



SNOWY MONARO
REGIONAL COUNCIL

ATTACHMENTS TO REPORTS

(Under Separate Cover)

Ordinary Council Meeting

15 August 2019

**ATTACHMENTS TO REPORTS
FOR
ORDINARY COUNCIL MEETING
THURSDAY 15 AUGUST 2019**

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Biodiversity, Vegetation and Tree Removal

Bombala Development Control Plan

Remove Sections 2.5.3 Biodiversity and 2.5.4 Native Vegetation of the Bombala Development Control Plan 2012 and replace it with the Biodiversity Vegetation and Tree Removal section below.

Cooma-Monaro Development Control Plan

Remove Section 7.1 Tree Preservation from the Cooma-Monaro Development Control Plan 2014 and replace it with the new Biodiversity, Vegetation and Tree Removal Section below.

Repeal section 6.7 Native flora and fauna (terrestrial and aquatic) and renumber all following sections accordingly.

Snowy River Development Control Plan

Remove Section 1 Preservation of Trees or Vegetation of Part C5 Tree Preservation & Landscaping in the Snowy River Development Control Plan 2013 and replace it with the new Biodiversity, Vegetation and Tree Removal Section below.

Biodiversity, Vegetation and Tree Removal

Preservation of Trees or Vegetation

This Chapter applies to the clearing of native and non-native vegetation and the conduct of tree works in the Shire regulated under Part 3 of State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017.

Note: 'Tree works' are works affecting the form, structure or foliage of a tree including root cutting, crown lifting, reduction pruning, selective pruning, crown thinning, remedial or restorative pruning or complete tree removal.

This authority exists where these activities are not otherwise regulated by the Biodiversity Conservation Act, the Local Land Services Act, or a Native Vegetation Panel.

Clearing of native vegetation and trees for rural landholders

This chapter does not regulate clearing of native vegetation and trees on rural land, which includes zones RU1 Primary Production, RU2 Rural Landscape, RU3 Forestry and RU4 Small Lot Primary Production. This clearing is managed by the Local Land Services Act to contact enquiry.southeast@lls.nsw.gov.au. Rural landholders in zones RU1 through RU4 should refer to the Local Land Services Act 2013 to determine requirements for native tree and vegetation removal on their properties.

Objectives

- To uphold appropriate standards for non-rural vegetation clearing and tree works as per Part

3 of State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017.

- To preserve trees and vegetation with cultural, heritage and natural significance.
- To encourage the preservation of trees and vegetation that contributes to native habitats.
- To promote the replacement of trees removed with more appropriate species.
- To ensure that tree lopping or removal is undertaken in a professional and safe manner.

Native vegetation clearing and tree works requiring approval other than from Council

In New South Wales, native vegetation clearing and tree works are governed by the *Biodiversity Conservation Act 2016*, the *Local Land Services Act 2013* and the *State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017*.

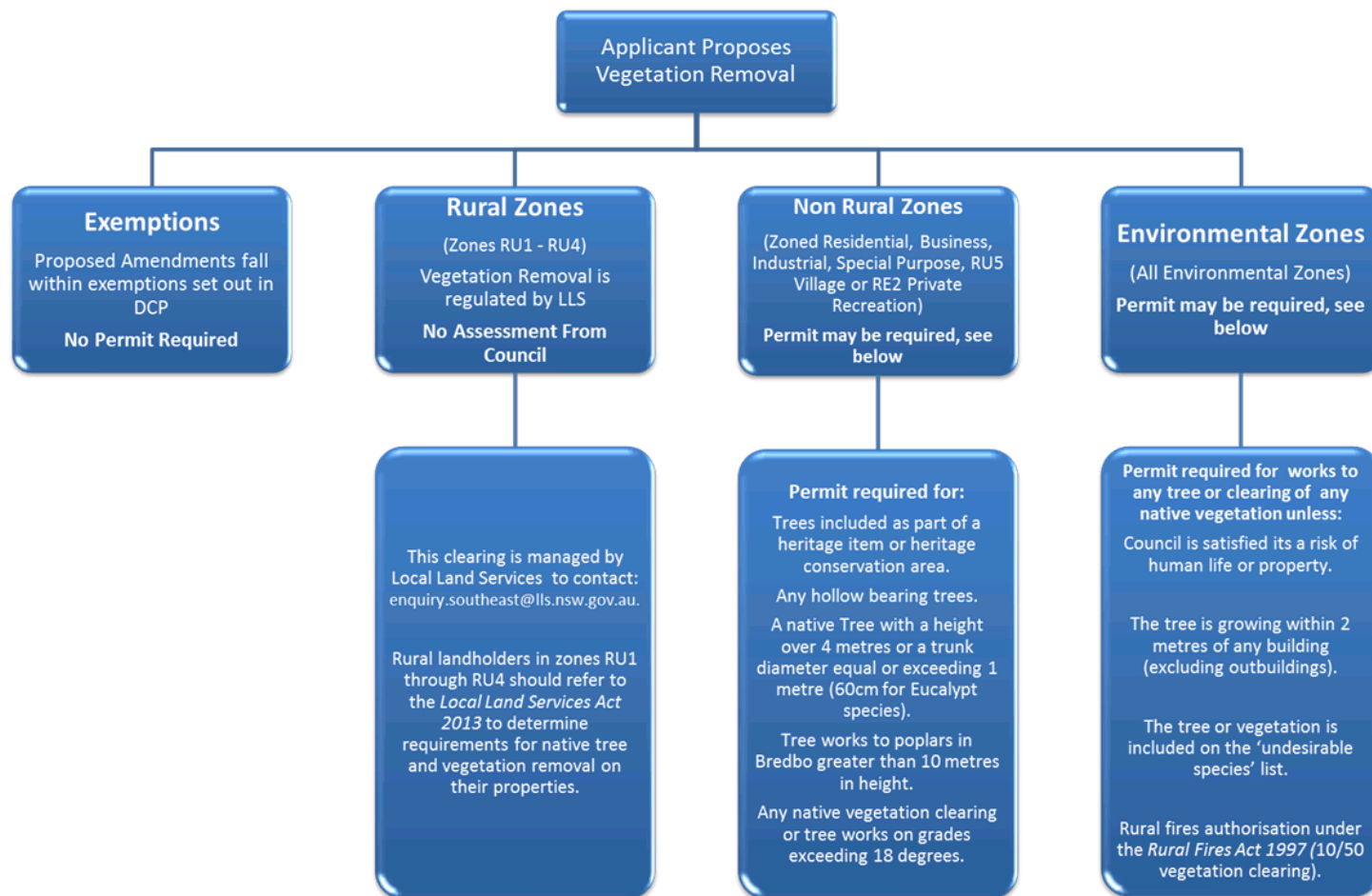
A permit from Council is not the applicable approval pathway in all cases. This includes instances where clearing native trees and/or native vegetation when the work/clearing is:

- Associated with development or activities requiring consent under Part 4 or Part 5 of the Environmental Planning and Assessment Act. This clearing is regulated by the Biodiversity Conservation Act.
- On rural zoned land (Zones RU1 through RU4) outside the Sydney Metropolitan Area (excludes RU5 Village Zone). This clearing is regulated by the Local Land Services Act or a Native Vegetation Panel, depending upon the specific circumstances.
- In excess of the Biodiversity Offset Scheme threshold. This clearing is regulated by the *State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017*. (Please note: [BOSET Mapping Tool](#) can help identify potential land clearing triggers under the vegetation SEPP)

Table 1 – Native Vegetation Clearing Thresholds Triggering the Biodiversity Offset Scheme

Minimum Lot Size Associated with the Property	Threshold for Clearing above which the BAM and Offsets Scheme apply
Less than 1ha	0.25ha or more
1ha to less than 40ha	0.5ha or more
40ha to less than 1000ha	1ha or more
1000ha or more	2ha or more

Figure 1 – Summary Chart - Vegetation Removal Procedure



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Native vegetation clearing and tree works requiring Council approval

Outside the above circumstances, a Council permit may be required to clear native vegetation and perform works to native and non-native trees.

The following circumstances require a Council permit to perform tree works or clear native vegetation:

- Tree works to any tree listed individually or included as part of a heritage item in Schedule 5 – Environmental Heritage in the Bombala LEP 2012, the Cooma-Monaro LEP 2013 or the Snowy River LEP 2013.
- Tree works to any tree located within a heritage conservation area in Schedule 5 Environmental heritage in the Bombala LEP 2012, the Cooma Monaro LEP 2013 or the Snowy River LEP 2013.
- Any tree on ‘public land’ (as defined in the Local Government Act 1993) by any persons not authorised by Council.
- Any hollow bearing trees.
- A native tree which satisfies any of the following criteria:
 - a height greater than four (4) metres.
 - for a single trunk tree species, a trunk diameter equal to or exceeding one (1) metre or 60cm for Eucalypt species at a height of one (1.3) metres from ground level.
 - for a multi trunk tree species, a combined trunk circumference (measured around the outer girth of the group of trunks) equal to or exceeding one (1) metre at a height of one (1) metre above ground level.
- Tree works on Poplars in Bredbo zone RU5 Village greater than 10 metres in height.
- Tree works to any tree or clearing of any native vegetation located on land designated as zoned environmental (E2 Environmental Conservation, E3 Environmental Management and E4 Environmental Living) unless it satisfies any of the following criteria:
 - it is clear to Council that the tree is a risk to human life or property.
 - the tree is growing within two (2) metres of any building (excluding an outbuilding) measured horizontally from the closest point of the trunk at one (1) metre from ground level to the closest point of the vertical alignment of the building structure which may be the eave, guttering or fixed awning of the building.
 - the tree or vegetation is included on the ‘undesirable species’ list at the end of this chapter.
 - Rural fires authorisation under the *Rural Fires Act 1997* ([10/50 vegetation clearing](#)).
- Any native vegetation clearing or tree works on grades exceeding 18 degrees.

Exceptions to Permit Approval Requirements

Some vegetation and tree clearing is exempt from Council permit requirements.

Note that clearing or tree works may require approval via another pathway and that the below exemptions do not prevail over these other pathways. Note also that these exemptions do not apply to trees and vegetation on lands designated as Environmental Protection Zones.

Even where no approval is required, it is recommended that prior written notification be made to Council before any tree work is carried out, providing information such as tree species, reasons for proposed works and digital photos. Where the tree work takes place to a heritage item or in a heritage conservation area, Council **must** also give support in writing before the tree works take place.

Approval is not required to perform tree works or remove a tree if it is clear to Council that the tree is a risk to human life or property.

Council permit approval is also not required to perform tree works, if the tree:

- Is dying or dead, is less than 6 meters in height and is not potential habitat of native fauna or a part of an ecological community.
- Has been approved to be removed under an existing Development Consent issued by Council.

Note: if approval is given for the pruning and removal of tree/s as part of Development Consent, tree works can only be carried out when construction work physically and substantially commences.

- Is located in a fuel free zone as determined by Council's Fire Control Officer and that tree represents a fire hazard.
- Is of an undesirable species as listed in Table A below.
- Is to receive minor or maintenance tree works, including:
 - Crown thinning by a maximum 10% of the existing canopy in any two year period
 - The pruning of deadwood more than 50mm in diameter
 - The removal of live branches to a height of 2.5 metres from ground level
 - Formative pruning of young trees and power line clearance, as defined in Australian Standard (AS 4373-2007 Pruning of Amenity Trees).
 - Pruning to promote growth or fruit production in a manner which does not harm the health of the tree
- Is growing within two (2) metres of any building (excluding an outbuilding) measured horizontally from the closest point of the trunk at one (1) metre from ground level to the closest point of the vertical alignment of the building structure which may be the eave, guttering or fixed awning of the building.
- Tree works on public land owned by or under the care, control and management of Council and carried out by persons authorised by Council.
- Anything authorised by or under the *State Emergence and Rescue Management Act 1989* or *State Emergency Act 1989* in relation to an emergency and that was reasonably necessary in order to avoid an actual or imminent threat to life or property.
- Any emergency firefighting or bush fire hazard reduction work within the meaning of the *Rural Fires Act 1997* that is authorised or required to be carried out under that Act.
- Biosecurity authorisation under the *Biosecurity Act 2015*
- Plantation operations authorisation under the *Plantations and Reafforestation Act 1999*

- Forestry operations authorisation under the *Forestry Act 2012*
- Water management authorisation under the *Water Management Act 2000*
- Mining/petroleum authorisation under the *Mining Act 1992 or the Petroleum (Onshore) Act 1991*
- Fisheries management authorisation under the *Fisheries Management Act 1994*
- Survey work under the *Surveying and Spatial Information Act 2002* and carried out under the direction of a surveyor
- Roads authorisation under the *Roads Act 1993*
- Private land conservation agreement under the *Biodiversity Conservation Act 2016*

Note: applicants must refer to other legislation and policies for requirements and controls where relevant, including the *National Parks and Wildlife Act 1974* and the *Biodiversity Conservation Act 2016*.

Information required with permit applications

An application for a Council permit to carry out tree or vegetation works must (as a minimum) contain the reasons for the proposed tree works or clearing, descriptions of the existing tree/s, proposed landscape treatments and supporting documentation (e.g. Photographs).

Notification

In circumstances where an adjoining owner/s may be directly affected by a proposal relating to tree works, Council may determine to notify adjoining owner/s in accordance with the Public Notification requirements of the Community Participation Plan. This is at the discretion of Council.

Appeals

An appeal to Council against an approval or refusal to grant a permit under this Code may be made by the applicant.

As per Clause 12 of the *State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017* if dissatisfied with the result of the appeal to Council, an applicant for a permit may appeal to the Land and Environment Court against the refusal by Council to grant the permit. Any such appeal is to be made within 3 months after the date on which the applicant is notified of the decision or within 3 months after the Council is taken to have refused the application (whichever is later).

An application for a permit that has not been determined is taken to have been refused after 28 days from the date the application was made.

Penalties

Under Section 629 of the *Local Government Act 1993*, penalties may apply to the injury of unnecessary disturbance of plants in or from a public place, including road reserves.

Under Sections 9.50 through 9.58 of the *Environmental Planning and Assessment Act 1979*, court action (in addition to any pecuniary penalty) may apply to the destruction of or damage to a tree or vegetation. Offenders may be required to rehabilitate the site, plant new trees and vegetation and maintain these until maturity.

Further penalties may also apply to the damage or removal of trees or vegetation under the

National Parks and Wildlife Act 1974, and under Sections 2.2 through 2.5 of the *Biodiversity Conservation Act 2016*.

Vegetation removal on rural zoned land must be in accordance with the Local Land Services Act 2013. For vegetation removal on rural zoned land, contact Local Land Services on 1300 778 080, email slm.info@lls.nsw.gov.au or contact the South East Local Land Services office via email to enquiry.southeast@lls.nsw.gov.au.

Matters for consideration when granting permits

Council's considerations of a permit application for vegetation clearing and tree works may include:

- Whether the vegetation and/or tree have significant amenity or aesthetic value or are ecologically significant.
- The condition, maturity and life expectancy of the tree.
- A report from a qualified arborist (if required).
- Whether the tree is affected by the provisions of any other Act, Regulation or State Environmental Planning Policy applying to the land.
- The potential hazards to persons and/or property in the context of:
 - Structural soundness of the particular tree (including condition of the canopy, amount of deadwood, any prolonged decline, significant and sustained insect attack)
 - The characteristics and risk potential of the particular species
 - Siting issues such as ground conditions, building proximity, etc. which may give rise to a hazardous situation (particularly structural damage to public infrastructure and/or private property caused by the tree, its trunk or root system)
 - Existing (or potential) traffic obstruction in relation to proximity to a roadway, intersection or driveway, where pruning would be an insufficient remedy
- The demonstrated need for reasonable solar access to windows, opening of a building, solar appliances, clothes drying and outdoor living areas.
- Whether a tree should be replaced by a more suitable species given its location or proximity to services such as overhead powerlines, sewer or drainage pipes or the like.
- Whether appropriate additional (or replacement) planting has been or should be undertaken.
- The need for, and suitability of, soil erosion and siltation controls.
- Whether a tree or vegetation is, or provides for, habitat of a threatened species or ecological communities listed in the *Threatened Species Conservation Act 1995*.

Matters outside consideration when granting permits

Provided that no significant hazard or other safety issues are caused by the existing trees, the following should not generally be considered as valid reasons to remove trees or native vegetation:

- Leaf drop to gutters, downpipes, pools, lawns etc.
- To increase natural light, where it is the sole consideration
- To improve street lighting to private property
- To enhance views or reduce the height of trees
- To reduce the shade created by trees
- To reduce fruit, resin or bird dropping falling onto driveways and/or cars

- Minor lifting of driveways, front fences, paths and footpaths by tree roots
- To erect a fence
- Bushfire hazard control, which has not been verified by Council
- Potential damage to sewer mains or stormwater pipes, unless supported by written expert advice and only where reasonable alternatives are not feasible (eg relocation or encasement of mains and replacement of damaged pipes in PVC plastic)

Undesirable Species

Table A: Undesirable Species List

Common Name	Botanic Name
Tree of Heaven	<i>Ailanthus altissima</i>
Cotoneaster	<i>Cotoneaster species</i>
Coral tree	<i>Erythrina species</i>
Rubber tree	<i>Ficus elastica</i>
Privet	<i>Ligustrum species</i>
Oleander	<i>Nerium oleander</i>
Ochna	<i>Ochna serrulata</i>
African Olive	<i>Olea europaea var. Africana</i>
Cocos Palm	<i>Syagrus romanzoffianum</i>
Evergreen Alder	<i>Alnus jorullensis</i>
Bamboo species	<i>Bambusa species</i>
Hackberry	<i>Celtis occidentalis</i>
Norfolk Island Hibiscus	<i>Lagunaria patersonia</i>
Mulberry	<i>Morus species</i>
Poplars	<i>Populus species</i>
Willows	
Tree of heaven	<i>Ailanthus altissima</i>
Black locust	<i>Robinia psuedoacacia</i>
Pyracantha or Firethorn	<i>Pyracantha angustifolia</i>
Box Elder	<i>Acer negundo</i>
Cootamundra Wattle	<i>acacia baileyana</i>
Oxeye daisy	<i>leucanthemum vulgare</i>
Yarrow (herb)	<i>Archillea millefolium</i>
Browntop Bent (grass)	<i>Agrostis capillaris</i>

Note: where trees or vegetation are included on the Undesirable Species list above and are also a heritage item under the Bombala LEP 2012, the Cooma-Monaro LEP 2013 or Snowy River LEP 2013 (eg Berridale Poplars – Jindabyne Road Cultural Streetscape) Council permit approval will be required in accordance with the sections above.

Trees on Neighbouring land

Council has no power to order the owner of a tree to remove or prune a tree on their property apart from under the provisions of the *Biosecurity Act 2015*.

Where a tree is growing on a boundary, ownership is determined by which side of the boundary the centre of the trunk originated, or which side of the boundary, the majority of the trunk's diameter exists (at ground level).

Permission for removal of a tree on a neighbour's property can only be granted to the owner of the tree and requires the consent of Council. Written agreement from the owner of the tree must occur prior to making an application.

Where neighbour disputes arise, Council refers affected persons to the *Trees (Disputes Between Neighbours) Act 2006*.

Public Notification Requirements

Bombala Development Control Plan

Remove and replace Advertising and notification section 1.4 of the Bombala Development Control Plan 2012 with the Public Notification Requirements section below.

Cooma-Monaro Development Control Plan

Remove and replace part 8 Public Notification Requirements in the Cooma-Monaro Development Control Plan 2014 with the Public Notification Requirements section below.

Snowy River Development Control Plan

Remove and replace Part A3 Public Notification of the Snowy River Development Control Plan with the Public Notification Requirements section below.

Public Notification Requirements

Please refer to Snowy Monaro Regional Council's Community Participation Plan (CPP) for development application notification requirements in accordance with Division 2.6 of the *Environment Planning and Assessment Act 1979*.

Building performance and energy efficiency

Bombala Development Control Plan

Insert the Building performance and energy efficiency section below as section 2.6 of the Bombala Development Control Plan 2012.

Cooma-Monaro Development Control Plan

Remove and replace Section 2.7 Energy Efficiency in the Cooma-Monaro Development Control Plan 2014 with the new Building performance and energy efficiency section below.

Snowy River Development Control Plan

Remove Section 1 Energy and water efficiency of part C9 in the Snowy River Development Control Plan 2013 and replace with the Building performance and energy efficiency section below.

Building performance and energy efficiency

Council encourages the development of energy efficient buildings and structures to provide comfortable living and working environments. This chapter seeks to support this outcome.

The NSW energy and water efficiency measures for most residential development are covered by BASIX (the Building Sustainability Index), a web based tool aimed at reducing water usage and greenhouse gas emissions. The tool provides a framework to assess energy and potable water consumption against specific targets which vary according to location and building type. Proposals that meet the targets are issued with a BASIX certificate, which must be submitted with a development application before it is processed.

For further information on the implementation on BASIX refer to www.basix.nsw.gov.au

The controls below apply to buildings **not** affected by BASIX.

The requirements of this Section are complementary to the BASIX requirements. The provisions are targeted to local area conditions prevailing in the Snowy Monaro Regional Council area. Unlike BASIX, measures within this section are applicable to transportable and manufactured dwellings and also to other accommodations, particularly those for visitor and tourist use. The use of the word 'dwelling' in the below controls captures all these types of accommodations.

Objectives

- To encourage energy and water efficient design in dwellings and other lodgings.
- To provide comfortable interior environments in dwellings and other lodgings through use of design.

