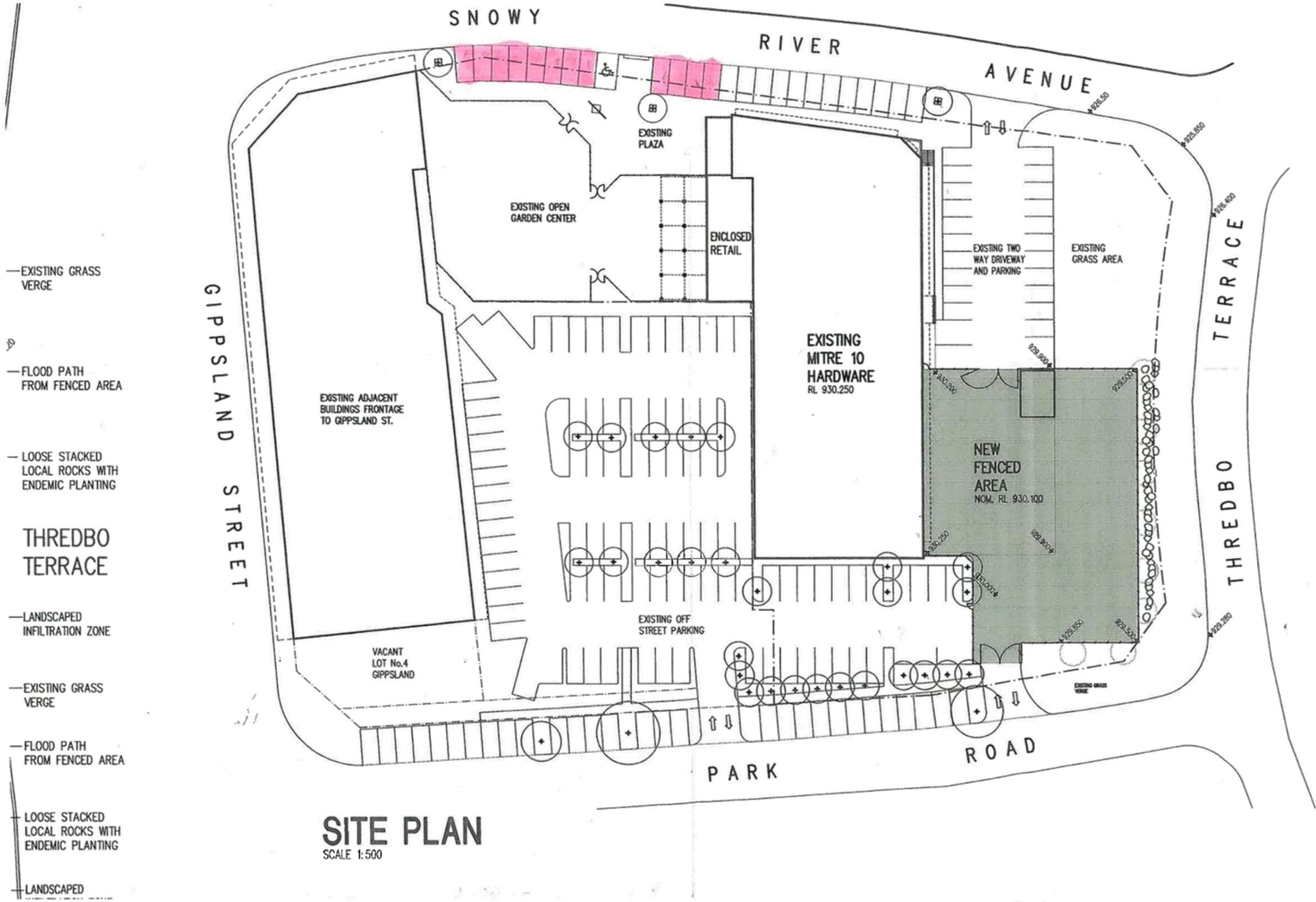
Yours sincerely



Peter Marshall
Store manager



from Pete Marshall
He's hoping you
will discuss this
with next Council
meeting.



16.1 SEPTEMBER 2017 QUARTERLY BUDGET REVIEW STATEMENT (QBR)

Record No:

Responsible Officer:	Director Corporate and Community Services
Author:	Finance 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:	OP7.3 Completion of Financial statutory and regulatory reports in accordance with specified requirements.
Attachments:	1. Quarterly budget review statement Sept 2017 ↓
Cost Centre	4010 Financial Services
Project	Quarterly Budget Review Statements
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Council adopted its 2018 Operational Plan on the 28 June 2017, including details of Estimated Income and Expenditure.

As such the September 2017 quarterly budget review statement (QBR) is now reported to Council.

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

OFFICER'S RECOMMENDATION

That Council

- A. Adopt the quarterly budget review statement (QBR) for the period ended 30 September 2017
- B. Authorise the adjustments to the Council's budgeted Income and Expenditure as shown in the QBR.

BACKGROUND

Clause 203 (1) of the *Local Government (General) Regulation 2005* (the Regulations) requires a council's responsible accounting officer to prepare and submit a QBR to the governing body of council.

The QBR must show, by way of reference to the estimated income and expenditure that is set out in the operational plan adopted by council for the relevant year, a revised estimate of income and expenditure for that year.

The Regulations also requires the QBR include a report by the responsible accounting officer as to whether or not they consider the statement indicates council to be in a satisfactory financial position (with regard to its original budget) and if not, to include recommendations for remedial action.

Over the period of the budget year, council has an opportunity to review and approve variances to the original budget. These variances are generally recommended as part of council's quarterly budget review process.

Any change to the budget must be approved by council and councillors need to be aware that by resolving to accept the QBR, they are approving the changes as proposed.

The changes proposed are referenced in the attached QBR and commentary is provided.

The QBR also includes details of previously approved changes to the budget, including Carry Forward (revotes*) budgets from the 2017 financial year and other changes approved by Council prior.

*revotes refers to an authorisation of expenditure which does not lapse at year end (refer to Clause 211 of the *Local Government (General) Regulation 2005*)

QUADRUPLE BOTTOM LINE REPORTING

1. Social

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

2. Environmental

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

3. Economic

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

4. Civic Leadership

Council's operational plan sets out its achievements, goals and revenue policy, including estimated income and expenditure. The QBR plays an important role in monitoring council's progress against the plan and the ongoing management of Council's annual budget.

The 2018 budget was adopted under Council resolution 131/17 (28/06/2017)

Snowy Monaro Regional Council

Quarterly Budget Review Statement
for the period 01/07/17 to 30/09/17

Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

30 September 2017

It is my opinion that the Quarterly Budget Review Statement for Snowy Monaro Regional Council for the quarter ended 30/09/17 indicates that Council's projected financial position at 30/6/18 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:



date: 1/11/2017

Jacqueline Sullivan
Responsible Accounting Officer

Snowy Monaro Regional Council

Quarterly Budget Review Statement
 for the period 01/07/17 to 30/09/17

Income & Expenses Budget Review Statement

Budget review for the quarter ended 30 September 2017

Income & Expenses - Council Consolidated

(\$000's)	Original Budget 2017/18	Approved Changes					Revised Budget 2017/18	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRS	Sep QBRS	Dec QBRS	Mar QBRS					
Income											
Rates and Annual Charges	30,331					30,331			30,331	25,252	
User Charges and Fees	13,522					13,522			13,522	1,967	
Interest and Investment Revenues	1,614					1,614			1,614	562	
Other Revenues	2,984					2,984	130	1	3,114	297	
Grants & Contributions - Operating	20,434	215	369			21,018	567	2	21,585	31	
Grants & Contributions - Capital	3,902	1,121				5,023			5,023	1,955	
Net gain from disposal of assets	966					966			966	114	
Share of Interests in Joint Ventures	-					-			-		
Total Income from Continuing Operations	73,753	1,336	369	-	-	75,458	697		76,155	30,178	
Expenses											
Employee Costs	27,420		10			27,430	36	3	27,466	7,011	
Borrowing Costs	399					399			399	48	
Materials & Contracts	18,752	829	391			19,972			19,972	2,576	
Depreciation	18,062					18,062			18,062		
Other Expenses	8,295		48			8,343	39	4	8,382	2,360	
Total Expenses from Continuing Operations	72,928	829	449	-	-	74,206	75		74,281	11,995	
Net Operating Result from Continuing Operation	825	507	(80)	-	-	1,252	622		1,874	18,183	
Discontinued Operations - Surplus/(Deficit)						-			-		
Net Operating Result from All Operations	825	507	(80)	-	-	1,252	622		1,874	18,183	
Net Operating Result before Capital Items	(3,077)	(614)	(80)	-	-	(3,771)	622		(3,149)	16,228	

Snowy Monaro Regional Council

Quarterly Budget Review Statement
for the period 01/07/17 to 30/09/17

Income & Expenses Budget Review Statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details
1	An error in the original budget resulted in Income of \$65,000 being recording incorrectly as a positive amount.
2	Following advise from the Local Government Grants commission the Cash anticipated to be received in the 2017 year for the Financial Assistance Grants is \$9,341,848 (50% of 2017 allocation and 50% of 2018 allocation), this is an increase or \$567,714 from the original estimates of \$8,774,134 Refer to Council Resolution 212/17 (27/09/2017)
3	Additional funds of \$35,000 are required for a Health & Wellbeing Day for staff See EMT Resolution 988/17 (24/08/2017) Additional funds of \$1190 for protective clothing for staff involved in animal control is required given the nature of the works required
4	Additional funds of \$34,500 are required for Membership to the professional body LGNSW (Local Government NSW) See Council Resolution 218/17 (27/09/2017) Funds of \$5,000 are required for a subscription to Sustainable Living Guide See EMT Resolution 966/17 (17/08/2017)

Snowy Monaro Regional Council

Quarterly Budget Review Statement
 for the period 01/07/17 to 30/09/17

Capital Budget Review Statement

Budget review for the quarter ended 30 September 2017

Capital Budget - Council Consolidated

(\$000's)	Original Budget 2017/18	Approved Changes					Revised Budget 2017/18	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs					
Capital Expenditure											
New Assets											
- Plant & Equipment	5,893	1,149				7,042			7,042	365	
- Land & Buildings						-			-		
- Other	1,458	37	2,413			3,908			3,908	26	
Renewal Assets (Replacement)											
- Plant & Equipment						-			-		
- Land & Buildings	30	2,438				2,468	95	5	2,563	137	
- Roads, Bridges, Footpaths	4,531	987				5,518			5,518	412	
- Water & Sewer	12,049	2,172				14,221			14,221	458	
- Other Infrastructure	15,617	632	150			16,399			16,399	273	
Loan Repayments (Principal)						-			-		
Total Capital Expenditure	39,578	7,415	2,563	-	-	49,556	95		49,651	1,671	
Capital Funding											
Rates & Other Untied Funding						-			-		
Capital Grants & Contributions	17,594	1,121	2,363			21,078	10	5	21,088	72	
Reserves:											
- External Restrictions/Reserves	12,289	2,636	160			15,085			15,085		
- Internal Restrictions/Reserves	8,729	3,248				11,977	85	5	12,062		
New Loans						-			-		
Receipts from Sale of Assets											
- Plant & Equipment	966	410	40			1,416			1,416	19	
- Land & Buildings						-			-		
Total Capital Funding	39,578	7,415	2,563	-	-	49,556	95		49,651	91	
Net Capital Funding - Surplus/(Deficit)	-	-	-	-	-	-	-		-	(1,580)	

Snowy Monaro Regional Council

Quarterly Budget Review Statement
for the period 01/07/17 to 30/09/17

Capital Budget Review Statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes Details

-
- | | |
|---|---|
| 5 | Funding of \$70,000 from internal reserves for a building upgrade in the Cooma office to convert top floor flat to office space See EMT Resolution 989/17 (24/08/2017)
Grant funding approved of \$10,000 for an All abilities playground at Bombala total project cost is \$25,000 with additional funding of \$15,000 to come from internal reserves |
|---|---|
-

Snowy Monaro Regional Council

Quarterly Budget Review Statement
 for the period 01/07/17 to 30/09/17

Cash & Investments Budget Review Statement

Budget review for the quarter ended 30 September 2017

Cash & Investments - Council Consolidated

(\$000's)	Original Budget 2017/18	Approved Changes					Revised Budget 2017/18	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRS	Sep QBRS	Dec QBRS	Mar QBRS					
Externally Restricted ⁽¹⁾											
Developers Contributions	2,955					2,955			2,955	4,282	
Water Supplies	9,388	(1,447)				7,941			7,941	11,893	
Sewerage Services	6,298	(725)				5,573			5,573	14,398	
Domestic Waste Management	5,660	(225)				5,435			5,435	4,968	
Unexpended Grants	3,068	(238)				2,830			2,830	1,434	
Other External	3,502					3,502			3,502	1,316	
Total Externally Restricted	30,871	(2,635)	-	-	-	-	28,236	-	28,236	38,291	
<small>(1) Funds that must be spent for a specific purpose</small>											
Internally Restricted ⁽²⁾											
Employee Leave Entitlement	4,063					4,063			4,063	3,395	
Plant Replacement	456	(739)				(283)			(283)	3,244	
Other Internal	6,341	(2,509)				3,832	(85)	6	3,747	35,619	
Total Internally Restricted	10,860	(3,248)	-	-	-	-	7,612	(85)	7,527	42,258	
<small>(2) Funds that Council has earmarked for a specific purpose</small>											
Unrestricted (ie. available after the above Restrictio	-	-	-	-	-	-	-	-	-	-	
Total Cash & Investments	41,731	(5,883)					35,848	(85)	35,763	80,549	

Quarterly Budget Review Statement
 for the period 01/07/17 to 30/09/17

Cash & Investments Budget Review Statement

Investments

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

Cash

The Cash at Bank figure included in the Cash & Investment Statement totals \$11,870,506

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.
 The date of completion of this bank reconciliation is 30/09/17

Reconciliation Status

The YTD Cash & Investment figure reconciles to the actual balances held as follows:

		\$ 000's
Cash at Bank (as per bank statements)		11,513
Investments on Hand		68,678
less: Unpresented Cheques	(Timing Difference)	(23)
less: Identified Deposits (not yet accounted in Ledger)	(Require Actioning)	381
Reconciled Cash at Bank & Investments		80,549
Balance as per Review Statement:		80,549
Difference:		-

Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes Details

6	Funding of \$70,000 from internal reserves for a building upgrade in the Cooma office to convert top floor flat to office space See EMT Resolution 989/17 (24/08/2017) Grant funding approved of \$10,000 for an All abilities playground at Bombala total project cost is \$25,000 with additional funding of \$15,000 to come from internal reserves
---	---

Snowy Monaro Regional Council

Quarterly Budget Review Statement
for the period 01/07/17 to 30/09/17

Contracts Budget Review Statement

Budget review for the quarter ended 30 September 2017
Part A - Contracts Listing - contracts entered into during the quarter

Contractor	Contract detail & purpose	Contract Value	Start Date	Duration of Contract	Budgeted (Y/N)	Notes
SMEC Australia Pty Ltd	Flood Study and Floodplain Risk Management Study	288,788	20/09/17	2 years 2 months	Y	

Snowy Monaro Regional Council

Quarterly Budget Review Statement
for the period 01/07/17 to 30/09/17

Consultancy & Legal Expenses Budget Review Statement

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	89,099	Y
Legal Fees	81,175	Y

Definition of a consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

16.2 MONTHLY FUNDS MANAGEMENT REPORT - OCTOBER 2017

Record No:

Responsible Officer:	Finance Manager
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 report details the funds management position for the reporting period ending 31 October 2017.

