



**SNOWY MONARO**  
REGIONAL COUNCIL

# **BUSINESS PAPER**

**PUBLIC EXHIBITION COPY**

**Ordinary Council Meeting  
6 September 2018**

## **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 Country**

Council wishes to show our respect to the First Custodians of this land the Ngarigo, Walgalu, Ngunnawal and Bidjahal people and their Ancestors past and present.

### **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](http://www.snowymonaro.nsw.gov.au)*

**ORDINARY COUNCIL MEETING  
TO BE HELD IN COUNCIL CHAMBERS, 81 COMMISSIONER STREET, COOMA NSW  
2630**

**ON THURSDAY 6 SEPTEMBER 2018  
COMMENCING AT 5.00PM**

**BUSINESS PAPER**

- 1. APOLOGIES/REQUESTS OF LEAVE OF ABSENCE**
- 2. CITIZENSHIP CEREMONY**
- 3. PRESENTATIONS**
  - 3.1 John Castellari – Rooftop Solar Proposal
- 4. PUBLIC FORUM**
  - 4.1 Snowy Mountains Neighbourhood Centre – the Future
- 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 16 August 2018
  - 7.2 Closed Session of the Ordinary Council Meeting held on 16 August 2018
- 8. DELEGATE'S REPORT (IF ANY)**
- 9. ADOPTION OF COMMITTEE MINUTES/RECOMMENDATIONS**
  - 9.1 Meeting Minutes of Bredbo Hall Management Committee dated 9 August 2018 3
  - 9.2 Minutes of the 19 July 2018 Snowy Monaro Region Biosecurity (Weeds) Advisory Committee meeting 7
- 10. CORPORATE BUSINESS - KEY THEME 1. COMMUNITY**
  - 10.1 Youth Development Projects 13
- 11. CORPORATE BUSINESS - KEY THEME 2. ECONOMY**

Nil
- 12. CORPORATE BUSINESS - KEY THEME 3. ENVIRONMENT**
  - 12.1 Snowy Monaro Region Biosecurity (Weeds) Advisory Committee 16
  - 12.2 SMRC Biosecurity Compliance – Council Activities, Vehicles and Machinery Policy 25

<b>13. CORPORATE BUSINESS - KEY THEME 4. LEADERSHIP</b>	
13.1 Transfer of Crown Roads in the Township of Dalgety to Council	29
13.2 Donations and Sponsorships July - Dec 2018 Omitted Submission.	34
<b>14. REPORTS BY GENERAL MANAGER</b>	
Nil	
<b>15. NOTICE OF MOTION</b>	
15.1 Banner Poles Funds Diversion	42
<b>16. MOTIONS OF URGENCY</b>	
Nil	
<b>17. QUESTIONS WITH NOTICE</b>	
<b>18. QUESTIONS TAKEN ON NOTICE</b>	
<b>19. CONFIDENTIAL MATTERS .....</b>	<b>43</b>
19.1 Proposed Acquisition of Land in Cooma	
<i>Item 19.1 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.</i>	
19.2 Work Health and Safety	
<i>Item 19.2 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.</i>	
19.3 Code of Conduct	
<i>Item 19.3 is confidential in accordance with s10(A)(2)(i) of the Local Government Act because it contains alleged contraventions of any code of conduct requirements applicable under section 440 and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.</i>	

---

## **9.1 MEETING MINUTES OF BREDBO HALL MANAGEMENT COMMITTEE DATED 9 AUGUST 2018**

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Asset Manager
Key Direction:	4. Creating a Safer, Healthier and Thriving Community
Delivery Plan Strategy:	DP4.1.2.1 Support the availability of volunteering opportunities and build capacity.
Operational Plan Action:	OP4.9 Strengthen, support and promote volunteering within Council and in the Community as a valued vocation that builds social capacity
Attachments:	1. Minutes of Bredbo Hall Section 355 Management Committee dated 9 August 2018
Cost Centre	Bredbo Hall 1570
Project	
Further Operational Plan Actions:	

### **EXECUTIVE SUMMARY**

A copy of the Meeting Minutes of Bredbo Hall Section 355 Committee held on 9 August 2018 is attached for Council's information.

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

#### **OFFICER'S RECOMMENDATION**

That Council receive and note the minutes of the Bredbo Hall Section 355 Management Committee held on 9 August 2018.

### **BACKGROUND**

A copy of the Meeting Minutes of Bredbo Hall Section 355 Management Committee held on 9 August 2018 is attached for Council's consideration.

### **QUADRUPLE BOTTOM LINE REPORTING**

#### **1. Social**

Council meets its social obligations by attaining the objectives of Key Direction Four of the Community Strategic Plan Delivery Program by supporting volunteer groups for Section 355 Committees.

#### **2. Environmental**

The Bredbo Hall Management Committee assists in enhancing the visual impact for hall users, the community and visitors to the township.

---

### **3. Economic**

Continued maintenance and repair works for the Bredbo Hall have been provided for in Halls 1550 Cost Centre in Project Number 150245 in the 2018 Budget.

### **4. Civic Leadership**

This Section 355 Committee is a Management Committee.

Advisory Committees provide recommendations to Council. The facilities are managed by Council including bookings, repairs, purchasing and financial accounts.

Management Committees manage the facility themselves for example bookings, repairs, purchasing and financial accounts.

Council is demonstrating leadership by assisting in the improvement and enhancement of our Shire's Community Facilities with the assistance of Section 355 Committees and Community Volunteers.

---

SECTION 355 COMMITTEE – BREDBO HALL – BREDBO HALL – 9<sup>TH</sup> AUGUST 2018 - MINUTES

**Minutes**

**Section 355 Committee, Bredbo Hall, Bredbo Hall, 9<sup>th</sup> August 2018**

**Present:** Scherie McMillan, Jason Green, Muriel Stockheim, Sue Turner, Louise Bowerman, Anuschka Green, Deb Menzies, Bobby Cerini, Ben Chapman, Helen Kuiper

<b>Position</b>	<b>Member</b>
Chairperson	Scherie McMillan - President
Deputy Chairperson	Jason Green - Vice President
Secretary	Muriel Stockheim
Treasurer	Muriel Stockheim
Council Representative	
Committee Member	Anuschka Green

**1. Opening of the Meeting**

The Chair, Scherie McMillan, opened the meeting at 8:35pm.

**2. Apologies**

Racquel Thomas, Mathew Thomas, Louise Barron, Philippa Dodds, Ineke Kuiper, Jenny Lawlis, Ujah, TJ

**3. Adoption of Previous Minutes**

Minutes of the meeting held on 7<sup>th</sup> July are confirmed as a true and accurate record of proceedings.

