



SNOWY MONARO
REGIONAL COUNCIL

BUSINESS PAPER

**Administrator Delegations Meeting
8 February 2017**

CONFLICTS OF INTEREST

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

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

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

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

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

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

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

COUNCIL CODE OF CONDUCT

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

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

COUNCIL CODE OF MEETING PRACTICE

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

Acknowledgement of Owners of Land

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

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

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

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

BUSINESS PAPER

1. OPENING OF THE MEETING

2. APOLOGIES/REQUESTS OF LEAVE OF ABSENCE

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

(Declarations also to be made prior to discussions on each item)

4. ADOPTION OF COMMITTEE MINUTES/RECOMMENDATIONS

Nil

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

Nil

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

Nil

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

Nil

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

8.1 Lake Light Sculpture - Sponsorship Application 2017 3

8.2 Sponsorship Donation - Snowy River RSL Sub-Branch 7

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

Nil

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

Nil

11. CORPORATE BUSINESS - KEY DIRECTION 7. PROVIDING EFFECTIVE CIVIC LEADERSHIP AND CITIZEN PARTICIPATION	
11.1 Request for budget adjustment - Disability Inclusion Action Plan project	13
12. ADMINISTRATOR’S REPORT (IF ANY)	
13. CONFIDENTIAL MATTERS	21
13.1 Report on the Outcome of the Snowy River Avenue Upgrade Tender Evaluation and Proposed Way Forward	
<i>Item 13.1 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.</i>	
13.2 Proposed Closure of Public Footpath & Sale to Adjoining Neighbour	
<i>Item 13.2 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.</i>	

8.1 LAKE LIGHT SCULPTURE - SPONSORSHIP APPLICATION 2017

Record No:

Responsible Officer: General Manager
Author: Acting Executive Assistant
Key Direction: 4. Creating a Safer, Healthier and Thriving Community
Delivery Plan Strategy: DP4.2 Support activities, events and celebrations that promote cultural diversity and inclusiveness.
Operational Plan Action: OP4.10 Promote and provide operational assistance to enhance and encourage events and tourism.
Attachments: Nil
Cost Centre 7010 Tourism and
Cost Centre 26-2200-1001-63160 – Waste to Art Award
Project
Further Operational Plan Actions:

EXECUTIVE SUMMARY

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

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

COUNCIL RESOLUTION

DOC43/15

That Council approve:

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

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

OFFICER'S RECOMMENDATION

That Council: -

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

BACKGROUND

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

This event has now been running successfully for over thirteen (14) years and holds a strong partnership program with local businesses. There is an existing Council Resolution for an ongoing financial contribution to Lake Light Sculpture Inc in the sum of \$1,800, subject to annual request.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

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

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

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

2. Environmental

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

3. Economic

The costing for the bins requested for the in-kind sponsorship for Lake Light Sculpture (incl GST):

Delivery and return of 1-10 bins: \$20

Waste 12 x collections @ \$12 per collect = \$144

Waste 12 x collections @ \$9 per collect = \$108

Staff x 2 - 1 hr incl. oncosts \$75.96

Total: \$347.96

There is \$1500 budgeted for "donations community groups" in this current year's budget so would be very pleased to again sponsor the Waste to Art Award – This year will be SMRC Resource and Waste department sponsoring the award (slight change to our department name with merger).

Tourism Budget:

Natural Account	Allocated	Accumulated	Available
63162 – Donations Community Groups Debt Waiver	\$2,000	\$0	\$2,000
63151 – Donations Community Assistance Scheme	\$6,000	\$1,500	\$4,500
Cost Centre 26-2200-1001-63160 – Waste to Art Award	\$1,500	\$0	\$1,500

4. Civic Leadership

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

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

3.2. Donations/Sponsorship towards Economic Development and Tourism

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

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

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

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

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

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

Financial assistance may include:

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

Council provides support to activities that can demonstrate that they will have a positive impact on the economic and social development of the Shire. To encourage sustainability, Council will consider financial assistance on a sliding scale from inauguration of the community event. Once

the event is established Council will withdraw financial assistance. This does not limit events and festivals from applying for annual in-kind assistance.