Development Applications should provide a BASIX certificate to support the development

application materials where this is applicable. If this is not applicable, the development application must comply with the table below:

Performance Criteria	Acceptable Solutions (Council may accept other solutions where the performance criteria are satisfied)
P1 Enable cross flow ventilation of air throughout the dwelling in summer. Air should flow freely from the shady side of an occupied building to the sun-exposed side throughout the day during summer.	A1 Development applicants will include an airflow diagram within submitted drawings.
P2 Orient the length of new dwellings along an east-west axis as much as practicable, maximising the opportunity for solar access along the northern façade.	A2 Design new dwellings such that north facing windows receive at least 4 hours continuous sunlight to a living-room between the hours of 9.00am and 3.00pm on 21 June.
P3 Maximise the number of north-facing windows in dwellings to improve passive heating in winter. Provide shading of these windows via awnings, eaves, louvres, screening, planting and landscaping to block midday sun in summer. Arrange living areas to the north as much as is practicable to do so. Utilise, and provide for infiltration of, natural light in dwelling designs. This should occur in as many parts of a building as possible. The use of clerestory windows or skylights for this purpose is encouraged.	A3 Submitted plans and elevations will indicate the location of window glazing and skylights. At least 50% of glazing to the dwelling is to be installed to north-facing façades. <ul style="list-style-type: none"> ○ Provide shading to this glazing such that 100% of north facing glazing is shaded at midday during summer months. ○ Where this is impractical and glazing is provided to other facades, reduce heat loss via this glazing by other means including shutters (internal or external), protection by enclosed verandas or more insulative glazing (double glazing or other solution). Fit double glazing to all skylights.
P4 Specify and locate materials to make use of thermal mass principles in dwellings. Thermal mass gradually stores and releases thermal energy. This maintains a consistent internal climate during day-night temperature cycles and in different seasons.	A4 Fit all new dwellings with insulation to walls and ceilings with 'R' value of 3.5 or more for ceilings, 2 or more for walls and 1.5 or more for raised or lightweight-type floors. Fit insulation of 'R' value 1 or more to all slab foundations to new dwellings.
P5 Where possible improve the energy efficiency of dwellings through the provision of shade via landscaping and tree planting.	A5 Landscaping close to buildings, particularly using deciduous trees, can improve the energy efficiency of the building. Submitted site plans will indicate the location of landscaping and trees.
P6 Provide ventilation of roof cavities in new dwellings. This will make a building cooler in summer and warmer in winter by decreasing ice formation in the roof to decrease air chill.	A6 Submitted building drawings should show detail of such ventilation.

<p>P7 Avoid building designs incorporating fully enclosed habitable rooms which require regular mechanical ventilation.</p>	<p>A7 Locate all habitable rooms in locations where natural ventilation can be provided. Submitted building drawings should show detail of natural ventilation (e.g. windows).</p>
<p>P8 Utilise household-scale renewable energy generation or energy efficient in new dwellings to reduce demand for off-site electricity generation.</p>	<p>A8 Utilise one of the following methods for hot water supply:</p> <ul style="list-style-type: none"> ○ Solar hot water systems ○ Electric heat pump systems ○ Electric instantaneous heating systems (only if offset with renewable energy generation installed to the dwelling) ○ Gas instantaneous heating systems with an energy rating of 4 stars or greater <p>Specify and use light emitting diode (LED) or compact fluorescent lamp (CFL) bulbs to fulfil lighting requirements. Avoid use of incandescent or halogen bulbs for lighting.</p> <p>Provide all new dwellings with a clothes line for clothes drying. This will be located in an area with access to direct sunlight.</p>
<p>P9 Reduce water consumption through the use of water saving technologies and on site water catchment.</p> <p>Minimise storm water impact of the development.</p>	<p>A9 Provide a rainwater collection tank of no less than:</p> <ul style="list-style-type: none"> • 20,000L capacity to all new dwellings in urban zones (e.g. zones R1 – R4, B zones, IN zones and zone RU5 Village) • 90,000L capacity to all new dwellings in rural zones (e.g. zones RU1 – RU4, zones E2 – E4 and zone R5 Large Lot Residential). <p>All tap fittings and toilets are to be WELS rated 4 stars or more.</p>



Community Participation Plan

Environmental Planning and Assessment Act 1979

The requirement for community participation plans was formally included in the Environmental Planning and Assessment Act 1979 in 2018. Community participation plans are designed to make participation in the planning system clearer for communities. It achieves this by setting out when and how the community can participate in the planning system.

Environment and Sustainability Directorate of Snowy Monaro Regional Council



Community Participation Plan

Acknowledgement of Country

Snowy Monaro Regional Council acknowledges that Aboriginal people were the first people of this land. Council recognises the Ngarigo people as the traditional custodians of the majority of the region we now know as the Snowy Monaro region. We pay respect to knowledge holders and community members of the land and waters and to Elders past, present and future.

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Community Participation Plan

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Community Participation Plan

1. Community Participation in the Planning System

Community participation and stakeholder engagement are vital for successful planning outcomes. Snowy Monaro Regional Council's Economic Development and Tourism unit have developed this multi-faceted framework to engage with the community. This Community Participation Plan has been prepared in line with the *Environment Planning and Assessment Act 1979* (EP&A Act) and the Department of Planning and Environment Guidelines. This plan outlines the legislative requirements and Council's policy for community participation in the planning system including but not limited to:

- Development Applications
- Planning Proposals and Plan Making
- Development Control Plan Amendments
- Nominated Integrated Development
- Designated Development

Community participation is an overarching term covering how we engage the community in our work under the EP&A Act, including plan making and making decisions on proposed development. The level and extent of community participation will vary depending on the community, the scope of the proposal under consideration and the potential impact of the decision.

The community includes anyone who is affected by the planning system and includes individuals, community groups, Aboriginal communities, peak bodies representing a range of interests, businesses, Local Government and State and Commonwealth Government agencies.

Objectives

- To provide opportunity for those potentially impacted by development to comment on possible impacts
- To provide clarity and consistency in the notification process
- To specify development/s considered 'advertised development' for the purposes of the Act
- To outline circumstances in which direct notification and/or advertising will be undertaken

2. What is a Community Participation Plan

Community participation plans were included in the *Environmental Planning and Assessment Act 1979* in 2018 and have to be in place by 1 December 2019. Community participation plans are designed to make participation in the planning system clearer for communities. It achieves this by setting out when and how you can participate in the planning system.

Community participation plans are outlined in Division 2.6 of the *Environmental Planning and Assessment Act 1979* and must contain, as a minimum, those items stated in Part 1 of Schedule 1 in the *Environmental Planning and Assessment Act 1979*.

Table 1 and 2 below outlines the legislative requirements for public notification of documents and Table 3 below outlines Council's policy on notification for all other planning related matters.



Community Participation Plan

3. Community Participation Plan Principles

The following community participation principles guide Council's approach to community consultation and engagement:

- *The community has a right to be informed about planning matters that affect it*
- *Planning authorities should encourage effective and on-going partnerships with the community to provide meaningful opportunities for community participation in planning*
- *Planning information should be in plain language, easily accessible and in a form that facilitates community participation in planning*
- *The community should be given opportunities to participate in strategic planning as early as possible to enable community views to be genuinely considered*
- *Community participation should be inclusive and planning authorities should actively seek views that are representative of the community*
- *Members of the community who are affected by proposed major development should be consulted by the proponent before an application for planning approval is made*
- *Planning decisions should be made in an open and transparent way and the community should be provided with reasons for those decisions (including how community views have been taken into account)*
- *Community participation methods (and the reasons given for planning decisions) should be appropriate having regard to the significance and likely impact of the proposed development*

The community participation plan principles are core to the public engagement approaches undertaken by Council in relation to planning matters. These principles guide Snowy Monaro Region communities' participation in the planning System.



Image: Community Strategic Plan Consultation Berridale

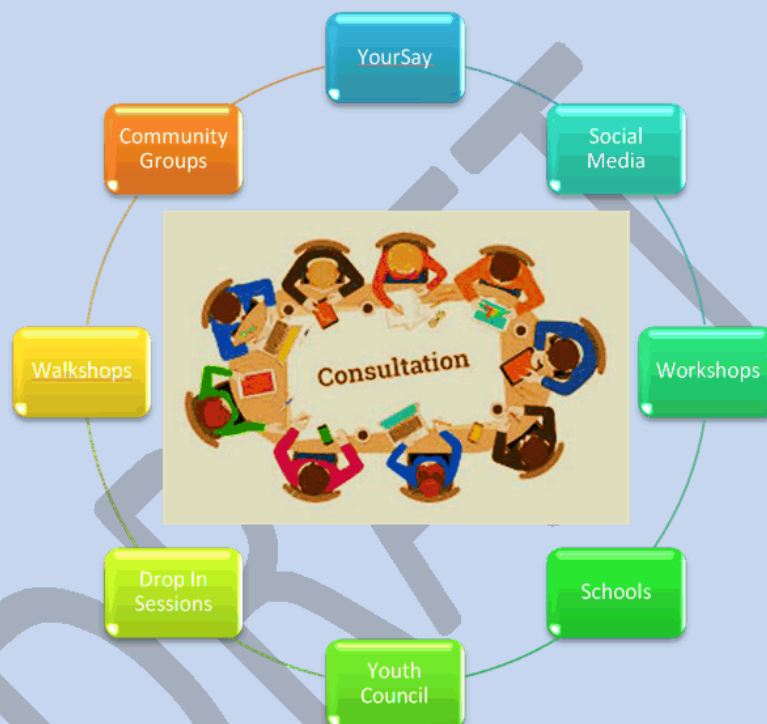


Community Participation Plan

4. Importance of Community Participation

In line with our community participation objective, we encourage open, inclusive, easy, relevant, timely and meaningful opportunities for community participation in the planning system, our planning functions and individual proposals.

To achieve this, we design our engagement approach so that even where there may not be community wide consensus on the decision or outcomes, there can be acknowledgment that the process was fair with proper and genuine consideration given to community views and concerns.




Above are some examples of community consultation. Traditionally community consultation consists of public meetings and workshops which often involve informing the community of what has been done so far and what will happen. These are however, not always the most appropriate methods of gaining broad community input, views or opinions. There are times which informing is the most appropriate approach and other times more collaborative approaches are warranted. As outlined below Snowy Monaro Regional Council wish to inform, consult and involve the community where appropriate.

IAP2'S PUBLIC PARTICIPATION SPECTRUM



The IAP2 Federation has developed the Spectrum to help groups define the public's role in any public participation process. The IAP2 Spectrum is quickly becoming an international standard.

INCREASING IMPACT ON THE DECISION 					
	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

5. Legislative and Policy Requirements for Public Exhibition

5.1 Objectives

- To provide opportunity for those potentially impacted by development to comment on possible impacts
- To provide clarity and consistency in the notification process
- To specify development/s considered 'advertised development' for the purposes of the Act
- To outline circumstances in which direct notification and/or advertising will be undertaken

5.2 Prescriptive requirements

5.2.1 Application

This chapter applies to all development applications which pertain to lands in the Snowy Monaro region. Note that development applications do not necessarily include new building works.

This chapter does not apply to development which is exempt or complying development.

Council imposes a fee upon applicants for costs incurred in providing notice to the community. Fees are specified in Council's Fees and Charges.

5.2.2 Provision of a public notification period

Where notification is required, Council provides a period of notification of fourteen (14) calendar days unless another period is outlined in tables 1, 2 or 3.

Tables 1, 2 and 3 detail the minimum notification requirements for different types of development applications. Notice as prescribed by tables 1, 2 and 3 is provided during the notification period. Ordinarily, notice is only provided for development types featured in the tables.

At the commencement of the notification period, direct notice of development applications is sent to applicable property owners (as noted in tables 1, 2 and 3). This is described in Section 5.2.3.

During the period of public notification the development application and accompanying documents will be available for inspection at Council's main and branch offices during normal business hours.



Community Participation Plan

The period between 20 December and 10 January (inclusive) is excluded from the calculation of a period of public exhibition.

Community members may make submissions during the public notification period as described at Section 5.2.7 onwards.

In certain circumstances Council may waive notification requirements. These circumstances include where there is no discernible impact from the development and where notifying the public would be futile.

5.2.3 Means of direct notification and who will be notified

Direct notice of development applications is sent as a mailed letter to applicable property owners (as noted in tables 1 and 2) as listed in Council's records.

For a property with multiple owners, written notice to one owner is considered notice to all owners (as per clause 88(2)(c) of the Regulations). Council notifies all owners if aware of their address details in association with the property.

If land is a lot within the meaning of the *Strata Schemes (Freehold Development) Act 1986*, written notice to the owners' corporation is considered written notice to the owners of each lot within that strata scheme.

If land is a lot within the meaning of the *Strata Schemes (Leasehold Development) Act 1986*, written notice to the lessor under the Leasehold Strata Scheme concerned and to the owners' corporation is considered written notice to owners or occupiers of each lot within that Scheme.

In all instances detailed in the preceding two paragraphs, Council reserves the right to give individual notice to owners within strata schemes.

5.2.4 Additional provision of public notice

Council reserves the right to distribute or otherwise provide notice to the community additional to requirements outlined in sections above and in tables 1, 2 and 3. Additional notification occurs at discretion of Council officers having regard to potential impacts of proposed development. Costs of additional notification are borne by the applicant.

5.3 Legislative requirements to provide public notice

Notification requirements for some types of development are legislated by the State of New South Wales. Council must follow the requirements of NSW legislation. These types of development are listed in Table 1 and Table 2. Further detail is contained within the legislation and any relevant environmental planning instruments.



Community Participation Plan

Table 1: New South Wales legislative requirements for notification (Pan Making)

Type of development	Minimum notification requirement	Advertise in newspaper	Additional comments
Legislative Requirements			
Draft Community Participation Plan	Any public authority with a potential interest	Yes	Minimum advertising period of 28 days
Draft Regional and District Plans	Any public authority with a potential interest	Yes	Minimum advertising period of 28 days
Draft Local Strategic Planning Statements	Any public authority with a potential interest	Yes	Minimum advertising period of 28 days
Planning Proposals for Local Environmental Plans subject to a gateway determination	Adjoining owners Any public authority with a potential interest	Yes	Minimum advertising period of 28 days or a) if a different period of public exhibition is specified in the gateway determination for the proposal — the period so specified, or b) if the gateway determination specifies that no public exhibition is required because of the minor nature of the proposal — no public exhibition
Draft Development Control Plans	Any public authority with a potential interest	Yes	Minimum advertising period of 28 days
Draft Contribution Plans	Any public authority with a potential interest	Yes	Minimum advertising period of 28 days

Community Participation Plan

Table 2: New South Wales legislative requirements for notification (Development Assessment)

Type of development	Minimum notification requirement	Advertise in newspaper	Additional comments
Legislative Requirements			
'Nominated integrated development': any development requiring approval under the <i>Heritage Act 1977</i> , <i>Water Management Act 2000</i> or <i>Protection of the Environment Operations Act 1997</i>	Adjoining owners Any public authority with a potential interest	Yes	Minimum advertising period 28 days (cl.89 of Regulations). Advertise in local newspaper. Signage to be provided on site
Designated Development	Adjoining owners Any public authority with a potential interest	Yes	Minimum advertising period of 28 days (Schedule 1 of the EP&A Act) Signage to be provided on site For other requirements see clauses 77-81 of Regulations Advertise in local newspaper
State Significant Development	Adjoining owners Any public authority with a potential interest	Yes	Minimum advertising period of 28 days (Schedule 1 of the EP&A Act) For other requirements see clauses 82-85B of Regulations Advertise in local newspaper
Environment Impact Statement obtained under Division 5.1 or Environmental Impact Statement for State Significant Infrastructure under Division 5.2	Adjoining owners Any public authority with a potential interest	Yes	Minimum advertising period of 28 days (Schedule 1 of the EP&A Act)



Community Participation Plan

5.4 Council-adopted requirements to provide public notice

Table 3: Snowy Monaro Regional Council adopted requirements for notification

Type of development	Minimum Notification Period	Minimum notification requirement	Advertise in newspaper	Additional comments
Council Requirements				
Subdivision				
All types of subdivision less than 20 lots not including boundary adjustments	14 days	Adjoining and opposite owners	No	Nil
All types of subdivision 20 lots or more	28 days	Adjoining and opposite owners (28 day notification)	Yes	Signage to be provided on site
Residential Accommodation				
Dwelling houses less than 2 stories	Nil	Nil	No	No notification required. Unless determined otherwise by assessing officer
Dwelling houses 2 storeys or more	Zone RU 1-4 – Nil Zone E 1-4 – Nil Zone R5 – Nil for lots over 1 hectare in size All other zones – 14 days (including zone R5 for lots below 1 hectare in size)	Adjoining and opposite owners No notification requirement for rural areas ('RU' zones 1-4), E zones or R5 lots over 1 hectare.	No	
Dual occupancy or secondary dwellings	Zone RU 1-4 - Nil All other zones - 14 days	Adjoining and opposite owners No notification requirement for rural areas ('RU' zones 1-4)	No	No notification requirement for rural areas ('RU' zones 1-4)



Community Participation Plan

Type of development	Minimum Notification Period	Minimum notification requirement	Advertise in newspaper	Additional comments
Alterations and additions for new habitable storey or outdoor living area	Zone RU 1-4 – Nil Zone E 1-4 – Nil Zone R5 – Nil for lots over 1 hectare in size All other zones – 14 days (including zone R5 for lots below 1 hectare in size)	Adjoining and opposite owners	No	No notification requirement for rural areas ('RU' zones 1-4), E zones or R5 lots over 1 hectare
Residential flat buildings, multi-dwelling housing (inc. seniors /disability housing), boarding house, hostel, group home, Shop top housing	14 days	Adjoining and opposite owners	At Council officers' discretion	Nil
Commercial and Industrial Development (including extractive industries and extensive agriculture)				
Tourist and visitor accommodation, eco-tourist facilities	14 days	Adjoining and opposite owners as per comments to right	At Council officers' discretion	Illumination and Temporary signage shall be notified. (RMS if relevant and adjoining/opposite land owners)
Commercial development, public use facilities, venues, crowd-attracting uses, recreation facilities	14 days	Adjoining and opposite owners. Council may broaden notification subject to circumstances of the site and intensity of use anticipated	Yes. At Council officers' discretion for commercial development < 2000m ²	
Industrial development, storage, transport depots	14 days	Adjoining and opposite owners Council may notify owners adjacent to road routes expected to service the site, when site is outside 'I' zones.	When located outside 'I' zones	Public authorities will be notified as deemed necessary by Council



Community Participation Plan

Type of development	Minimum Notification Period	Minimum notification requirement	Advertise in newspaper	Additional comments
Extractive industries, intensive agricultural developments	14 days	All properties within 500m of the development site. Council may broaden notification subject to circumstances of the site	Yes	Public Authorities will be notified as deemed necessary by Council
Miscellaneous				
Signage	Nil Illuminated temporary signage shall be notified for 14 days	At Council officer's discretion	At Council officers' discretion	Illuminated temporary signage shall be notified for 14 days (adjoining and opposite owners and RMS if necessary)
Works of any category impacting LEP heritage items or impacting a heritage conservation area	14 days	Adjoining and opposite owners This may be expanded or reduced at Council officers' discretion	At Council officers' discretion	Works should be notified if substantially altering the appearance or themes of a heritage item, as viewed from public roads or neighbouring property Apply these rules in addition to another category of works in this table Only work to heritage items triggers this section. Development proposed as a conservation incentive is notified according to the relevant category in this table
Change of Use	At Council officers' discretion – Please see additional comments column	Adjoining and opposite owners	At Council officers' discretion	Residential change-of-use notified only when intensity of use proposed is greater than a single dwelling Other change-of-use notified in accordance with applicable category for that new use in this table



Community Participation Plan

Type of development	Minimum Notification Period	Minimum notification requirement	Advertise in newspaper	Additional comments
Electricity generating works	14 days Nil in 'Industrial' or 'Rural' zones if capacity is less than 100kw	Adjoining and opposite owners Council may broaden notification subject to circumstances of the site.	No	For any electricity generating works, only notify in 'I' zones and 'RU' zones 1-4 if capacity is equal to or greater than 100kw
Restricted premises, sex services premises	14 days	Adjoining and opposite owners	Yes	Nil
Home Occupation (sex services)	14 days	Adjoining and opposite owners	No	Nil
Division 8.2 Reviews	As per original application	As per original application	As per original application	As per original application
Section 4.55 Modifications:				
(s4.55(1))	Nil	Nil	No	Nil
(s4.55(1A))	Nil – Unless determined otherwise by Council officer	At Council officer's discretion - Adjoining and opposite owners and any objector to the development.	No	Minimum notification period of 14 days Notification period may be waived for minor modifications with no resulting change to impacts
(s4.55(2))	14 days	Adjoining and opposite owners and any objector to the development	Same as original application	Notification for a period not exceeding 14 days but otherwise in the same manner as the original application.
(s4.56)	As per original application	As per original application	As per original application	As per Clause 119 of the EP & A Regulation
Other Items				
One off events	At discretion of Council officers, having regard to likely impacts	At discretion of Council officers, having regard to likely impacts	At Council officers' discretion	



Community Participation Plan

Type of development	Minimum Notification Period	Minimum notification requirement	Advertise in newspaper	Additional comments
Any other development which in the opinion of Council may have adverse impacts (if not listed above).	At discretion of Council officers, having regard to likely impacts	At discretion of Council officers, having regard to likely impacts	At Council officers' discretion	

Note: Where development falls into multiple categories, the greater notification requirement is fulfilled. Council may also broaden notification beyond adjacent and opposite owners where the pattern of lots near the development is unusual.

Some proposed developments are amended by applicants prior to determination. Council will provide renewed notice of amended proposals where potential impacts of the development are significantly altered. Those notified of the original proposal or who made a submission will be notified of the amended proposal in those cases.

Written objections made to original development proposals will still be considered by Council in determination of amended development applications. If objections are withdrawn following amendment and re-notification these are not considered by Council in its final determination.

Development identified by Table 2 as requiring advertising in the newspaper is considered to be 'other advertised development' for the purposes of the Environmental Planning and Assessment Regulations 2000.

5.5 Submissions

Submissions regarding development applications may be made by any person. To have received formal written notification is not a condition of submission.

Submissions are required in writing. All submissions must be received by Council by close of business on the final day of the notification period. Extensions are granted at the discretion of Council officers. Potential late submitters should contact Council to confirm the granting of such extensions.

Emailed submissions are preferred for reasons of promptness. Emailed submissions must include signature(s) of submitter(s). When emailing submissions, such emails must include the relevant DA number in the subject of the email and must be sent to records@snowymonaro.nsw.gov.au for formal registration.

Signed submissions can be sent by mail or hand delivered to Council offices. Council will accept postal correspondence marked on the day of closure of the notification period. Original facsimile/s will be required not more than seven (7) days from the final day of the notification period.



Community Participation Plan

Submissions must clearly state the relevant development application number and the name and address of the person making the submission if this is an objection; the grounds of objection are required to be specified.

Submitters should provide Council an email address to receive notice of Council meetings where the application may be considered. Council will formally acknowledge any submissions received.

Please note: comments made via Social Media are **not** considered a submission.