*Moved: Muriel Stockheim*

*Seconded: Louise Bowerman*

**4. Business Arising from Previous Minutes**

Waiting on Info re S355 from Council – **has been received**

Scherie to follow up in regards to cheaper Electricity suppliers – **ongoing**

Mouse Baits have been installed in Hall - **completed**

**5. Correspondence**

In: Emails from Council (Lorraine) re S355 Committee and Septic upgrade

Out: Emails to Council re S355 and Septic

**6. Business Arising from Correspondence**

Question raised as to how long will the toilets be out of order while upgrade is completed

**7. Treasurer's Report (Management Committee Only)**

Report attached to minutes of 9<sup>th</sup> August 2018, AGM and Committee Meeting

Moved by Treasurer: *Muriel Stockheim*

Seconded: *Scherie McMillan*

**8. Work Health and Safety Issues and Hazard Reporting**

Nil

SECTION 355 COMMITTEE – BREDBO HALL – BREDBO HALL – 9<sup>TH</sup> AUGUST 2018 - MINUTES

**9. Management Committee Activity Timetable** - Need advice in regards to this heading

**10. Other Business**

Our Hall Booking Officer (Anuschka Green) would like to be replaced due to work commitments, so will advertise for a replacement in the next issue of the Bredbo Bulletin.

A suggestion of having Hall meetings every three months until further notice – this will commence after our next meeting being 6<sup>th</sup> September 2018.

**11. Items for Council Action**

Bredbo Hall Committee would like to advise Council that Bredbo Hall Committee is a very small group of volunteers and work very closely with the Bredbo Progress. Our Hall and Progress meetings are held at the same time. We are a new committee and are open to any advice or suggestions from Council so we all can have a good working relationship. We have listed quite a few recommendations below in order of priority.

- A question was raised if we need to have a 5 year plan in place?

The following Section 355 Committee's recommendation is submitted for Council's consideration.

**Section 355 Committee, Bredbo Hall's Recommendation:**

That Council:

- A. Internal Walls need repairing – gaps between boards and allows heat out
- B. The Hall is in need of painting
- C. The kitchen door needs repairing (an awning over the door) as rain is damaging the door and enters the kitchen
- D. Heat lamps / heating needs an upgrade – very old and expensive system
- E. Downpipes need upgrading due to water eroding the soil below
- F. Concertina doors at back of stage have been damaged – a tradesman has suggested could be due to stumps moving under stage
- G. Solar Panels installed to assist with power consumption

**12. Date of next Meeting**

The next meeting will be held at 7:30pm on Thursday 6<sup>th</sup> September at Bredbo Hall.

**Close of Meeting**

There being no further business the meeting concluded at 9:05pm



CHAIRPERSON

  
13<sup>th</sup> August 2018

DATE

(The minutes are to be signed and dated here by the Chairperson at the next meeting, certifying the above as a correct record.)



---

**9.2 MINUTES OF THE 19 JULY 2018 SNOWY MONARO REGION BIOSECURITY (WEEDS)  
ADVISORY COMMITTEE MEETING**

Record No:

Responsible Officer:	Group Manager Economic Development and Tourism
Author:	Noxious Weeds Officer
Attachments:	1. Minutes of the 19 July 2018 Snowy Monaro Region Biosecurity (Weeds) Advisory Committee meeting

---

**EXECUTIVE SUMMARY**

The Snowy Monaro Region Biosecurity (Weeds) Advisory Committee met on 19 July 2018 in Berridale. The Committee's recommendations are presented for Council's consideration and adoption.

**OFFICER'S RECOMMENDATION**

That the recommendations of the meeting of the Snowy Monaro Region Biosecurity (Weeds) Advisory Committee held on 19 July 2018 be adopted.

---

# **Snowy Monaro Region**



## **Biosecurity (Weeds) Committee Minutes**

**Address:** Myack Street, Berridale

**Date:** 19 July 2018

**Time:** 1.10 pm

**Present:**

Position	Member (Name)	Present/Apology
Chair	Bob Stewart	Apology
Deputy Chair	Sue Haslingdon	Present
SMRC Manager Biosecurity Weeds	Brett Jones	Present
SMRC Administration	Noelene Whiting	Present
SMRC Biosecurity Officer	Neil Murdoch	Present
SMRC Biosecurity Extension Officer	Angela Sharp	Present
Local Land Services	Luke Pope	Present
Upper Snowy landcare	Lachlan Ingram	Present
NSW DPI	Michael Michelmore	Present (1.30)
NPWS South Coast	Rachel Butterworth	Apology
Snowy River Interstate Landcare	Anna Vincent	Apology
RMS	Subash Wijesiri	Apology
NPWS Snowy River Area	Matthew Rostron	Apology
Snowy River Interstate Landcare	Mark Chaplin	Apology
NSW Farmers -	John Turner	Apology
Friends of Grasslands	Margaret Ning	Apology

### **1 Opening of the Meeting**

The Chair, Sue Haslingdon, opened the meeting at 1.10 pm

## 2 Apologies

List of apologies were read and accepted

## 3 Adoption of Previous Minutes

Minutes of the meeting held on 11 April 2018 are confirmed as a true and accurate record of proceedings.

*Moved: B Jones*

*Seconded: S Haslingdon*

## 4 Business Arising from Previous Minutes

Nil

Action Sheet:

NSW Farmers Recommendation – motion to be discussed next week

Weeds Bins – Bombala have been confirmed

- Weeds can be disposed of in bins at Cooma, Jindabyne and Bombala - this information is to be placed on the council media sites.
- Information to accompany any advertising that weeds must be appropriately bagged
- Landfill staff to be instructed on methods of appropriate disposal
- Angela Sharp to formulate a media release advising the community of the processes involved in the disposal of weed material at Council landfills.

### 4.1 Inspection for purchasers of properties

4.1.1 Legal advice was presented noting that the provision of weed/Biosecurity advice on Section 10.7 (previously 149 (2)) certificates presents an unacceptable risk to Council.

4.1.2 State Weeds Committee Outcomes – provided for information

- Michael Michelmores gave an overview of the State Weeds Committee's functions
- Neil Murdoch requested a motion be put to the State Weeds Committee for the standardisation of data, definitions and mapping across the state.

Motion:

That the State Weeds Committee make representation to NSW DPI on behalf of the Snowy Monaro Region Biosecurity (Weeds) Advisory Committee to have a standardised mapping methodology implemented in BIS for all LCA's in NSW.

## 4.2 Charter Membership

- Discussion held on whether the membership of the committee was comprehensive enough.
- Changes were discussed on wording of memberships and public rights.
- Invitations to be forwarded to Regional Agronomists, Landmark (Cooma and Bombala), Elders and Cooma Rural
- Paragraph to be highlighted that should stakeholders not attend meetings and not provide explanation they will forfeit membership of the committee.
- Once changes have been made the charter will be forwarded to the committee and a report will be put to Council to adopt the Charter.

Moved: Luke Pope

Seconded

Lachlan Ingram

## 5 Correspondence

In: Apologies received via email – Apologies noted above

Out: NSW Farmers – Bombala/Delegate Branch lobbying for inclusion of inspection report with mandatory sale documentation.