Determination by Administrator

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

Signature:

Date:

8.2 SPONSORSHIP DONATION - SNOWY RIVER RSL SUB-BRANCH

Record No:

Responsible Officer:	General Manager
Author:	Acting Executive Assistant
Key Direction:	4. Creating a Safer, Healthier and Thriving Community
Delivery Plan Strategy:	DP4.2 Support activities, events and celebrations that promote cultural diversity and inclusiveness.
Operational Plan Action:	OP4.10 Promote and provide operational assistance to enhance and encourage events and tourism.
Attachments:	1. Snowy River Sub-Branch Request ↓
Cost Centre	3020-63163
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

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

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

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

OFFICER'S RECOMMENDATION

That Council

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

BACKGROUND

Council annually grants amounts of money to support different events held within the Shire through its policy GOV 011 Donations to Community Groups, Individuals and Towards Events (ED/07/15973) adopted on 9 December 2014.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

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

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

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

2. Environmental

No environmental impacts are expected although if any donation requests require development consent or other such type of approval, mitigation of any environmental impacts will be dealt with through that process.

3. Economic

In the past the Former Snowy River Shire has donated to the Snowy River RSL Sub-Branch for a total amount of \$1,000 as follows:

Snowy River RSL Sub Branch	ANZAC Donation to Berridale & Dalgety Public Schools	200.00
Snowy River RSL Sub Branch	ANZAC Donation to Jindabyne Central School & Snowy Mountains Grammar School	200.00
Snowy River RSL sub branch	ANZAC Day celebrations	600.00

The Jindabyne RSL Sub-Branch are now seeking ongoing support for the amount of \$1,500 annually.

Organisational Budget 3020:

Natural Account	Allocated	Accumulated	Available
63163 Donations – Section 356	\$3,000	\$0	\$3,000

4. Civic Leadership

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

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

3.2. Donations/Sponsorship towards Economic Development and Tourism

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

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

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

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

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

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

Financial assistance may include:

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

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

Determination by Administrator

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

Signature:

Date:

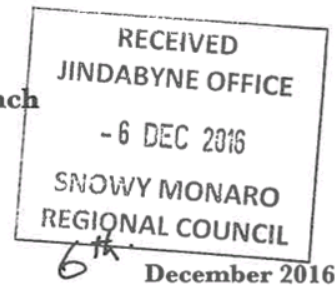


Snowy River RSL Sub-Branch

ABN 23 207 431 386

PO Box 1017

JINDABYNE NSW 2627



Mr Joe Vescio
General Manager
Snowy Regional Council
PO Box 714
COOMA NSW 2630

Mr Joe Vescio

COUNCIL SUPPORT FOR SNOWY RIVER RSL SUB-BRANCH

As you are aware, the Snowy River Sub-Branch of the RSL has been the custodian and organizer of commemorative events in Berridale and Dalgety for more than 94 years and, more recently, in Jindabyne, for than 50 years.

Over the period, the Dalgety Shire Council and, since 1939, the Snowy River Shire Council, have been supportive of the Sub-Branch in kind and financially.

The Sub-Branch regards its relationship with the council of the day as a partnership and seeks to continue such a relationship with the Snowy Monaro Regional Council. The Sub-Branch was particularly appreciative of the Snowy River Shire Council's contribution to the recently unveiled inclusive Berridale Memorial.

The Sub-Branch always seeks to optimise opportunities for Department of Veterans' Affairs (DVA) grants, but these are limited in amount and to one-off memorial projects and are not available for ongoing commemorative activities. The Sub-Branch had to self-fund the completion of the Berridale Memorial.

Recent Snowy River Shire Council's financial contributions to the Sub-Branch's activities have been \$1,200.00 in 2014 and \$1,000.00 in 2015. No financial assistance has been received in 2016.

President

Ian "Ruffy" Graham
ruffygraham@bigpond.com.au
0427 270 389

Secretary

Steve Youll OAM
stephen@youll.com.au
0414 953 292

Recent initiatives of the Sub-Branch include an annual \$200.00 Charlie Roberson Memorial Citizenship Award at Dalgety Public School, financial support of the Snowy Monaro's Australian Navy Cadet unit, TS ORION, and Project TAHI for ANZAC Day 2017.