5.6 Political donations

When making a written submission to Council objecting to or in support of a development application the person who makes the written submission is required to disclose any reportable political donations and gifts made by the person making the submission or any associate of that person within the period commencing 2 years before the submission is made and ending when the application is determined. This includes:

- a) all reportable political donations made to any local Councillor of that Council (a reportable political donation made to a 'local Councillor' includes a reference to a donation made at the time the person was a candidate for election to the Council). Reportable political donations include those of or above \$1,000; and
- b) all gifts made to any local Councillor or employee of that Council.

If you think that the above may apply to you Council urges you to read and complete the 'Political Donations Disclosure Statement' and return it with your submission. Please note that failure to disclose this information or make a false disclosure is an offence. This form is available from Council's website or offices.

5.7 Late Submissions

Council **does not guarantee** submissions received following closure of the notification/advertising periods, without an extension having been granted, will be considered in determination of the applications.

5.8 Submissions are Public Documents

If an application is to be determined by Council at a Council meeting any submission made will be reproduced in the business paper for that meeting which is a public document. Council endeavours not to publicly disclose any personal information contained in attached submissions.



Community Participation Plan

Interested persons may view or obtain submissions made in respect of development applications. There is no entitlement to view or obtain personal information contained in any submission. Such permission is obtained through a formal process designed for this purpose.

5.9 Other Community Participation Requirements

- A public authority is not required to make available for public inspection any part of an environmental impact statement whose publication would, in the opinion of the public authority, be contrary to the public interest because of its confidential nature or for any other reason
- Timeframes are in calendar days and include weekends
- If the exhibition period is due to close on a weekend or a public holiday we may extend the exhibition to finish on the first available work day

DRAFT

DRAFT CONDITIONS OF CONSENT DA4100/2018

Eco Tourism Accommodation - 5 Cabins

Lot 1 DP 1221899 Ph Clyde , Westons Road CRACKENBACK NSW 262

ADMINISTRATIVE CONDITIONS

Approved Plans and Documentation

1. The developer is to ensure that the development complies fully with DA4100/2018 as submitted to Council on the 24/01/2018 3:56:00 PM with supporting documentation including, but not limited to the development plans being:

Reference/Dwg No	Title/Description	Prepared By	Date/s
A01	Cover Page Silver Cabins	DK	15/02/2017
A2	Site Plan	Daniel Kroenert	09/01/2018
A3	Rainwater Plan	Daniel Kroenert	09/01/2018
A4	Silver Cabins	Daniel Kroenert	09/01/2018
A5	Floor Plans	Daniel Kroenert	09/01/2018
A6	Elevations	Daniel Kroenert	09/01/2018
A7	Sections	Daniel Kroenert	09/01/2018
A8	Section	Daniel Kroenert	09/01/2018
A9	Panels	Daniel Kroenert	09/01/2018
A10	Shadow Diagrams	Daniel Kroenert	09/01/2018
A11	Staging Plan	Unknown	Unknown
Project: 02-18	Statement of Environmental Effects	Dabyne Planning	January 2018

as stamped by the Snowy Monaro Regional Council and attached to this Notice, except where amended by the following conditions of consent (and as amended in red by Council)

Inconsistency between documents

2. In the event of any inconsistency between conditions of this consent and the drawings/documents referred to above, the conditions of this consent prevail.

Staged Development

3. The development is approved as a Staged Development, with each stage comprising the following elements:
Stage 1: Cabins 1, 2 & 3
Stage 2: Cabin 4
Stage 3: Cabin 5

Prescribed Conditions

4. The developer shall comply with any relevant prescribed conditions of development consent under clause 98 of the Environmental Planning and Assessment Regulation. For the purposes of section 80A(11) of the Environmental Planning and Assessment Act, the following conditions are prescribed in relation to a development consent for development that involves any building work:

- The work must be carried out in accordance with the requirements of the Building Code of Australia

In the case of work for which a **principal contractor** is required to be appointed:

- (i) the name and licence number of the principal contractor, and
- (ii) the name of the insurer by which the work is insured under Part 6 of that Act,

In the case of work to be done by an **owner-builder**:

- (i) the name of the owner-builder, and
- (ii) if the owner-builder is required to hold an owner-builder permit under that Act, the number of the owner-builder permit.

If arrangements for doing the residential building work are changed while the work is in progress so that the information notified above becomes out of date, further work must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the updated information.

- ☐ A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
- (a) showing the name, address and telephone number of the principal certifying authority for the work, and
 - (b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - (c) stating that unauthorised entry to the work site is prohibited.

Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been complete

BUSH FIRE CONDITIONS

5. Asset Protection Zones

The intent of measures is to provide sufficient space and maintain reduced fuel loads so as to ensure radiant heat levels of buildings are below critical limits and to prevent direct flame contact with a building. To achieve this the following conditions shall apply:

1. At the commencement of works and in perpetuity, the area around the proposed Refuge Building (Cabin 3), shall be managed as outlined within section 4.1.3 and Appendix 5 of Planning for Bushfire Protection, 2006 and the NSW Rural Fire Service's document Standards for Asset Protection Zones as follows:
 - North for a distance of 39 metres;
 - East for a distance of 20 metres;
 - South for a distance of 20 metres; and
 - West for a distance of 50 metres.

Construction

The intent of measures is that buildings are designed and constructed to withstand the potential impacts of bush fire attack. To achieve this, the following conditions shall apply:

2. The proposed refuge building shall comply with Sections 3 and 7 (BAL 29) of Australian Standard AS3959-2009 *Construction of Buildings in Bushfire Prone Areas* or NASH Standard (1.7.14 updated) *National Standard steel Framed*

Construction in Bushfire Areas, 2014 as appropriate and section A3.7 Addendum appendix 3 of *Planning for Bushfire Protection*, 2006.

3. Any Class 10b as defined per the *Building Code of Australia* situated within 10 metres of the proposed refuge building shall be non-combustible.

Access

The intent of measures for internal roads is to provide safe operational access for emergency services personnel in suppressing a bush fire, while residents are accessing or egressing an area. To achieve this, the following conditions shall apply:

4. The proposed internal access roads shall comply with the following requirements of section 4.2.7 of *Planning for Bushfire Protection*, 2006.
 - Internal roads are to be sealed (gravel is satisfactory) all weather roads.
 - Internal dead end roads are not more than 100m in length and incorporate a minimum 12 metres outer radius turning circle, and are clearly signposted as a dead end.
 - A minimum vertical clearance of 4 metres to any overhanging obstructions, including tree branches be provided.
 - Curves have a minimum inner radius of 6 metres and are minimal in number to allow for rapid access and egress.
 - Maximum grades do not exceed 15 degrees and average grades are not more than 10 degrees.
 - Crossfall of the pavement is not more than 10 degrees.
 - Roads are clearly signposted
 - The internal road surfaces have a capacity to carry fully-loaded fire fighting vehicles (15 tonnes).

Services

The intent of measures is to provide adequate services of water for the protection of buildings during and after the passage of a bush fire, and to locate gas and electricity so as to not contribute to the risk of fire to a building. To achieve this, the following conditions shall apply:

5. The provision of all water, electricity and gas services shall comply with section 4.1.3 of *Planning for Bush Fire Protection*, 2006.
6. In recognition that an unreliable water supply exists, a 10,000 litre water supply shall be provided for each occupied building in accordance with *Planning for Bushfire Protection*, 2006 and the following:
 - Aboveground tanks shall be constructed of non-combustible material.
 - A 65mm metal Storz fitting and ball or gate valve shall be installed in any tank.

- The gate or ball valve, pipes and tank penetration shall be adequate for full 50mm inner diameter water flow through the Storz fitting and shall be metal rather than plastic.
- A minimum 5hp or 3kW petrol or diesel powered pump shall be made available to the water supply. A 19mm (internal diameter) fire hose and reel shall be connected to the pump.
- A standard Static Water Supply (SWS) marker shall be obtained from the District NSW Rural Fire Service as part of the Static Water Supply Program once the tank water supply has been installed. The marker once issued is to be:
 - a) Fixed in a suitable location so as to be highly visible;
 - b) Positioned adjacent to most appropriate access for the static water supply;
 - c) Fixed facing the roadway on a gatepost, fence or dedicated post, at the right hand side of the entranceway to the Static Water Supply;
 - d) Fixed no less than 600mm from the ground surface to the base of the sign and not higher than 1200mm from the ground surface to the base of the sign; and
 - e) Fixed with suitable screw nails.

Emergency and Evacuation Plan

The intent of measures is to provide suitable emergency and evacuation (and possible relocation) arrangements for the occupants of the Eco Tourist facility. To achieve this, the following conditions shall apply:

7. A Bush Fire Emergency management and Evacuation plan shall be prepared consistent with Development Planning- *A Guide to Developing a Bush Fire Emergency Management and Evacuation Plan December, 2014*.
8. The access paths to the Refuge Cabin are to be clearly signposted.
9. The paths from cabins to the refuge building area safe with management of surface fuels to ≤ 4 tonnes/ha.
10. The overall accommodation for tourists does not exceed 10 persons.

OTHER APPROVALS

Separate Section 138 Permit - Roads Act 1993

6. Notwithstanding the issue of this development consent, separate consent from Council under Section 138 of the Roads Act 1993, must be obtained prior to any works taking place on a public road including the construction of a new driveway access (or modification of access) and prior to the issue of either an interim occupation certificate or a final occupation certificate. Applications for consent under Section 138 must be submitted on Council's standard application form and be accompanied by the required attachments and prescribed fee.

Internal Plumbing and Drainage - Approval to Carry Out Stormwater, Water Supply and Sewerage

Works

7. Notwithstanding the issue of this development consent, separate approval from council under Section 68 of the Local Government Act 1993 must be obtained prior to commencement of internal plumbing and drainage works relating to stormwater, water supply or sewerage works within the property boundary. In this regard, a S68 Application to Carry Out Stormwater, Water Supply and Sewerage Works must be submitted on councils standard application form and be accompanied by the required attachments and prescribed fee, prior to release of the Construction Certificate.

Separate Section 68 Approval to Install On-site Sewage Management System

8. Notwithstanding the issue of this development consent, separate approval from council under Section 68 of the Local Government Act 1993 to install on-site sewage management system must be obtained prior to release of the Construction Certificate. Application for approval under Section 68 to Install On-site Sewage Management System must be submitted on council's standard application form and be accompanied by the required attachments and prescribed fee.

PRIOR TO RELEASE OF CONSTRUCTION CERTIFICATE – STAGE 1

Monetary Contributions

9. Pursuant to Section 94 of the Environmental Planning and Assessment Act, 1979 and Council's adopted Contributions plans, the following contributions apply to the development:

Community Services & Facilities \$528
Regional Waste Management \$636
Bushfire Services \$154
Open Space & Public Art \$128
Sport & Recreation Facilities \$73
Jindabyne Area Shared Trails \$562
TOTAL = \$2081

The abovementioned contributions are based on 3 Cabins at 0.29 ET = 0.87 (Equivalent tenement).

The developer must, pursuant to Section 94 of the Environmental Planning and Assessment Act, 1979 and Council's Contributions Plans, pay to Council the above monetary contributions. The contributions are to be paid prior to release of the Construction Certificate.

Rural Address Number

10. The developer shall apply to Council for the provision of a rural address and associated number plate. The address plate is to be erected at the site(s) nominated by Council prior to issue of the construction certificate of the dwelling.

Note - This application is to be made to Council on the appropriate form with the relevant fee. Application forms can be obtained from Council offices.

PRIOR TO RELEASE OF CONSTRUCTION CERTIFICATE – STAGE 2

Monetary Contributions

11. Pursuant to Section 94 of the Environmental Planning and Assessment Act, 1979 and Council's adopted Contributions plans, the following contributions apply to the development:

Community Services & Facilities \$176
Regional Waste Management \$212
Bushfire Services \$51
Open Space & Public Art \$43
Sport & Recreation Facilities \$24
Jindabyne Area Shared Trails \$187
TOTAL = \$693

The abovementioned contributions are based on 1 Cabins at 0.29 ET (Equivalent tenement).

The developer must, pursuant to Section 94 of the Environmental Planning and Assessment Act, 1979 and Council's Contributions Plans, pay to Council the above monetary contributions. The contributions are to be paid prior to release of the Construction Certificate.

PRIOR TO RELEASE OF CONSTRUCTION CERTIFICATE – STAGE 3

Monetary Contributions

12. Pursuant to Section 94 of the Environmental Planning and Assessment Act, 1979 and Council's adopted Contributions plans, the following contributions apply to the development:

Community Services & Facilities \$176
Regional Waste Management \$212
Bushfire Services \$51
Open Space & Public Art \$43
Sport & Recreation Facilities \$24
Jindabyne Area Shared Trails \$187
TOTAL = \$693

The abovementioned contributions are based on 1 Cabins at 0.29 ET (Equivalent tenement).

The developer must, pursuant to Section 94 of the Environmental Planning and Assessment Act, 1979 and Council's Contributions Plans, pay to Council the above monetary contributions. The contributions are to be paid prior to release of the Construction Certificate.

PRIOR TO THE COMMENCEMENT OF WORKS- EACH STAGE

Construction Certificate

13. The developer is to ensure no site works, construction or building works are to

commence without first obtaining a Construction Certificate for each stage of the development.

Appointment of Principal Certifying Authority and Notice of Commencement

14. At least 48 hours prior to the commencement of any works on the site, a "Notice of Commencement of Work and Appointment of PCA Form" will be submitted to Council. This includes that prior to the commencement of works the Applicant will submit to Council:
- (a) A construction certificate for the building work which has been issued by the Certifying Authority (i.e. Council or Accredited Certifier); and,
 - (b) Evidence that the person having the benefit of the development consent has:
 - (i) Appointed a Principal Certifying Authority (PCA) and notified Council in writing of the appointment, irrespective of whether Council or an accredited private certifier is appointed;
 - (ii) notified the PCA that the person will carry out the building work as an owner-builder, if that is the case; and,
 - (c) Evidence that the principal PCA has, no later than 2 days before the building work commences:
 - (i) notified the consent authority and the Council of his or her appointment, and;
 - (ii) notified the person having the benefit of the development consent of any critical stage inspections and other inspections that are to be carried out in respect of the building work; and,
 - (d) Evidence that the person having the benefit of the development consent, if not carrying out the work as an owner-builder has:
 - (i) notified the Certifying Authority (i.e. Council or Accredited Certifier) of any such appointment; and,
 - (ii) unless that person is the principal contractor, notified the principal contractor of any critical state inspection and other inspections that are to be carried out in respect of the building work.

Temporary Benchmark

15. The developer shall ensure that a temporary benchmark is established on-site or adjacent to the site in a position clear of any of the proposed works. All levels for the site including driveway long-sections, building floor levels, and any other level relevant to the project are related back to the benchmark datum.

Structural Details

16. Prior to the commencement of construction, the Applicant will submit to the satisfaction of the PCA structural drawings prepared and signed by a suitably qualified practicing Structural Engineer that comply with: the relevant clauses of the Building Code of Australia, the relevant development consent, drawings and specifications comprising the Construction Certificate, and the relevant Australian Standards listed in the BCA (Specification A1.3).

Site Notice

17. Before commencement of any work, a sign must be erected in a prominent, visible position:
- stating that unauthorised entry to the work site is not permitted;

- showing the name, address and telephone number of the Principal Certifying Authority for the work; and
- showing the name and address of the principal contractor in charge of the work site and a telephone number at which that person can be contacted at any time for business purposes.

This sign shall be maintained while the work is being carried out and removed upon the completion of the construction works.

Temporary Sanitary Facilities

18. Toilet facilities are to be provided at or in the vicinity of the work site on which work involved in the erection or demolition of a building is being carried out at the rate of one toilet for every 20 persons or part of 20 persons employed at the site. Each toilet provided must be: a standard flushing toilet; and connected to either: an accredited sewage management facility or an approved chemical closet. The toilet facilities shall be provided on-site, prior to the commencement of any works.

Termite Control

19. Prior to the commencement of works, the Applicant will submit to the satisfaction of the PCA (i.e. Council or Private Certifier) documentation confirming the building will be protected from termite attack in accordance with the provisions of Australian Standard AS 3660.1. The submitted documentation will include:
- details of the proposed methods to be used; and certification of works performed
20. A durable notice must be permanently fixed to the building in a prominent location, such as in the electrical meter box indicating: the method of protection; the date of installation; where a chemical barrier is used, its life expectancy as listed on the National Registration Authority label; and. the need to maintain and inspect the system on a regular basis.

NOTE: Under slab chemical treatment will not be permitted as the only method of treatment unless the area can be retreated without major disruption to the building.

Weed Management

21. The developer shall consult with Councils Vegetation Management Officer to determine if there is a current weed notice or a history of weed notices applying to the property.
22. If after consultation with Councils Vegetation Management Officer it has been determined that there is a current weed notice or history of weed notices on the property a weed management plan is prepared for the site and the area on which the development is to be constructed including site access is to be clear of noxious weeds prior to the commencement of works. Note - Further information is available from Council's Vegetation Management Officer on 02 64511195. Reason - To ensure weed infestation does not spread from the subject land through wind dispersion, or via construction vehicles leaving the site.

DURING WORKS

Approved Plans to be On-site

23. A copy of the approved and certified plans, specifications and documents incorporating conditions of approval and certification will be kept on the site at all times during construction and will be readily available for perusal by any officer of the Council or the PCA.

Erosion & Sediment Control

24. The developer is to ensure that where site works are undertaken including all excavations, land clearing and materials storage, all topsoil that is removed is stripped and stockpiled in an appropriate location for future revegetation works. The stockpiled area is to be encircled by a geofabric filter fence.
25. The developer is to ensure that erosion and siltation control measures are installed and maintained on the site for the entire length of the construction project. Erosion control measures are to include the placement of hay bales staked in the ground or the erection of geofabric filter fencing at the bottom of all areas where cut and fill is carried out and within any existing drainage areas from those cut and fill areas. These control measures are to be in accordance with the requirements of the consent authority and best management practices as outlined in the NSW Department of Housing "Soils and Construction, Managing Urban Stormwater 4th Edition, March 2004 - the Blue Book".
26. The developer shall ensure that erosion and siltation control measures shall be undertaken in accordance with the approved *Erosion and Sediment Control Plan* in respect to any part of the land where the natural surface is disturbed or earthworks are carried out.
27. The developer is to ensure that all works proposed must be designed, constructed and operated to minimise sedimentation, erosion and scour of the banks or bed of the watercourse and to minimise adverse impacts on aquatic and riparian environments.

All-weather Access

28. An all-weather stabilised access point must be provided to the site to prevent sediment leaving the site as a result of vehicular movement. Vehicular movement should be limited to this single accessway.

Site Management

29. The developer is to ensure that all builder' sheds, including temporary sanitary closets, must at all times be: located wholly within the site; properly constructed and maintained to industry standards; securely anchored to the ground, and removed upon completion of the project.

Trade Waste

30. The applicant must provide an adequate trade waste service to ensure that all waste material is contained, and removed from the site for the period of construction
- (a) Building materials used in the construction of the building are not to be deposited or stored on Council's footpath or road reserve, unless prior approval is obtained from

Council.

- (b) The burning of builders waste on site by open fire is prohibited.

Use of Explosives

31. The developer is to ensure that any person considering the use of explosives during construction must at all times: be an operator licensed by the WorkCover (NSW); notify the local police and persons likely to be affected by the blasting; obtain the necessary public liability insurance; and use approved and serviceable blasting mats.

Use of Power Tools - Non Residential Areas

32. The developer is to ensure that work on the development site by all persons using power tools and equipment is limited to the following hours:

Mon - Fri	7.00am to 8.00pm
Saturday	7.00am to 8.00pm
Sunday	8.00am to 8.00pm
Public Holidays	8.00am to 8.00pm

Inspection Notification

33. The Principal Certifying Authority (PCA) (i.e. Council or Private Certifier) is to be given a minimum of 48 hours notice prior to any critical stage inspection or any other inspection nominated by the PCA via the notice under Section 81A of the Environmental Planning and Assessment Act 1979.

Public Access and Site Security

34. It is the responsibility of the applicant to restrict public access to the building site, building works or materials or equipment on the site when building work is not in progress or the site is otherwise unoccupied. In this regard, the developer must ensure that perimeter fencing is provided for all construction sites in accordance with Work Health and Safety Regulation 2011.

Excavation

35. The developer is to ensure that at all times all excavations and backfilling associated with the development is executed safely and in accordance with professional standards.
36. The developer is to ensure that all excavations are properly guarded and protected at all times to prevent them from being a danger to life or property.
37. The developer is to ensure that if an excavation associated with the development extends below the level of the base of the footings of a building on an adjoining allotment of land, the person causing the excavation to be made must:
- (a) preserve and protect the adjoining building from damage, and if necessary, underpin and support the building in an approved manner; and
 - (b) at least 7 days before excavating below the level of the base of the footings of a building on an adjoining allotment of land, give notice of intention to do so to the owner of the adjoining allotment of land and furnish particulars of the excavation to the owner of the building being erected or demolished.
38. The owner of the adjoining allotment of land is not liable for any part of the cost of the

work carried out for the purposes of this clause, whether carried out on the allotment of land being excavated or on the adjoining allotment of land. An **allotment of land** includes a public road and any other public place.

Plumbing & Draining

39. The developer is to ensure that prior to any plumbing work being commenced the licensed plumber / drainer must lodge with Council a Notice of Work two (2) working days prior to commencement of the work.

AND

- Prior to covering any new Plumbing & Drainage work arrange for the work to be inspected by Council Officers by phoning the Jindabyne Council Office on 02 64511550 and paying the appropriate inspection fee. (An additional inspection fee will apply for all work required to be re-inspected)

AND

- Within two (2) working days of the final inspection being completed the Licensed Plumber & Drainer is to provide to the Council and the property owner:-
 - a) A Certificate of Compliance to AS3500.
 - b) A dimensioned schematic layout to the sanitary drainage lines.

Notes:-

The Plumbing and Drainage Act 2011 has substantial fines for non-compliance.

40. All plumbing and drainage work is to be installed by a Licensed Plumber & Drainer in accordance with the Australian Standard 3500 and the provisions of the Plumbing and Drainage Act 2011 and BASIX requirements.
41. The developer shall ensure that a licensed plumber and drainer undertakes the connection to Council sewer system. The sewer riser is to be flush with the finished surface levels of the land and provided with a cap and concrete collar.