## 6 Business Arising from Correspondence

Nil

## 7 General Business

### 7.1 Presentation - Angela Sharp

- Council's Biosecurity Extension Officer – Angela Sharp gave a presentation on what her role within Council entails and the services that she can provide to community groups and individuals.

### 7.2 Presentation – Neil Murdoch

- Neil Murdoch gave a presentation on unmanned aerial vehicles (drones) and their applications in achieving more efficient detection of outlier weeds.
- The Committee discussed the improved technologies available.
- The lack of feedback from the NSW Biosecurity Information System (BIS) was discussed. Council has invested considerable resources into ensuring compliance with its BIS requirements;

however there is no information on species abundance and distribution being returned to Council to alert it to any trends associated with the data or potential weed risks from adjacent areas.

**Motion:**

That the State Weeds Committee make representation to NSW DPI on behalf of the Snowy Monaro Region Biosecurity (Weeds) Advisory Committee to have a monthly summary provided to all LCA's, in geospatial format, detailing all priority weed distribution and abundance data across the state, and a written summary detailing any significant trends in the data.

- The Committee discussed the Orange Hawkweed Program
- Lachlan Ingram is also working in this area of expertise and is happy to collaborate with Council in the new technology

### 7.3 Activity Report – Brett Jones

- New weed incursions, Orange Hawkweed, Coolatai Grass and Chilean Needle Grass were briefly discussed.
- Discussions were held on the issuance of Biosecurity Directions and Biosecurity Undertakings and landowners' obligations to meet the conditions of these legal instruments.
- Discussions were held on the current lack of cost recovery permitted by the Biosecurity Regulations in relation to the issue of Biosecurity Directions.
- Two recommendations were posed. Due to time constraints neither recommendation was considered during the meeting. Reports to be submitted separately to Council.

## 8 Action Sheet

Reference	Date	Action	Assignee	Completed	Notes
	20 July 2018	Develop a media release and for disposal of weed material at Council landfills	A Sharp		
		Develop procedure for the disposal of weed material at Council landfills	A Sharp B Jones		
		Motions to be put to State Weeds Committee	B Jones N Whiting		
		Charter amendments to be made and advertised	N Whiting		
		Charter to be provided to Council for adoption	N Whiting		

		Recommendations of Snowy Monaro Regional Council Activity Report to be put to Council as separate reports	B Jones		
--	--	---	---------	--	--

## 9 Date of next Meeting

The next meeting will be held at 2.00 pm on 3 October 2018 at Cooma.

## 10 Close of Meeting

There being no further business the meeting concluded at 3.15 pm

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
DATE

*(The minutes are to be signed and dated here by the Chairperson at the next meeting, certifying the above as a correct record.)*

---

## 10.1 YOUTH DEVELOPMENT PROJECTS

Record No:

Responsible Officer:	Director Environment & Sustainability
Author:	Youth Officer
Key Theme:	1. Community Outcomes
CSP Community Strategy:	1.4 Youth in the region are supported to reach their maximum potential
Delivery Program Objectives:	1.4.1 Youth of the region are engaged, supported, mentored and trained to be the leaders of tomorrow
Attachments:	Nil
Cost Centre	
Project	
Further Operational Plan Actions:	1.4.2 Activities and recreational infrastructure for children and young people is planned for and promoted to contribute to their active living, health and wellbeing.

### EXECUTIVE SUMMARY

Young people from across the region participated in a range of youth development activities facilitated by Council in July. 246 young people were engaged over 14 days in activities which included; the Cooma Youth Hubs school holiday program; NAIDOC celebrations; the Burn Bright National Leadership Camp and a youth consultation forum with the Department of Premier and Cabinet.

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

#### OFFICER'S RECOMMENDATION

That Council receive and note the information in the report on Youth Development Activities

### BACKGROUND

In line with the community strategic plan, Council staff aim to facilitate a range of activities, programs and events that support young people to reach their full potential and foster a vibrant community.

### QUADRUPLE BOTTOM LINE REPORTING

#### 1. Social

The Hubs school holiday program affords young people (12-24 years) access to recreational, educational and personal development opportunities. During the July school holidays, we had 246

---

points of contact with young people (73% from Cooma, 9% Jindabyne, 4% Bombala 14% from smaller villages). Activities ranged from creative and cultural activities to transition-to-work and independent living skills programs. This program is made available at no cost to participants and attracts a diverse demographic of young people. Feedback indicates this initiative provides a much needed social and leisure outlet while also fostering social inclusion.

Council also supported 14 young people to attend the National Burn Bright Leadership Camp in Sydney during the school holidays. The 4 day Camp nurtured leadership, communication and project management skills- providing participants the foundations to become agents of change in their communities - we hope this leads to meaningful youth led projects locally.

26 young people also attended a consultation forum lead by the Department of Premier and Cabinet and attended by NSW Deputy Premier, John Barilaro. Cooma was one of 40 consultation sites across the State. The Forum gave participants a chance to have input on government policy impacting on young people and feedback from the DPC indicated our representatives put forward realistic and meaningful ideas. The DPC expects to release a youth policy for the Region in September which will be a useful tool for the Youth Council and Councils Youth Development team.

## **2. Environmental**

No environmental impacts associated with this report

## **3. Economic**

Council makes a contribution towards the cost of the school holiday program through the allocated youth project budget. A total of \$314 was contributed towards the costs of the July program: \$1.27 per participant. The Youth Development Officer delivers the program as part of normal work duties, so no additional wage costs are associated with delivering the program. The remaining resources and funding were provided through collaboration and partnerships with local community groups including the YMCA, the Cooma Multicultural Centre, Mission Australia and Barnardos.

Participation in the Burn Bright Leadership camp was funded through the Youth Opportunities grant provided by the NSW government. The grant covered all associated costs and allowed Council to send young people who would have otherwise not had the opportunity to attend. The Young people returned from camp inspired and passionate about making change locally – We endeavour to harness this energy into developing youth lead projects across the region and expect this to generate positive social and economic outcomes.

The youth consultation with the Department of Premier and Cabinet was hosted at no cost to Council. We anticipate that the forum outcomes will support future funding applications and inform allocation of funding to youth related projects in the Region.

## **4. Civic Leadership**

The youth development activities that took place over the July school holidays both engaged and empowered young people to connect with the community. The activities generated positive

---



feedback and media attention and demonstrate Councils commitment to, and investment in young people.

While the activities did engage young people from right across the region, it's important that the school holiday program be extended beyond Cooma to ensure consistency in service delivery. This endeavour will be made possible when the recruitment processes of a second Youth Development Officer is finalised.