Cash and Investments are \$80,781,046.

Certification

I, Jacqueline Sullivan, 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 Policy.

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

OFFICER'S RECOMMENDATION

That Council

- A. Receive and note the report indicating Council's cash & investments position as at 31 October 2017.
- B. Receive and note the Certificate of the Responsible Accounting Officer.

BACKGROUND

Council's Cash and Investments 31 October 2017:

Cash at Bank	Investments	Total
905,936	79,875,110	80,781,046

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Total Cash and Investments are available to provide services and Infrastructure to the community in accordance with the 2018 budget, Council resolutions and other external restrictions.

2. Environmental

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

3. Economic

Total investments for Snowy Monaro Regional Council were \$79,875,110 on 31 October 2017.

Interest Income on Investments:

Adopted Budget	\$1,387,408
Annual Budget	\$1,387,408
Budget YTD	\$462,469
Interest YTD	\$654,657

The Annual Budget is subject to adjustment through the Quarterly Budget Review Statement (QBRS)

Investment Portfolio Returns:

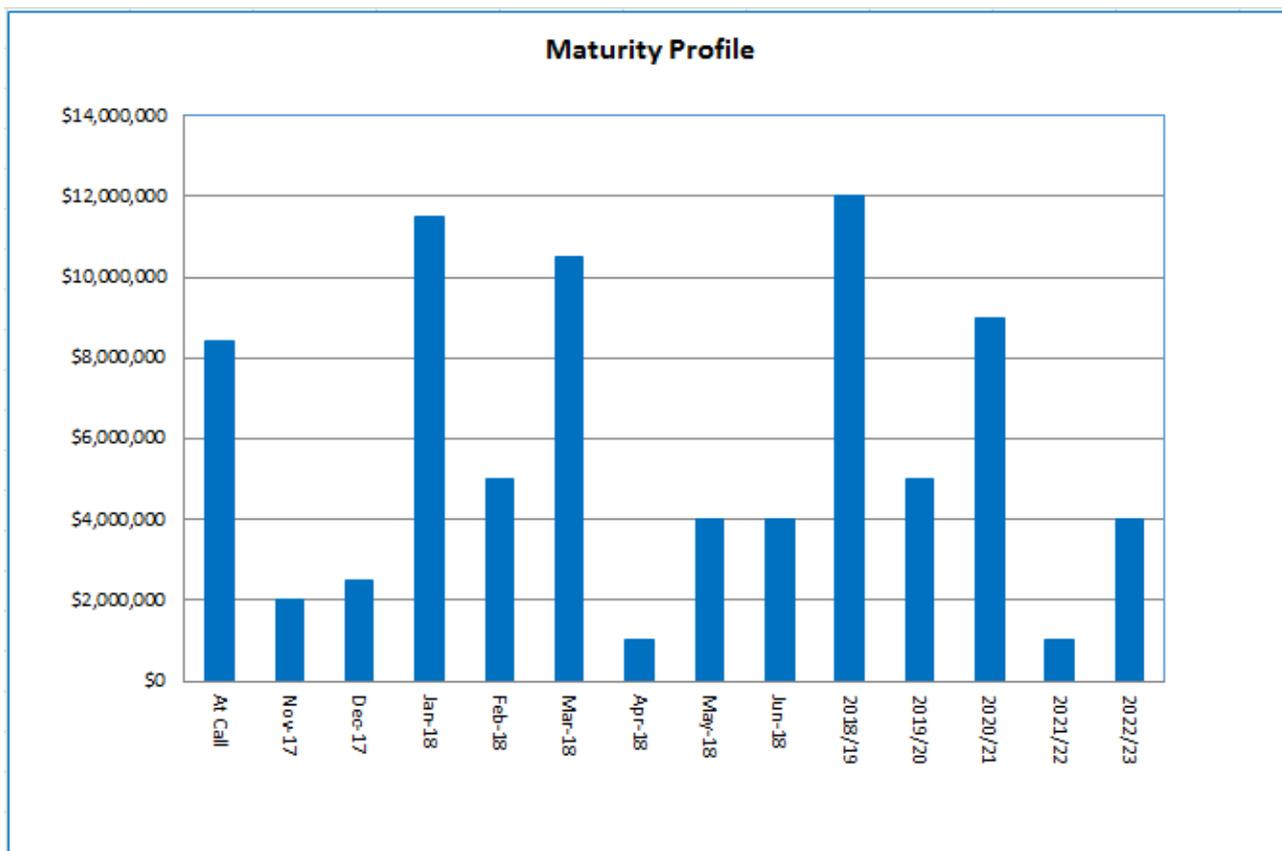
Month	YTD Annualised Return	Monthly Average Interest Return	90 Day Bank Bill*	Monthly Margin
October	2.59%	2.43%	1.69%	0.74%
September	2.70%	2.85%	1.71%	1.14%
August	2.57%	2.60%	1.74%	0.87%
July (2017)	2.58%	2.58%	1.69%	0.89%

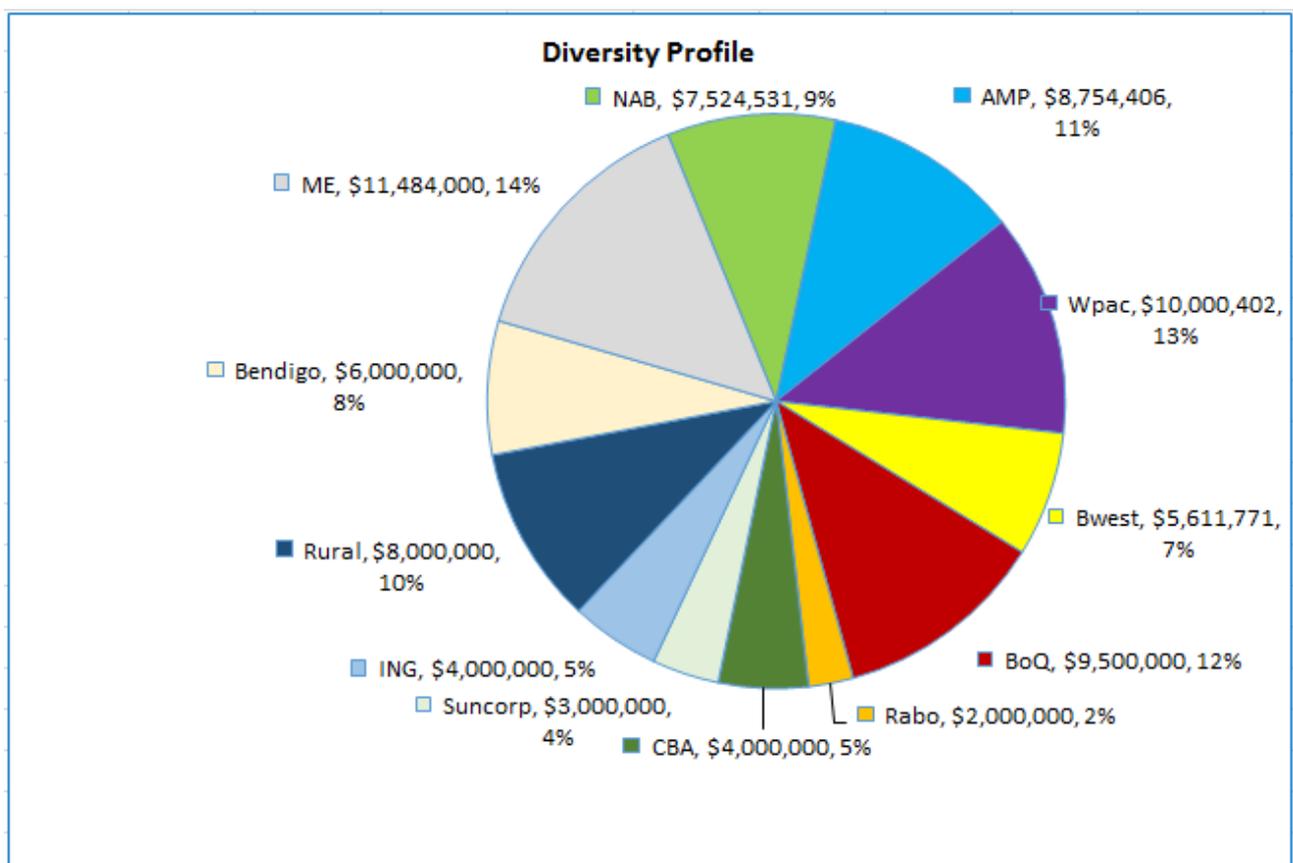
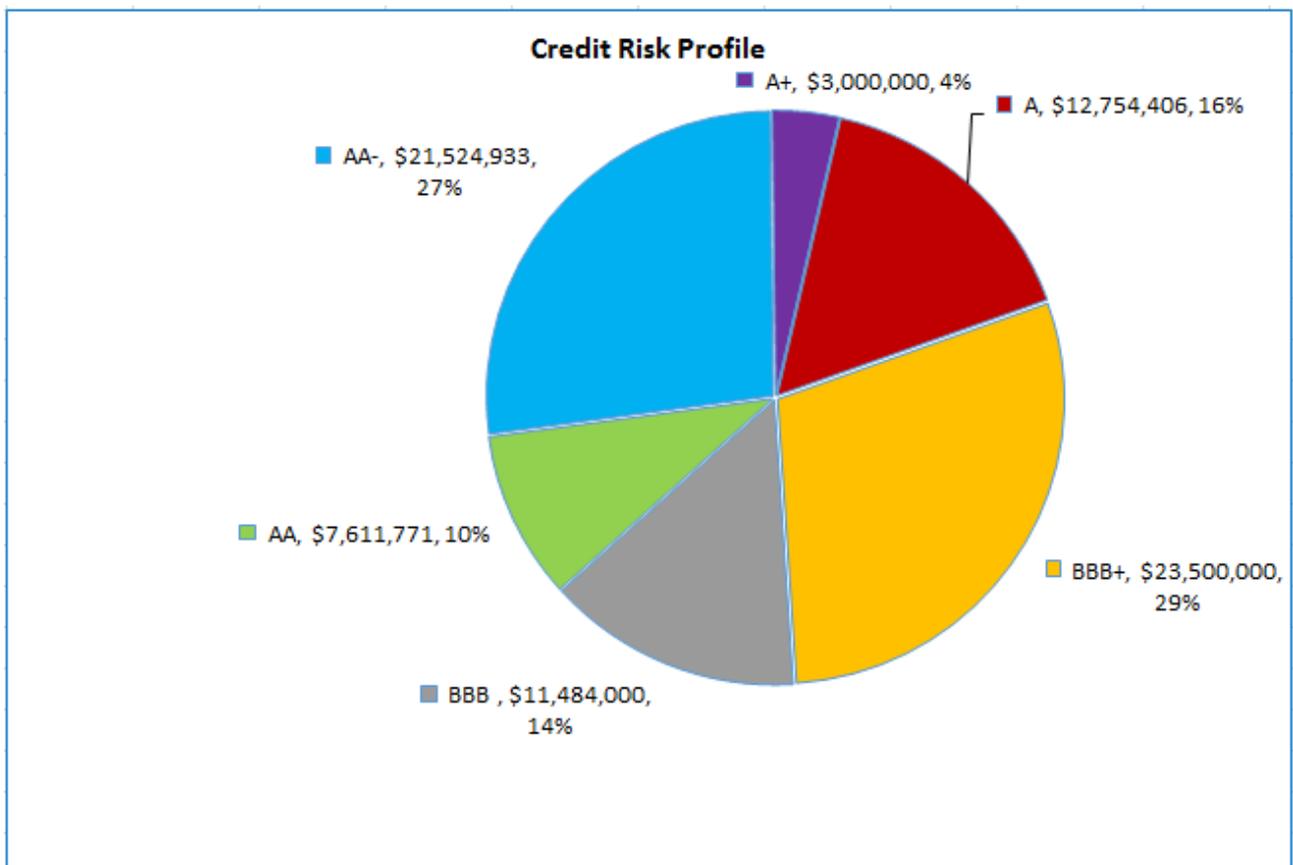
* The ASX BBSW at month end

Investment Register – 31 October 2017:

DATE INVESTED	FINANCIAL INSTITUTION	Short-Term Rating	Long-Term Rating	TYPE	CURRENT INVESTMENT	INTEREST RATE	MATURITY
n/a	National Australia Bank - At Call*	A1+	AA-	At Call	531,976	Variable	At Call
n/a	National Australia Bank - At Call*	A1+	AA-	At Call	492,555	1.20%	At Call
n/a	AMP Bank - At Call	A1	A	At Call	1,666,362	2.05%	At Call
n/a	Westpac Bank - At Call	A1+	AA-	At Call	1,000,402	0.70%	At Call
n/a	Bankwest	A1+	AA	At Call	3,611,771	2.00%	At Call
n/a	AMP Bank - 31 days Notice Account	A1	A	31 days	1,088,044	2.15%	31 days
12-Sep-14	RaboDirect	A1+	AA	TD	2,000,000	4.10%	11-Sep-18
16-Sep-15	Bank of Queensland	A2	BBB+	TD	1,000,000	3.20%	17-Sep-19
23-Mar-16	ING Bank	A1	A	TD	1,000,000	3.66%	22-Mar-21
23-Jun-16	Commonwealth Bank	A1+	AA-	TD	4,000,000	2.81%	23-Jun-21
22-Feb-17	Westpac Bank	A1+	AA-	TD	2,000,000	2.80%	22-Feb-19
09-Mar-17	National Australia Bank	A1+	AA-	TD	1,000,000	2.74%	10-Sep-18
10-Mar-17	National Australia Bank	A1+	AA-	TD	2,000,000	2.61%	10-Nov-17
21-Mar-17	Bank of Queensland	A2	BBB+	TD	1,000,000	3.15%	20-Mar-20
10-Apr-17	Bankwest	A1+	AA	TD	1,000,000	2.60%	10-Apr-18
08-May-17	National Australia Bank	A1+	AA-	TD	1,000,000	2.53%	08-May-18
23-May-17	AMP Bank	A1	A	TD	1,000,000	2.60%	23-Feb-18
09-Jun-17	Rural Bank Limited	A2	BBB+	TD	4,000,000	2.75%	07-Jun-19
19-Jun-17	Bendigo and Adelaide Bank	A2	BBB+	TD	2,000,000	2.75%	19-Dec-18
20-Jun-17	Bank of Queensland	A2	BBB+	TD	1,500,000	2.60%	18-Dec-17
26-Jun-17	Bank of Queensland	A2	BBB+	TD	4,000,000	3.30%	25-Jun-21
26-Jun-17	Bendigo and Adelaide Bank	A2	BBB+	TD	4,000,000	2.72%	26-Jun-18
11-Jul-17	Bank of Queensland	A2	BBB+	TD	1,000,000	2.65%	08-Jan-18
24-Jul-17	Bankwest	A1+	AA	TD	1,000,000	2.40%	21-Dec-17
08-Aug-17	AMP Bank	A1	A	TD	1,000,000	2.60%	08-May-18
14-Aug-17	Suncorp Bank	A1	A+	TD	2,000,000	2.40%	12-Feb-18
24-Aug-17	ING Bank	A1	A	TD	3,000,000	2.75%	27-Aug-19
29-Aug-17	Westpac Bank	A1+	AA-	TD	2,000,000	2.59%	28-Feb-18
29-Aug-17	Westpac Bank	A1+	AA-	TD	4,000,000	2.89%	29-Aug-22
31-Aug-17	AMP Bank	A1	A	TD	2,000,000	2.60%	28-May-18
11-Sep-17	Rural Bank Limited	A2	BBB+	TD	4,000,000	2.45%	13-Mar-18
15-Sep-17	AMP Bank	A1	A	TD	2,000,000	2.55%	15-Mar-18
15-Sep-17	Westpac Bank	A1+	AA-	TD	1,000,000	2.91%	14-Sep-21
19-Sep-17	ME Bank	A2	BBB	TD	1,984,000	2.50%	20-Mar-18
20-Sep-17	National Australia Bank	A1+	AA-	TD	2,500,000	2.60%	20-Mar-18
03-Oct-17	Suncorp Bank	A1	A+	TD	1,000,000	2.35%	03-Jan-18
16-Oct-17	ME Bank	A2	BBB	TD	9,500,000	2.42%	15-Jan-18
23-Oct-17	Bank of Queensland	A2	BBB+	TD	1,000,000	2.55%	23-Oct-18
					79,875,110		

Investment Charts:





4. Civic Leadership

In accordance with Regulation 212 of the Local Government (General) Regulation 2005, a report setting out details of money invested must be presented to Council in the following month.

Council's Fund Management Reporting exceeds minimum regulatory requirements and demonstrates a commitment to accountability and transparent leadership. It provides the Council, Executive and Community with timely, accurate and relevant reports on which to base decisions.

16.3 DONATION AND SPONSORSHIP REQUESTS

Record No:

Responsible Officer:	Director Corporate and 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:	OP7.7 Provide timely, accurate and relevant information to Council to enable informed decision making.
Attachments:	1. Requests for Donations and Sponsorships for submission to Council November 2017 ↓ 2. Applications for Donations and Sponsorship November 2017 ↓
Cost Centre	3120
Project	Donation and Sponsorships

EXECUTIVE SUMMARY

Submissions received by Council requesting consideration for funding are attached to this report in two documents:

- 1. Requests for Donations and Sponsorship for submission to Council November 2017.**
 - This document contains a summary of requests for November Council. Total value \$9,760.
- 2. Applications for Donations and Sponsorship November 2017**
 - This document contains the original submission detail received from each submission.

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

OFFICER'S RECOMMENDATION

That Council determines the value for each of the submissions #1 – #4 in attachment 1. Requests for Donations and Sponsorship for submission to Council November 2017.
--

BACKGROUND

The Budget allocation for the 2018 FY for Donations and Sponsorship Requests is \$62,500.

Current YTD expenditure for the 2018FY is \$33,875.55 which includes the \$2,400 for school donations.

Total value of requests for this submission is \$9,760.

The balance of \$28,624.45 is available for the remainder of the financial year.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Council recognises its role in supporting community and cultural development. Our adopted Vision and Values aim to inform our decision making process in that we are a trusted community partner. This process has been developed to ensure that the LGA invests in events that have the potential to raise economic, social or cultural benefits to our community. All requests made will be considered by formal resolution of Council

2. Environmental

Most organised events are covered by a development consent therefore any environmental impacts are dealt with through that process.

3. Economic

The Community will recognise additional economic benefit as a result of the support to initiatives outlined through these submissions.

4. Civic Leadership

Council's Vision and Values philosophy aims to remain a trusted community partner and as such, it will provide support to activities that demonstrate to have a positive impact and/or social development for the Community.

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

Summary of requests for Donation and Sponsorship for submission to Council November 2017

#	Organisation	Request Summary	Requested Value	Comment	Council Endorsement	Council Endorsed Value
1	Rotary Club of Cooma	Waiver of fees for hire of venue	\$2760	See email from Jane Kanowski, "generally we ask that Council provide the costs as a donation to the facility budget to cover costs rather than waive the fees altogether".		
2	Cooma Show	Sponsor fireworks	\$5000	Seeking funding for the closing fireworks display, total cost of this is \$5000.		
3	Cooma Monaro Race Club Inc	Sponsorship for annual Race Day	\$1000	Assist is conducting the region's biggest race meeting of the year. No funding to date in financial year. **Council has agreed to a request for compost for the Cooma Monaro Race club, that has not yet been collected, the cost will be incurred this Financial Year.		
4	Delegate Pastoral & Agricultural Show	Funding to provide Petting Zoo for children at Show	\$1000	Council has provided funding in previous years; last year's contribution was \$800.		
Total Requested Value			\$9760			

Applications for Donations and Sponsorship November 2017

Submission #1: (page 1 of 2)

RECEIVED
- 3 OCT 2017

BY:



17 Mawson St
Cooma NSW 2630

1 October 2017

Mr J. Vescio,
General Manager
Snowy Monaro Regional Council
Commissioner St
Cooma 2630

Dear Mr Vescio

October 6/7 2018 will be date of the Rotary District 9710 Conference, to take place in Cooma. This event will attract between 200 and 300 visitors who will attend the conference. At this stage we have booked the Showground and Multi-Function Centre, 4-7 October 2018.

I am writing to ask if the Council could see its way to waive the fees that normally would be charged for hiring the venue. If it is possible, the Council would figure in our list of sponsors. During the conference there will be a number of booths/displays set up, mainly showing the activities of Rotary. However, our sponsors would be very welcome to join that group to publicise their work.

The conference committee looks forward to a favourable reply.

Yours sincerely,




Margaret Hassall
District Governor Elect
Rotary District 9710
Rotary Club of Cooma



Rotary 

Submission #1: (page 2 of 2)

Hi Belinda

The fees for this financial year are

Showground - \$120 per day

Multifunction Centre - **\$310 refundable deposit – NEEDS TO BE PAID**

Hire fee - \$310 per day for the Hall and toilets

Kitchen fee - \$260 per day (additional to the hall hire)

Also – generally we ask that Council provide the costs as a donation to the facility budget to cover costs rather than waive the fees altogether.

Thanks

Jane

Jane Kanowski

Recreation & Property Technical Officer

PO Box 714

COOMA NSW 2630

Direct 02 6455 1841

Phone 1300 345 345

Fax 02 6455 1799

www.snowymonaro.nsw.gov.au

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

From: Belinda Cuzner [<mailto:Belinda.Cuzner@snowymonaro.nsw.gov.au>]

Sent: Thursday, 12 October 2017 9:42 AM

To: Jane Kanowski

Subject: Rotary Hire of Hall Costs

Hi Jane,

I have just spoken to the ladies at the Cooma Visitor information Centre and they suggested that I contact you. Would you be able to tell me what the cost of the hiring fees would be for the facilities for the Showground and Multifunction centre 4 – 7 October 2018 for Rotary as they are seeking a request for fee waiver?

I need to submit into the council report and need the cost of the hire to offset for the request.

Belinda Cuzner

Customer Service Officer

Submission #2: (page 1 of 4)

1. Applicant

Cooma Pastoral and Agricultural Association
ABN 50 240 081 619

2. Location

Corner Boundary Street and Cromwell Streets, Cooma NSW 2630 known as the Cooma Showground.

3. Date of Establishment

The first Cooma Show was held in 1875. The 2018 Cooma Show will be its 143rd.

4. Is your organisation registered for GST

Yes

5. Amount of funding requested

\$5,000

6. Brief description of the nature and objectives of applicant

The Cooma Show has been running for 142 years with the 2018 being its 143rd. We are currently working very hard trying to reinvigorate our Show. Last year saw us go back to our two day horse program and it has been over 10 years since that occurred. We now have a young, enthusiastic and vibrant Committee who are committed to seeing our Show grow from strength to strength. Yearly, we approach many local business houses and market stall owners to attend the show and display their goods to the general public. It's wonderful to see so many locals from Jindabyne, Berridale, Cooma, Bredbo, Michelago, Bombala and Dalgety being able to display just what the Monaro and Snowy Mountains has to offer. We even had entrants from QLD send down their fibre craft items to be judged in the pavilion.

We are the biggest show on the Monaro with entrants being awarded points so they can enter the Sydney Royal Easter Show.

7. Purpose for which assistance is sought.

In kind support - donation

8. Which category does the event fit within Council's Delivery and Operations Program?

DP 4.1.1.2 OP 4.1.1.9

9. Financial details of Project or program for which assistance is sought

We are seeking funding for the closing ceremony fireworks of \$5000

10. Total Cost of Project or Program

Total cost of fireworks is \$5000

11. Details of other funding received from Council if any:

Nil

12. Details of other financial assistance sought or obtained:

The Committee is seeking donations from business houses from Cooma and surrounding districts. This funding covers the cost of prizes for entrants in the various sections and entertainment that the Committee organises for the Show.

13. How will Council funding be acknowledged eg logo or signature

Snowy Monaro Regional Council will be acknowledged on the Show website, Facebook page, in the Show Schedule and on the radio.

14. Details of Office Bearers

Cathy Wassink -President

Sandy Robinson - Secretary

Sammy-Jo Robinson - Treasurer

Sammy-Jo is a Council employee and has declared a pecuniary interest in this process.

15. What services or activities will the recipient provide to SMRC residents?

The Cooma Show provides two days of activities that include horse events from showjumping to the hacks. We provide opportunities for business houses to display their goods and services. All schools across SMRC area are invited to participate in a school display in which ribbons are awarded to the best judged display. The 2018 Cooma Show's theme is "Wood" so next year the schools will be given timber trees (the Committee supply the wood and the they are cut out by the Cooma Men's Club) to decorate in any way they like as long as it's done with wood. We have schools that provide morning and afternoon teas as well as BBQs throughout the day. This gives the schools an opportunity to fund raise. The various sections - Cattle, Sheep, Poultry, Wool, Farm Produce, Needle craft, Fibre craft, Condiments, Art, Photography, Cooking all have entries from entrants across the SMRC area. The Cooking section has a fruit cake event, where we get entrants from other neighbouring Show Societies and they compete to enter their cakes into the Sydney Royal Easter Show. We have our Showgirl competition and our Rural Achiever which all represent our region again, at the Sydney Royal Easter Show. The entertainment we provide caters from young babies and toddlers up to our valuable senior citizens. We provide two fun filled community days which brings our communities together and show cases what our region has to offer.

The closing ceremony fireworks is something the Committee wishes to give back to the community, for their support. We had the fireworks display approved last year by Council and the paperwork is currently being organised for the 2018 fireworks display. As the display is the same as last years, we do not anticipate any problems obtaining approval.

16. Attached Financial position

This will be sent under separate cover.

17. See no. 15

18. Signed for and on the behalf of the applicant/recipient organisation:

Signature:	
Name:	SANDY ROBINSON
Office held / Position	SECRETARY
Postal Address:	PO BOX 809
Telephone Number/s	0408 658 722
Date:	31 October 2017

Please return by post to PO Box 714, Cooma NSW 2630, or email to council@snowymonaro.nsw.gov.au

OFFICE USE ONLY:

Date application received:

Which function of Council is exercised by this donation?