Hot Water Installation

42. All new heated water installations shall deliver heated water at the outlet of sanitary fixtures used primarily for personal hygiene purposes at a temperature not exceeding:-
- (a) 45°C for aged, the sick, children or people with disabilities in healthcare or aged care buildings, early childcare centres, primary & secondary schools & nursing homes or similar facilities for the aged, the sick, children or people with disabilities.
- and
- (b) 50°C for all other situations.
- A certificate certifying compliance with the above is to be submitted by the licensed plumber on completion of the works.

PRIOR TO OCCUPATION OR COMMENCEMENT OF USE

Occupation Certificates

43. An Occupation Certificate must be issued by the Principal Certifying Authority prior to occupation or use of the development. In issuing an Occupation Certificate, the Principal

Certifying Authority must be satisfied that the requirements of Section 109H of the Environmental Planning and Assessment Act 1997 have been complied with as well as all of the conditions of the Development Consent.

Separate Section 68 Approval to Operate On-site Sewage Management System

44. Notwithstanding the issue of this development consent, separate approval from council under Section 68 of the Local Government Act 1993 to operate on-site sewage management system must be obtained prior to release of the Occupancy Certificate. Application for approval under Section 68 to Operate On-site Sewage Management System must be submitted on council's standard application form and be accompanied by the required attachments and prescribed fee.

Water Supply to Tourist Accommodation

45. As a facility that will supply drinking water from an independent water source (not town water) to consumers the owner of the premises will be a private water supplier. The Private Water Supplier must develop and adhere to a quality assurance management plan (or drinking water management plan) from 1 September 2014 in accordance with the requirements of the Public Health Act 2010 and the Public health Regulation 2012. Guidance and assistance can be sought from Council's Environmental Health Officers and with reference to:
http://www0.health.nsw.gov.au/publichealth/environment/water/private_supplies.asp
<http://www0.health.nsw.gov.au/resources/publichealth/environment/water/pdf/pwsg.pdf>

A copy of your Drinking Water Management Plan must be provided to Council or Principal certifying authority (PCA) prior to occupation or commencement of use.

The rainwater tanks and rainwater must be used and maintained in accordance with the NSW Health Private Water Supply Guidelines at all times.

USE OF SITE

Roof Water

46. The developer shall ensure that all stormwater is directed from the roof to rainwater storage tanks.

Driveway/ Car parking Run-off

47. The developer shall ensure that all run-off from driveway and car parking areas is diverted to prevent erosion of the surrounding area.

Rainwater Tanks

48. All fixtures connected to the supply system are marked 'RAINWATER'.
49. The developer shall ensure that rainwater tanks are de-sludged every three years.
50. For Non Charged Systems The developer shall ensure that rainwater tanks are fitted with a

first flush device and filter sock to prevent potential contaminants from entering the tank.
Or For Charged Systems The developer shall ensure that the charged line has a flush out drain point.

51. The developer shall ensure that rainwater tanks are fitted with the following: Impervious covers and all access points, except for inlet and overflow, are fitted with close fitting lids. The inlet and overflow shall incorporate a mesh covering and/or strainer.
52. The tank is enclosed and inlets screened, so as to prevent the entry of foreign matter and to prevent mosquito breeding.
53. The developer shall ensure that the roof catchment area is kept clear of overhanging vegetation.
54. Pumps are to be covered or screened to avoid noise nuisances to neighbouring properties.
55. The developer shall ensure that all storm water that is not collected by the tank is directed away from tank foundations, buildings or other structures onto gardens or into rubble pits or directly to the road drainage system such that it does not cause nuisance to neighbouring properties.

Garbage Disposal - Commercial

56. The developer shall ensure that 2 x 240 litre capacity wheeled garbage bins and 2 x 360 litre recycling bins, approved by Council must be provided for the development.

Maintenance of Garbage Bins

57. The developer shall ensure that the garbage bin/s are: maintained in good order and healthy state at all times; and only for the purpose of storage and collection of garbage.

External Finishes

58. The developer shall ensure that the materials and colours of external features of any building, driveways, walkways or large paved areas shall be in colours that blend with the surrounding natural materials (e.g. olive or mist green, light or slate grey, light browns) and shall be non-reflective.

Services

59. The developer shall ensure that all service pipes and vents are enclosed in suitable ducts so that no plumbing or other fittings are exposed. Access panels must be provided as required by the relevant authority.

Occupancy Rates - Cabins

60. The bedroom in each cabin is to be occupied by a number of persons not exceeding the number listed in the following schedule:
Bedroom 1 = 2 Persons

Total Number of Persons

61. The proposed development is not used to accommodate more than 10 persons (2 persons

per cabin).

Driveways (Rural Development)

62. The developer is to ensure that the proposed driveway and internal driveways have:
- a) A gradient not exceeding 15%;
 - b) Changes in gradient not exceeding 6.7%; and
 - c) A length per change of gradient of not less than 4 metres.

Sofa Beds

63. The developer shall ensure that any sofa bed is locked/adjusted so it cannot be used for the sleeping accommodation of persons using the Cabin.

Car Parking

64. The developer is to ensure that a minimum of 5 car parking spaces (one per cabin) are provided on-site for this development. The car parking spaces must:
- (a) each be a minimum of 5.5m long and 2.6m wide;
 - (b) be clearly marked for use by occupants of the holiday dwelling;
 - (c) be surfaced; and
 - (d) be accessible at all times.

Business Operation and Use of Eco Tourist Facility

65. The manager of the eco tourist facility must provide to guests a copy of the Code of Conduct prior to their arrival on site and a copy shall be provided within each cabin. A notice must be provided in the reception area of the eco tourist facility asking the guests and visitors to respect the rural nature of the surrounding area and the amenity and privacy of neighbours.
66. The eco tourist facility must be for overnight and temporary accommodation, and shall not to be utilised or let for long-term permanent accommodation. Guests shall not be accommodated for more than 30 consecutive days with an interval of at least 14 days between occupancies, or for more than 90 days in any 12-month period.
67. The operator is to ensure that any deliveries that related to the development are to occur only during normal working hours (8am–5pm Monday to Saturday) and no deliveries to occur on Sunday or public holidays.

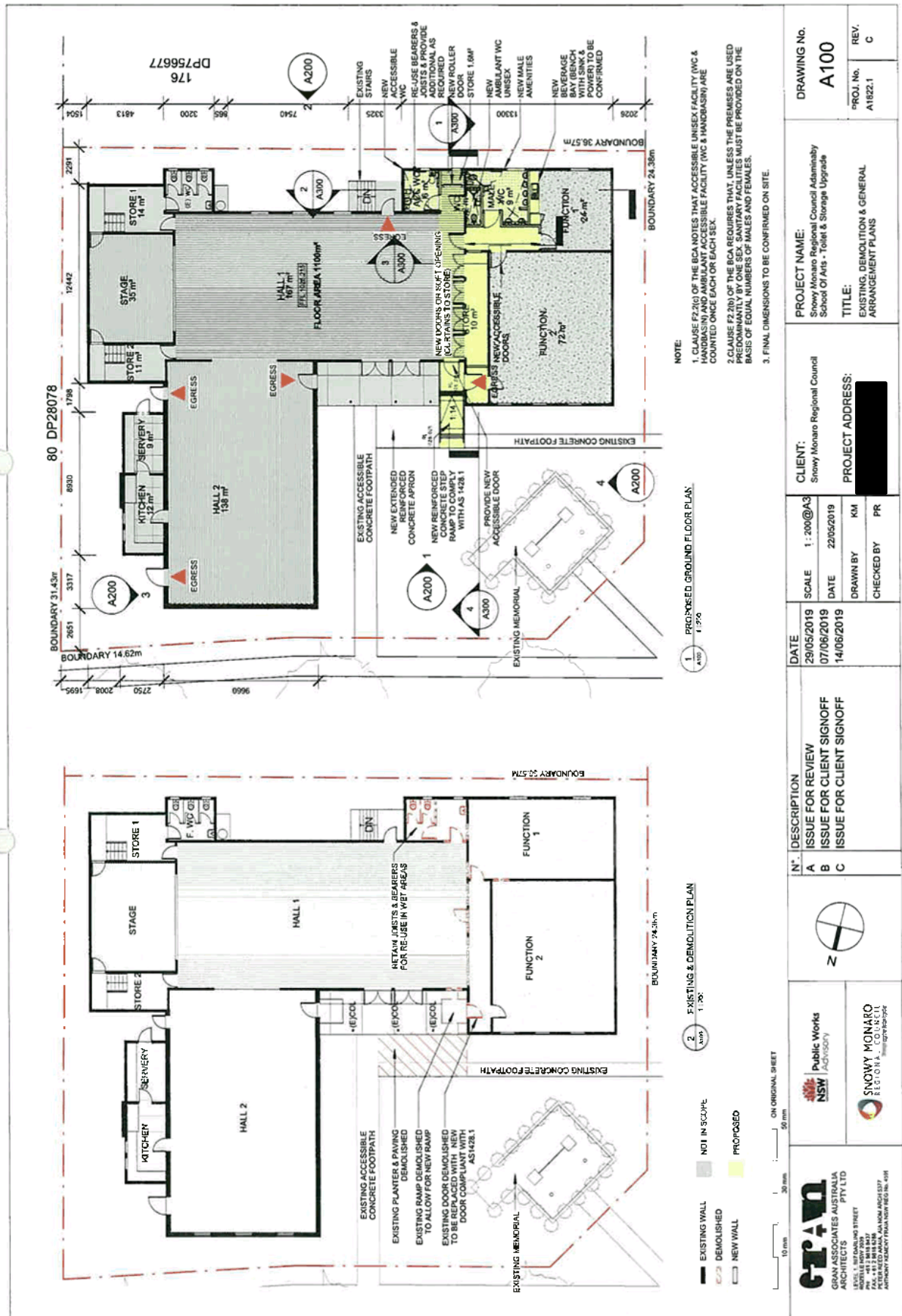
Fire Safety

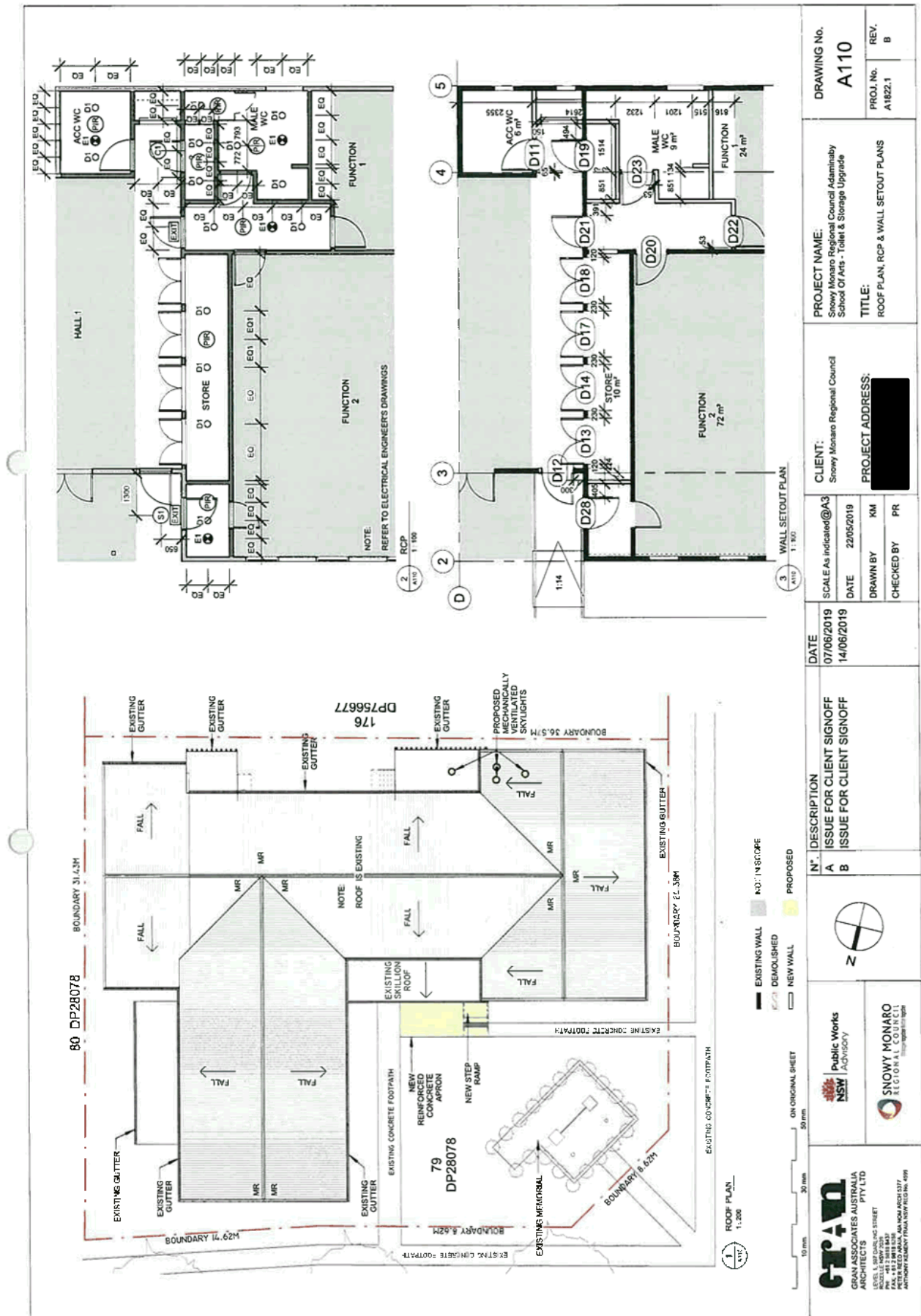
68. The developer is to ensure that an automatic fire detection or smoke detection system connected to mains power with battery back up (to AS3786) is on or near the ceiling in every storey of the building.
69. That, to help ensure compliance with relevant BCA standards, the owner of the building shall furnish Council with the following certificates:
Installation of automatic fire detection system to AS3786 (internal)

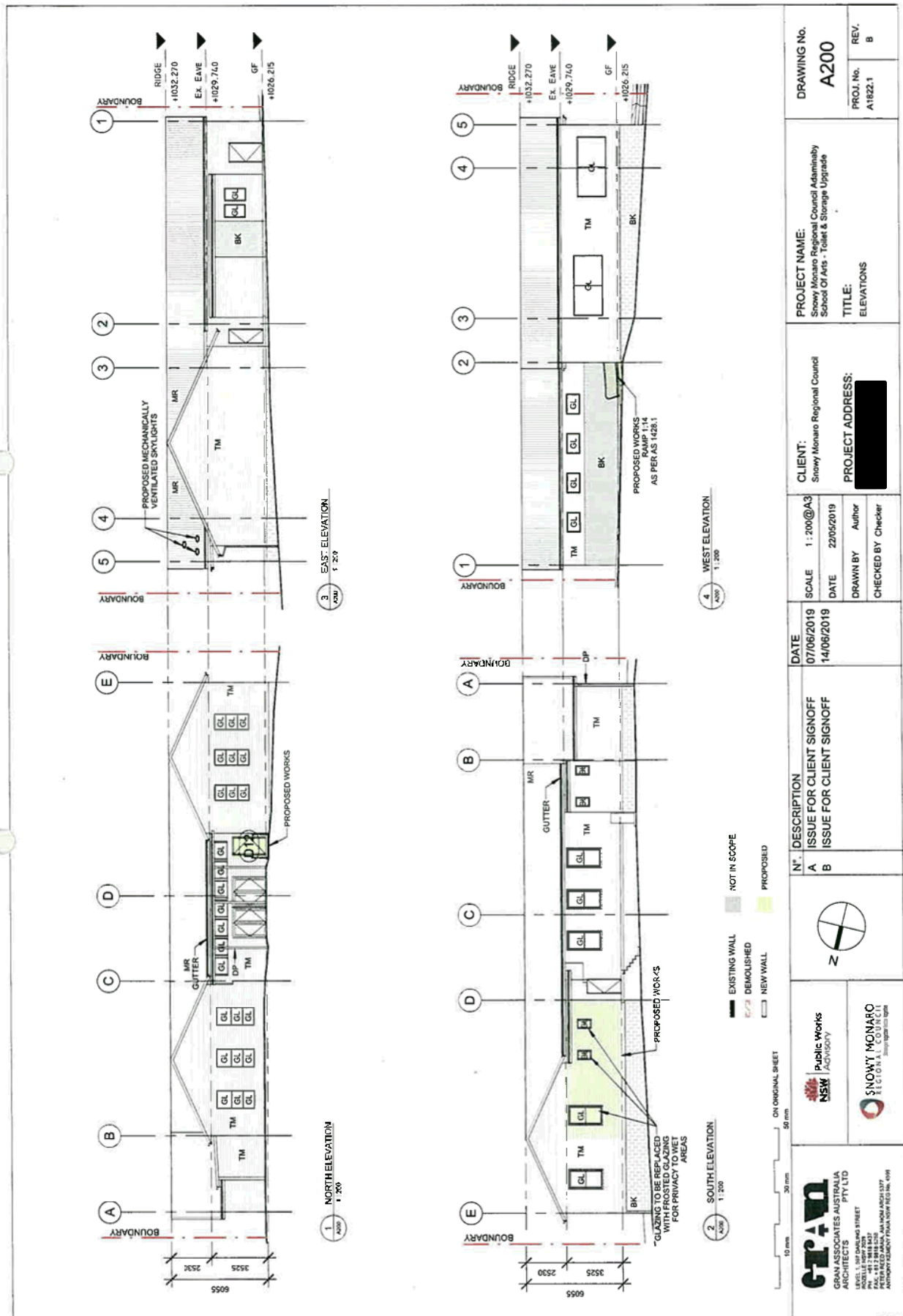
Advertising Sign

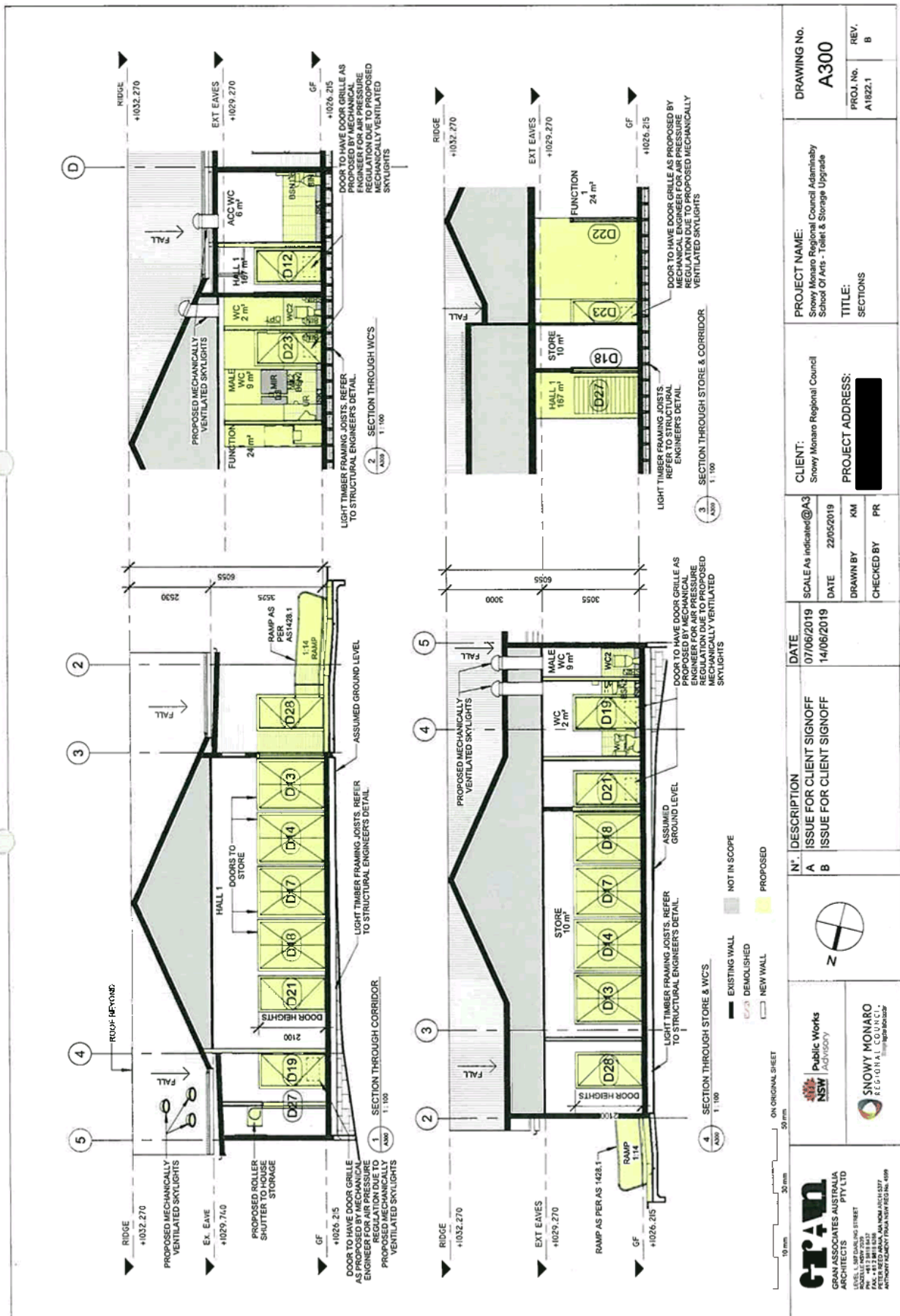
70. The developer is to ensure that no advertising signs and structures are displayed or erected on the development without the further consent of Council.