---

## 12.1 SNOWY MONARO REGION BIOSECURITY (WEEDS) ADVISORY COMMITTEE

Record No:

Responsible Officer:	Director Environment & Sustainability
Author:	Noxious Weeds Officer
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	7.1 Protect, value and enhance the existing natural environment
Delivery Program Objectives:	7.1.3 Council delivers a range of initiatives to the Snowy Monaro community to enhance their awareness and engagement of sustaining our pristine natural environment
Attachments:	1. Snowy Monaro Region Biosecurity (Weeds) Advisory Committee Charter
Cost Centre	N/A
Project	N/A
Further Operational Plan Actions:	N/A

### EXECUTIVE SUMMARY

The Snowy Monaro Region Biosecurity (Weeds) Advisory Committee is established under Section 355 of the Local Government Act 1993 to facilitate information exchange between Council and community representatives and to develop regional weed management strategies. The Committee Charter defines the Committee's composition and objectives.

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

#### OFFICER'S RECOMMENDATION

That Council endorses the Snowy Monaro Region Biosecurity (Weeds) Advisory Committee Charter

### BACKGROUND

The Snowy Monaro Region Biosecurity (Weeds) Advisory Committee encourages representatives from key stakeholder groups across the region to develop strategies, encourage stakeholder participation in Biosecurity (Weed) management programs and make recommendations to Council.

### QUADRUPLE BOTTOM LINE REPORTING

#### 1. Social

The Committee Charter encourages social inclusion by inviting representatives of key stakeholder groups into a forum by which Biosecurity (weed) strategies and policies are developed. Members include farmer and environmental groups, government agencies and community groups. Individual community members are encouraged to provide input into the development of strategies and policies through these key representatives.

---

## **2. Environmental**

The objective of this Advisory Committee is to enable improved weed management for the protection of the region's agricultural and environmental assets.

## **3. Economic**

No costs are associated with the endorsement of the Snowy Monaro Region Biosecurity (Weeds) Advisory Committee Charter.

## **4. Civic Leadership**

Council demonstrates leadership by establishing and supporting an Advisory Committee that aims to protect the region's agricultural and environmental assets



## **Snowy Monaro Region Biosecurity (Weeds) Advisory Committee Charter**



### Record of Versions

Date Published	Reason for Amendments	Resolution	Author/Document Owner
00/00/2018	New Constitution		Manager Biosecurity Weeds

*Uncontrolled document when printed. Please refer to intranet for controlled document*

## **Contents**

<b>1</b>	<b>ROLE OF THE COMMITTEE</b>	<b>5</b>
<b>2</b>	<b>Title of the Committee</b>	<b>5</b>
<b>3</b>	<b>Purpose of the Committee</b>	<b>5</b>
<b>4</b>	<b>Power of the Committee</b>	<b>5</b>
<b>5</b>	<b>Delegation of Power</b>	<b>5</b>
<b>6</b>	<b>Structure and Composition of the Committee</b>	<b>6</b>
<b>7</b>	<b>Appointment</b>	<b>6</b>
<b>8</b>	<b>Quorum of Committee</b>	<b>6</b>
<b>9</b>	<b>Principal Office Bearers</b>	<b>7</b>
9.1	Chairperson of Committee	7
9.2	Deputy Chairperson	7
9.3	Secretary	7
<b>10</b>	<b>Meetings of the Committee</b>	<b>7</b>



## 1 ROLE OF THE COMMITTEE

The primary objective of this committee is to aid and discuss the management of biosecurity matter (weeds) in the Local Government Area (LGA) of Snowy Monaro Regional Council (SMRC) and to promote biosecurity as a shared responsibility between government, industry and the community.

## 2 Title of the Committee

The title of the Committee shall be the “Snowy Monaro Region Biosecurity (Weeds) Advisory Committee”.

## 3 Purpose of the Committee

- To provide a regional forum to develop strategies and make recommendations to Council, Land Management Agencies, Community Groups and Landholders for the implementation of weed control programs.
- To provide the forum by which information and strategies are actively shared between Council and the Community through the Committee’s membership.
- To initiate and participate in regional programs and to actively encourage participation of other stakeholders where benefits flow to the Council and participating stakeholders. Each program is to be considered on its merits.
- To provide input into State, regional and local weeds strategies where such strategies influence the management of weeds within the LGA.
- To present a common approach to Government in applications for grant funding for invasive weed control on the Snowy Monaro

## 4 Power of the Committee

By virtue of Section 355 of the Local Government Act 1993, it is enacted that the Council may delegate to a Committee the relevant powers as are specifically mentioned.

This committee only has advisory power. Agreement on a course of action shall be by consensus with recommendations then made to Council

## 5 Delegation of Power

Subject to requirements of Section 377 of the Local Government Act 1993, the Council delegates to the Committee the power to carry out the functions as listed within this Agreement. The Committee does not have the authority to expend a Council’s, or other organisations, funds without the express authority of the Council or Organisation.



## 6 Structure and Composition of the Committee

The Committee shall comprise of a minimum of ten members and a maximum of twenty four members and shall consist of Council staff and other appropriate stakeholder groups as follows:

- Nominated Councillor representative(s) – maximum of two
- SMRC Manager Biosecurity
- A representative from the following
  - NSW Department of Primary Industries
  - NSW Office of Environment and Heritage (NPWS)
  - Forestry Corporation of NSW
  - Upper Snowy Landcare
  - Snowy River Interstate Landcare
  - Upper Murrumbidgee Landcare
  - NSW Farmers Association
  - South East Local Land Services
  - Snowy Hydro Limited
  - Roads and Maritime Services
  - Essential Energy
  - Friends of Grasslands
  - John Holland Rail
  - Monaro Farming Systems
  - Nimmitabel Advancement Group
  - Rural Fire Service
  - Local agronomists
    - Elders
    - Landmark (Cooma & Bombala)
    - Cooma Rural
    - South East Rural

Independent experts and members of the community are encouraged to attend and speak at a Committee meeting, though shall not maintain voting rights.

## 7 Appointment

The term of this Committee will be that of the term of Council (4 years). At the end of each term the composition and function of the Committee will be reviewed and recommendation made to Council.

## 8 Quorum of Committee

A quorum will consist of six members and must include the Council representative.

If a Committee member is unable to attend a meeting they shall forward relevant information to an alternate to attend the meeting in their place.

*A member of an organisation who fails to attend three consecutive meetings without submitting a satisfactory explanation will forfeit its membership on the Committee.*

## **9 Principal Office Bearers**

### **9.1 Chairperson of Committee**

The Committee shall, at its first meeting and each two years thereafter, or on resignation, elect a Councillor as Chairperson. The role of the chairperson is to keep order at meetings and co-ordinate with the Committee Secretary.

### **9.2 Deputy Chairperson**

The Committee shall, at its first meeting and each two years thereafter, or on resignation, elect a Deputy Chairperson. In the event of the absence of the Chairperson at a meeting, the Deputy Chairperson will act as Chairperson.