Tick	Department / Area for Costing	Amounts charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (staff time)	
	Other (hall /oval fee waivers etc)	

Is public notice required?

Date and method of public notice:



PO Box 809, COOMA NSW 2630
ABN 50 240 081 619

www.coomashow.com.au
Phone: 0408 658 722

Email: secretarycpaa@outlook.com

Would you like to be a sponsor of the Cooma Show?

The Annual Cooma Show is on again Friday 9th March to Saturday 10th March
Main Events Held on Saturday 10th March

The Cooma Show has now been running for 143 years and it is only getting bigger and better with each year passing. It has boundless opportunities for businesses to get involved by supporting this great weekend. The Show provides ample fun and entertainment for the family and visitors to the Monaro region, as well as promoting your business.

It is a remarkable event held at the auspicious Cooma Showground that has all the quintessential events a country show should have – Two Day Horse Events, Wood Chopping, Chainsaw Art, Sheep, Poultry and Cattle. With exhibitions of Photography, Knitting, Cooking, Vegetables, Flowers, Wool, School Artwork, Needlework, Quilting and Crafts. But most importantly a Grand Finale of **FIREWORKS!!!**

There is always something happening at the Show and accommodates for all ages. We have market stalls, scrumptious foods, tea & coffee and even a bar. For all the daredevils that like a little excitement there are carnival rides to get that thrill.

The Cooma Show is always popular with our local families in the Monaro Region and attracts a vast array of visitors and tourists to the area wanting to experience the country lifestyle and a genuine country show.

We would like to submit for a grant of \$1000, to assist with the purchase of our Fireworks Display on Saturday evening. Your contribution would be greatly appreciated.

As a sponsor you will be listed in our Show Guide and will be entitled to put up signage at the Showground. You will be entitled to a FREE full page advertisement in our Show Schedule and two complimentary passes, with announcement made over the weekend.

If you are interested in being part of this fantastic opportunity and day please contact me via email or phone prior to 30th October, 2017. An invoice will be sent to you for payment if accepted.

Yours Sincerely,
Peta Nelson

Sponsorship Co-Ordinator Ph: 0412 790 650

Submission #3: (page 1 of 12)



Application for Financial Assistance (Donation) from Snowy Monaro Regional Council
In accordance with Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

1. Applicant (include address and ABN if applicable)	COOMA MONARO RACE CLUB INC 27 006 607 516
2. Location/address:	PO Box 199 COOMA NSW
3. Date of establishment or inauguration:	1878 circa
4. Is your organisation registered for GST? Yes <input type="radio"/> No <input checked="" type="radio"/>	
5. Amount of funding requested:	\$1000
6. Brief description of the nature and objectives of applicant/recipient organisation:	COOMA MONARO RACE CLUB INC CONDUCTS COOMAS ANNUAL RACE MEETING - THE REGION'S BIGGEST RACE MEETING (COMMUNITY EVENT OF THE YEAR)
7. Purpose for which assistance is sought:	<input type="checkbox"/> In kind support <input type="checkbox"/> Waste management eg, provision of bins/rubbish and recycling removal etc (amounts include staff time for drop off and collection) <input type="checkbox"/> Mowing / gardening <input type="checkbox"/> Road closures (amounts include staff time) <input type="checkbox"/> Fee waiver eg, DA / hall hire fees <input type="checkbox"/> Promotion via print media, Council website etc
8. Which category does the event fit within Council's Delivery & Operations Program?	Item 2: Strengthening our local economy.

Submission #3: (page 2 of 12)

9. Financial details of project or program for which assistance is sought: ASSISTANCE WITH COSTS OF PRESENTING A DAY OF HORSE RACING TO THE WIDER COMMUNITY - SEE DETAILS IN #16.
10. Total cost of project or program: APPROX: £43,000
11. Details of other funding received from Council if any: NIL
12. Details of other financial assistance sought or obtained: SPONSORSHIP OFFERED.
13. How will Council funding be acknowledged eg logo or signage AD IN FACEBOOK, ON BIG SCREEN ON RACE DAY & IN NEWSPAPER RACE FEATURE
14. Details of Office Bearers or other involved parties: PRES: MIKE SCHOFIELD; VICES: ROSS BOTTOM, STEVE JOHNSON; SECRETAR. EMIL EASTWAY; TREASURER CAROL SCHOFIELD; PATRON ROSEAL NORTON
15. What services or activities will the recipient provide to SMRC residents? A GREAT DAY OF RACING; THE OPPORTUNITY TO HOLD YEAR-END CELEBRATIONS; OPPORTUNITY TO CONTACT REGIONAL FASHIONS ON THE FIELD.
16. Attach financial position of applicant. Preference is audited financial statements and balance sheets for the past financial year. If yours is a new organisation supply a copy of your budget for the ensuing year together with a statement from the organisation's bank as to arrangements made for the opening and operation of banking accounts. If you are unable to attach the above documentation please attach available documentation that you feel will help SRSC assess your financial position (eg bank statements). Are these attached? Yes No
17. What services or activities will the recipient provide to SMRC residents?



Submission #3: (page 3 of 12)

18. Signed for and on the behalf of the applicant/recipient organisation:

Signature:	
Name:	CLAIR EASTMAN
Office held / Position	SECRETARY / MANAGER
Postal Address:	PO Box 199 Cooma NSW
Telephone Number/s	0408 930 180
Date:	25.10.2017

Please return by post to PO Box 714, Cooma NSW 2630, or email to council@snowymonaro.nsw.gov.au

OFFICE USE ONLY:

Date application received:

Which function of Council is exercised by this donation?

Tick	Department / Area for Costing	Amounts charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (staff time)	
	Other (hall / oval fee waivers etc)	

Is public notice required?

Date and method of public notice:

Submission #3: (page 4 of 12)

Cooma Monaro Race Club Inc.

Financial Reports

For the year ended

30 June 2017

Submission #3: (page 5 of 12)

Alpine Auditors

ABN : 70 130 470 149

PO Box 1053
COOMA NSW 2630
Contact: 02 6452 6000
Email: alpine.auditors@gmail.com



Alpine Auditors is a CPA Practice

Cooma Monaro Race Club Inc.

Independent auditor's report

To the members of the Cooma Monaro Race Club Inc.

Report on the financial report

We have audited the accompanying financial report, being a special purpose financial report, of Cooma Monaro Race Club Inc., which comprises the balance sheet as at 30 June 2017, a Profit and Loss report and notes to the financial reports.

The responsibility of the Committee for the financial report

The Committee is responsible for the preparation and fair presentation of the financial report. The committee's responsibility also includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's responsibility

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian auditing standards. These auditing standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Committee, as well as evaluating the overall presentation of the financial report.

The financial report has been prepared for distribution to members for the purpose of fulfilling the Committee's financial reporting responsibilities under the constitution. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Submission #3: (page 6 of 12)

Independence

In conducting our audit, we have complied with the independence requirements of the Australian professional accounting bodies.

Basis for qualified opinion

Receipts from cash donations and other cash fundraising activities are part of the revenue for the Cooma Monaro Race Club Inc. and there are a number of cash payments and disbursements. The Cooma Monaro Race Club Inc. has determined that it is impracticable to establish control over the collection of donations and other fundraising activity revenue prior to entry in its financial records, likewise with cash payments. Accordingly, as the evidence available to us about revenue from these sources and cash expenses was limited, our audit procedures for donations and other fundraising activity revenue and cash expenses had to be restricted to the amounts recorded in the financial records. We therefore are unable to express an opinion on whether cash donations, other cash fundraising activity revenue and cash expenses obtained by the Cooma Monaro Race Club Inc., are complete.

Qualified opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial report Cooma Monaro Race Club Inc. presents fairly in all material respects in accordance with the accounting policies described in Note 1 to the financial statements, the financial position of the Cooma Monaro Race Club Inc. at 30 June 2017 and its financial performance and its cash flows for the year then ended.



Auditor

Libby Hovasapian CPA RCA
Registered Number: 318418

Dated: 8th August 2016

Submission #3: (page 7 of 12)

Cooma Monaro Race Club Inc.		
PROFIT AND LOSS COMPARISON		
July 2016 - June 2017		
	TOTAL	
	JUL 2016 - JUN 2017	JUL 2015 - JUN 2016 (PY)
INCOME		
Bar Revenue		
Bar Takings	15,461.00	20,798.80
Marquee - Alcohol	20,699.00	26,294.70
Total Bar Revenue	36,160.00	47,093.50
Fundraising	1,926.65	1,341.20
Gate - Entry Fees	14,964.00	22,215.00
Interest Received	937.50	1,078.43
Marquee Hire	13,875.00	19,305.51
Membership	20.00	380.00
NSW Racing	2,762.00	4,882.66
Race Books	1,670.00	1,000.00
Race Day Sponsorship	33,038.51	37,190.00
Sundry Income	3,625.99	3,500.00
TAB Dividends	12.49	8.93
Total Income	A\$108,992.14	A\$137,995.23
GROSS PROFIT	A\$108,992.14	A\$137,995.23
OTHER INCOME (LOSS)		
Loss on disposal of assets		-245.84
Total Other Income (Loss)	A\$0.00	A\$-245.84
EXPENSES		
Audit Fees	1,325.00	1,460.00
Bank charges	302.60	209.60
Depreciation Expense	8,345.10	8,609.41
Donations	500.00	
Honorariums	1,500.00	
Minor Assets	1,695.00	
Office expenses	2,618.65	931.93
Race Day		
Advertising	10,983.70	12,307.49
Ambulance	2,345.26	1,520.73
ATM Hire	330.00	
Bar Costs		
Alcohol	17,289.40	24,574.92
Bar Staff	1,150.00	1,450.00
Total Bar Costs	18,438.40	26,024.92
Big Screen Hire	6,495.00	5,995.00
Bus Hire	1,350.00	1,350.00
Catering - Race Club Tent	3,137.38	2,385.40
Fashions on Field	173.42	991.82
Garbage/Recycling Costs	1,304.66	1,112.00
Gate Staff Hire	700.00	
Marquee Hire - Expense	11,443.40	12,514.73
Race Day Officials	5,063.00	3,776.00
Race Day Printing Costs	3,267.00	3,507.90
Security Services	4,200.00	3,700.00

Submission #3: (page 8 of 12)

	TOTAL	
	JUL 2016 - JUN 2017	JUL 2015 - JUN 2016 (PY)
Trophies & Prizes	22,225.82	21,737.32
Total Race Day	91,477.44	96,923.31
Rent or lease payments	436.00	436.00
Repairs and Maintenance	3,756.15	5,806.17
Track Maint.	9,268.35	3,339.90
Utilities	2,708.37	1,602.52
Total Expenses	A\$123,932.66	A\$119,318.84
NET EARNINGS	A\$ -14,846.52	A\$18,439.55

Submission #3: (page 9 of 12)

Cooma Monaro Race Club Inc.		
BALANCE SHEET COMPARISON		
As of June 30, 2017		
	TOTAL	
	AS OF JUN 30, 2017	AS OF JUN 30, 2016 (PY)
ASSETS		
Current Assets		
Accounts receivable		
Accounts Receivable (A/R)	5,689.00	4,168.00
Total Accounts receivable	A\$5,689.00	A\$4,168.00
Fundraising Account	4,639.45	2,696.37
General Account	18,445.46	32,736.11
Term Deposit	35,323.82	34,392.67
Capital Work In Progress	0.00	1,000.00
Total Current Assets	A\$64,097.73	A\$74,993.15
Long-term assets		
Property, plant and equipment		
Plant & Equipment		
2nd Ride On Mower		
Depreciation	-206.51	
Original cost	1,000.00	
Total 2nd Ride On Mower	793.49	
Mower		
Depreciation	-1,814.07	-1,816.09
Original cost	2,496.00	2,496.00
Total Mower	681.93	879.91
Ride On Mower		
Depreciation	-4,719.92	-3,186.99
Original cost	10,000.00	10,000.00
Total Ride On Mower	5,280.08	6,813.01
Scales		
Depreciation	-993.75	-992.50
Original cost	995.00	995.00
Total Scales	1.25	2.50
Table & Chair Set		
Depreciation	-1,027.22	-395.63
Original cost	4,606.20	4,606.20
Total Table & Chair Set	3,578.98	4,210.57
Tables		
Depreciation	-1,837.37	-1,772.67
Original cost	2,204.00	2,204.00
Total Tables	366.63	431.33
Various P&E		
Depreciation	-1,367.82	-1,350.93
Original cost	1,426.00	1,426.00
Total Various P&E	58.18	75.07
Total Plant & Equipment	10,760.54	12,412.39
Property Improvements		
Amenities Block Upgrade		
Depreciation	-5,107.88	-4,506.92
Original cost	15,024.00	15,024.00

16.3 DONATION AND SPONSORSHIP REQUESTS
 ATTACHMENT 2 APPLICATIONS FOR DONATIONS AND SPONSORSHIP NOVEMBER 2017 Page
 126

Submission #3: (page 10 of 12)