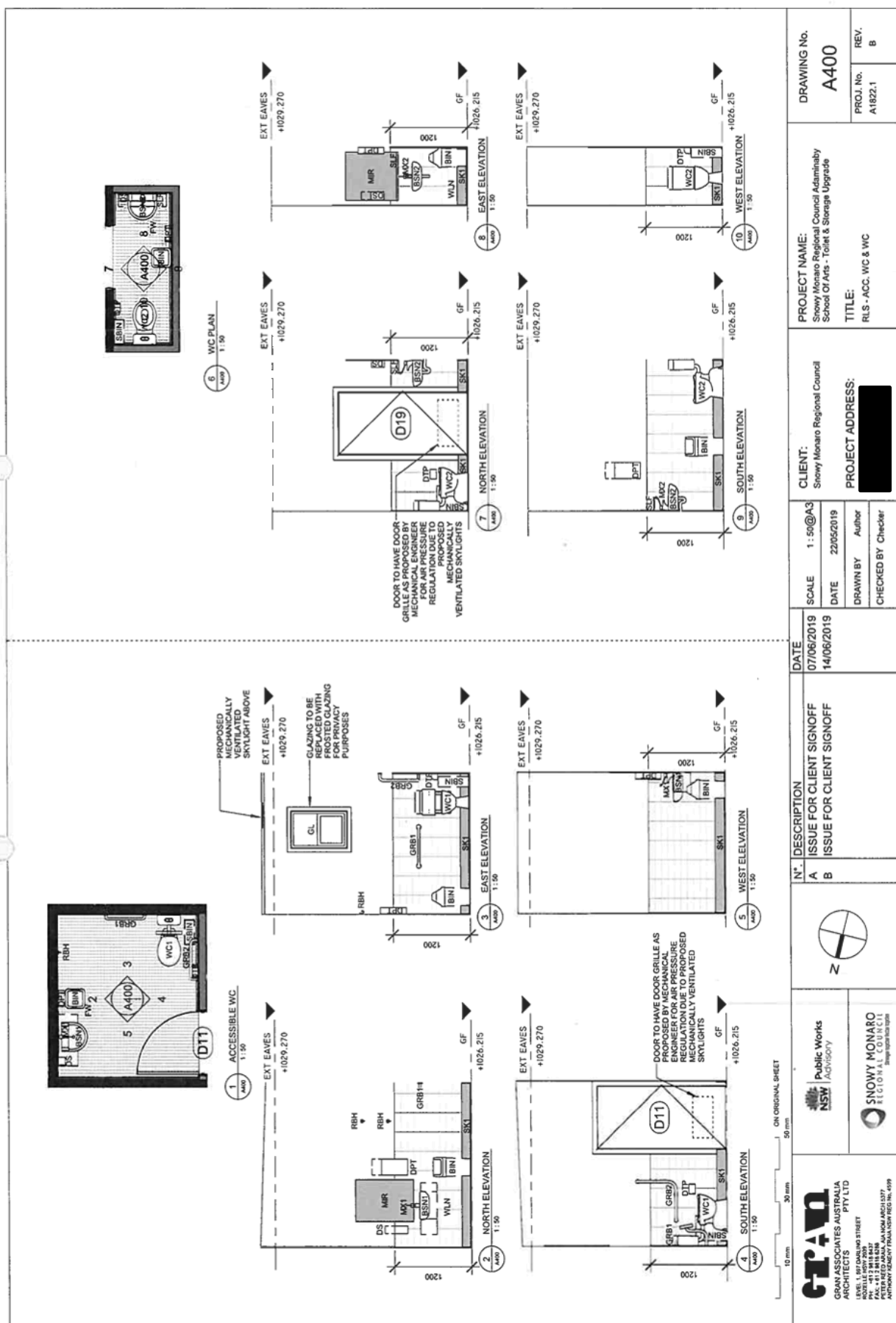
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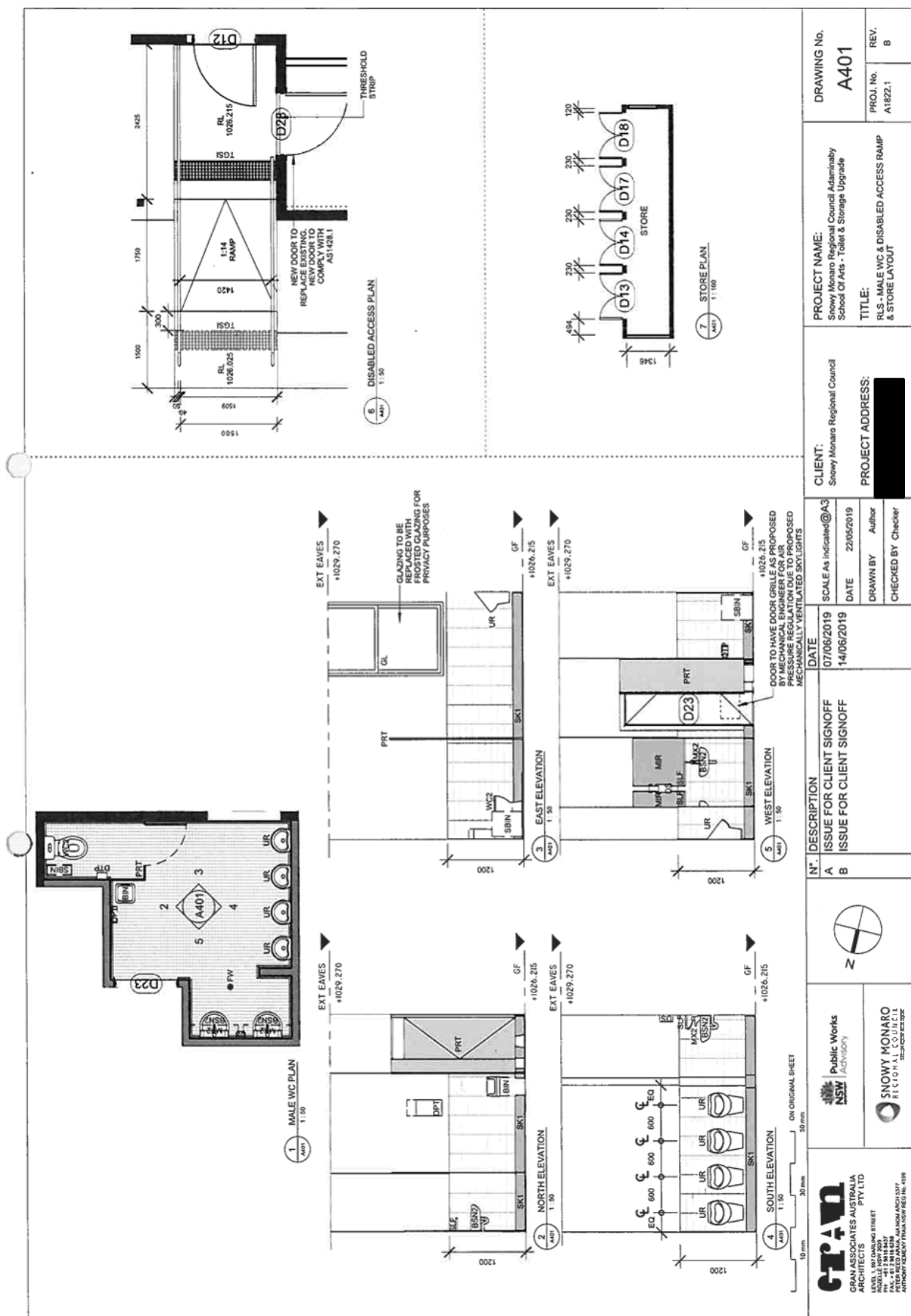


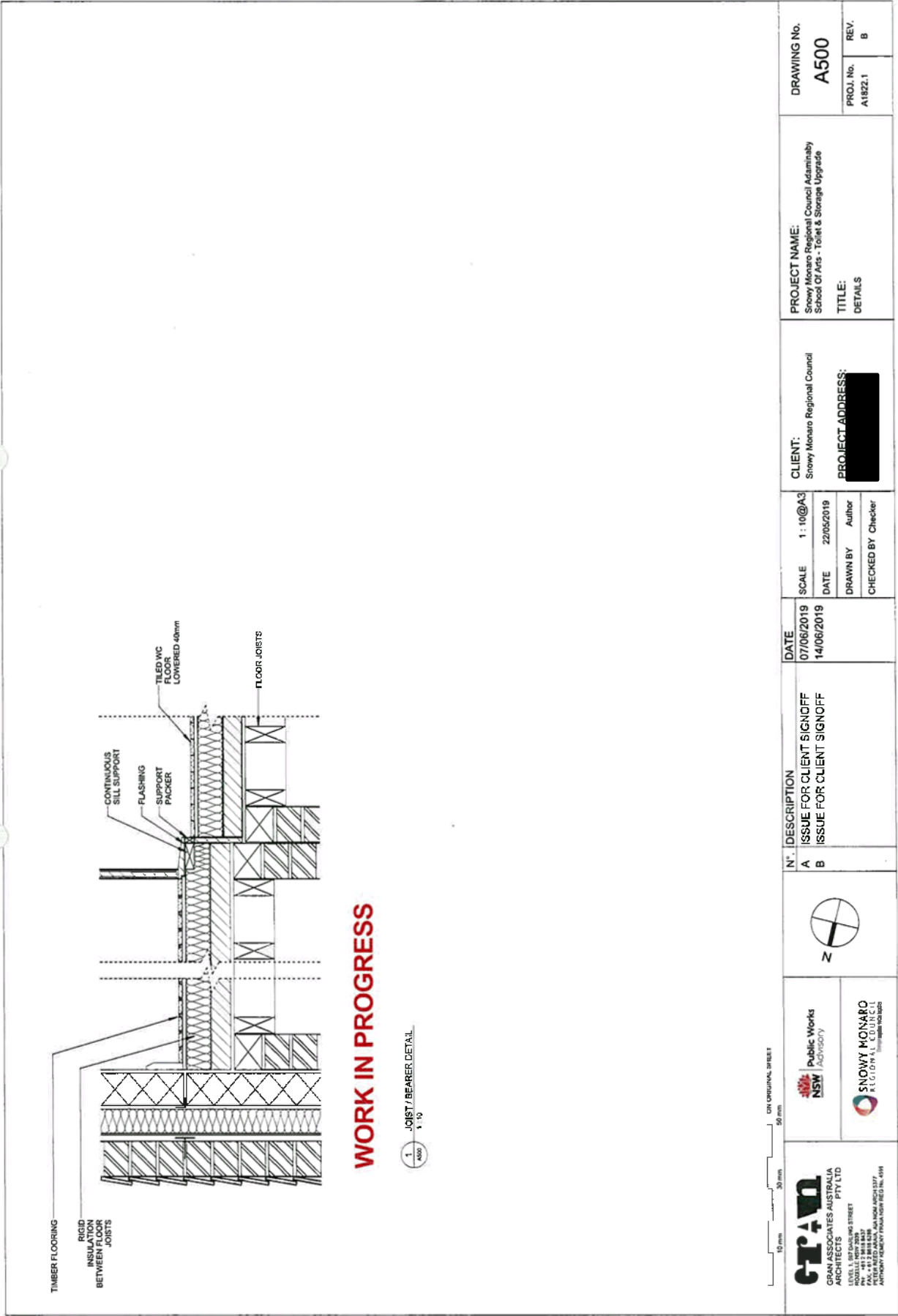


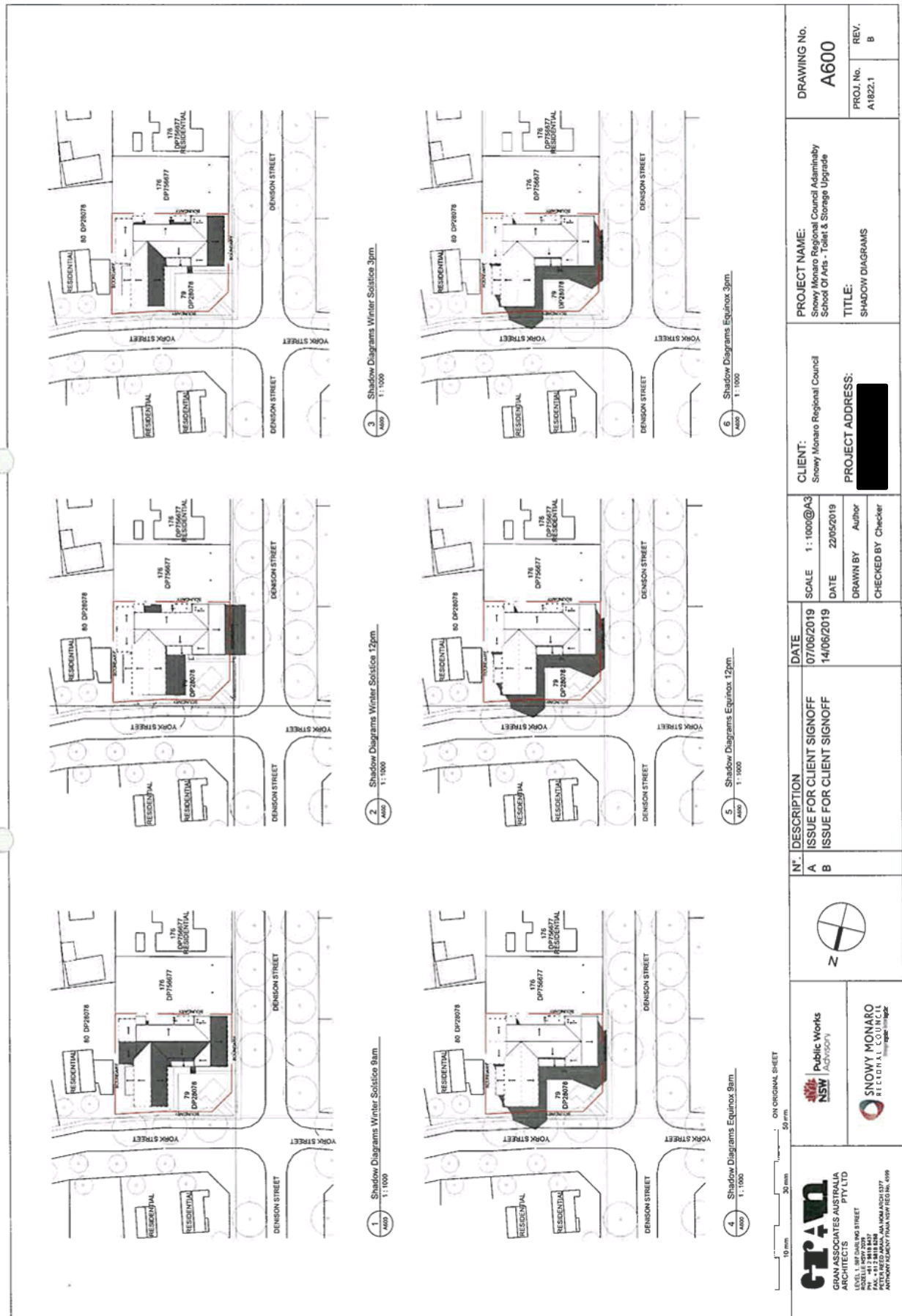


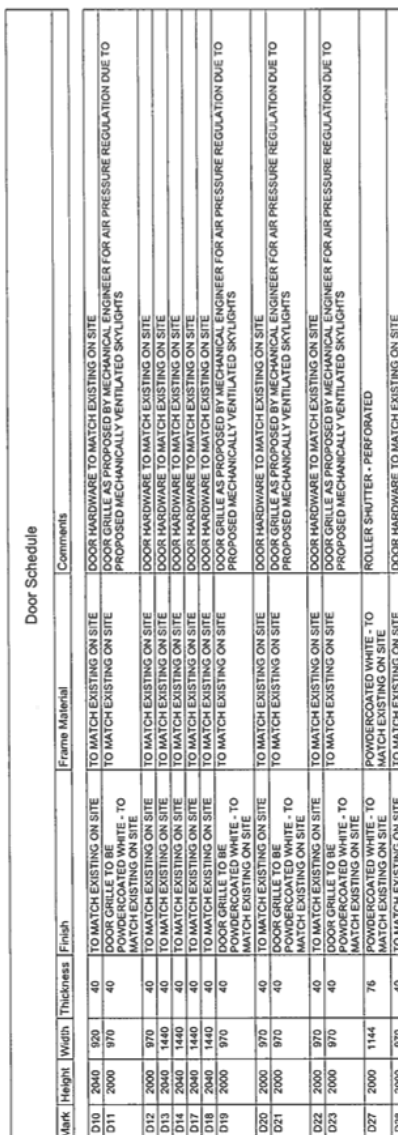













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Public Works Division		DESCRIPTION		DATE
CITY OF MONTEREY MONTEREY COUNCIL		N°	ISSUE FOR CLIENT SIGNOFF	14/06/2019
		A		

SCALE	1:50@A3
DATE	22/05/2019
DRAWN BY	Author
CHECKED BY	Checker

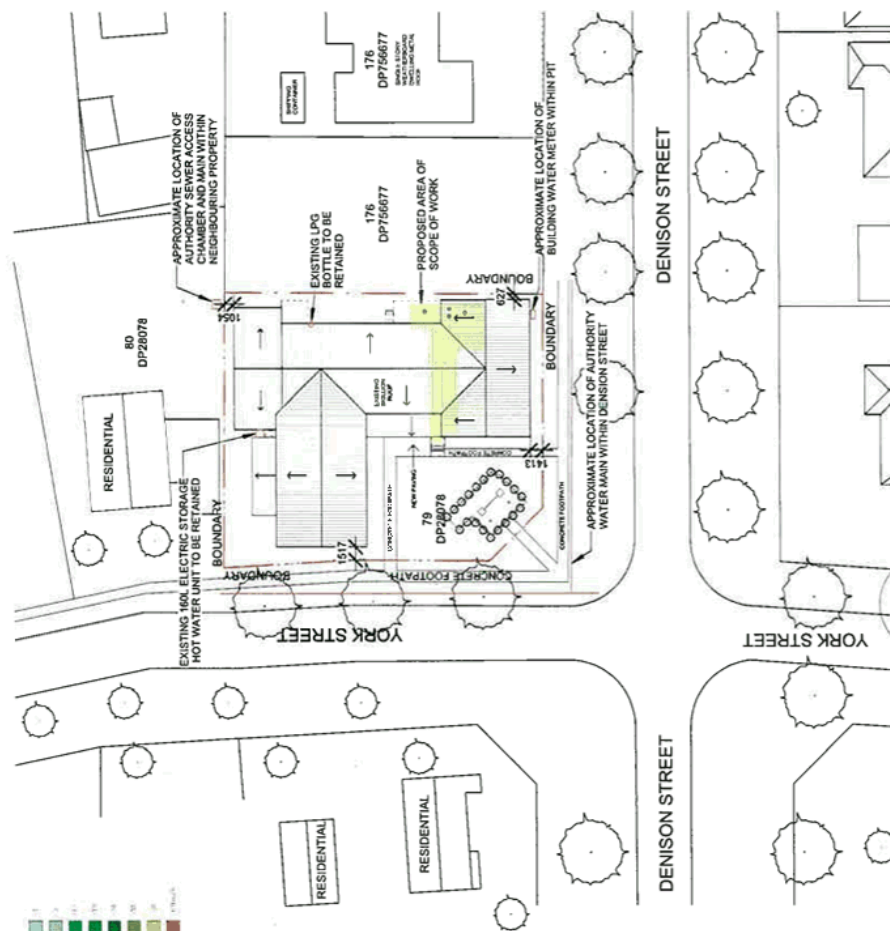
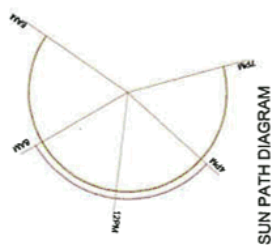
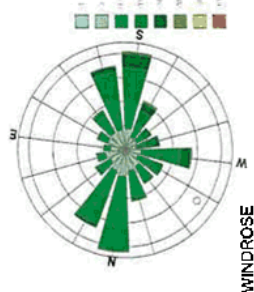
CLIENT: Snowy Monaro Regional Council

PROJECT ADDRESS: [REDACTED]





PROJECT NAME:	Snowy Monaro Regional Council Adaminaby School of Arts - Toilet & Storage Upgrade
TITLE:	DOOR SCHEDULE

DRAWING No. A700	PROJ. No. 11822.1	REV. A

A000	DRAWING LIST, LOCATION PLAN & SITE PLAN
A001	GENERAL NOTES & ABBREVIATIONS
A100	EXISTING, DEMOLITION & GENERAL ARRANGEMENT PLANS
A110	ROOF PLAN, RCP & WALL SETOUT PLANS
A200	ELEVATIONS
A300	SECTIONS
A400	RLS - ACC. WC & WC
A401	RLS - MALE WC & DISABLED ACCESS RAMP & STORE LAYOUT
A500	DETAILS
A600	SHADOW DIAGRAMS
A700	DOOR SCHEDULE
E001	LEGEND, GENERAL NOTES & DRAWING LIST
E002	GROUND FLOOR - LIGHTING LAYOUT
E003	GROUND FLOOR - POWER & COMMUNICATIONS LAYOUT
H001	LEGEND & DRAWING LIST
H002	GENERAL NOTES
H003	SITE PLAN
H004	GROUND FLOOR - DRAINAGE LAYOUT
H005	GROUND FLOOR - WATER SERVICES LAYOUT
H006	DETAILS SHEET 1 OF 2
H007	DETAILS SHEET 2 OF 2
M001	LEGEND, SCHEDULES & DRAWING LIST
M002	SPECIFICATION
M003	GROUND FLOOR - VENTILATION LAYOUT
M004	ROOF LEVEL - VENTILATION LAYOUT

LOCATION PLAN
NTS

ON ORIGINAL SHEET

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 CRAI CRAN ASSOCIATES AUSTRALIA PTY LTD ARCHITECTS LEVEL 1, 80 DARLING STREET SYDNEY NSW 2008 PHONE 02 9231 8347 FAX 02 9231 8348 EMAIL info@crai.com.au ANTHONY KEMPTON FROM NSW REG NO. 4599	 Public Works ADVISORY	 SNOWY MONARO REGIONAL COUNCIL <small>Shaping the future together</small>
	N° A B	DESCRIPTION A ISSUE FOR CLIENT SIGNOFF B ISSUE FOR CLIENT SIGNOFF
	DATE 07/06/2019 14/06/2019	SCALE As indicated @ A3 DATE 22/05/2019 DRAWN BY Author CHECKED BY Checker
CLIENT: Snowy Monaro Regional Council	PROJECT NAME: Snowy Monaro Regional Council Administrative Offices Of Arts - Toilet & Storage Upgrade	DRAWING No. A000
PROJECT ADDRESS: <div style="background-color: black; width: 100px; height: 40px;"></div>	TITLE: DRAWING LIST, LOCATION PLAN & SITE PLAN	PROJ. No. A1822.1 REV. B



Statement of Environmental Effects

A Statement of Environmental Effects must be submitted with all Development Applications in accordance with Schedule 1 of the *Environmental Planning & Assessment Regulations 2000*.

If an answer requires additional details to be provided on likely impact(s) and the proposed means of mitigating or reducing such impact(s), additional space is provided on the last page. This Statement of Environmental Effects is not exhaustive and should be expanded where appropriate. *If more space is required, attach additional sheets.* In accordance with Section 148B of the *Environmental Planning and Assessment Act*, it is an offence to provide information that is false or misleading.