### **9.3 Secretary**

- Council will provide support for all meetings and will work with the Chairperson and Biosecurity Manager to determine the content of the committee meetings.
- All records, including the agenda, minutes and any reports or recommendations will be prepared and kept by the Secretary.
- Provide members of the Committee with adequate notice of a meeting confirming the date, time and venue. An agenda will be forwarded to each member of the committee as soon as practicable.
- Maintain any action items list.
- Coordinate with the Chairperson to ensure the minutes of the meeting are promptly finalised, signed by the Chairperson and distributed to all members for confirmation as soon as practicable after each meeting.
- Ensuring minutes of the Committee have been included in the papers of the next Council meeting.

## **10 Meetings of the Committee**

The Committee will meet four times a year, rotating between the major centres of Berridale, Bombala and Cooma and at any other centre within the Snowy Monaro as deemed appropriate by the Chairperson. At its first meeting the committee will determine the date, time and locations of regular meetings. Extra meetings may be held at the discretion of the Chairperson.

Committee recommendations will be documented in the minutes, and adopted by consensus.

---

## 12.2 SMRC BIOSECURITY COMPLIANCE – COUNCIL ACTIVITIES, VEHICLES AND MACHINERY POLICY

Record No:

Responsible Officer:	Director Environment & Sustainability
Author:	Noxious Weeds Officer
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	7.1 Protect, value and enhance the existing natural environment
Delivery Program Objectives:	7.1.1 The Region's natural environment remains protected through delivery of a range of Council programs and regulatory compliance
Attachments:	1. Snowy Monaro Region Biosecurity (Weeds) Advisory Committee
Cost Centre	N/A
Project	N/A
Further Operational Plan Actions:	N/A

### EXECUTIVE SUMMARY

Recommendation for the adoption of a Council Policy entitled “SMRC Biosecurity Compliance – Council Activities, Vehicles and Machinery”.

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

#### OFFICER’S RECOMMENDATION

That Council adopts the SMRC Biosecurity Compliance – Council Activities, Vehicles and Machinery Policy

### BACKGROUND

The movement of operational vehicles, machinery and construction material is a contributing factor in the spread of weeds (Biosecurity matter) throughout the Snowy Monaro Region. This Policy represents Council’s commitment to minimising biosecurity impacts as a result of its routine operations. Under the *Biosecurity Act 2015* Council has an obligation to *ensure that, so far as is reasonably practicable, the biosecurity risk is prevented, eliminated or minimised*.

Subordinate to this Policy is Council’s Vehicle and Machinery Hygiene Procedure (under development). The Procedure specifically identifies how Council’s operational vehicles are maintained and operated in a manner that complies with this Policy and the requirements of the *Biosecurity Act 2015*.

The draft policy was notified to all staff to enable input from all Council work areas.

---

## **QUADRUPLE BOTTOM LINE REPORTING**

### **1. Social**

Weeds (Biosecurity matter) pose a significant threat to the agricultural and environmental sustainability of the Snowy Monaro Region. Council is heavily scrutinized by the community for the movement of plant and materials from known weed infested areas to low weed intensity areas. This Policy identifies Snowy Monaro Regional Council's commitment to minimising the spread of weed material throughout the region.

### **2. Environmental**

Adoption of this Policy will have a positive impact on the environment by minimising the spread of weed material from areas of the region with high weed intensity to those with low weed intensity. Weeds have a significant and well documented impact on the environmental sustainability of the Snowy Monaro Region.

### **3. Economic**

This Policy has no economic implications as it does not define specific actions. Actions and associated costs are currently being considered in the development of the Vehicle and Machinery Hygiene Procedure.

### **4. Civic Leadership**

Snowy Monaro Regional Council has a General Biosecurity Duty to minimise the spread of Biosecurity matter (weeds) throughout the region. It will fulfil this duty by implementing this Policy and subordinate Procedures. In doing so, Council will meet the expectations of the community that it serves.

---

# Policy



<b>Title of Policy</b>	<b>SMRC Biosecurity Compliance – Council Activities, Vehicles and Machinery</b>		
<b>Responsible Department</b>	Biosecurity (Weeds)	<b>Document Register ID</b>	250.
<b>Policy Owner</b>	[checklist 25001 14 DD LAST VALUE]	<b>Review Date</b>	Date [document date1]
<b>Date of Council Meeting</b>	Date Approved [checklist 25002 10 DD LAST VALUE]	<b>Resolution Number</b>	Number [checklist 25002 11 DD LAST VALUE]
<b>Legislation, Australian Standards, Code of Practice</b>	<i>Biosecurity Act 2015</i> <b>Section 22 Biosecurity duty—dealings with biosecurity matter and carriers</b> <i>Any person who deals with biosecurity matter or a carrier and who knows, or ought reasonably to know, the biosecurity risk posed or likely to be posed by the biosecurity matter, carrier or dealing has a biosecurity duty to ensure that, so far as is reasonably practicable, the biosecurity risk is prevented, eliminated or minimised.</i>		
<b>Aim</b>	To ensure Council's compliance with the <i>Biosecurity Act 2015</i> thereby minimising the spread of weeds by Council activities including the movement and operation of vehicles and machinery. All staff and contractors who operate vehicles and machinery will implement this policy and relevant subordinate procedures. All staff involved in the purchase or movement of construction materials for Council works will adhere to this Policy.		

## 1 Introduction

The movement of operational vehicles, machinery and construction material is a contributing factor in the spread of weeds (biosecurity matter) throughout the Snowy Monaro Region. This Policy represents Council's commitment to minimise biosecurity impacts resulting from its routine operations. Under the *Biosecurity Act 2015* Council has an obligation to *ensure that, so far as is reasonably practicable, the biosecurity risk is prevented, eliminated or minimised.*

### 1.1 Plant Hygiene

Subordinate to this Policy is Council's Vehicle and Machinery Hygiene procedure which details the process whereby Council's operational vehicles are maintained and operated in a manner that complies with this Policy and the requirements of the *Biosecurity Act 2015*.

### 1.2 Works Planning

Biosecurity risk mitigation measures are incorporated into Council's Program of Works to minimise the risk of weed spread during routine activities. Consultation between management, staff and contractors ensures that practical work patterns and practices are developed and implemented to minimise the risk of weed spread from high weed incidence areas to low weed incidence areas. External contractors must adhere to Council's Biosecurity Compliance Policy and adopt practices consistent with all relevant subordinate procedures.

### 1.3 Material Hygiene

Council preferentially sources construction/maintenance materials from local sources and contractors to prevent the introduction of new weed incursions into the Snowy Monaro region.

Extraction sites are established throughout the Snowy Monaro region. In order for Council to discharge its General Biosecurity Duty, local materials are utilised where possible to prevent the spread of weeds throughout the region. In situations where materials must be transported and utilised contrary to this practice, Transport Infrastructure (Operations) staff consult directly with Biosecurity (Weeds) staff prior to the transportation of any material to identify appropriate remediation measures.