	TOTAL	
	AS OF JUN 30, 2017	AS OF JUN 30, 2016 (PY)
Total Amenities Block Upgrade	9,916.12	10,517.08
Amenities Block Upgrade B		
Depreciation	-1,508.36	-1,289.24
Original cost	5,478.00	5,478.00
Total Amenities Block Upgrade B	3,969.64	4,188.76
Betting Ring Shelter		
Depreciation	-10,487.76	-9,148.84
Original cost	33,473.00	33,473.00
Total Betting Ring Shelter	22,985.24	24,324.16
Building Application		
Depreciation	-681.00	-681.00
Original cost	681.00	681.00
Total Building Application	0.00	0.00
Entrance		
Depreciation	-3,000.00	-3,000.00
Original cost	3,000.00	3,000.00
Total Entrance	0.00	0.00
Fencing		
Depreciation	-27,521.00	-27,521.00
Original cost	27,521.00	27,521.00
Total Fencing	0.00	0.00
Grandstand		
Depreciation	-10,387.70	-8,525.80
Original cost	18,619.00	18,619.00
Total Grandstand	8,231.30	10,093.20
Grandstand Improvements		
Depreciation	-1,006.00	-766.00
Original cost	6,000.00	6,000.00
Total Grandstand Improvements	4,994.00	5,234.00
Horse Stalls		
Depreciation	-5,185.80	-4,962.20
Original cost	5,590.00	5,590.00
Total Horse Stalls	404.20	627.80
Judge's Tower		
Depreciation	-4,750.00	-4,560.00
Original cost	4,750.00	4,750.00
Total Judge's Tower	0.00	190.00
Roller Doors - Main Bar		
Depreciation	-85.35	
Original cost	3,300.00	
Total Roller Doors - Main Bar	3,214.65	
Security Fence Construction		
Depreciation	-4,958.60	-4,448.40
Original cost	5,102.00	5,102.00
Total Security Fence Construction	143.40	653.60
Swab Stalls		
Depreciation	-4,279.32	-4,107.88
Original cost	4,286.00	4,286.00
Total Swab Stalls	6.68	178.12
Toilet Block		

Submission #3: (page 11 of 12)

	TOTAL	
	AS OF JUN 30, 2017	AS OF JUN 30, 2016 (PY)
Depreciation	-1,781.28	-1,529.52
Original cost	6,294.00	6,294.00
Total Toilet Block	4,512.72	4,764.48
Total Property Improvements	58,377.95	60,771.20
Total Property, plant and equipment	68,138.49	73,183.59
Total long-term assets	68,138.49	73,183.59
Total Assets	A\$133,236.22	A\$148,176.74
LIABILITIES AND SHAREHOLDER'S EQUITY		
Shareholders' equity:		
Net Income	-14,940.52	18,430.55
Opening Balance Equity	126,118.93	126,118.93
Retained Earnings	22,057.81	3,627.26
Total shareholders' equity	A\$133,236.22	A\$148,176.74
Total liabilities and equity	A\$133,236.22	A\$148,176.74

Submission #3: (page 12 of 12)

Note 1 to the special purpose financial report

This special purpose financial report was prepared for distribution to the members to fulfil the committee's financial reporting requirements under the Cooma Monaro Race Club Inc.'s constitution and the *Associations Incorporation Act (NSW)*. The accounting policies used in the preparation of this report, as described below, are consistent with the financial reporting requirements of the Cooma Monaro Race Club Inc's constitution and with previous years and are, in the opinion of the committee, appropriate to meet the needs of members:

- (a) The financial report was prepared on an accrual basis of accounting, including the historical cost convention and the going concern assumption.
- (b) The requirements of accounting standards and other professional reporting requirements in Australia do not have mandatory applicability to Cooma Monaro Race Club Inc. because it is not a 'reporting entity'. The committee has, however, prepared the financial report in accordance with all Australian accounting standards.

Submission #4: (page 1 of 4)

17/13093



Application for Financial Assistance (Donation) from Snowy Monaro Regional Council
In accordance with Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

Applicant (include address and ABN if applicable) Delegate Pastoral and Agricultural Society Inc, "Meadowbank", 1326 Currowong Road, Delegate, NSW, 2633 ABN: 28 655 290 702
Location/address: Delegate Sportsground, Bonang Highway, Delegate, 2633
Date of establishment or inauguration: Early 1900's – This is the Society's 110 th Show.
Is your organisation registered for GST? Yes No <input checked="" type="checkbox"/>
Amount of funding requested: \$1,000.00
Brief description of the nature and objectives of applicant/recipient organisation: Annual event that provides a venue to showcases the agricultural produce and art and crafts of the local area. This is one of the major community and social events in the Delegate district which caters for all age groups.
Purpose for which assistance is sought: <input type="checkbox"/> In kind support <input type="checkbox"/> Waste management eg, provision of bins/rubbish and recycling removal etc (amounts include staff time for drop off and collection) <input type="checkbox"/> Mowing / gardening <input type="checkbox"/> Road closures (amounts include staff time)

Submission #4: (page 2 of 4)

<input type="checkbox"/> Fee waiver eg, DA / hall hire fees <input type="checkbox"/> Promotion via print media, Council website etc Funding is sought to provide entertainment for the younger age group in the form of a Petting Zoo.
Which category does the event fit within Council's Delivery & Operations Program? Key Direction 3 – Strengthening Our Local Economy
Financial details of project or program for which assistance is sought: Entertainment for younger children – Petting Zoo
Total cost of project or program: \$1,200.00 for hire of Petting Zoo. Total expenses for the show last year totalled \$25,906.63
Details of other funding received from Council if any: Nil
Details of other financial assistance sought or obtained: Donations sought from a number of community organisations and local businesses. Last year cash donations totalled \$4,227.50, other donations in the form of gift vouchers, prizes etc totalled approximately \$1,500.
How will Council funding be acknowledged eg logo or signage Acknowledgement in Show Schedule.
Details of Office Bearers or other involved parties: President, Mr John Guthrie, William Street, Delegate, NSW, 21633 – Phone: 0417 276 273 Secretary, Mrs Robin Guthrie, "Meadowbank", Delegate, NSW, 2633 Phone: 6458 9244
What services or activities will the recipient provide to SMRC residents? Major community event of the district involving all age groups. Provision of venue to show case agricultural produce, arts and crafts and skills including junior judging competitions. Provision of entertainment including horse events, sheep dog trials, magician, side shows and fun activities (sheep colouring, decorated bike, basketball shootout, billy boiling, film competition).
Attach financial position of applicant. Preference is audited financial statements and balance sheets for the past financial year. If yours is a new organisation supply a copy of your budget for the ensuing year together with a statement from the organisation's bank as to arrangements made for the opening and operation of banking accounts. If you are unable to attach the above documentation please attach available documentation that

Submission #4: (page 3 of 4)

you feel will help SRSC assess your financial position (eg bank statements). Are these attached? Yes <input checked="" type="checkbox"/> No
What services or activities will the recipient provide to SMRC residents? Answered in No 15.

18. Signed for and on the behalf of the applicant/recipient organisation:

Signature:	<div style="border: 1px solid black; width: 150px; height: 15px;"></div>
Name:	Robin Guthrie
Office held / Position	Hon Secretary
Postal Address:	"Meadowbank", 1326 Currowong Road, Delegate, NSW, 2633
Telephone Number/s	6458 9244 0437 962 197
Date:	1 November 2017

Please return by post to PO Box 714, Cooma NSW 2630, or email to council@snowymonaro.nsw.gov.au

OFFICE USE ONLY:

Date application received:

Which function of Council is exercised by this donation?

Tick	Department / Area for Costing	Amounts charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (staff time)	
	Other (hall /oval fee waivers etc)	

Is public notice required?

Date and method of public notice:

Submission #4: (page 4 of 4)

DELEGATE PASTORAL AND AGRICULTURAL SOCIETY INC – FINANCIAL REPORT

1 JULY 2016 TO 30 JUNE 2017

<u>INCOME:-</u>	\$
Advertising	1,930.00
Bar	1,193.30
Donations	4,227.50
Gate	1,843.00
Groundspace	40.00
Membership	970.00
Kiosk	2,519.55
BBQ	268.00
Kitchen	2,134.40
Rebanked Prize Money	4,956.00
Ring	1,358.50
Sheep Dogs	190.00
Raffle/Streetstall	668.00
Sundries	274.66
Total	22,572.91

<u>EXPENDITURE:-</u>	
Advertising	646.50
Affiliation and Insurance	1,461.30
Bank Fees	21.93
Bar	760.00
Entertainment	2,280.64
Kitchen	598.63
Kiosk/BBQ	809.61
Printing	1,713.75
Prizemoney	13,181.27
Ring	600.00
Sundries	3833.00
Total	25,906.63
Loss for Year	3,333.72
Balance of Cheque Account @ 30/6/2017	15,460.27
Term Deposit	25,191.19

16.4 SECTION 355 COMMITTEE REVIEW PROPOSAL

Record No:

Responsible Officer:	Director Corporate and 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. Section 355 Committee Consolidation Proposal ↓
Cost Centre	Governance
Project	Section 355 Committee review

EXECUTIVE SUMMARY

Prior to the amalgamation the previous three Councils had a number of Section 355 Advisory and Management Committees.

All Section 355 Committees were re-appointed after the merger to September 2017 and this was extended until November 2017 to ensure insurance coverage for volunteers.

Council was advised in September 2017 that a review would be undertaken to provide a recommendation on the consolidation of Section 355 Committees, where possible, and that recommendations would be presented to the November 2017 Council Meeting.

OFFICER'S RECOMMENDATION

That Council

- A. Reappoint the existing Section 355 Committees until 31 March 2018 through the transition process.
 - B. Endorse the guidelines for Advisory and Management Committees.
 - C. Endorse the proposed consolidation of Committees and provide Councillor nominations.
 - D. That Council staff representation on each of the Advisory Committees be determined by the Group Managers.
 - E. That it be noted that Councillors and staff appointed to each of these proposed Advisory Committees will be required to assist with the community consultation process.
-

BACKGROUND

Section 355 Committee Consolidation Review

Basis for the review:

1. Consistently define Committees as Advisory or Management
2. To propose a consolidated Committees structure following the amalgamation to ensure effective Council representation.
3. Seek Council nominations for the proposed Consolidated Committees
4. Establish a robust Volunteer engagement Policy and Procedure
5. Ensure and effective communication mechanism for all areas within the region to provide input and feedback to the committees for consideration.
6. Review Committee Charters to ensure they meet the governance standards required by legislation.
7. Undertake expressions of interest for Committee and volunteer representatives.
8. Determine reporting requirements to provide Council oversight of Committee activities.

This report provides draft recommendations in response to items 1, 2 & 3 above to be used as a basis for Committee engagement.

From December to March the review will address items 4 through 8, ensuring the transition to a consolidated structure is complete by 31 March 2018.

1. Consistently define Committees as Advisory or Management

To ensure consistency for the Committees the following criteria are proposed as guidelines to categorise a committee as Advisory or Management.

Criteria to determine whether Advisory or Management	Advisory Committee	Management Committee
Funding	Council manage the funding.	Management Committee manages their own funding. Council provides assistance with Grant applications
Councillor Representation	At least one Councillor representative that chairs the meeting with an alternate.	Committee may or may not have a Councillor representative.
Council Staff Representation	Relevant staff member/s required on Committee	Committee may or may not have Council staff member/s on the Committee, however relevant liaison staff member is required to be identified.

Committee Representation from Community	Define preferred committee member skills for expression of interest.	Committee members often determined by interest in the facility.
Reporting to Council	Committee reports Quarterly to Council – can choose to report more frequently as required.	Committee reports to Council annually, can choose to report to more frequently as required.
Charter	Required	Required

2. To propose a consolidated Committees structure following the amalgamation to ensure effective Council representation.

Currently there are 24 Advisory Committees and 32 Management Committees. The proposal is to consolidate Advisory Committees to 11 and Management Committees to 30. In addition there would be 4 project committees identified as short term activity committees that will cease following the completion of the specific objective.

Refer attachment 1. Section 355 Committee Consolidation proposal.

3. Seek Council nominations for the proposed Consolidated Committees

The following table includes all proposed Advisory Committees requiring Councillor representation. Where multiple nominations are requested, please identify Councillors from separate geographic regions for representation.

Committee	Type	Number of Councillor requested	Councillor Nominated	Additional Councillors Nominated
Residential Aged Care Advisory	Advisory	2		
Community Care Advisory	Advisory	2		
Inclusion Action Committee (IAC)	Advisory	2		
Arts and Culture	Advisory	2		
Snowy Monaro Tourism Committee ** Currently under review through Tourism	Advisory	2		
Yamaga Sister City	Advisory	1		
Snowy Monaro Weeds Committee	Advisory	2		

Snowy Monaro Cemeteries Committee	Advisory	2		
Recreational Facilities Committee and sub-committees from Bombala, Cooma and Snowy River	Advisory	4		
Cooma Saleyards	Advisory	1		
Koala Management Plan	Advisory	1		

QUADRUPLE BOTTOM LINE REPORTING

1. Social

A number of Section 355 Committees manage facilities on behalf of Council. Others advise Council on areas of Council's operations and are often comprised of a mixture of council representative and community members. The re-appointment of these Committees will give continuity where required and also ensure that members managing Council's facilities are covered by Council's insurance.

2. Environmental

The re-appointment of the Section 355 Committees will have no impact on the environment.

3. Economic

The re-appointment of the Section 355 Committees will have no economic impact.

4. Civic Leadership

The review of these Committees will ensure that there is oversight and consistency across a broad range of committees and develop a mechanism for community engagement across the entire region. In addition reappointment of the Committees until March 31 2018 will ensure the management of facilities will continue and that the contribution of volunteers is recognised and they are covered by Council's insurance.

Attachment 1: Section 355 Committee Consolidation Proposal.