1 Author

Name: Peter Reed

Company (if applicable): Gran Associates Australia PL

2 Proposal

Describe Proposal: (Shop, Office, Hardware/Landscape, Food & Drink Premises, Industrial Activity etc.)	Alterations to existing building to provide accessible entry, accessible & ambulant accessible toilets, male toilets and storage			
Machinery involved in activity:	N/A			
Type of items sold from site directly to public:	N/A			
Proposed seating:	N/A			
Describe any signage/advertisement proposed:	None			
Opening hours:	Monday - Friday		Saturday - Sunday	
	No change am	pm	No change am	pm
Proposed parking arrangements:	No change			
Type and extent of landscaping proposed:	None			

If New Building Proposed

Number of buildings proposed:	
Area of proposed building (m ²):	
Proposed number of rooms:	
Proposed number of storeys:	

Statement of Environmental Effects

Proposed materials:	External wall finishes	Existing face brick and weatherboard - no change
	Roof finishes	Existing metal roofing - no change
	Internal driveways/parking	None - no change
	Fences/privacy screens	Existing - no change
	Other	

3 Site & Surrounding Area

3.1 Site Analysis

Property Address:	██████████ Adaminaby
Lot/DP/SP:	79/28078
Site area (m ² /ha)	1103m ²
Existing vegetation cover	Lawn 450m ²
Existing structures	Existing Community Hall
Existing access arrangements	Not accessible
Describe how water is supplied to the site	Existing Council water supply
Describe how effluent is currently managed	Existing Council sewerage system
Describe how stormwater is currently managed	Existing Council stormwater system
Describe how electricity and/or gas is supplied to the site	Existing local authority electricity supply. Bottled gas supply.

Note: This information is also to be shown the submitted plans

3.2 Surrounding Area Analysis

Describe the types of development within the surrounding area:	Residential
Outline the distances to neighbouring dwellings/structures	21.6m to 19 Denison Street, 8m to 24 York Street, 41m to 22 Denison Street
Describe any Heritage items within the surrounding area	Community Hall is local heritage item (refer attached email from Council Heritage Adviser 9/5/19)
Describe the existing streetscape (ie landscaping, fences and building facades)	Low density residential
If applicable outline the predominant Heritage style within any conservation areas.	Interwar period cottages

Note: This information is also to be shown the submitted plans

Statement of Environmental Effects

4 Environmental Impacts

4.1 Traffic & Utility Services

Describe the type/number of vehicles expected to be parked on site	Employees: No change Customers/Visitors: No change
Describe how the development will gain legal vehicular access	No vehicular access
Describe the number and size of deliveries expected per day	None
Describe how water will be supplied to the development	Existing council supply
Describe how effluent associated with the development will be managed	Existing council sewerage system
Describe how stormwater associated with the development will be managed	Existing council stormwater system
Describe how electricity and/or gas will be supplied to the development	Existing local authority electricity supply. Bottled gas supply.

Note: This information is also to be shown the submitted plans

4.2 Local Amenity

Describe proposed measures to minimise any conflicts between nearby residential development. (ie fencing/privacy screens, landscaping etc)	External accessible entry ramp and door will have no discernible impact on local residents. All other development consists of internal alterations
If applicable describe how items for sale will be displayed to public areas	N/A
Describe proposed measures to ensure any signage will not result in safety issues for public roads (light glare, traffic distraction etc)	N/A
Describe any proposed measures to minimise any impacts on footpaths (ie outdoor dining, signage, goods displayed etc)	N/A
Describe any proposed measures to minimise any emissions (gases, odours, noise etc) associated with the development	N/A
Describe how the proposed development will address the existing streetscape (ie front fences, landscaping, building facade etc)	External accessible entry ramp and door will blend with existing building.
If applicable describe how development will complement the existing Heritage items or conservation area	Internal alteration work will be within the envelope of the existing building. External accessible entry ramp and door will blend with existing building.

Note: This information is also to be shown the submitted plans

Statement of Environmental Effects

4.3 Natural Environment

Outline proposed measures to minimise any impacts on natural waterways (ie diversion banks, separation etc)	N/A
Outline proposed measures to minimise any potential contamination (ie storage of chemicals, bunded areas etc)	New toilets will be connected to existing sewerage system.
If applicable outline the levels of excavation/fill associated with the development	None
If applicable/appropriate describe how the development will manage flood waters (levy banks, construction etc)	N/A
If applicable/appropriate describe how the development will manage bushfire events (asset protection zones, construction etc)	N/A

Note: This information is also to be shown the submitted plans

4.4 Construction Issues (If applicable)

Describe erosion and sediment control proposed measures (ie silt fences, hay bales etc)	Silt fence around ramp works at front entry.					
Outline the expected duration of construction	Total Days:	90 calendar days				
	Hours:	Monday - Friday			Saturday - Sunday	
		7.00	am	4.00	pm	8.00 am 1.00 pm
Outline how the site will be secured during the construction process	2m high construction fence will be provided around external work. All internal work will be secured by locked doors in existing building					
Outline any proposed demolition as part of the development (including the removal of any asbestos materials)	Removal of existing male toilets and provision of openings for new toilets and doors.					
Outline how building materials will be stored on the site during construction (ie storage sheds/containers etc)	Building materials will be stored in the secured construction compound.					
Describe how waste generated during construction will be managed	Waste Management Plan Complete a Waste Disposal Plan for all developments that include construction and/or demolition works. You may attach a Plan or use the table below. Waste includes, but is not limited to vegetation, trees, soil, construction waste, demolition waste, timber, asbestos, metals					

Note: This information is also to be shown the submitted plans

Statement of Environmental Effects

4.5 Waste Management Plan

Type of waste	Estimated Amount/Volume	Where/how it will be stored on site	Where it will be disposed	Method of transportation/disposal
Concrete	0.5m3	Skip	Local waste facility	Truck
Timber	1m3	Skip	Local waste facility	Truck
Plasterboard	0.5m3	Skip	Local waste facility	Truck
Miscellaneous	2m3	Skip	Local waste facility	Truck

PRIVACY INFORMATION: The information you provide in this Statement will enable your application to be assessed by Council and any relevant state agency. If the information is NOT provided, your application may not be accepted. Your application will be publicly notified in accordance with Clause 8 of Snowy Monaro Regional Council's Development Control Plan 2013. The application details will also be kept by Council in a register that may be viewed by the public at any time. The Act provides that for the purposes of public notification, specific internal layouts of a dwelling maybe excluded from a plan prepared for such exhibition.

5 Additional Notes

Sarah Brown

From: Peter Kabaila [REDACTED]
Sent: Friday, 28 June 2019 2:28 PM
To: Mandy Gallagher; Leisa Caldwell; Records Snowy Monaro Regional Council
Subject: DA4208/2019 PN 103685 Memorial Hall, 21 Denison St, Adaminaby. Alterations.

Dear Mandy

Thank you for this referral.

I consider that a heritage impact statement should not be required.

I consider the proposal to have only minor heritage impact. It is therefore acceptable from a heritage perspective.

Yours faithfully
Peter Kabaila

On Wed, Jun 26, 2019 at 3:37 PM Mandy Gallagher <Mandy.Gallagher@snowymonaro.nsw.gov.au> wrote:

Peter

The following application has been received for **Alterations to Entry, Storage & Toilets – Adaminaby Hall**

▪ Property Address:	21 Denison Street ADAMINABY NSW 2629
▪ Legal Description:	Lot 79 DP 28078 Ph Bolaira
▪ Property Number:	103685
▪ Application No:	DA4208/2019
▪ Development Proposal:	Alterations to Entry, Storage & Toilets
▪ Assessing Officer	Sarah Brown

Your comments on the attached proposal are sought. If you have no objections, please attach the conditions of consent you wish to be imposed. Alternatively, if you have concerns with the proposal, please contact the responsible officer as soon as possible.

Please complete the required Events in P&R, including the Internal Referral Memo and select Conditions of Consent/Refusal.

If no response is received within 14 working days, it will be assumed that no objections are raised.

Thank you.
Mandy

Mandy Gallagher
Development & Planning Administration Officer



PO Box 714
COOMA NSW 2630
Direct (02) 6451 1573
Phone 1300 345 345
Fax (02) 6456 3337
snowymonaro.nsw.gov.au

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Development Application

made under the Environmental Planning and Assessment Act 1979 Section 78A

Office Use Only	
DA Number	10.

PLEASE COMPLETE ALL SECTIONS

APPLICANT			
Name/Company: <u>Snowy Monaro Regional Council</u>		Phone: <u>1300 345 345</u>	
Contact Name (if Company):		Fax:	
Postal Address: <u>81 Commissioner Street</u>		Mobile:	
Town: <u>Cooma</u>	State: <u>NSW</u>	Postcode: <u>2630</u>	Email:

OWNER			
Name/Company: <u>Snowy Monaro Regional Council</u>		Phone: <u>1300 345 345</u>	
Contact Name (if Company): <u>Peter Bascomb</u>		Fax:	
Postal Address: <u>81 Commissioner Street</u>		Mobile:	
Town: <u>Cooma</u>	State: <u>NSW</u>	Postcode: <u>2630</u>	Email:
Is the subject land Crown Land NO <input type="checkbox"/> YES <input type="checkbox"/> → Please attach Authority			
OFFICE USE ONLY		NAR Numbers	

LAND TO BE DEVELOPED (Please attach additional sheet if inadequate space provided)					
No: <u>21</u>		Street: <u>Denison Street</u>		Town: <u>Adaminaby</u>	
Lot: <u>79</u>	Section:	DP/SP: <u>28078</u>	Lot:	Section:	DP/SP:
Lot:	Section:	DP/SP:	Lot:	Section:	DP/SP:
OFFICE USE ONLY		Parcel Numbers			


PROPOSED DEVELOPMENT		
Description of development: <u>Alterations for accessible entry, accessible & ambulant access. wc, male toilets and storage</u>		
<input checked="" type="checkbox"/> Erect, alter or add to a building or structure <input type="checkbox"/> Subdivide land or building <input type="checkbox"/> Other (specify):		
<input type="checkbox"/> Change the use of land or building (or classification under the BCA) <input type="checkbox"/> Demolition		
<input type="checkbox"/> Carry out a work <input type="checkbox"/> Signage/Advertising		
TYPE OF DEVELOPMENT (tick all that apply)		
<input type="checkbox"/> Single dwelling <input type="checkbox"/> Residential alterations/additions <input type="checkbox"/> Multi-Unit <input type="checkbox"/> Second Occupancy <input type="checkbox"/> Seniors Living <input type="checkbox"/> Other residential <input type="checkbox"/> Mixed	<input type="checkbox"/> Storage Shed <input type="checkbox"/> Garage <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial/Business <input type="checkbox"/> Retail <input type="checkbox"/> Office <input type="checkbox"/> Food Premises	<input type="checkbox"/> Tourist <input type="checkbox"/> Subdivision <input type="checkbox"/> Infrastructure <input checked="" type="checkbox"/> Community/Education Facilities <input type="checkbox"/> Education Facility <input type="checkbox"/> Event <input type="checkbox"/> Other



COST (including materials and labour)	
This is the estimated total cost of any construction, internal fit-out and demolition, including GST and labour. Council checks your estimate against current building cost indices. Developments with no construction work such as subdivisions or change of uses have a separate standard fee and no estimated cost is required.	
COST (including materials and labour) :	<u>\$ 278146 + GST</u>



STAGED DEVELOPMENT		
Are you lodging a Staged Development Application ? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
Section 83B of the <i>Environmental Planning and Assessment Act 1979</i> defines a staged Development Application (DA) as one which sets out concept proposals for the development of a site, and for which detailed proposals for separate parts of the site are to be the subject of subsequent DAs. The application may set out detailed proposals for the first stage of development.		
INTEGRATED DEVELOPMENT (Approvals from State Agencies)		
Is this application for Integrated Development ? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Please tick which other approvals are required. If yes Council requires an additional set of plans, a Statement of Environmental Effects (SEE) and a fee for each relevant government agency. Please check with Council for current applicable fee.		
Roads Act 1993 <input type="checkbox"/> s138	Heritage Act 1977 <input type="checkbox"/> s58	
National Parks and Wildlife Act 1974 <input type="checkbox"/> s90		
Rural Fires Act 1997 <input type="checkbox"/> s100B	Protection of the Environment Operations Act 1997	
Petroleum (on shore) Act 1991 <input type="checkbox"/> s9	<input type="checkbox"/> s43(a) <input type="checkbox"/> s43(b) <input type="checkbox"/> s43(d) <input type="checkbox"/> s47 <input type="checkbox"/> s48 <input type="checkbox"/> s55 <input type="checkbox"/> s122	
Fisheries Management Act 1994	Water Management Act 2000	
<input type="checkbox"/> s144 <input type="checkbox"/> s201 <input type="checkbox"/> s205 <input type="checkbox"/> s219	<input type="checkbox"/> s89 <input type="checkbox"/> s90 <input type="checkbox"/> s91	
Mine Subsidence Compensation Act 1961 <input type="checkbox"/> s15	Mining Act 1992 <input type="checkbox"/> s63 <input type="checkbox"/> s64	
Integrated Development is defined by the Environmental Planning and Assessment Act 1979 as development which needs a Development Consent and one or more additional approvals under the Acts mentioned above in order to be legally carried out. Further explanatory notes are available from Council on request.		
IS/DOES THE PROPOSED DEVELOPMENT:		
	YES	NO
Designated Development [^] ?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Likely to significantly affect a threatened species, population or ecological community, or it's habitat?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Involve the use of or work on a Crown Road Reserve or other land owned by the Crown?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Development by the Crown? (Part 5A of the Act applies to development by the Crown)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
On land which is also subject to a Property Vegetation Plan under the <i>Native Vegetation Act 2003</i> ?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Development which requires a Site Compatibility Certificate from the Department of Planning prior to lodgement in accordance with <i>State Environmental Planning Policy (Infrastructure) 2007</i> , <i>State Environmental Planning Policy (Housing for seniors or people with a disability) 2004</i> , or any other State Environmental Planning Policy?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Development which requires a BASIX Certificate ?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Involve land which has easements or restrictions on the Title? (If yes, please specify the nature of these easements or restrictions in your Statement of Environmental Effects)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Likely to affect a threatened species, population or ecological community protected under the <i>Commonwealth Environment Protection and Biodiversity Conservation Act 1999</i> ?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Require an approval under Section 68 of the <i>Local Government Act 1993</i> for any of the activities listed on the next page?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Biodiversity compliant development [❖] ? If yes, please specify the reason in your Statement of Environmental Effects	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Require Concurrence [↵] from any authorities?		
Is the proposal State significant development ? If yes, please provide (a) a list of authorisations and the applicable Act, (b) the capital investment value of the development.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is the land the subject of this application critical habitat?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

APPROVALS UNDER SECTION 68 – LOCAL GOVERNMENT ACT, 1993	
<p>Do you wish to carry out any S68 activities (listed below) <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES – Complete details below</p>	
<p>If you wish to carry out one of the following activities, you need the approval of Council. Identify the activities you propose to carry out, and the relevant documents you need to include in your Application, by placing a cross in the appropriate boxes. Please include the relevant documents as detailed in the Section 68 Checklist with your Application. Note: Alternatively these can be applied for separately using 'Section 68 Application' form.</p> <p>Under Section 78A of the <i>Environmental Planning and Assessment Act 1979</i> a person can apply to Council for both a development consent and a S68 Approval in the one Development Application. In determining the Development Application, Council may apply any of the provisions under the Local Government Act 1993 that it could apply if the Development Application were an application under that Act for the relevant approval. In particular, if the Development Consent is granted, Council may impose a condition that is authorised under that Act to be imposed as a condition of consent.</p> <p>In granting a Development Consent in which a Section 68 approval is also contained, Council may, (without limiting any other condition in the Consent) impose in relation to the approval taken to have been granted under Section 68, either or both of the following conditions:</p> <p>(a) A condition that the approval is granted only to the applicant and does not attach to or run with the land to which it applies.</p> <p>(b) A condition that the approval is granted for specific time.</p>	
<p>A Structures</p> <p><input type="checkbox"/> A1 Installing a manufactured home, moveable dwelling or associated structure on land.</p> <p>B Water supply, wastewater and stormwater drainage work</p> <p><input checked="" type="checkbox"/> B1 Carrying out water supply work. Please choose: <input checked="" type="checkbox"/> Install/alter private ^A water system <input type="checkbox"/> Install/alter public infrastructure <input type="checkbox"/> Other: _____</p> <p><input type="checkbox"/> B2 Draw water from a Council water supply or a standpipe or sell water so drawn.</p> <p><input type="checkbox"/> B3 Install, alter, disconnect or remove a meter connected to a service pipe. <input type="checkbox"/> Establish new water service/meter connection <input type="checkbox"/> Other: _____</p> <p><input checked="" type="checkbox"/> B4 Carry out wastewater drainage work. <input type="checkbox"/> Establish new wastewater consumer service <input checked="" type="checkbox"/> Install/alter internal wastewater drainage <input type="checkbox"/> Other: _____</p> <p><input type="checkbox"/> B5 Carry out stormwater drainage work.</p> <p><input type="checkbox"/> B6 Connect a private drain or wastewater drain with a public drain or wastewater drain under the control of a Council or with a drain or sewer which connects with such a public drain or wastewater drain.</p> <p>C Management of waste</p> <p><input type="checkbox"/> C1 For fee or reward, transport waste over or under a public place.</p> <p><input type="checkbox"/> C2 Place waste in a public place.</p> <p><input type="checkbox"/> C3 Place a waste storage container in a public place.</p> <p><input type="checkbox"/> C4 Dispose of waste into a wastewater drain of the council.</p> <p><input type="checkbox"/> C5 Install, construct or alter a waste treatment device or a human waste storage facility or a drain connected to any such device or facility. (eg Install Septic System, AWTS etc) Please choose: <input type="checkbox"/> Aerated Waste Treatment System (AWTS) <input type="checkbox"/> Dry Composting System <input type="checkbox"/> Septic Tank <input type="checkbox"/> Wet Composting System <input type="checkbox"/> Other: _____</p> <p><input type="checkbox"/> C6 Operate a system of wastewater management (within the meaning of Section 68A).</p>	<p>D Community Land</p> <p><input type="checkbox"/> D1 Engage in a trade or business.</p> <p><input type="checkbox"/> D2 Direct or procure a theatrical, musical or other entertainment for the public.</p> <p><input type="checkbox"/> D3 Construct a temporary enclosure for the purpose of entertainment.</p> <p><input type="checkbox"/> D4 For fee or reward, play a musical instrument or sing.</p> <p><input type="checkbox"/> D5 Set up, operate or use loudspeaker or sound amplifying device.</p> <p><input type="checkbox"/> D6 Deliver a public address or hold a religious service or public meeting.</p> <p>E Public roads</p> <p><input type="checkbox"/> E1 Swing or hoist goods across or over any part of a public road by means of a lift, hoist or tackle projecting over the footway.</p> <p><input type="checkbox"/> E2 Expose or allow to be exposed (whether for sale or otherwise) any article in or on or so as to overhang any part of the road or outside a shop window or doorway abutting the road, or hang an article beneath an awning over the road.</p> <p>F Other activities</p> <p><input type="checkbox"/> F1 Operate a public car park. ⇨</p> <p><input type="checkbox"/> F2 Operate a caravan park or camping ground.</p> <p><input type="checkbox"/> F3 Operate a manufactured home estate.</p> <p><input type="checkbox"/> F4 Install a domestic oil or solid fuel heating appliance, other than a portable appliance.</p> <p><input type="checkbox"/> F5 Install or operate amusement devices (within the mean of the Construction Safety Act 1912).</p> <p><input type="checkbox"/> F6 Use a standing vehicle or any article for the purpose of selling any article in a public place.</p> <p><input type="checkbox"/> F7 Carry out an activity prescribed by the regulations or an activity of a class or description by the regulations.</p> <p>Note:</p> <p>^A <i>Private</i> means work/infrastructure that will be the responsibility of landowners, usually all development from the water meter or sewer tapping point, back to the dwelling/building.</p> <p>• <i>Public</i> means work/infrastructure that will be handed over for the responsibility of Council, eg, Council mains work/extensions etc.</p>

REQUIRED ATTACHMENTS
<input checked="" type="checkbox"/> 1 copy of the relevant Council checklist/s applying to the proposed development.
<input checked="" type="checkbox"/> All plans/reports/documentation required by the above checklist.
<input type="checkbox"/> 1 copy of directional map/details to the site for remote rural properties.

POLITICAL DONATIONS AND GIFTS DISCLOSURE STATEMENT [Sec 147(4) EP&A Act]		
Have you or any person with a financial interest in this development application made a political donation or gift within the last 2 years?		
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes – please complete and attach a Political Donations and Gifts Disclosure Statement (available from Council's website).		
Applicants Signature	Name	Date
	Winsome Whyte	5/6/19

CONSENT OF ALL OWNERS		
All owners must sign this application form or provide written authority for the lodgement of the application.		
Note: Company Ownership		
In the case of a company ownership, in accordance with s127 of the Corporations Act 2001, please state in the signature/name area the authority of each signatory (Director/Secretary etc) (eg as Director of ABC Holdings Pty Ltd) OR attach further documentation as required.		
<input type="checkbox"/> Owners consent attached OR ↓		
As the owner/s of the above property described in this application I/we consent to its lodgement. I/we hereby permit any duly authorised officer of Snowy Monaro Regional Council to enter the land or premises to carry out inspections and surveys or take measurements or photographs as required for the administration the Act(s), Regulations, or Planning Instruments. We advise that as landowner/s we are aware of any known hazards that may be of harm to officers visiting the site.		
Signature	Name	Date
	Rob BASCOMB	5-6-19.
Signature	Name	Date
		

DECLARATION AND SIGNATURE OF APPLICANT		
I/we the undersigned hereby apply for approval of the development proposal as described and as per the plans and specifications and documents accompanying the Application. I/we undertake to develop in accordance with any approval granted by Council and conform with the provisions of the relevant Act(s), Regulations, codes and the Local Environmental Plan. I/we further undertake to pay any fee or charge assessed by Council in connection with development and indemnify Snowy Monaro Regional Council against all claims arising from negligence (or otherwise) resulting from work carried out in connection with the development within the road reserve.		
Signature	Name	Date
	Winsome Whyte	5/6/19
Signature	Name	Date
		

SITE WORKS MUST NOT COMMENCE WITHOUT COUNCIL APPROVAL
Construction materials purchased/work done/arrangements made prior to consent are at the owner/applicants' risk.