Extraction sites are monitored annually and an effective weed control program established within, and at each entrance to, the site to ensure that all priority weeds are effectively managed.

Council will not source material from an extraction site unless an effective weed control program is documented and implemented for local priority weeds.

### 1.4 Education Program

Council maintains an internal training program for all staff and contractors to ensure compliance with its biosecurity and hygiene requirements.

### 1.5 Council Resources

Council provides adequate resources to ensure this Policy is enacted and that effective vehicle and machinery hygiene practices are implemented Council wide.

#### Documentation

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

250.2016.207.1 Noxious Weeds Policy

250.2016.#.1 Procedure - Biosecurity – Vehicle and Machinery Hygiene (in Draft)

#### Variation

Council reserves the right to review, vary or revoke this policy and should be reviewed periodically to ensure it is relevant and appropriate.

---

### 13.1 TRANSFER OF CROWN ROADS IN THE TOWNSHIP OF DALGETY TO COUNCIL

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Property Officer
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	9.1 Transportation corridors throughout the region are improved and maintained
Delivery Program Objectives:	9.1.2 Our local road network is planned, built and repaired to improve movement across the region
Attachments:	1. Streets within Dalgety Township
Cost Centre:	1822 – Sealed rural roads : local 1830 – Unsealed rural roads : local

#### EXECUTIVE SUMMARY

For some time the Crown Lands Department has been requesting that Snowy Monaro Regional Council (and Snowy River Shire Council pre-amalgamation) assume ownership of the Crown roads/streets within the township of Dalgety.

Over the years Council has maintained these roads through agreement with Crown Lands and with the following restrictions:

*“Your request to maintain Crown reserve roads in Dalgety is approved on the following conditions:  
The works will be limited to:*

- Light grading of the natural terrain;*
- Slightly crowning of the surface to establish cross fall drainage;*
- Establishing cross-banks and or mitre drains or comparative devices to control water and sediment run-off;*
- Placement of gravel, road base or stones to stabilise the surface of fill potholes; and*
- Compaction of the road surface.*

*The works will not involve:*

- Construction of structures such as pipe culverts, concrete causeways or bridges; and*
- Any works outside the Crown road corridor.*

This practice, together with complaints from the public to the Crown concerning the deteriorating condition of Dalgety roads, has led to the Crown writing to Council requesting that Council take over the ownership of the roads.

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

---

### OFFICER'S RECOMMENDATION

That Council

A. Write to the Crown requesting the following roads be transferred to Council:

- Brierly Street – 400m - Sealed;
- Bradley Street – 350m - Unsealed;
- Rutherford Street – 350m - Unsealed;
- Bloomfield Street – 350m – Sealed/Unsealed;
- Wyndeyer Street – 450m - Unsealed;
- Hamilton Street – 1.3km – Sealed/Unsealed;
- Cooma Street – 400m – Sealed/Unsealed/Unconstructed;
- Emma Street – 200m - Unconstructed.

B. Include the roads in Council's roads assets register

C. Provide the budget for the construction and maintenance of the roads

### BACKGROUND

For some time the Crown has been requesting that Council take over the ownership of the Crown roads within the township of Dalgety.

Over the years Council has maintained the Crown roads within the township albeit without the consent of the Crown. This practice has led to the Crown writing to Council requesting that Council take over the ownership of the roads.



*Dalgety Roads/Streets*



Roads and approximate lengths to be acquired are as follows:

- Brierly Street – 400m;
- Bradley Street – 350m;
- Rutherford Street – 350m;
- Bloomfield Street – 350m;
- Wyndeyer Street – 450m;
- Hamilton Street – 1.3km;
- Cooma Street – 400m;
- Emma Street – 200m.

However, Rutherford, Bloomfield and Hamilton Streets have no drainage, kerb and gutter, footpath or stormwater and these works would need to be costed for future projects in order to decrease the costs of maintenance. If the construction issues on Rutherford, Bloomfield and Hamilton Streets are not addressed then Council will incur significantly higher costs in maintenance when the gravel is washed away during each rain event.

Hamilton Street from the intersection of Campbell Street to the intersection of Wyndeyer Street and Brierly Street between the intersection of Campbell Street and Windeyer Street are bitumen sealed. The rest of the roads are gravel roads which, in the past, were always maintained by Council.

The process to have the Crown roads transferred to Council is for Council to write to the Department of Industry – Roads and request that the roads be gazetted to Council.

The advantage of having roads within the Dalgety township transferred to Council lies in the fact that Council could programme construction works and maintenance within future Delivery & Operational Plans with a long term aim of ensuring all Dalgety roads were constructed to acceptable road standards. However the disadvantages (and therefore a consideration when determining whether to gazette Dalgety Roads as Council Public Roads) include:

- potential impact on Council's road maintenance grading budget should Council agree to gazette Dalgety Roads/Streets as Council Public Roads;
- increased frustration by residents of Dalgety knowing this is the only township within the Region where main streets are not Council Public Roads and therefore not maintained to agreed service levels by Council;
- managing the public's expectation that all existing issues will be resolved quickly; and
- the lack of any Dalgety Landscape Masterplan that presents a vision and strategy for the future of Dalgety i.e. any effort would be reactive not scheduled.

## **QUADRUPLE BOTTOM LINE REPORTING**

### **1. Social**

Whilst the roads within the township of Dalgety remain in the ownership of the Crown, Council can only carry out the bare minimum work to maintain the surface of the road in a trafficable condition.

---

Council receives ongoing complaints from residents in Dalgety who complain that they cannot access their properties safely because of the poor condition of the roads within the township.

Council's roads network should include the roads within our townships, particularly those which are bitumen sealed.

## **2. Environmental**

There are considerable environmental impacts on the Snowy River when gravel from Dalgety Streets is flushed into the river during severe weather events. Without suitable drainage and maintenance strategies the potential for environmental harm increases. Currently this risk lies with the Crown but would become Councils' once the roads were gazetted as Council Public Roads.

## **3. Economic**

It is estimated that the annual cost to maintain Dalgety Streets on a single road maintenance strategy per annum would be \$13,296 approximately. Gravel re-sheeting is estimated at \$170,000 if all streets were scheduled for re-sheeting at the same time. Surveys and designs would be required to understand the additional costs associated with construction of stormwater, footpaths, drainage and possible sealing of the main streets.

## **4. Civic Leadership**

The option exists for Crown Lands to assign Dalgety Roads to Council without Councils' consent (although an unlikely outcome) and the continued "impass" between Council and Crown Lands requires a resolution so the residents of Dalgety have assurance that Dalgety roads will be maintained and upgraded as per any township across the region.

The ability for Council to maintain Dalgety Roads under current restrictions (imposed by Crown Lands) does not allow for suitable maintenance strategies to be employed that would reduce the cost to Council for any works conducted. In addition, the lack of any drainage results in road gravel moving towards the Snowy River during and following severe weather events.