Project TAHI ("together" in Maori) is an initiative of the Snowy River RSL Sub-Branch to emphasise the New Zealand aspects of the ANZAC history and tradition by involving New Zealand elements in the regions', and particularly Jindabyne's 2017 ANZAC Day commemorations.

The Project has three basic elements:

- a. The potential involvement of New Zealand High Commission staff and members of the New Zealand Defence Force, including as a Guest Speaker;
- b. The hosting of two riding members of the commemorative New Zealand Mounted Rifles Charitable Trust and a subsequent program of events at the Australian War Memorial and the neighbouring towns and localities of Adaminaby, Cooma, Berridale, Bemboka, Bombala and Bungarby, and
- c. Increased New Zealand community focus and engagement, including the singing the New Zealand National Anthem – *God Defend New Zealand* – at the Jindabyne Dawn and Main services.

Additionally, in order to properly display the New Zealand National Flag, a new flagpole equipped with a cross arm is needed in the Jindabyne Banjo Paterson Park Commemorative Area. The Sub-Branch is addressing this requirement at its own expense.

The Sub-Branch also intends to propose a phased plan to further consolidate the Jindabyne Banjo Paterson Park Commemorative Area to include a permanent stone lectern, element protection of the deployed public address system, consolidation of plaques and memorial point of focus. The Sub-Branch would be seeking DVA and Council support for the implementation of the plan.

As you will also be aware, the level of community involvement in commemorative events, and particularly ANZAC Day, has increased markedly in recent years. The Sub-Branch accepts that this is a generational national trend, but the increased attendance at the Berridale Main Service and the Jindabyne Dawn and Main services – estimated at 1,000 and 2,000 respectively – can be attributed to a range of local factors, not the least of which are the Sub-Branch's demonstrated competence, hard work and professionalism in organizing and staging the ceremonies.

The ongoing contribution of the Royal Australian Navy's 723 Squadron personnel and aircraft, orchestrated by the Sub-Branch, is also a factor.

This increased patronage attracts increased costs, particularly in regard to the Jindabyne CWA Morning Tea and Commemorative Lunch. The Sub-Branch supported the 2016 CWA Morning Tea alone in an amount of \$600.00, and this requirement is expected to increase in 2017.

The Sub-Branch also financially supports all the Berridale, Dalgety and Jindabyne schools and the Berridale Red Cross.

Fixed annual ANZAC Day expenses, not including Project TAHI 2017 expenses, are in excess of \$1,200.00 and rising and the Sub-Branch's annual discretionary, but longstanding, community donations are in excess \$1,500.00.

The Sub-Branch's income is only derived from membership fees (\$240.00 pa), bank interest (\$230.00 pa) and donations from the public including, in recent years, from the Sore Boars Rugby Club from ANZAC Day activities at Berridale. The Sub-Branch also enjoyed a one-off \$1,000.00 donation from the Jindabyne CWA in 2015 from the proceeds of their Crocheted Poppy Project. The Sub-Branch's accounts are audited annually.

The Sub-Branch therefore requests that consideration be given to Council committing to the ongoing support of the Snowy River Sub-Branch in an amount of not less than \$1,500.00 per annum, reviewed annually.

Yours faithfully,

A rectangular box with a black border, intended for a signature.

(Ian Graham)
President

For Information:

Mr John Cahill
Mr John Shumack
Mr Peter Beer
Mr Bob Frost

11.1 REQUEST FOR BUDGET ADJUSTMENT - DISABILITY INCLUSION ACTION PLAN PROJECT

Record No:

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

EXECUTIVE SUMMARY

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

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

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

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

OFFICER'S RECOMMENDATION

That Council

- A. Approve the immediate commencement of the Disability Inclusion Action Plan project
 - B. Allocate \$25,000 from Other Internal Reserves to fund this project.
-

BACKGROUND

The Disability Inclusion Act (NSW) 2014 legislates the requirement for all NSW Councils to develop a Disability Inclusion Action Plan (DIAP), to be completed and submitted to the Disability Council of NSW by 1 July 2017.