- ▲ Designated Developments are listed in Schedule 3 of the Environmental Planning and Assessment Regulations 2000. Special procedures apply to the notification and assessment of Designated Development under the Act)
- ✦ Development that requires Concurrence is listed in 79B of the Environmental Planning and Assessment Act 1979.
- ✦ **biodiversity compliant development means:**
 - (a) development proposed to be carried out on biodiversity certified land within the meaning of Part 7AA of the Threatened Species Conservation Act 1995, or
 - (b) development in respect of which a biobanking statement has been issued in respect of the development under Part 7A of the Threatened Species Conservation Act 1995, or
 - (c) development to which the biodiversity certification conferred by Part 7 of Schedule 7 to the Threatened Species Conservation Act 1995 applies, or
 - (d) development for which development consent is required under a biodiversity certified EPI (within the meaning of Part 8 of Schedule 7 to the Threatened Species Conservation Act 1995).



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p. (02) 6456 7176

PLANNING REPORT

PROJECT:

Delegate School of Arts Hall Upgrade.

For Snowy Monaro Shire Council.
June 2019.



Lot 11 Section 8 DP758346
Bombala Street, Delegate NSW 2633

Introduction

This planning report has been prepared in relation to the proposed repairs and maintenance to the Delegate School of Arts building.

The building is not listed in Bombala's Local Environmental Plan as being heritage affected, however Snowy Monaro Regional Council's Heritage Officer should be consulted to prior to works being undertaken on the building, due to its local cultural significance.

Key aspects of the site include:

- The site is identified as being **bushfire prone**. (Vegetation Buffer)
- No constraints have been identified by the land mapping in respect of flooding, wetlands, environmental sensitive land.
- The development site is not within riparian land or watercourses.
- The site has not been identified as containing acid sulphate soils
- No geotechnical restrictions apply to the site;
- The land is not biodiversity certified land.
- The site is not affected by scenic protection.
- The subject building has not been identified as being heritage affected under Bombala Local Environmental Plan 2012.

Project Scope of Works

The proposed upgrade works to the hall will consist of the following measures;

- Repairs and maintenance to the external façade of the building. (brickwork and mortar), external cladding repairs and eaves.
- Repair of the sub-floor structure and rising damp issues.
- Repair to roof drainage system, gutters and downpipes.
- Management of surface water and subfloor water ponding.
- Repair to window openings.
- Upgrade of the accessibility requirements for the building, ramps and balustrades.

As the proposal is permissible in this land use zone and in accordance with the zone objectives, it will be consistent with community expectations and Council is therefore encouraged to support the application.

All work specifications to be discussed with SMRC Heritage Advisor.

Proponent:

NSW Public Works Advisory for Snowy Monaro Regional Council

SUBJECT SITE

The site is described as, Lot 11 Section 8 DP 758346 Bombala Street, Delegate NSW 2633.

The Delegate School of Arts Hall was built in 1902. The property appears to have been constructed to a high standard for the period using workmanship and materials of an acceptable quality.

Since 1902, the building has been extended three times. The floor structure is comprised of perimeter rock wall footings, timber bearer and joists with timber floorboards as well as wall structure being built by brick exterior and rendered walls inside.

The roof has been recently re-sheeted with colorbond metal sheeting and new gutters were fitted.





Bombala Development Control Plan 2012

2.4 Heritage Conservation

2.4.1 Indigenous heritage

Intent - to ensure that new development considers and respects objects, places and sites of cultural significance to the local Aboriginal community.

Performance criteria	Acceptable solutions
P1 Sites of cultural significance to the Aboriginal community are identified and protected	A1 The <i>Due Diligence Code of Practice for the Protection of Aboriginal Objects in NSW</i> is carried out to ensure that Aboriginal cultural heritage issues are addressed and whether the activity requires an application for an <i>Aboriginal Heritage Impact Permit</i>

2.4.2 Non-indigenous heritage

Intent - to ensure that new development, including the adaptive re-use of heritage buildings, and alterations and additions, are compatible with and respectful of recognised heritage values and the historic context.

Performance criteria	Acceptable solutions (Council may accept other solutions where the performance criteria are satisfied)
P1 The fabric of heritage items and places, including landscaping and vegetation that contributes to heritage significance, is conserved	A1 An assessment of the impact of new development on heritage significance may be required where the development proposed is on a property that is listed in Schedule 5 of <i>Bombala LEP 2012</i> or is on land that is within the vicinity of a listed heritage item, or is within the Bombala Special Character Area (Figure 2.4)
P2 Settlement identity, scenic values, historic streetscapes and traditional patterns of settlement are retained	A2 A heritage conservation management plan may be required that contains conservation policy and actions to be taken to conserve heritage significance where the development proposed is on a property that is listed in Schedule 5 of <i>Bombala LEP 2012</i>
P3 New development, including alterations and additions to a heritage item and development within the Bombala Special Character Area, demonstrates an understanding of the heritage significance and context of the place	A3 When upgrading access to heritage buildings, reference should be made to the document <i>Improving Access to Heritage Buildings, A practical guide to meeting the needs of people with disabilities</i> published by the Australian Council of National Trusts and the Australian Heritage Commission, 1999, to assist with providing access facilities
P4 New development, including alterations and additions to a heritage item and development within the Bombala Special Character Area, retains the visual setting and streetscape and landscape character that contributes to heritage significance	
P5 New development in Bombala Special Character Area respects the historical context, the scale and proportion of buildings, and the overall setting	



Figure 2.4 Bombala Special Character Area

INDIGENOUS CULTURAL HERITAGE

Generic Due Diligence Assessment:

Will there be ground disturbance?	Yes, move to Q2
Are there any: <ul style="list-style-type: none"> Confirmed site record or any other associated landscape feature information on AHIMS? Any other sources of information that a person is already aware? Landscape features that are likely to indicated presence of Aboriginal objects? 	No to all, move to result
Result	AHIP application not necessary. Proceed with caution. If any Aboriginal objects are found, stop work and notify DECCW. If human remains are found, stop work, secure the site and notify the NSW Police and DECCW.

Activities of the proposed works at Delegate School of Arts Hall, will have minimal disturbance to the ground surface. However, the land has been previously disturbed indicating that the likelihood for potential impacts of Aboriginal Objects is low.

Likewise, an AHIMS search with a 200m buffer resulted in zero Aboriginal sites recorded or declared near the property. Similarly, there are no other sources of information that a person is already aware of as well as no landscape features indicating the presence of Aboriginal objects.

Therefore, AHIP application is not necessary but proposed works will proceed with caution and if any objects are to be found works will be stopped and appropriate authorities will be notified.









NON-INDIGENOUS HERITAGE

The site is not identified as being within a heritage conservation area.

The Delegate School of Arts hall is not identified as an item of local significance in councils LEP. However, Council may require a Heritage Consultant to advise on any proposed changes to the external façade.



Heritage

-  Aboriginal Place of Heritage Significance
-  Conservation Area - General
-  Conservation Area - Landscape
-  Heritage Conservation Area
-  Item - Aboriginal
-  Item - Archaeological
-  Item - General
-  Item - Landscape

Search for NSW heritage – Delegate

Section 1. Aboriginal Places listed under the National Parks and Wildlife Act.

Your search returned 1 record.

Aboriginal place name ^	Local government area	Local Aboriginal Land Council	Latitude	Longitude	Gazettal date and page numbers	Comments
Delegate Aboriginal Reserve	Bombala	Eden	-37.043670	148.903862	11/09/2012 p. 4652-4653	Delegate Aboriginal Reserve was a camping ground and historic period settlement site for the Ngarigo along with Monaro, Bidawal, Maap and Gippsland people.

Section 2. Items listed under the NSW Heritage Act.

Your search did not return any matching results.

Section 3. Items listed by Local Government and State Agencies.

Your search returned 1 record.

Item name ^	Address	Suburb	LGA	Information source
Delegate Police Station and Official Residence	30 Bombala Street, Corner Hayden Street	Delegate	Bombala	SGOV

Heritage Items as Identified in Bombala Local Environmental Plan 2012 Schedule 5 Environmental Heritage

Delegate	Delegate Police Station	Bombala Street
Delegate	Delegate Station Homestead	Delegate Road
Delegate	Delegate Station Slab House	Delegate Road
Delegate	St Phillip's Anglican Church	Hayden Street

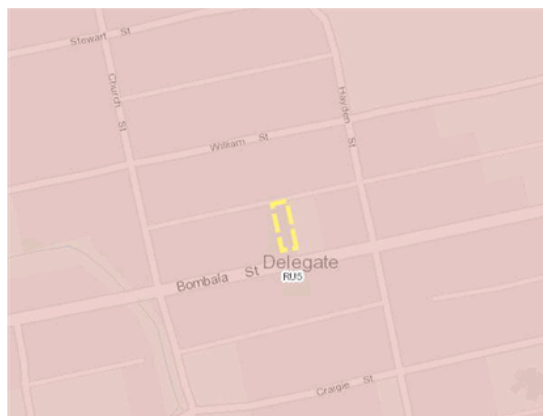
Planning Options

Possible variables for the proposed upgrade works include:

- Development approval by council may be required if the scope of upgrade works exceed the requirements of exempt development.
- The upgrade measures to be undertaken in consultation with the council's heritage consultant.
- Internal/external works, window/door selection, colours and materials selection to complement the existing building and surrounding structures on and adjoining the site.

4.0 Relevant Environmental Planning Instruments

Bombala Local Environmental Plan 2012



The land is zoned RU5

Zone RU5 - Village

1 Objectives of zone

To provide for a range of land uses, services and facilities that are associated with a rural village.

2 Permitted without consent

Home occupations

3 Permitted with consent

Amusement centres; Animal boarding or training establishments; Boat building and repair facilities; Boat launching ramps; Boat sheds; Centre-based child care facilities; Charter and tourism boating facilities; Commercial premises; Community facilities; Depots; Dwelling houses; Entertainment facilities; Environmental facilities; Environmental protection works; Exhibition homes; Exhibition villages; Function centres; Helipads; Home-based child care; Home businesses; Industrial training facilities; Information and education facilities; Jetties; Light industries; Marinas; Mooring pens; Moorings; Mortuaries; Neighbourhood shops; Oyster aquaculture; Passenger transport facilities; Places of public worship; Public administration buildings; Recreation areas; Recreation facilities (indoor); Recreation facilities (major); Recreation facilities (outdoor); Registered clubs; Residential accommodation; Restricted premises; Respite day care centres; Roads; Schools; Self-storage units; Service stations; Signage; Tank-based aquaculture; Tourist and visitor accommodation; Transport depots; Truck depots; Vehicle body repair workshops; Vehicle repair stations; Veterinary hospitals; Warehouse or distribution centres; Water recreation structures; Water reticulation systems; Water treatment facilities; Wholesale supplies

4 Prohibited

Farm stay accommodation; Pond-based aquaculture; Rural workers' dwellings; Any other development not specified in item 2 or 3

Clause 4.3 Height of Buildings

- No increase in the height of the building is proposed.

Clause 4.4 Floor Space Ratio

- No increase to the floor area is proposed.

BUSHFIRE.

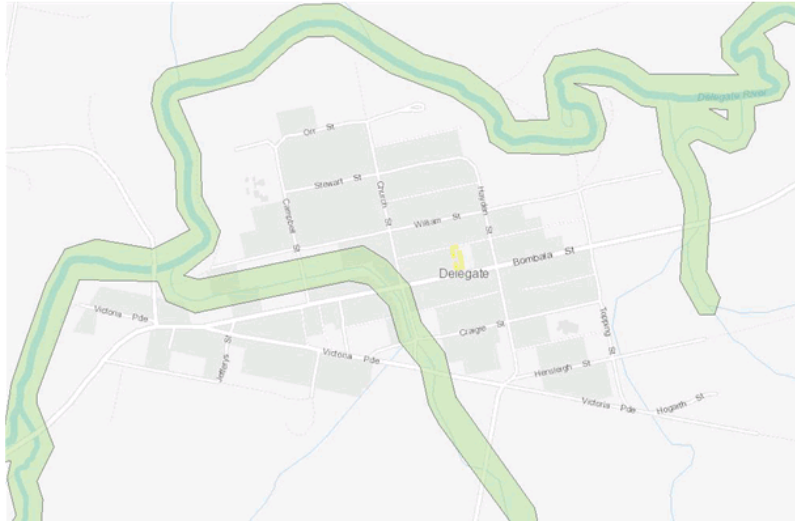
Part of the site has been identified as being bushfire prone.
Category – Vegetation Buffer.

A bushfire report will be required for council development application approval.



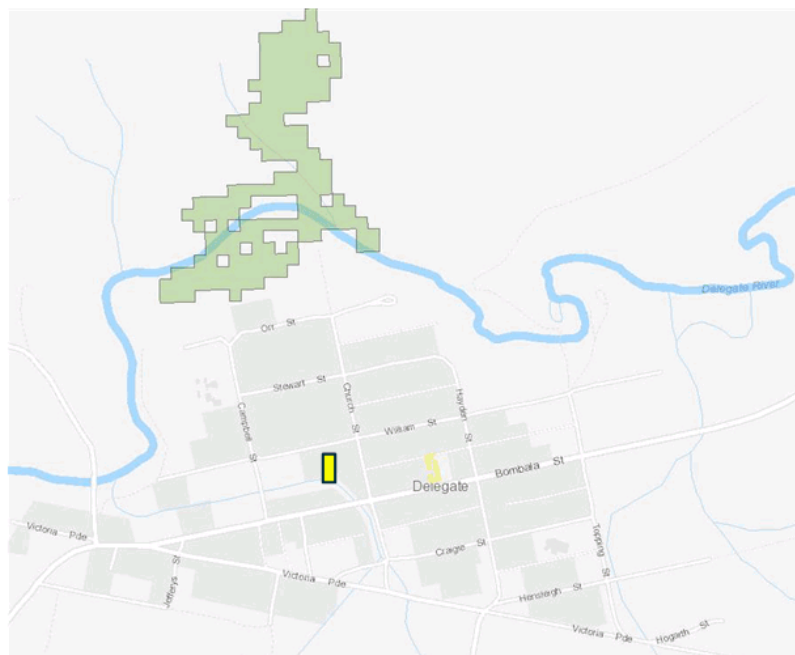
RIPARIAN LANDS AND WATERCOURSES

The site has not been identified as being within a Riparian lands and watercourses.



TERRESTRIAL BIODIVERSITY

The development site is not identified as being affected by terrestrial biodiversity area.



Bombala Development Control Plan 2012

BUILDING

General provisions – all zones

Section 4.1 *General provisions* applies to all new development that involves building or structures, including alterations and additions, in all zones in Bombala local government area.

Building design

Intent - to ensure that building appearance from public streets and adjoining sites is attractive and visually compatible with either attractive surrounding development or the identified future urban character of the area.

Performance criteria	Acceptable solutions	Comments
P1 The frontage of buildings and their entries are readily apparent from the street	A1 New development takes into consideration the character statement (where applicable) for the settlement and reinforces that character	Any changes to the external façade to be considered by SMRC heritage consultant (if required by council)
P2 Building height at the street frontage maintains a compatible scale with adjacent development	A2 Buildings adjacent to the public street address the street by having a front door and/ or living room or kitchen windows facing the street	No changes to the building height are proposed.
P3 Buildings are designed to reflect relevant features of the prevailing character of surrounding attractive streetscapes, features and built form character that have been identified as part of the desired future character of the area	A3 Differences in building height between existing buildings and new development are not more than one storey when viewed from the public street and adjoining properties. This requirement applies to the building for a depth of one room	
P4 Buildings are designed to enhance existing attractive built form character by translating the following characteristics found in the surrounding built form into innovative design solutions: <ul style="list-style-type: none"> - mass and proportion; - building materials, patterns, textures, colours, and decorative elements; - ground-floor height above natural ground level; - floor to ceiling height; - roof form and pitch; - facade articulation, detailing, and window and door proportions; - verandahs, eaves and parapets; - driveway crossovers, fence style and alignment 	A4 Building design, roof form and pitch, detailing and materials visible from public areas and adjoining properties are not in strong visual contrast with the character of attractive neighbouring buildings	The proposed upgrade works will be undertaken to match the character and form of the building of the existing building.

<p>P5 New development complements or enhances any treed landscape character of the area by:</p> <ul style="list-style-type: none"> - providing sufficient open space for the planting of trees to complement the landscape character of the neighbourhood; - retaining and protecting existing vegetation where possible; - protecting neighbouring trees from damage to their root systems; - using building footing designs, where necessary, that allow root growth of large trees 		No landscaping is proposed in for the upgrade works.
<p>P6 The building design, detailing and finish provide an appropriate scale to the street, add visual interest and enable differentiation between buildings when viewed from public streets</p>		Proposed upgrade works to match existing.
<p>P7 Buildings are designed and sited to acknowledge the private open space of surrounding development, by:</p> <ul style="list-style-type: none"> - keeping upper story parts of buildings away from neighbouring private open space so as to avoid an unreasonable sense of visual 		Existing.
<p>P8 Garages and parking structures are sited and designed so as not to dominate the street frontage, by:</p> <ul style="list-style-type: none"> - minimising the frontage width; - ensuring that roof form, materials 		No changes area proposed to the existing parking arrangements.
<p>P9 Existing buildings in sound condition that contribute to the streetscape character and items of heritage or conservation significance are retained, incorporated and sympathetically treated, where possible</p>		The upgrade works will incorporate the features of the existing building. Any external façade works are to be undertaken with council's heritage advisor (if required)

<p>Energy efficiency</p> <p>Intent - to ensure that the comfort of occupants of new development is maximised through building and window design, orientation and shading, insulation, thermal mass and ventilation, and energy needs for the provision of services such as lighting, hot water, space heating and cooling are minimised.</p>	<p>Comments</p> <p>Proposed upgrade works to consider energy efficiency principles</p>
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Stormwater management

Intent - to ensure that stormwater is managed so that flows are maintained at pre-development levels and to supplement reticulated supplies.

Performance criteria	Acceptable solutions	Comments
P1 The volume of stormwater runoff is managed using absorption pits, grass swales, infiltration trenches or landscape features	A1 Stormwater management measures are to be in accordance with <i>AUS_SPEC</i> . For the purpose of rainfall estimation a 1 in 100 year average recurrence interval shall be adopted	Expected surface water calculations have been undertaken by Grounded Engineering.
P2 Rainwater tanks capture roof runoff and are used to supplement the reticulated system for outdoor garden watering and internal uses	A2 A stormwater management plan is to be submitted with the development application that assesses the stormwater drainage requirements and constraints, including flood controls if the land is flood prone, and proposes stormwater management and treatment methods	Grounded Engineering has indicated all stormwater drainage works will be designed and undertaken in accordance with AS3500.3
P3 AAA rated water efficient devices such as shower heads, taps and toilet cisterns are installed	A3 The means by which both natural and increased surface run-off shall be disposed of and the location of any necessary easements are to be shown on plans submitted with the development application	Easement to be created on adjoining allotment for stormwater disposal.
P4 Pervious surfaces are used in landscaping, and for vehicle manoeuvring and car parking areas to reduce runoff and to increase the volume of filtration	A4 All drainage paths, easements and reserves are to be dedicated to Council as public open space or a transferred with a grant of easement in favour of council pursuant to section 88B of the <i>Conveyancing Act 1919</i>	
	A5 Drainage structures, channels and natural watercourses shall be located within roads, drainage reserves, open space or other public land, or within drainage easements	
	A6 Where stormwater drainage discharges from the site onto land other than an existing drainage easement, natural watercourse, reserve or public place, an easement or reserve through such land is to be obtained and a drain sufficient in dimensions to convey stormwater to an existing easement, natural watercourse, reserve or public place constructed	

Landscaping

Intent - to ensure that landscaping enhances and contributes to the streetscape, the built environment and rural landscapes.

Performance criteria	Acceptable solutions	
P1 Landscape complements the streetscape and is in scale with adjacent structures, with preference given to native vegetation and the retention of existing mature trees		No additional landscaping proposed

Land contamination

Intent - to ensure that contaminated land is remediated to reduce the risk of harm to human health or any other aspect of the environment.

Performance criteria	Acceptable solutions	
P1 The extent of contamination and any necessary works to remediate the land are identified	A1 If the land is potentially contaminated due to a former use or is within an investigation area then a preliminary assessment must be carried out in accordance with the contaminated land planning guidelines that takes into account the extent to which it is proposed to carry out development on that land for residential, educational, recreational or child care purposes	The land mapping has not identified the site as being affected by contaminated land.
P2 Contaminated land is remediated as appropriate for former land uses and as required for the proposed land use		

Access driveways

Intent - to ensure safe, practical and legal access to a development site appropriate to the location.

Performance criteria	Acceptable solutions	
	A1 The positioning of driveways in relation to intersections, driveway types, widths and separation distances are to comply with AS 2890.1 <i>Parking Facilities. Part 1: Off-street Car Parking</i>	No changes are proposed to the existing driveway access.

Other Matters for Consideration

Criteria	Comment
Scenic Values	The proposed buildings will not create Visual Impact on the surrounding area
Geotechnical	No geotechnical report is required. (unless specified by structural engineer)
Mine Subsidence	The proposal is not within a mines subsidence area.
Contaminated Land	The site is not known to be contaminated and given the proposal will not involve any significant earth works, it is unlikely that the proposal will disturb any potentially contaminated soil.
Acid Sulfate Soils	Not affected
Stormwater Management	Section 68 application to be made to Snowy Monaro Shire council if Plumbing and drainage works are required.
Natural Waterways	The proposal will not interfere or contaminate any natural waterways and will rely on the existing stormwater management measures in place within the site.
Bushfire	The site is identified as being bushfire prone. (vegetation buffer)
Flora and Fauna	No vegetation or natural habitats will be removed for the proposed development.
Preservation of Trees and Vegetation.	No trees or vegetation will be removed for the proposed development.
Heritage	The proposed upgrade measures will be undertaken in co-ordination with councils heritage consultant.
Social Impact	The proposal will provide only positive social and economic outcomes, providing an improved building for an ongoing use which creates additional social opportunities and expenditure within the community.
Economic Impact	
Street Setback	The existing street setbacks will not be altered for the proposal and comply with the DCP.
Building Bulk	The proposed upgrade measures will maintain the existing setbacks and height of the building.
Energy Efficiency	The intention of the upgrade measures is to improve the amenity of the existing building.
Landscape Design	Existing landscaping to be retained by the proposal, no additional landscape plan is considered to be required to support the application.
Fencing	No fencing is proposed for the maintenance works.
Traffic and Transport	The proposed upgrade measures will not result in an increase in traffic generation for the development.
Design of Parking and Service Areas	An accessibility report will be provided for the proposed works.
Bike Parking and Facilities	Adequate room is available onsite to provide for bicycle and motorcycle parking, if required by Council.
Motor Bike Parking	
Car Parking Rates	Adequate existing parking is provided to suit the proposed development
Cut and Fill	No cut and fill will be required for the proposal.