---



---

### 13.2 DONATIONS AND SPONSORSHIPS JULY - DEC 2018 OMITTED SUBMISSION.

Record No:

Responsible Officer:	Director Corporate and Community Services
Author:	Administration Assistant
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	12.3 Our community is empowered and supported in facilitating community outcomes
Delivery Program Objectives:	12.3.1 Community organisations and individuals have the capacity to apply for a range of grants funding opportunities
Attachments:	1. Attachment 1 : September 2018 Request for Donation / Sponsorship Requests 2. Attachment 2 : September 2018 Request for Donation / Sponsorship Attachments
Cost Centre	3120

#### EXECUTIVE SUMMARY

Following the adoption of a new Donations and Sponsorships Policy under resolution 196/18 at the 17 May 2018 Ordinary Council meeting , and the processing of round 1 of submissions under the new Policy, items have been identified that were omitted in the process.

Details of these items are included in the background section of this report. We submit the additional items for Council consideration.

Submissions for Round 1 July to December 2018 were received by the cut-off date of 30 June 2018 and were tabled for consideration at the 19 July 2018 Council meeting.

During the preparation of this report a submission from the Nimmitabel Chamber of Commerce had been received by the due date but the submission was overlooked for inclusion as it was thought to be a duplicate submission. It is now attached for Council consideration.

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

#### OFFICER'S RECOMMENDATION

That Council

- A. Determine the value to be allocated for Nimmitabel Chamber of Commerce general submission round 1, included in Attachment 1 : July 2018 Requests for Donation / Sponsorship;
  - B. Authorise any approved expenditure for the Nimmitabel Chamber of Commerce general submission round 1, from the 2019FY Donations Budget.
-

## BACKGROUND

### Additional General Submission – Round 1

<b>COUNCIL RESOLUTION</b>	<b>[196/18]</b>
That Council	
A. Adopt the Donations and Sponsorships Policy;	
B. Receive and note the Donations and Sponsorships Procedure;	
C. Authorise the value in the 2019 FY Budget for the Recurring Donation Category for \$20,000 ;	
D. Authorise the value for the general submissions in the 2019FY Budget as \$100,000; and	
E. Authorise the value for hardship requests in the 2019 FY as \$10,000	
<b>Moved Councillor Ewart</b>	<b>Seconded Councillor Haslingden</b>
	<b>[CARRIED]</b>

Submissions were sought from the community for Donations and Sponsorships through direct communication to community groups who had previously engaged Council for support and also through advertising in local papers and radio for the period of 1 June to 30 June 2018.

#### **Nimmitabel Chamber of Commerce**

A submission was received from the Nimmitabel Chamber of Commerce in round 1 by the 30 June 2018 cut-off date, following clarification on the information provided, the submission was missed for inclusion.

The decision was made to bring this to the September 2018 Council meeting rather than wait for round 2 submissions as the funding is requested for an event occurring in October 2018.

The total value of this additional omitted submission for round 1 equates to \$4,000.00 cash.

Following the resolution from this report the submission owner will be contacted advising the outcome.

## QUADRUPLE BOTTOM LINE REPORTING

### **1. Social**

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**

Council resolved to allocate \$44,087.08 to round 1 submissions on 19 July 2018.

In addition \$20,000 was allocated to fund recurring donations for School presentations, the five Major Community Show days and the three major Race days within the Council.

### **4. Civic Leadership**

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.

13.2 DONATIONS AND SPONSORSHIPS JULY - DEC 2018 OMITTED SUBMISSION.

ATTACHMENT 1 ATTACHMENT 1 : SEPTEMBER 2018 REQUEST FOR DONATION / SPONSORSHIP REQUESTS

Page 36

#	Organisation	Request Summary	Requested Value (Cash)	Requested Value (In Kind)	Recommendation	Comment
1	Nimmitabel Chamber of Commerce Inc	Assistance with costs for running the Back to Nimmity Festival in October 2018.	\$4,000.00			This request was received prior to the cutoff date of 30 <sup>th</sup> June, unfortunately it was overlooked in the preparation of the submission.
Totals			\$4,000.00			
Grand Total						

## Application for Financial Donations and Sponsorships



In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

Applicants Details	
Name of Organisation	Nimmitabel Chamber of Commerce Inc. (NCC)
Contact Person	Tess Hudson
Address / Location	Public Officer 28 Bombala St Nimmitabel NSW 2631
Phone Number	Mob: <input type="text"/> Landline: <input type="text"/>
E-Mail Address	info@nimmitabel.org
ABN (If Applicable)	27 902 812 538
Date of Establishment (If Applicable)	5 September 2017
Is your Organisation Registered for GST? (If Applicable)	No
Project / Activity Details	
Name of Project / Activity	Back to Nimmity Festival
Amount of Funding Requested	<p>Cash Amount \$4,000.00</p> <hr/> <p>In Kind Support: (You will be required to submit copies of quotes from Council in your application)</p> <p>Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage in incurred) DA application fee \$120.00 (if required). Banner display in Cooma @ \$21.00 per week for as many weeks prior to the event as are available.</p> <p>Promotion via Print Media (Council Website Advertisement etc.)</p> <p>Other – Please outline _____</p>

<i>Briefly describe the Project / Activity</i>	A family-friendly celebration of Nimmitabel's rich history and importance within the Snowy-Monaro region. The Back to Nimmity Festival will have bushcraft demonstrations, historical displays, story telling from elder locals, historic machinery displays, music and street entertainment, and a market.
<b>Project / Activity Financial Details</b>	
Financial Details of the Project or Activity for which assistance is sought	We are seeking assistance with the costs of advertising and marketing the festival, and provision of entertainment. Our previous festival, Steampunk at Altitude, was a remarkable success but could have benefited from earlier and more widespread distribution of posters and media advertising. We found the same thing with last year's Back to Nimmity Festival. Given that last year and for Steampunk we spent around \$4,000.00 on printing, advertising and banners/promotional materials, and we feel we need to increase the distribution, we are intending to budget a spend of around \$7,000.00 on these items.
Total Cost of the Project or Activity	Estimated budget for holding the festival based on last year's event and Steampunk is \$15,000.00. Within that overall budget the estimated budget for advertising and promotional materials is \$7,000.00, with the rest being provision of entertainment.
Details of other funding received from Snowy Monaro Regional Council (If Applicable)	We received \$2,000.00 toward the Steampunk at Altitude Festival.
Details of other financial assistance sought or obtained	Currently seeking donations from various businesses in the region, our own fundraising efforts conducting raffles, and John Barilaro.