Community Services and Aged Care

Name of consolidated Committee Proposed	Previously	Type of Committee	Councillor Representation required and #	Preferred Skill requirement	Staff Representation Required and #	Preferred Skill requirement	Other Committee representation
Residential Aged Care Advisory	Yallambee Lodge	Advisory	Yes - 1 + 1 alt	Knowledge / understanding of aged care sector, funding and contracting, community liaison, fundraising	(3) Hostel Manager Cooma, Hostel Manager Berridale, Group Manager Community Support Services and Aged Care	Employed in management roles relevant to the delivery of residential aged care services.	(Min. 6) - 1 x Friends of Yallambee, 1 x Friends of SR Hostel, 2 x Berridale, 2 x Cooma community members
Community Care Advisory	Community Services	Advisory	Yes - 1 + 1 alt	Knowledge / understanding of aged care sector, funding and contracting, community liaison, fundraising	(Minimum 5) Group Manager Community Support Services and Aged Care, Manager Community Care Services, 1 x representative from each site (Werri-Nina, Bombala, Berridale)	Employed in the management / direct delivery of community based aged care services. Representation from all sites.	Community members, industry representatives, consumer/carer representatives
	HACC (Bombala)						
	HACC (CMSC)						
	Werri-Nina						
Inclusion Action Committee (IAC)	Access & Equity	Advisory	Yes - 1 + 1 alt	Understanding of accessibility principles, commitment to improved inclusion, advocacy skills	(Minimum 3) Community Development Officer, Disability Services Officer, TBD: Group Manager Transport Infrastructure, Asset Management & Engineering, Facilities Management or their delegates.	Policy design, project implementation, planning / delivery of accessible infrastructure projects	1 x PwD, 1 x older person, 2 x service provider. Representation from smaller location-based representative committees.

Cemeteries

Name of consolidated Committee Proposed	Previously	Type of Committee	Councillor Representation required and #	Preferred Skill requirement	Staff Representation Required and #	Preferred Skill requirement	Other Committee representation	Preferred Skill requirement if applicable	Volunteer requirements
Snowy Monaro Cemeteries Committee		Advisory	2 & 1 alternate - not 2 from any one location	cemetery interest	Manager Environment Management & 2 others	Cemetery management team	1 representative each to be invited from Jindabyne, Berridale, Bombala / Delegate, Bredbo / Michelago / Jerangle, Nimmitabel, Numeralla, Adaminaby, Dalgety / Boloco	interest in the management of the cemeteries in the shire	general maintenance - mowing, rubbish collection, edging, weed management
	Bredbo Cemetery	NA							
	Michelago Cemetery	NA							
	Nimmitabel Cemetery	NA							
	Numeralla Cemetery	NA							
	Peakview/Jerangle Cemetery	NA							
	Bombala Cemetery	NA							

Weeds

Name of consolidated Committee Proposed	Previously	Type of Committee	Councillor Representation required and #	Preferred Skill requirement	Staff Representation Required and #	Preferred Skill requirement	Other Committee representation	Preferred Skill requirement if applicable	Volunteer requirements
Snowy Monaro Weeds Committee	Snowy Monaro Weeds	Advisory	2 Councillors from regional variation	Region coverage	One regional Committee will hold representation from each area	TBD	TBD	TBD	TBD
	Noxious Weeds	N/A							

Recreational Facilities

Name of consolidated Committee Proposed	Previously	Type of Committee	Councillor Representation required and #	Preferred Skill requirement	Staff Representation Required and #	Preferred Skill requirement	Other Committee representation	Preferred Skill requirement if applicable	Volunteer requirements
Recreational Facilities Committee comprising sub-committees from Bombala, Cooma and Snowy River	Recreational Facilities	Advisory	Yes = 1 for each sub committee		Group Manager Facilities Plus 2 other reps				
Bredbo Hall	Bredbo Hall	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Kybeyan Hall	Kybeyan Hall	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Michelago Hall	Michelago Hall	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Nimmitabel Hall	Nimmitabel Hall	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Numeralla Hall	Numeralla Hall	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Peakview Hall	Peakview Hall	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Shannons Flat Hall	Shannons Flat Hall	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Smiths Road Hall	Smiths Road Hall	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Craigie Hall	Craigie Hall	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Dalgety Hall Management Committee	Dalgety Hall Management Committee	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Jindabyne Memorial Hall	Jindabyne Memorial Hall	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Bungarby Memorial Hall Preservation	Bungarby Memorial Hall Preservation	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Adaminaby School of Arts Hall	Adaminaby School of Arts Hall	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Cathcart School of Arts	Cathcart School of Arts	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Delegate School of Arts	Delegate School of Arts	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Delegate & District Pre-School	Delegate & District Pre-School	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Delegate Early Settlers Hut	Delegate Early Settlers Hut	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Mila Country Club	Mila Country Club	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Bombala Exhibition Ground Management	Bombala Exhibition Ground Management	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Bombala Racecourse and Recreation Ground	Bombala Racecourse and Recreation Ground	Management	Yes 2 based on current charter	TBD	TBD	TBD	TBD	TBD	TBD

Recreational Facilities continued

Delegate Sportsground	Delegate Sportsground	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Berridale Pool, Community Centre & Sportsground	Berridale Pool, Community Centre & Sportsground	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Bombala Railway Land Development	Bombala Railway Land Development	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Dalgety Showground	Dalgety Showground	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Jindabyne Sportsground and Recreation Areas Management Committee	Jindabyne Sportsground and Recreation Areas Management Committee	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Nimmitabel Showground Management	Nimmitabel Showground Management	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Bibbenluke Hall and Sportsground	Bibbenluke Hall and Sportsground	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Bombala Tennis Club	Bombala Tennis Club	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Jindabyne Shared Trails	Jindabyne Shared Trails	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
North Ridge Reserve	North Ridge Reserve	Management	No	TBD	TBD	TBD	TBD	TBD	TBD
Old Cooma Grasslands Reserve	Old Cooma Grasslands Reserve	Management	No	TBD	TBD	TBD	TBD	TBD	TBD

**16.5 ANSWERS TO QUESTIONS WITH OR WITHOUT NOTICE FOR THE PERIOD SEPTEMBER
2017 - OCTOBER 2017**

Record No:

Responsible Officer:	Director Corporate and 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:	OP7.7 Provide timely, accurate and relevant information to Council to enable informed decision making.
Attachments:	1. Answers to Question asked at the September Council Meeting ↓ 2. Answers to Questions asked at the October Council Meeting ↓
Cost Centre	3120 Governance
Project	Questions with or without notice
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

In order to provide Councillors with answers to questions asked at Council Meetings, a report has been generated in InfoCouncil with all outstanding questions as documented and recorded in the minutes for the period September 2017 to October 2017.

This report (attached) includes responses or updates on questions not previously answered for the period September 2017 to October 2017.

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

OFFICER'S RECOMMENDATION

That Council receive and note the responses to outstanding questions raised by Councillors for the period September 2017 to October 2017.

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 27 September 2017	Director Environment & Sustainability	Questions Without Notice	Waste Fees and Charges
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: A report will go to the November Meeting.			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 27 September 2017	General Manager	Questions Without Notice	NPWS Restructure
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: A meeting has been arranged with the Mayor, (Acting) General Manager and NPWS.			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 27 September 2017	Director Environment & Sustainability	Questions Without Notice	EPA Conditions
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: A report will come to the November Meeting.			

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Director Operations & Infrastructure	Questions Without Notice	Building of Shed and Boat Ramp Jindabyne
21.1 BUILDING OF SHED AND BOAT RAMP JINDABYNE			
Councillor Brian Old			
Question: Can the Maritime please supply the Council with an update on the building of a shed and the upgrade of the boat ramp near the Discovery Holiday Park?			
Answer: DA has been approved and construction work has commenced. Upgrade of boat ramp is part of Better Boating NSW program for which a funding application has been submitted.			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Director Operations & Infrastructure	Questions Without Notice	Roads in Leesville Industrial Estate
21.2 ROADS IN LEESVILLE INDUSTRIAL ESTATE			
Councillor Brian Old			
Question: Can the council please address the repair of the roads in the Leesville Industrial Estate? It needs urgent attention as it is becoming dangerous to people accessing the estate.			
Answer: The relevant officer has been instructed to investigate and provide a verbal report to the director as to when the repair can be scheduled.			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Director Operations & Infrastructure	Questions Without Notice	Removal of Trees Along Foreshore
21.3 REMOVAL OF TREES ALONG FORESHORE			
Councillor Brian Old			
Question: Can the council look into funding for the removal of the dead trees and some willows along the foreshore in front of the Jindabyne Holiday Park and down to the Claypits area?			
This would give lake users more access to the lake, make it safer for boat users as will limiting areas were snakes like to live.			
Answer: This will be considered at the next quarterly budget review and more funds will be allocated during the budget deliberation in 2019.			

21.4 STAFF END OF YEAR CELEBRATIONS

Councillor Lynley Miners

Question: Can council reinvestigate serving alcohol at the staff end of year celebrations?

Answer: A survey has been distributed to staff and the result will be provided to Council.

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Director Operations & Infrastructure	Questions Without Notice	Roads Maintenance Schedule

21.5 ROADS MAINTENANCE SCHEDULE

Councillor Lynley Miners

Question: Can we receive a more detailed roads maintenance schedule?

Answer: The road maintenance schedule is available on council website and updated regularly.
<https://www.snowymonaro.nsw.gov.au/751/Scheduled-Road-Works>

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	General Manager	Questions Without Notice	Existing, Proposed and Future Projects and Capital Works

21.6 EXISTING, PROPOSED AND FUTURE PROJECTS AND CAPITAL WORKS

Councillor Anne Maslin

Question: To assist with community engagement and to ensure Councillors understand relevant issues, can Councillors be provided with simple, clear maps and/or diagrams to show the actual project, and how it will impact the site, and the benefits of the existing, proposed and future projects?
 To ensure Councillors are sufficiently informed, it's important for all Councillors to see detail of where projects will be sited and the benefits to the community. Councillors cannot make decisions to approve capital works without sufficient information.
 A local drafts person or council engineer could possibly draw up detailed drawings, so as not to waste time going back to the slow process of Sydney town planners.
 Maps of the towns in the SMRC region are also needed for meetings, to ensure all Councillors can clearly see project sites and areas being discussed, eg proposed alcohol free zones.

Answer: Staff have been instructed to provide diagrams and/or maps as part of their reports.

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Director Operations & Infrastructure	Questions Without Notice	Improving Security
21.7 IMPROVING SECURITY			
Councillor John Last			
Question: Can the General Manager look into improving the security of this building and the Council Chamber as a matter of urgency?			
Answer: Quotes have been received to improve security of this building and the Council Chamber, and will be implemented by early December.			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	General Manager	Questions Without Notice	Snowy hydro 2.0
21.8 SNOWY HYDRO 2.0			
Councillor Sue Haslingden			
Question: As Tantangra Dam is in the Snowy Monaro boundary, what collaboration has developed with Snowy hydro in regards to the impact of the proposed scheme on SMRC and has this been included in the feasibility/environmental impact report that Snowy Hydro are currently working on?			
Answer: A presentation has been arranged with Snowy Hydro.			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Director Operations & Infrastructure	Questions Without Notice	Old Primary Building at Bombala
21.9 OLD PRIMARY BUILDING AT BOMBALA			
Councillor Sue Haslingden			
Question: When can the community expect to be able to take over the building and grounds (site) of the old primary building in Bombala? Can Councillors also be forwarded with a copy of all correspondence from SMRC to TAFE NSW and also all correspondence from TAFE NSW to SMRC?			
Some time ago SMRC moved to 'accept' the old Bombala Primary School as a 'gift' to the Bombala Community from TAFE NSW. A business proposal has been developed, an active community in place and a site that is ready to 'go'. Recently Cooma TAFE asked a community member 'When are you taking over the site?'			
Answer: A report is being prepared for the December Council meeting.			

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Director Environment & Sustainability	Questions Without Notice	Tender for Bombala Swimming Pool
21.10 TENDER FOR BOMBALA SWIMMING POOL			
Councillor Sue Haslingden			
Question: When does the tender for the Bombala swimming pool open and close?			
Answer: There is no tender planned for Bombala swimming pool, however, quotes have been received to replace the chlorination system.			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Director Operations & Infrastructure	Questions Without Notice	Rehabilitation of Grassed Area of Centennial Park
21.11 REHABILITATION OF GRASSED AREA OF CENTENNIAL PARK			
Councillor Rogan Corbett			
Question: What is being done about the rehabilitation of grassed area of Centennial Park?			
The so called 'Jewel in the Crown' of Cooma has been neglected for some time. I have been receiving a lot of community enquiries about the state of the park, the grassed areas in particular and the state of the furniture and paving. This is not the result of the markets, it is a lack of maintenance. If there is no money we need to look at how to fix the problem.			
Answer: General maintenance will continue to be carried out, however, there is no budget allocation for major renovation work.			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Director Operations & Infrastructure	Questions Without Notice	Toilets in Norris Park
21.12 TOILETS IN NORRIS PARK			
Councillor Rogan Corbett			
Question: What is the situation with the Toilets for Norris Park?			
This issue has been going on for at least 3 years, with a lot of toing and froing between Council and the Lions Club. The funds are in the budget. The decision of what type of toilets has been made, yet still no action. The ridicule I have received from the community about council's instruction on this matter is embarrassing for myself and Council. This needs attention ASAP.			
Answer: The amenities block has been ordered. We are still waiting for consent from the Aboriginal Land Council as there is as ALC over all Crown Land.			