The Community Services / Community Development work group identified the need to engage a specialist consultant to complete this project in light of the new larger region. A recommendation to allocate funding for the project was made to the Executive Team meeting held 06 October 2016. Executive Team supported the project and the request for funding in principle and recommended that the funding be identified through the Quarterly Budget Review process. (Committee Recommendation EMT399/16).

Time is running short for the project to be completed within the legislated time frame. Draft project timelines are in place and the project is ready to begin once funding has been made available. A potential consultant has been approached and recommends timeframe of 12 weeks for consultation and authoring. A draft Plan would need to be presented to the April Council meeting to ensure appropriate timelines for public exhibition, approval and lodgement by 1 July.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

As well as being a legislative requirement, the Disability Inclusion Action Plan is a key contributor to SMRC's commitment to creating a more inclusive community for people with disability and their families and carers.

2. Environmental

3. Economic

The Disability Inclusion Action Plan project is expected to cost approximately \$25,000. The predominant cost is the engagement of a consultant with skills and experience in creating this specific type of Plan. Additional sundry costs associated with in depth community consultation, such as resources and catering, have also been included in the project budget.

The previous Manager Community and Strategic Planning identified potential funding for the project of \$24,877 from unspent monies in cost centres under her responsibility in the 2016 budget, however this amount was not carried forward.

Deputy Director Service Support has confirmed that there are sufficient funds available from other Internal Reserves to fund this project.

4. Civic Leadership

The development of a Disability Inclusion Action Plan empowers SMRC to take a lead role in the promotion of positive attitudes and responses to people with disability. The engagement of a specialist consultant will allow for community consultation which is appropriately tailored to meet the needs of the target audience, as well as enabling the development of a Plan which is meaningful to a range of stakeholders.

Once the initial Plan is developed by a consultant in line with legislative and community expectations, it is expected that Council staff will be responsible for the implementation and review of this and future Plans.

Determination by Administrator

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

Signature:

Date:

12.1 DEVELOPMENT OF COUNCIL'S DISABILITY INCLUSION ACTION PLAN - REQUEST FOR FUNDS.

Record No:

Responsible Officer:	Director Service Planning
Author:	Community Service Officer
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.1 Ensure that legislative obligations are met throughout all Council departments.
Operational Plan Action:	OP7.2 Completion of reporting requirements in accordance with legislation.
Attachments:	Nil
Cost Centre	
Project	Disability Inclusion Action Plan
Further Operational Plan Actions:	DP4.10 Provide appropriate services and facilities for people with disability within the Region. OP4.36 Review Disability Inclusion Action Plan. OP4.42 Develop a Disability Access and Inclusion Plan for the Snowy River Region

EXECUTIVE SUMMARY

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

The Community Services / Community Development work group recommends that a consultant is engaged perform key functions in the development of the Plan, and requests that funding be made available to facilitate this.

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

OFFICER'S RECOMMENDATION

That Council make available \$10,000 for the development of the Disability Inclusion Action Plan, to be allocated to the Community Services (Cooma branch) budget.

A. [type here](#)

BACKGROUND

The Disability Inclusion Act (NSW) 2014 legislates the requirement for all NSW Councils to develop a Disability Inclusion Action Plan (DIAP), to be completed and submitted to the Disability Council of NSW by 1 July 2017.

Community Services / Development staff from the three former Councils held preliminary discussions about the development of three separate DIAPs prior to the merger and identified the need to engage external expertise in the development of these individual plans. This has been

maintained throughout subsequent working group meetings and in the development of shared work plans.

The development of a DIAP will include significant consultation and engagement with community members including people with and without disability, families and carers of people with disability, businesses and service providers. Considerable internal consultation will also be conducted to identify current practices and barriers in Council's provision of services to people with a disability within the wider community.

The development of a well-researched and implementable DIAP is most likely to be successful using the expertise of someone who has been involved in their development previously and who understands the newly introduced legislation and its impact on Councils. Due to the short time frame for delivery of this plan, draft timelines and briefs have been developed. This work plan includes tasks for Community Services / Community Development staff such as the establishment of a Reference Group, ongoing engagement with existing stakeholders, the oversight of risk assessment and mitigation processes, desktop research, asset mapping, gap analysis and more. Engagement of a consultant would allow for more meaningful community and internal consultation, as well as a designated role to author the Plan, develop an evaluation framework, provide a staged implementation into future IP&R documents, and ensure compliance with all legislative requirements.