<b>Project / Activity Details</b>	
How will your Project / Activity benefit the Snowy Monaro Regional Community?	The Back to Nimmity Festival promotes tourist visitation, provides a social opportunity for locals, creates opportunities to showcase and record our living history, and supports business in the village of Nimmitabel and the surrounding region. Given the participation of our Elder community members as story tellers and demonstrators of rural craftsmanship, the festival is an opportunity to foster strong community participation and social connections across all age groups, which in turn enhances individual health and wellbeing amongst our residents. We have a policy of using local business for our goods and services to the fullest possible extent.
What is the expected amount of resident participation?	In previous years resident participation has been very high across all demographics. Last year's event opened to rain and frigid wind, and still the crowds came. Fortunately, it cleared up in the afternoon. In previous years residents have participated in the displays, demonstrations, performances and markets as well as attending. The volunteers that helped with Steampunk have mostly indicated their willingness to volunteer for Back to Nimmity.



## 13.2 DONATIONS AND SPONSORSHIPS JULY - DEC 2018 OMITTED SUBMISSION.

### ATTACHMENT 2 ATTACHMENT 2 : SEPTEMBER 2018 REQUEST FOR DONATION / SPONSORSHIP ATTACHMENTS

Page 39

What other Local Community Groups is involved in this Project / Activity?	Lions Club of Nimmitabel Nimmitabel CWA Nimmitabel Advancement Group Nimmitabel Gardening Club (See attached poster from last year)
Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.	The NCC took on the mantle of running the Back to Nimmitary festival last year even though we had only formed as an organisation some six weeks before the festival was due to occur. Community interest was high, but uncertain, as previous organisers of the event had shown no indication that they were willing to run it. Even with such a truncated time frame, the NCC was able to present a diverse and entertaining day of festivities. The feedback from local residents, visitors and our business owners was very positive. The NCC would like to build on that success and continue this festival as an ongoing tradition for our community, the wider Snowy-Monaro region, and visitors to the region. We would also like to bring stability and certainty that the event will be held, and standards maintained.
How will Council funding be acknowledged?  E.g. Logo or signage  (Council Funding must be acknowledged in your Project or Activity)	We will display Council's logo on our programme which will be distributed to all attendees for free during the festival and for some time before the festival. We will also feature the Council in our list of supporters on our social media. Council's support will be mentioned in our radio messages on 2MNO.  If we know in time, Council's logo can be placed on our posters and flyers as well.
Please provide details of Office Bearers or other Involved Parties	Details of Office Bearers or other involved parties: President: Grant Walker, The Royal Arms Public Officer: Kelvin Fahey, The Federal Hotel Treasurer: Britt Roijer, Nimmitabel Leather Shop Secretary: Tess Hudson
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	The proposed festival will bring tourism to the area as well as providing a social opportunity for residents. Supporting opportunities for social connection and participation across all age groups is a fundamentally important ingredient in building a healthy and thriving community.  Based on past experience it will also give the local businesses a boost by bringing customers to their doorstep. The Nimmitabel Chamber of Commerce endeavours to source our goods and services through businesses of the Snowy-Monaro region whenever possible.  Also based on past feedback, attracting people who might have otherwise passed through to stop and have a look around has raised awareness of Nimmitabel and surrounds as an attractive destination or stop over point. It is important to all the businesses on our main street that we increase tourist visitation as our population base is quite small and unable to sustain all our businesses without tourist input.

### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

#### Attached? (Please mark YES or No)

A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year	We do not yet have a bank statement. Our first one will be issued after 30 <sup>th</sup> June, at which point it can be submitted. I have attached the profit and loss summary from Steampunk at Altitude. Our Treasurers Report for the financial year is being prepared and pending the arrival of our bank statement. I can submit it separately once completed, but that will be after the submission date.
A copy of the Group / Organisation's Public Liability Insurance	Attached
Where the Group / Organisation intends to purchase equipment, and a copy of the quote/s obtained	Printing by Yolk Designs Cooma. Based on previous costs. Banners by Vistaprint. Based on previous costs. Monaro Post. Based on previous costs.
Where the Group / Organisation does not have an ABN, a 'Statement by a Supplier' form is required	ABN supplied.
If your Group is not incorporated, please supply a letter from your supporting body	Registered Association No. INC1701198

### Authorization of Applicant

If the following is not completed, this may result in the application not being considered.

Name	Tess Hudson
Office Held / Position	Secretary
E-Mail Address	info@nimmitabel.org
Postal Address	PO Box 24 Nimmitabel NSW 2631
Phone Number/s	Mob: <input type="text"/> Landline: <input type="text"/>

### Declaration and Signature of Applicant

- ☒ I confirm that the information contained in the application form and within the Documents ~~a~~ true and correct;
- ☒ I confirm that this application has been submitted with the full knowledge and support of the applicant;
- ☒ I declare that should this application be successful the funding will be expended as outlined in ~~te~~ above documentation;
- ☒ I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and;
- ☒ I am aware this application will be reproduced in the Council Business Paper and authorise ~~for~~ the publication of information required.

Signature	<input type="text"/>
Name	Thérèse (Tess) Hudson
Position	Secretary
Date	29/06/18

---

## 15.1 BANNER POLES FUNDS DIVERSION

Record No:

Responsible Officer: Acting General Manager

Author: Councillor Anne Maslin

Attachments: Nil

---

Councillor Anne Maslin has given notice that at the Ordinary Meeting of Council on 6 September 2018, she will move the following motion.

### MOTION

That Stronger Communities funds not spent on Banner Poles, be redirected into balancing projects in the respective communities. In Bombala, \$47 000 will be put into the Bombala Main Street Balancing Project.

### BACKGROUND

Some communities have been opposed to the erection of banner poles in their towns, in particular Bombala. Council voted not to proceed with banner poles for Bombala in July 2018. Bombala's banner poles were to have cost \$47,000. Under the circumstances, Bombala's Main Streetscape balancing project is to be the beneficiary of this money. It is seen by the community as very important to ensure that this \$47,000 is spent on streetscape upgrades from which the whole community will benefit.

Clause 9. 1 of Council's Code of Meeting Practice provides as follows:

#### 9.1 Notices of Motion

- (1) *The deadline for lodging notices of motion in writing for inclusion on the business paper for consideration at any meeting of the Council, shall be eleven (11) days prior to the meeting.*
  - (2) *A councillor must give notice of business in writing no later than 4.00pm on the Tuesday that follows the ordinary meeting of council.*
  - (3) *At an Ordinary meeting Councillors may give notice of motions in writing to be listed as matters on the business paper for the next Ordinary meeting of Council.*
  - (4) *The rules applying to the content of Questions also apply to the content of Notices of Motion.*
  - (5) *Councillors are to ensure, where it is intended that staff be asked to carry out some specific defined action, that a Notice of Motion is written in such a way that, if carried, the motion carries such clear and unambiguous direction.*
-

## 19. 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:

#### **19.1 Proposed Acquisition of Land in Cooma**

Item 19.1 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.

#### **19.2 Work Health and Safety**

Item 19.2 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

#### **19.3 Code of Conduct**

Item 19.3 is confidential in accordance with s10(A)(2)(i) of the Local Government Act because it contains alleged contraventions of any code of conduct requirements applicable under section 440 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.