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Director Corporate & Community Services	Questions Without Notice	Council Investments
<p>21.13 COUNCIL INVESTMENTS</p>			
<p>Councillor John Castellari</p>			
<p>Question: Council I please get some advice on which of our investments are in financial institutions that invest in fossil fuel related businesses?</p>			
<p>Answer:</p>			
FINANCIAL INSTITUTION	CLIMATE CHANGE STATEMENTS		
AMP Bank	<p>Commitments:</p> <ul style="list-style-type: none"> • Reducing greenhouse gas emissions by a further 15% by the end of 2016 • Pursuing energy efficiency through lighting updates, IT initiatives and more efficient office use • Working with contractors, landlords and service providers to increase waste recycling • Reducing non-essential air travel and paper consumption • Encouraging employee work practices that reduce environmental impacts • Encouraging suppliers to reduce the impacts of their products and services • Continuing with external assurance of AMP's carbon footprint • Each year we reduce emissions through energy efficiency and, to meet our targets, offset the remaining emissions by purchasing carbon credits from verified projects <p>Source: https://www.amp.com.au/amp/corporate-sustainability/environment</p>		
FINANCIAL INSTITUTION	CLIMATE CHANGE STATEMENTS		
ANZ	<p>Our Actions:</p> <ul style="list-style-type: none"> • Setting public targets to hold ourselves accountable and lower and greenhouse gas emissions • Increasing the use of renewable energy in our properties and retaining our Carbon Neutral status • Equipping our employees with knowledge and training to empower them to contribute • Providing finance and advisory services for activities such as energy efficiency improvements, low carbon energy generation, resilient infrastructure and carbon abatement • Contributing directly to investment in the development of low or zero emissions industries, technologies 		

	<p>and practices through 'green' bonds</p> <ul style="list-style-type: none"> • Encouraging the development of new industries and business models, supporting innovators in both small and large businesses to create the solutions that will drive the changes needed to achieve a decarbonised economy <p>Commitments:</p> <ul style="list-style-type: none"> • We will fund and facilitate at least \$10 billion by 2020 to support our customers to transition to a low carbon economy, including increased energy efficiency in industry, renewable energy and battery storage, emerging technologies (such as carbon capture and storage) and climate change adaptation measures • We will consider financing new coal fired power plants if they use advanced technologies and higher quality thermal coal to significantly reduce emissions to at least 0.8tCO₂/MWH. We will not finance any new build of conventional coal fired power plants • We will implement strengthened due diligence processes which govern our lending to coal mining, transportation and power generation <p>Source: http://www.anz.com/resources/4/9/49dc76c2-d4b5-465e-aa02-7bf1f5714cad/anz-climate-change.pdf?MOD=AJPERES</p>	
Bankwest	Previously known as The Bank of Western Australia - Parent Organisation: Commonwealth Bank	
FINANCIAL INSTITUTION	CLIMATE CHANGE STATEMENTS	
Bank of Queensland	<p>Environment Initiatives:</p> <ul style="list-style-type: none"> • Consolidation of the Brisbane Office into a new 4.5 Star NABERS rating office building with the use of LED lighting and installation of "G Switch" to reduce after hours non-essential services. • Trialled solar panels and LED lighting in a few branch offices, successfully reducing carbon emissions between 20-45%. • Introduced new managed print services, e-statements and electronic invoice processing which resulted in printing 3.8 million less pages over 12 months. • Water conservation – all taps in the Bank's head office are fitted with flow restrictors. • Secure document destruction and recycling of obsolete mobile phones, Blackberries and computer equipment. 	

	<p>Sustainable Lending Initiatives:</p> <ul style="list-style-type: none"> • As part of our standard process for managing risk we consider the economic, environmental and social sustainability of our customers. • Undertake a comprehensive analysis throughout the credit decisioning and management process to identify potential issues. • Have a suite of credit policies and practices that ensure risks and issues are identified. <p>Source: http://www.boq.com.au/sustainability-environment.htm - How BOQ is reducing carbon impact or http://www.boq.com.au/sustainable-lending.htm - BOQ's approach to sustainable lending</p>	
<p>FINANCIAL INSTITUTION</p>	<p>CLIMATE CHANGE STATEMENTS</p>	
<p>Bendigo and Adelaide Bank</p>	<p>The Executive Team pledge to:</p> <ul style="list-style-type: none"> • Actively identify opportunities to reduce the Bank's environmental footprint • Assist our staff, customers, partners, shareholders and communities to identify opportunities to reduce their environmental footprints • Consider the environment in all relevant business decisions • Commit to measure and report progress in acting to achieve these goals • Work together to make a difference. Bank employees supported the Executive Team in also pledging their commitment, formalising a decades-long commitment to improving communities through promoting and supporting environmental projects and initiatives <p>Commitments:</p> <ul style="list-style-type: none"> • We provide full disclosure of our carbon emissions (since 2011), and where relevant, we consider the social and environmental outcomes of the business decisions we make • We do not lend to projects in the coal and coal seam gas sectors • The Bank aims to reduce its use of natural resources, through initiatives that reduce waste; save energy; water & paper; and improve energy efficiency <p>The Bendigo Centre and the Adelaide Office achieved a 5 Star Green Star rating for construction, design and interior fit out.</p> <p>Source: https://www.bendigoadelaide.com.au/public/in_the_community/sustainable_communities.asp</p>	

FINANCIAL INSTITUTION	CLIMATE CHANGE STATEMENTS
Commonwealth Bank	<p>Commitments:</p> <ul style="list-style-type: none"> • Decrease the emissions intensity of our business lending • Reduce our own emissions <p>Immediate targets:</p> <ul style="list-style-type: none"> • Finance \$15 billion of low carbon projects by 2025 • Source renewable energy for 25% of our power needs by 2020 • Reduce emissions per full time employee to 2.0tCO₂-e by 2020 • Use our high environmental, social and governance standards as a threshold across all lending decisions • Complete a scenario analysis by the end of 2018 <p>Targets realised:</p> <ul style="list-style-type: none"> • Reduced our own emissions by 49% since 2009 • Issued the largest Australian dollar climate bond by an Australian Bank, worth \$650 million • Grown our lending to renewable energy projects to \$2.8 billion as of 30 June 2017 • Rolled out solar panels across our branches, the first bank to undertake this kind of program <p>Source: https://www.commbank.com.au/guidance/newsroom/our-climate-commitment-201708.html</p>
FINANCIAL INSTITUTION	CLIMATE CHANGE STATEMENTS
ING Bank	<p>Commitments:</p> <ul style="list-style-type: none"> • Sourcing 100% renewable energy by 2020 • Integrate sustainability in our procurement process and have been offsetting our carbon emissions since 2007 • Aim to improve our environmental impact through our operations by setting science-based targets and reducing the impact of our buildings, our IT systems and our business travel • Every transaction is assessed, monitored and evaluated against the requirements of the Environmental and Social Risk (ESR) management framework. Climate and environmental impact are taken into account every time we make financing or investment decisions. • Intend to increase Sustainable Transactions Financed (STF) with clients and projects that provide

	<p>sustainable solutions and are environmental or social outperformers</p> <ul style="list-style-type: none"> • Seek opportunities to help customers adapt and innovate their businesses in preparation for the low-carbon economy of the future. <p>Statement: Via our clients' transition to more sustainable businesses, we improve the environmental impact on society. Their combined efforts can make a significant difference. We help create awareness and promote sustainable solutions via sharing our knowledge and collaborating with partners to drive progress for society and to engage on the issues of (the financing of) climate adaptation and mitigation.</p> <p>Source: https://www.ing.com/Newsroom/All-news/Sustainability-news/Snws-1/ING-Statement-on-Climate-Action.htm</p>	
FINANCIAL INSTITUTION	CLIMATE CHANGE STATEMENTS	
National Australia Bank	<p>Commitments:</p> <ul style="list-style-type: none"> • Undertake financing activities of A\$18bn over the seven years to September 2022 to help address climate change and support the transition of a low carbon economy • Source 10% of NABs Australian electricity demand from new and additional renewable energy projects by 2018 • Engage responsibly on climate policy • Report climate change information through mainstream reporting channels • Commit to putting a price on carbon and align to the UN Global Compact's business leadership criteria on carbon pricing <p>Source: http://news.nab.com.au/nab-climate-change-statement/</p>	
Rural Bank Limited	Rural Bank Limited is a wholly owned subsidiary of Bendigo and Adelaide Bank Ltd	
Suncorp Bank	<p>Commitments:</p> <ul style="list-style-type: none"> • We strive to use our resources efficiently and do not knowingly choose products that adversely damage the environment • Apply a 'commonsense' approach to decisions when assessing potential environmental harms in the absence of full-scientific facts. • We will abide by and , where possible, exceed local and national environmental regulations 	

	<ul style="list-style-type: none"> • We will monitor and report on our environmental performance and set and work towards annual targets • The focus for our environmental management include: energy use; water use; waste production; air travel; fuel consumption; and paper use <p>We will report on our carbon emissions publicly and have tied reduction of CO2 to our Group scorecard to drive performance improvement. Wise resource consumption will reduce costs and minimise our contribution to climate change. We will proactively manage business risks and opportunities associated with our changing climate.</p> <p>Source: http://media.corporate-ir.net/media_files/irol/14/144033/Suncorp%20Sustainability%20Commitment.pdf</p>	
FINANCIAL INSTITUTION	CLIMATE CHANGE STATEMENTS	
Westpac Bank	<p>Commitments:</p> <ul style="list-style-type: none"> • We will launch one product or service each year to help our retail customers meet their environmental challenges • Making up to \$6 billion dollars available for lending and investment to the CleanTech and environmental services sector • We reduced our emissions by over 40% between 1996 and 2008. Since then we have reduced these by a further 7% • Make our operations carbon neutral over the period 2013 to 2017 • Continue to reduce our own environmental footprint • Move eight of our Sydney locations to Barangaroo, Australia’s first large scale carbon neutral community • Reduce our electricity consumption for retail and commercial sites by 10% per square metre • Make our data centres more efficient, targeting a power usage effectiveness ratio (PUE) of 1.6 • Reduce our use of office paper by 5% • Increase our Sydney head office recycling rates to 75% <p>Source: https://www.westpac.com.au/docs/pdf/aw/sustainability-community/2013-2017_Sustainability_Strategy.pdf</p>	

Meeting	Officer/Director	Section	Subject
October Council Meeting 19 October 2017	Director Environment & Sustainability	Questions Without Notice	DA information on Website
21.14 DA INFORMATION ON WEBSITE			
Councillor John Castellari			
Question:	Could I please be updated on my request that our website contain more information about DAs?		
	Currently the public has to visit our offices to see many of the details needed to make an assessment about a development application. This is a big disadvantage for people who have restricted mobility or whose work prevents them from visiting Council offices during business hours. I appreciate that certain information is commercial in confidence, and some cannot be published, however "viewing only" files would be an option, since the public can view original documentation already at the Council office.		
Answer:	We are currently working on putting such information on our website however due to resourcing issues we have not yet been able to facilitate this.		
	All applications, their number and location can be found as part of our online DA tracking. If people see a DA they are interested in they can either contact Council via email or request a copy of the documents to be sent to them, alternatively they can call in to the office and we will provide hard copies, however, we cannot provide copies of the floor plans of residential buildings.		
	When we have the resources available to upload these documents to the website we will do so, this will possibly coincide with the integration of the computer systems across the three former Council areas.		
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	General Manager	Questions Without Notice	Article Published in Snowy Echo
21.15 ARTICLE PUBLISHED IN SNOWY ECHO			
Councillor John Castellari			
Question:	The current issue of the Snowy Echo contains a story about a meeting between council and stakeholders concerning illegal camping at the Claypits area of Lake Jindabyne. Council you let me know who, from council attended the meeting and what was agreed/decided?		
Answer:	This meeting was convened at the request of Sergeant Brad Hughes from the Jindabyne Police Station through the Manager of Development Assessment in the Jindabyne Office.		
	Unfortunately, Snowy Hydro could not make this meeting and nor could Sgt Hughes on the organised meeting day. The meeting did go ahead and involved some Council staff and Senior Constable Brennon Glasson in place of Sgt Hughes.		

The content of discussions revolved around thoughts on what was contributing to the increase of the campers and identifying the areas requiring further investigation. It was agreed that there is no single solution to deter this activity but a multi-pronged approach needs to be sought.

Due to the absence of Snowy Hydro and some key Council staff, no firm recommendations were committed to on the day other than to commit to further meetings and discussions over the coming summer months. All parties agreed to work collaboratively together to formulate and implement a strategy to deter this type of use and abuse of the foreshore, destroying the amenity of the area

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Director Operations & Infrastructure	Questions Without Notice	Work on Townsend Street "The Crack"
21.16 WORK ON TOWNSEND STREET "THE CRACK"			
Councillor Peter Beer			
Question: Key direction 2, dot point 5, page 16, mentions work completed at "The Crack" on Townsend St, Jindabyne. Can staff inform Council what monies were used to complete these works in a report, which includes any advice given to the Administrator and any requests made by the public to have this work completed?			
Answer: The report to the Administrator has been attached to the confidential section of the business paper.			

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Director Environment & Sustainability	Questions Without Notice	Water and Waste Water Charges to Developers
21.17 WATER AND WASTE WATER CHARGES TO DEVELOPERS			
Councillor Peter Beer			
Question: Key direction 6, dot point 12, page 21, mentions reduction of water and waste water charges to developers. Can a report be issued to Council containing all reports supplied to the Administrator on this matter? This report to inform Council of the consequences that these reductions will have on the Regions sewer and water users?			
Can the report also include:			
1. How were the percentage reductions arrived at for each water and sewer system in the three former shires?			
2. How do these reductions affect the new Regional Councils ability to obtain future Government grants for water and sewer facilities?			
3. With the introduction of this policy, has it encouraged growth and development across the Region?			
Answer: The report to the Administrator has been attached to the confidential section of the business paper.			

16.6 ACTION SHEET FOR THE PERIOD SEPTEMBER 2017 - OCTOBER 2017

Record No:

Responsible Officer:	Director Corporate and 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:	OP7.7 Provide timely, accurate and relevant information to Council to enable informed decision making.
Attachments:	1. Action Sheet - September 27 Council Meeting ↓ 2. Action Sheet - October 19 Council Meeting ↓
Cost Centre	3120 Governance
Project	Questions with or without notice
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

In order to provide Councillors with updates on resolutions of Council, a report (attached) has been generated in InfoCouncil with all resolutions requesting actions as documented and recorded in the minutes for the period September 2017 to October 2017.

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

OFFICER'S RECOMMENDATION

That Council receive and note the action sheet for the period September 2017 to October 2017.