Community Services staff attended a LGNSW Disability Inclusion Action Plan forum in Goulburn on the 24 August. Following this, in early September, SMRC were approached by LGNSW to participate in a pilot project which engaged Councils in information and resource sharing, capacity building and best practice in engaging people with disability. This project provided remuneration to participating Councils of \$5,000 on completion. The offer to participate in this project was withdrawn by LGNSW due to SMRC no longer holding membership with LGNSW.

The former Snowy River Shire Council allocated \$9,047 in their 2015/16 Community Development budget (cost centre 2420) for the development of that Shire's Disability Inclusion Action Plan. A request to revoke this funding was submitted earlier this year. The revoked provision will be contribute to the development of the regional DIAP. This report requests that an additional \$10,000 be made available to supplement the revoked funds and allow for the engagement of a consultant to develop a region-wide DIAP.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The development of a meaningful and effective DIAP will allow Council to take leadership in improving community attitudes and outcomes for people with disability, including but not limited to: increased social and economic participation, increased access to Council facilities and services, and improved consultation mechanisms for future planning and implementation.

2. Environmental

The development of a DIAP which makes specific recommendations about the built environment will encourage improvements in existing infrastructure, as well as provide visionary leadership in use of universal design principles in new developments and services, both resulting in more liveable communities.

3. Economic

A key goal of Disability Inclusion Action Planning is increased economic participation of people with disability. This focus area has numerous applications within Council and the community. A well written plan by a consultant with expertise in the broad application of planning instruments will result in specific recommendations which lead to community wide economic benefits.

4. Civic Leadership

Council has a key role in all aspects of promoting positive attitudes and responses to people with disability, in celebrating their achievements, in promoting their human rights and in enhancing their genuine participation in our communities. The development of a DIAP will give all Council staff a resource to plan for and deliver on the diverse needs of people with disability. A sound DIAP will consider the perspectives of a range of stakeholders including Council, business, community groups, service providers and importantly people with disability and their families.

Kristy Harvey

From: Kristy Harvey
Sent: Friday, 20 January 2017 12:41 PM
To: Kristy Harvey
Subject: FW: Resolution from ET for report 12.1

From: Janine Hudson [<mailto:Janine.Hudson@snowymonaro.nsw.gov.au>]
Sent: Friday, 7 October 2016 3:53 PM
To: Peter Smith
Subject: Resolution from ET for report 12.1

Hi Peter,
Please find below resolution from ET to forward to the appropriate staff member please.

12.1 DEVELOPMENT OF COUNCIL'S DISABILITY INCLUSION ACTION PLAN - REQUEST FOR FUNDS.

Record No:

Responsible Officer: Director Service Planning
Author: Community Service Officer
Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy: DP7.1 Ensure that legislative obligations are met throughout all Council departments.
Operational Plan Action: OP7.2 Completion of reporting requirements in accordance with legislation.
Attachments: Nil
Cost Centre
Project Disability Inclusion Action Plan
Further Operational Plan Actions: DP4.10 Provide appropriate services and facilities for people with disability within the Region.
OP4.36 Review Disability Inclusion Action Plan.
OP4.42 Develop a Disability Access and Inclusion Plan for the Snowy River Region

EXECUTIVE SUMMARY

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

The Community Services / Community Development work group recommends that a consultant is engaged perform key functions in the development of the Plan, and requests that funding be made available to facilitate this.

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

COMMITTEE RECOMMENDATION

EMT399/16

That Council make available \$10,000 for the development of the Disability Inclusion Action Plan, to be allocated to the Community Services (Cooma branch) budget.

A. ET supports this, funds to be identified through the Quarterly Budget Review

Moved Mrs Bolton

Seconded Mr Sullivan

CARRIED

Janine Hudson
Acting Executive Assistant To General Manager



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13. 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:

13.1 Report on the Outcome of the Snowy River Avenue Upgrade Tender Evaluation and Proposed Way Forward

Item 13.1 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.2 Proposed Closure of Public Footpath & Sale to Adjoining Neighbour

Item 13.2 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

2. The press and public be excluded from the proceedings of the 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.

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| 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. |