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 27 September 2017	Development Engineer Director Environment & Sustainability	2. Expanding Connections Within The Region And Beyond	Wildside Adventure Event on public roads 2-6 October 2017
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
Complete			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 27 September 2017	Group Manager Water & Waste Water Director Operations & Infrastructure	6. Managing Development And Service Delivery	Federal Government funding under "Building Better Regions Fund" for the augmentation and upgrade of the Bombala Sewage Treatment Plant
COUNCIL RESOLUTION			197/17
That Council			
<ul style="list-style-type: none"> 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
<p><i>A. Completed</i></p> <p><i>B. Letter sent. No response received as at 3/11/17</i></p> <p><i>C. Further report will be provided once advice received from the State Government, however the former councils sewer reserves as at 12 May 2016 are Bombala; 2.315M, Snowy River; 4.429M, Cooma; 5.227M.</i></p>			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 27 September 2017	Group Manager Governance Director Corporate & Community Services	7. Providing Effective Civic Leadership And Citizen Participation	Code of Meeting Practice

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

Completed. On Website.

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 27 September 2017	Group Manager Governance Director Corporate & Community Services	7. Providing Effective Civic Leadership And Citizen Participation	Code of Conduct

COUNCIL RESOLUTION

201/17

That Council adopt the revised SMRC0001 Code of Conduct Policy

Moved Councillor Corbett

Seconded Councillor Ewart

CARRIED

Completed. On Website

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 27 September 2017	Group Manager Governance Director Corporate & Community Services	7. Providing Effective Civic Leadership And Citizen Participation	Councillor and Staff Interaction Policy

COUNCIL RESOLUTION

202/17

That Council adopt the Councillor and Staff Interaction Policy.

Moved Councillor Corbett

Seconded Councillor Ewart

CARRIED

Completed. On Website

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 27 September 2017	Manager Corporate/Governance Director Corporate & Community Services	7. Providing Effective Civic Leadership And Citizen Participation	Re-appointment of Section 355 Committees
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
<i>Completed.</i>			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 27 September 2017	Group Manager Governance Director Corporate & Community Services	7. Providing Effective Civic Leadership And Citizen Participation	Nomination of a Council member for the Audit Risk and Improvement Committee (ARIC)
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
<i>Completed. Committee informed of Councillor representative.</i>			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 27 September 2017	Director Corporate & Community Services	7. Providing Effective Civic Leadership And Citizen Participation	Enterprise Risk Management Policy
COUNCIL RESOLUTION			208/17
That Council adopt the Enterprise Risk Management Policy.			
Moved Councillor Corbett		Seconded Councillor Ewart	CARRIED
<i>Completed.</i>			

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 27 September 2017	Project Manager Executive Manager Innovation & Business Development	7. Providing Effective Civic Leadership And Citizen Participation	Bombala and Delegate Masterplan
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	
<i>26 Oct 2017 - 4:49 PM - Linda Nicholson</i>			
Meeting with Delegate and Bombala Chambers set for Tuesday 31 October 2017. Strategy for wider review to be established following this.			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 27 September 2017	Administration Manager Director Corporate & Community Services	7. Providing Effective Civic Leadership And Citizen Participation	Request for Donations and Financial Support
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	
Completed.			

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 27 September 2017	Executive Assistant to the General Manager General Manager	7. Providing Effective Civic Leadership And Citizen Participation	Christmas/New Year and Other Office Closures 2017/2018
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	
Completed. Closures for Christmas will be notified.			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 27 September 2017	Executive Assistant to the Mayor and Councillors General Manager	7. Providing Effective Civic Leadership And Citizen Participation	Annual End of Year Celebration
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	
Survey completed. Results being compiled.			

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 27 September 2017	Group Manager Governance Director Corporate & Community Services	Notice of Motion	Bob Stewart RE: Bombala and Delegate Landfill Fees
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	
Completed.			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 27 September 2017	Executive Assistant to the General Manager General Manager	Urgent Business	LGNSW Membership
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	
Completed.			

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Clr Stewart General Manager	Notice of Motion	Notice of Motion for Rail Trail Feasibility Study
COUNCIL RESOLUTION			227/17
That Council fund a feasibility study for the opening of a Monaro Rail Trail from Queanbeyan to Bombala during the 2019 Financial year;			
A. Either by obtaining Grant Funding from the NSW Government; or			
B. Allocate \$75 000 in the 2019 Financial Year Council Budget in the event grant funding is unavailable.			
Moved Councillor Stewart	Seconded Councillor Maslin	CARRIED	
Letter drafted.			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Group Manager Resource & Waste Management Director Environment & Sustainability	1. Sustaining Our Environment For Life	Snowy Monaro Regional Council Submission on the EPA Proposed Minimum Environmental Standards in the Scrap Metal Industry
COUNCIL RESOLUTION			232/17
That Council			
A. Receive and note the information in the report on the Snowy Monaro Regional Council Submission on the EPA Proposed Minimum Environmental Standards in the Scrap Metal Industry; and			
B. Forward the submission and make representation to the local members, the president of LGNSW, the chair of the CBRJO and other relevant bodies.			
Moved Councillor Corbett	Seconded Councillor Old	CARRIED	
Completed.			

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Executive Assistant to the Mayor and Councillors General Manager	2. Expanding Connections Within The Region And Beyond	South East Australian Transport Strategy Inc
COUNCIL RESOLUTION			233/17
That Council renew its membership with SEATS for the 2017/2018 financial year.			
Moved Councillor Beer	Seconded Councillor Ewart	CARRIED	
Completed.			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Youth Development Officer Director Environment & Sustainability	4. Creating Safer, Healthier And Thriving Community	Formation of the regional youth council for the Snowy Monaro Regional Council.
COUNCIL RESOLUTION			234/17
That Council;			
A. Establish the Snowy Monaro Regional Youth Council;			
B. Endorse the appointment of up to 2 representatives nominated by each secondary school across the region;			
C. Recognise the Youth Council as a formal committee within Snowy Monaro Regional Council;			
D. Endorse bi-monthly meetings of the regional Youth Council at the council chambers in Cooma, with minutes to be noted in the subsequent regular Council meeting;			
E. Appoint Councillor James Ewart to be the chair of each Youth Council meetings; and			
F. Endorse allocation of a budget of \$10,000 per year for running the Youth Council from within the Economic Development and Tourism budget.			
Moved Councillor Ewart	Seconded Councillor Castellari	CARRIED	
Councillor Ewart notified. Confirming first meeting and committee constitution.			

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Grants Officer Director Corporate & Community Services	7. Providing Effective Civic Leadership And Citizen Participation	Stronger Country Communities Fund 2017-18 - Confirmation of Grant Amounts Sought via Tranche B on 13th September 2017
COUNCIL RESOLUTION			236/17
That Council			
A. Receive and note the information in the report on Stronger Country Communities Fund 2017/18 applications; in particular the variation advice relating to the grant request amounts lodged; and			
B. Receive a report on projects proposed for round 2 of the Stronger Country Communities Fund 2018/19 within the next 3 months.			
Moved Councillor Ewart	Seconded Councillor Stewart	CARRIED	
Report on round 2 of the Stronger Country Communities Fund will come to the February Council Meeting.			

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Manager Corporate/Governance Director Corporate & Community Services	7. Providing Effective Civic Leadership And Citizen Participation	Appointment of Delegates to External Organisations to September 2019
COUNCIL RESOLUTION			238/17
That Council			
A. Adopt the amendment to SMRC 72 Code of Meeting Practice so that Part 9, Section 76, reads <i>76 – Election of Deputy Mayor and Delegates to Committees</i> <i>The Deputy Mayor shall, by resolution, be elected in accordance with Section 231 of the Local Government Act 1993.</i> <i>Delegates to community committees and affiliated bodies, including Chairpersons where necessary, shall by resolution, be elected for the same term to that of the Deputy Mayor.</i> <i>The method of election for all positions shall be determined by Council.</i>			
B. Nominate representative/s to those external committees that it wishes to continue representation on until September 2019;			
Moved Councillor Last	Seconded Councillor Haslingden	CARRIED	
<i>Completed. External Organisation informed of representatives.</i>			

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	General Manager	Notice of Motion	Council Support for Bombala Medical Services
COUNCIL RESOLUTION			244/17
That Council			
A. Maintain the obligation of the provision of housing for a Medical Doctor in Bombala associated with the Federal Funding Grant of Dec 2009, and the provision of the first 2 years rent fully subsidised; and			
B. Provide a financial contribution towards the recruitment of a GP/VMO to expedite resourcing and mitigate the risk to the community of the imminent critical shortage commencing in January 2018.			
C. Receive a report regarding development of a Social Plan for the Region, and the report to include costs.			
Moved Councillor Stewart	Seconded Councillor Haslingden	CARRIED	
Social Plan to be considered as part of next year's budget.			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Property Officer Director Operations & Infrastructure	Confidential Matters	Purchase of 55, 57 and 59 Vale Street Cooma
COUNCIL RESOLUTION			248/17
That Council			
A. Receive and note the report regarding the purchase of properties in Vale Street, Cooma; and			
B. Write to the Deputy Premier, Premier and Minister for Local Government seeking clarification on the process of the purchase of this land under administration.			
Moved Councillor Stewart	Seconded Councillor Corbett	CARRIED	
Letter Drafted.			

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Group Manager Resource & Waste Management Director Environment & Sustainability	Confidential Matters	Adaminaby Landfill Consolidation Contract No. 005/2017
COUNCIL RESOLUTION			250/17
That Council			
<ul style="list-style-type: none"> A. Award Contract No. 005/2017 to McMahons Earthmoving Pty Ltd for the sum of \$375,075 (GST inc); B. Allocate an additional \$120,000 (GST Ex) from waste reserves to complete the project; and C. Authorise the General Manager to sign all documents relating to the awarding of this contract. 			
Moved Councillor Beer	Seconded Councillor Old	CARRIED	
Completed. Successful applicant informed.			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Property Officer Director Operations & Infrastructure	Confidential Matters	Purchase of Property in Maybe Street Bombala for Public Toilets
COUNCIL RESOLUTION			251/17
That Council			
<ul style="list-style-type: none"> A. Accept the vendor's asking price of \$40,000 for 60m² of land to be subdivided from Lot 1 DP 164034 B. Engage the services of a surveyor to create a plan of subdivision including an easement for the vendor to service his air conditioner and to arrange for an 88B Instrument C. Authorise the General Manager and/or the Mayor to sign any documents associated with the purchase of part Lot 1 DP 164034 and to affix the Council seal where necessary. D. Authorise the expenditure and allocate an amount of \$48,000 in the 2018 Financial Year Budget with funding provided from the Stronger Communities Fund Major Project Program. 			
Moved Councillor Maslin	Seconded Councillor Corbett	CARRIED	
Completed.			

Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Project Manager Executive Manager Innovation & Business Development	Confidential Matters	Appointment of Project Manager for Delivery of Building Projects for the Stronger Communities Fund Major Project Program
COUNCIL RESOLUTION			253/17
That Council endorse and approve the engagement of Public Works Advisory for the Project Management of the Stronger Communities Fund Major Project Program Building Package during the development phase of the package of works.			
Moved Councillor Castellari		Seconded Councillor Ewart	CARRIED
Completed			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Group Manager Water & Waste Water Director Operations & Infrastructure	Confidential Matters	Award of Tender for the Options Study and Concept Design for the Sewage Treatment Plants in Adaminaby and Bombala
COUNCIL RESOLUTION			254/17
That Council receive and note the information in the report on the following:			
<ul style="list-style-type: none"> Award of the Tender to Hunter H2O for the amount of \$149,674 for the Options Study and the Concept Design for the Upgrade and Augmentation of the Sewage Treatment Plants in Adaminaby and Bombala Final Design Cost to be negotiated based on a % of Construction Cost 			
Moved Councillor Stewart		Seconded Councillor Miners	CARRIED
Completed			
Meeting	Officer/Director	Section	Subject
Ordinary Council Meeting 19 October 2017	Secretary Council and Committees Director Corporate & Community Services	Confirmation of Minutes Ordinary Council Meeting -	Confirmation of Minutes Ordinary Council Meeting - 27/09/2017
COUNCIL RESOLUTION			229/17
THAT the minutes of the Ordinary Council Meeting held on 27 September 2017 are confirmed as a true and accurate record of proceedings, pending the following amendments:			
Page: 15 Item: 16.2			
Amend to include item D. Receive a report within two (2) months on the updated Delegations Register.			
Moved Councillor Beer		Seconded Councillor Last	CARRIED
Completed. A report in the updated Delegations Register will come to the December Meeting.			

22. CONFIDENTIAL MATTERS

In accordance with Section 10A(2) of the Local Government Act 1993, Council can exclude members of the public from the meeting and go into Closed Session to consider confidential matters, if those matters involve:

- (a) personnel matters concerning particular individuals; or
- (b) the personal hardship of any resident or ratepayer; or
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business; or
- (d) commercial information of a confidential nature that would, if disclosed;
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law; or
- (f) matters affecting the security of the council, councillors, council staff or council property; or
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege or information concerning the nature and location of a place; or
- (h) an item of Aboriginal significance on community land.

and Council considers that the closure of that part of the meeting for the receipt or discussion of the nominated items or information relating thereto is necessary to preserve the relevant confidentiality, privilege or security of such information, and discussion of the material in open session would be contrary to the public interest.

In accordance with Section 10A(4) of the Local Government Act 1993 the Chairperson will invite members of the public to make verbal representations to the Council on whether the meeting should be closed to consider confidential matters.

RECOMMENDATION

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

22.1 Report to Council Meeting 31 August 2016 - Townsend Street (The Crack), Jindabyne

Item 22.1 is confidential in accordance with s10(A)(2)(f) of the Local Government Act because it contains details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

22.2 Report to the Administrator Delegations meeting held 4 November 2016 - Water and Wastewater Developer Servicing Charges

Item 22.2 is confidential in accordance with s10(A)(2)(dii) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a competitor of the council and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

22.3 Replacement of Council's Recycle Truck Plant Number 9212

Item 22.3 is confidential in accordance with s10(A)(2)(di) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

2. The press and public be excluded from the proceedings of the Council in Closed Session on the basis that these items are considered to be of a confidential nature.

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