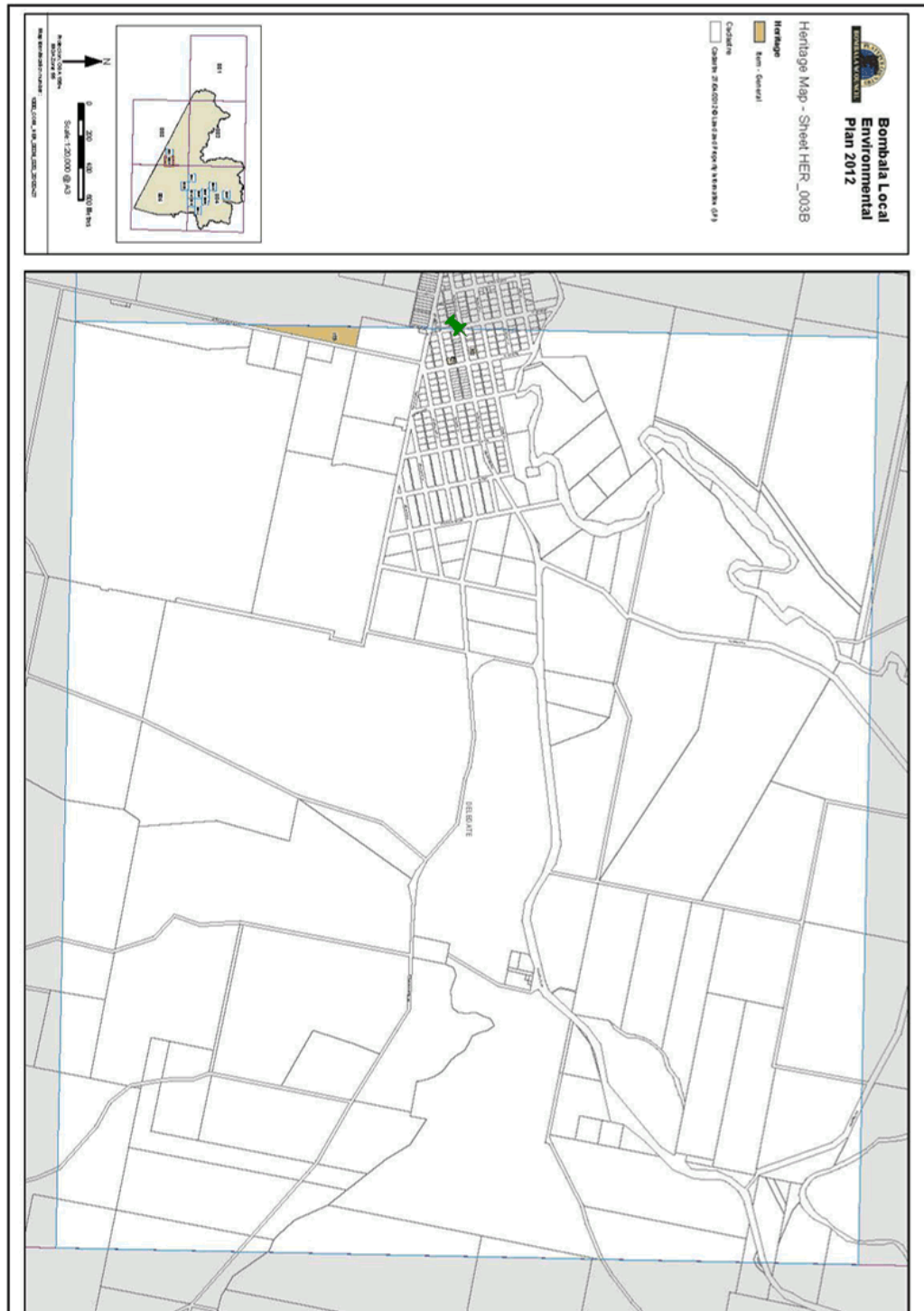
Demolition and Construction Waste Management	A waste management plan can be provided if required by council.
Waste Management	Waste will be handled by a private waste contractor within the boundaries of the site.
Erosion Prevention and sediment control	Sedimentation fencing will be provided during the construction phase
Air Quality	The proposal will not impact on the air quality within the area.
Noise and Vibration	The ongoing use of the site will not create noise or vibration that would have a negative impact on the amenity of the surrounding properties

Suitability of the Site for the Development

The Planning report confirms that the site is suitable and capable of sustaining the proposed development with minimal adverse impacts.

Given the proposals minimal environmental impact it is unlikely to raise significant objection.

Appendix A – Heritage Map HER_003B



Status Investigation – Delegate School of Arts

Delegate School of Arts – Lot 11 Section 8 DP758346.

This investigation relates to an enquiry from Snowy Monaro Regional Council who is seeking advice from Goulburn Office in relation to Delegate School of Arts and significant drainage problems relating to the preschool building and to the adjoining preschool. Council is looking to develop a long term strategy for the SOA and preschool including the possibility of a boundary adjustment.

An investigation of records held by the School of Arts Transition Project Team on 11 Jan 2019 shows that Delegate School of Arts was not part of the SOA Transition Project as it was not being managed under the TSAEA. It was dedicated as a Mechanics Institute by government gazette 26/7/1911.

The following notes were previously recorded by Pieta Lang –

Crown Grant approved 6/12/1898. Card indicates GG 26/7/1911 for MI

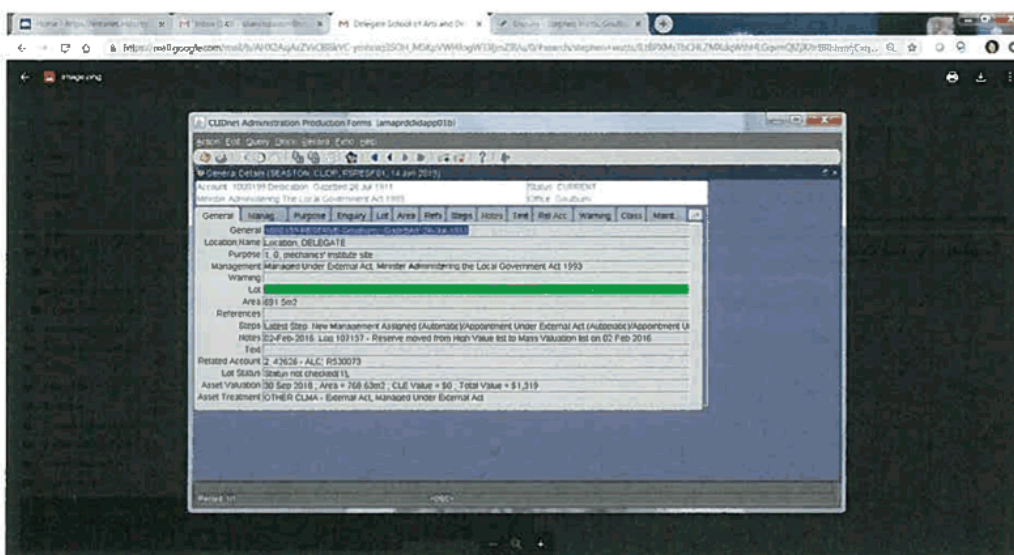
Transferred to Bombala Shire Council 1/12/1983, Governor's approval for s357A transfer 30/11/83.

Lot 11/8/758346 dedicated as MI 26/7/1911 and granted to Trustees in Volume 2204 Folio 200. Same trustees are in current title 11/8/758346. No other action has been lodged on the titles old and current.

Appears on CLID twice as D530073 26/7/1911 and D1000199 11/8/758346 26/7/1911

A check of CLID shows – D530073 as cancelled in CLID

D1000199 as current in CLID however managed under the Local Government Act 1993



*DALGETY SCHOOL
OF ARTS HALL*

PROPERTY INVESTIGATION AND RECOMMENDATION REPORT

JUNE 2019



*PREPARED BY
Paul Larkin*



This Report is produced for the Clients use only. The Company and the consultant are not liable for any reliance placed on the report by any third party.

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PRELIMINARY BUILDING ANALYSIS

The Delegate School of Arts Hall is located at Lot 11 Section 8 DP 758346 Bombala Street, Delegate NSW 2633.

The Hall was built in 1902. The property appears to have been constructed to a high standard for the period.

The development is classified Class 9b hall including access to and within the hall and grounds.

Since 1902, the building has been extended three times.

The roof has been recently re-sheeted with colorbond metal sheeting and new gutters were fitted.

The buildings have been identified as having significant local cultural value. Maintenance of the buildings appears to have been very reactive and the condition of the buildings has reached a point where maintenance investment is required to prevent serious deterioration of the building structures.

This preliminary building analysis will allow for an organised approach to the design and budget control by understanding the extent of works which are essential to the long term preservation of the structure.

INACCESSIBLE ZONES

The subfloor area under the stage is currently inaccessible due to the placement and fixing of work benches within the "workshop" area of the building. Access to this floor has not been achieved therefore no information is currently available.

The subfloor areas under the hall and masonry buildings are also not accessible. Sub consultants have been able to take photographs through the missing subfloor vents to aid their assessments.

There is also no safe access to the roof cavity of the hall, the manhole to access the roof space is 3.5 – 4.0m above the stage floor. Access was gained to the opening for the purpose of visual inspection, via a very large step ladder. Scaffold or a permanent pull down fixed ladder is required to allow full safe access.

RECOMMENDED DEMOLITION

The **northernmost extension** to the building is a simple timber structure. It has a skillion roof clad with gal metal roof sheeting and external walls clad with cement fibre sheet likely to contain asbestos.

The floor of the building is concrete in extremely poor condition. Evidence within the concrete cracking suggests inadequate slab thickness, concrete strength and quality and the lack of adequate reinforcement (if any at all).

This addition detracts from the appearance of the building and has not been designed with any consideration of the heritage value of the property.

The addition is currently used to store building materials and items which should be considered rubbish, it adds no value to the property.

Considering the potential cost to rectify the non-compliant nature of the structure and its linings, it was decided on site with client agreement that this addition should be demolished and not replaced.

The **original toilet facilities**, a corrugated iron 'outhouse' remains toward the north-eastern corner of the lot. Septic tanks connected to this facility remain in ground behind the structure. It is not possible to make the existing building compliant, it must be demolished before it becomes a risk to public safety.

The lids of the septic tanks are in poor condition, they pose a risk to public safety and should also be removed or filled in.

The **stair and landing structure** which allows access to the school toilet building must be removed to allow for adequate drainage along the eastern boundary.

The current arrangement of sharing toilets raises some serious issues of unauthorised contact with young children which is in itself, justification for the removal.

Sub consultants have been engaged by Grounded to undertake preliminary investigations and analysis of site conditions to determine design constraints which will guide the design process, a synopsis of the key determinations by each sub consultant follows.

SUMMARY OF SUB CONSULTANT INVESTIGATIONS

1. PLANNING REPORT.

Investigation & Report undertaken by Complete Certification

The Delegate School of Arts Hall is not Heritage affected however it does hold significant local cultural value.

No constraints have been identified by the land mapping in respect of flooding, wetlands, environmental sensitive land.

The development site is not within riparian land or watercourses.

The site has not been identified as containing acid sulphate soils.

No geotechnical restrictions apply to the site.

The land is not biodiversity certified land.

The site is not affected by scenic protection.

Part of the site has been identified as being bushfire prone.

Category – Vegetation Buffer.

A bushfire report will be required for council development application approval.

Activities of the proposed works at Delegate School of Arts Hall, will have minimal disturbance to the ground surface. However, the land has been previously disturbed indicating that the likelihood for potential impacts of Aboriginal Objects is low.

Likewise, an AHIMS search with a 200m buffer resulted in zero Aboriginal sites recorded or declared near the property. Similarly, there are no other sources of information that a person is already aware of as well as no landscape features indicating the presence of Aboriginal objects.

Therefore, AHIP application is not necessary but proposed works will proceed with caution and if any objects are to be found works will be stopped and appropriate authorities will be notified.

The Planning report confirms that the site is suitable and capable of sustaining the proposed development with minimal adverse impacts.

Given the proposals minimal environmental impact it is unlikely to raise significant objection.

2. BUILDING CONDITION INSPECTION.

Investigation and Report undertaken by Creelman Building Works.

The building was built approximately 100 years ago. The property appears to have been constructed to a high standard for the period using workmanship and materials of an acceptable quality and has since been reasonably maintained.

The following list of building non-compliance and required maintenance is not exhaustive. Access to subfloor spaces and roof cavities is limited and further investigation may uncover additional requirements.

INTERIOR

No smoke detectors fitted.

No access to the subfloor of the brick building.

No access to the subfloor of the stage and hall.

Large cracks in the concrete floor of the storeroom.

All internal stairs & handrails are non-compliant.

Dampness levels high in the external and internal walls of the eastern side of the building.

Non-compliance of 'home made' wood heaters with asbestos flues.

EXTERIOR

Minor cracking to brickwork above window in the eastern external façade.

Minor cracking to stone foundation joints visible at external façade.

Flashings around windows and chimney flues poorly constructed and maintained.

HWS pressure relief drains to ground near footings.

Downpipes insufficient and/or not connected.

Flashings and cladding trims on weatherboards exterior allow water and vermin penetration.

Roof flashing fixings insufficient at ridgeline.

Subfloor ventilation to brick building and hall have been covered by fill on the eastern side.

Weatherboards require replacement in many areas.

Fascia boards damaged and rotting.

Deterioration of the external timber surfaces due to lack of maintenance.

Windows are damaged and have cracked glass.

Most doors are poorly installed and maintained, have no weather seals, large gaps & damaged thresholds.

Trip hazards present in most paths around the building due to cracked concrete paths.

Lids to redundant septic tank are in poor condition.

Profile of gutter not suitable to the roof pitch.

Poor external groundwater drainage, particularly to eastern side of the building.

Deformation of the roof at the ridgeline.

3. TERMITE INSPECTION REPORT.

Investigation and Report undertaken by Hammond Pest Control

There was no evidence of termite activity at the property.

Access to the subfloor of the stage was not available.

Moisture levels are high in external and internal masonry walls in the south eastern corner of the building.

Timber building materials left stacked in yard and against the building pose a significant termite risk.

Termite risk management is highly recommended to prevent future damage due to the high moisture levels and termite conducive conditions in the subfloor

4. STRUCTURAL ADEQUACY REPORT.

Investigation and Report undertaken by Grounded Engineering

The Delegate School of Arts Hall shows adequate structural stability and sufficient resistance to actions as required by the BCA.

Further sub-floor inspection is required to confirm adequate continued structural performance of the floor frame system.

The floor frame in the front (South) two rooms requires sub-floor inspection as large gaps under the skirting boards suggest the floor has dropped.

There is evidence to suggest a rising damp issue, particularly in the South East Room, this would require further sub-floor investigation. It is likely that inadequate sub-floor ventilation and poor drainage of surface water are the main contributing factors.

There is significant areas of brick and mortar spalling, though at this stage it appears to be aesthetic with no structural damage. The areas of spalling relate to signs of gutter and downpipe leaking, as well as ponding areas from poor surface drainage.

Ground water drainage is not managed in accordance with the Building Code of Australia. The non-compliance stems predominately from the buildings floor level in relation to the adjacent natural surface and concrete paving. Inadequate clearances exist from the adjacent surfaces to Damp proof course, Sub-Floor Vents and Finished Floor Level.

There are potential ponding areas against the structure, such as beneath the Power meter box, which may encourage excess swell in the foundation material, as well as promote rising damp.

Further evidence of insufficient site drainage can be seen in the significant areas of brick and mortar spalling.

The existing roof drainage system is insufficient for the roof area and there is evidence of failure. Water damage to soffit boards, weatherboards and brick spalling are signs of gutter and downpipe failure.

Areas of existing weatherboards are damaged to the extent of no longer preventing water penetration. This has led to some deterioration of framing elements. Particular problem areas exist around window openings

There is evidence of moisture in the bottom third of masonry walls suggesting the likelihood of ground moisture rising through the masonry. Discolouration, drummy render and brick spalling are present in these locations.

Continued undue dampness may lead to further deterioration of structural elements and create an unhealthy environment.

5. STORM WATER ANALYSIS.

Investigation & Report undertaken by Grounded Engineering

ROOF STORM WATER ANALYSIS

There are various factors contributing to the overflow of the gutters throughout the property during a storm event;

- Roof Pitch of 40° on the masonry building
- No fascia on the masonry building, gutters are fixed to rafter tails bringing the gutter line under the roof sheets further
- Significant lack of downpipes.

There is strong evidence on the building and the ground under the gutter line that over flows are occurring on a regular basis.

With regard to the removal of roof water through gutters and downpipes, the property can be separated into three separate roof areas (excluding the skillion roof at the rear to be demolished) as follows;

North Extension

1. Hip End (North Face)
 - Recommended Gutter Section 110 x 55. OK
 - Recommended Downpipes, 1 @ 90mm Ø
 - Existing downpipes, none. Require 1 additional downpipe
2. East Face
 - Recommended Gutter Section 110 x 55. OK
 - Recommended Downpipes, 1 @ 90mm Ø
 - Existing downpipes, 1 @ 90mm Ø OK
3. West Face
 - Recommended Gutter Section 110 x 55. OK
 - Recommended Downpipes, 1 @ 90mm Ø
 - Existing downpipes, none. Require 1 additional downpipe

Main Hall

4. East Face
 - Recommended Gutter Section 125 x 65. Requires replacement

- Recommended Downpipes, 4 @ 90mm Ø
 - Existing downpipes, 1 @ 90mm Ø. Require 3 additional downpipes
5. West Face
- Recommended Gutter Section 125 x 65. Requires replacement
 - Recommended Downpipes, 4 @ 90mm Ø
 - Existing downpipes, 1 @ 90mm Ø. Require 3 additional downpipes

Front Masonry Structure

6. North East Valley & East Dutch Gable End
- Recommended Gutter Section 115 x 65. OK
 - Recommended Downpipes, 1 @ 90mm Ø
 - Existing downpipes, none. Require 1 additional downpipe
7. North West Valley & West Dutch Gable End
- Gutter Section 115 x 65. OK
 - Recommended Downpipes, 1 @ 90mm Ø
 - Existing downpipes, none. Require 1 additional downpipe
8. South Face
- Recommended Gutter Section 115 x 65. OK
 - Recommended Downpipes, 2 @ 90mm Ø
 - Existing Downpipes, 2 @ 90mm Ø OK

The Roof Drainage drawing S02 attached illustrates the inadequacy of the existing downpipe arrangement and the changes required to prevent roof water overflow.

GROUND STORM WATER ANALYSIS

The drainage of the roof water is not the only stormwater issue on the property. The groundwater created during a storm event flows into the property from the school next door due to the ground slope.

Currently there is no surface water drainage on the property at all.

The ground level to the east of the property has been built up against the building and in many places, covers or partially covers the subfloor ventilation openings.

Water traveling overland on the eastern side of the building is ponding against the building and draining into the subfloor through the ventilation openings.

The Ground Stormwater drawing S01 attached illustrates the design storm water site discharge during a 1 in 20 and during a 1 in 100 year storm event.

Whilst the groundwater created on site is a reasonably small portion of the water discharge from the site, it is important to consider that the school property next door has no groundwater dispersion so the volume of water flowing overland to the east of the building is actually considerably higher.

Immediate action should be taken to prevent the ground stormwater running under the building and pooling against the foundations. This is a major contributor to the rising damp being encountered in the masonry walls and will eventually lead to structural failure of the foundation and wall systems.

6. ACCESSIBILITY COMPLIANCE REPORT.

Undertaken by J squared access consultants.

BCA D3.1 – General building access requirements

According to Table D3.1 access requirements for people with a disability to and within Class 9b assembly buildings not including schools. Access is required "To and within all areas normally used by the occupants. To wheelchair seating spaces provided in accordance with D3.9."

The primary purpose of this report is to identify the compliance status of the design with the relevant accessibility-related Deemed-to-Satisfy requirements of the Building Code of Australia 2019 (BCA).

The outcome of the report highlights that the current design contains some minor compliance departures with the Deemed-to-Satisfy requirements of the BCA, however, advice will be given to ensure compliance can be readily achieved at the Construction and Occupation Certificate stages.

The existing accessible entry ramp is 4.6m long with a gradient of approximately 1:11.

AS1428.1 cl. 10.3 states that the maximum gradient of a ramp shall be 1:14.

The existing handrail is not compliant with AS1428.1 as it does not extend 300mm beyond the base of the ramp and is on one side only.

There is no kerb as required by AS1428.1 cl 10.3 (i).

The existing door entry circulation space at the top of the ramp with width (L) of 1.45m, does not comply with figure 31 (e) AS1428.1, which specifies a minimum landing width (L) of 1.67m for a hinge-side approach.

There are no tactile ground surface indicators (TGSIs).

Accessible car spaces are not provided in the front or rear of the property.

There are no existing accessible sanitary facilities on the property. Facilities are shared with the property next door by way of stairs without accessible features.

An access way is not provided around the side of the building and to the rear. A level surface is required.

All door hardware does not comply as 'D' Type lever action (Clause 13.5 of AS 1428.1-2009)

All door leaves to have a minimum clear width of 820mm (double doors one leaf has to have 820mm min.).

Consideration to be given to circulation space and latch side clearances at all doorways.

Internal stairs are non-compliant and do not have handrails.

CONSTRUCTION & MAINTENANCE RECOMMENDATIONS

PLANNING REQUIREMENTS

- Part of the site falls within a vegetation buffer zone and is classified as bushfire prone. Council will require a bushfire report prior to development approval.
- Prior to detailed planning and drafting stages for this development, the designer (Grounded) will require constraints arising from a HAZMAT survey of the property and a fire safety investigation of the property. It is noted that the client preferred to organise these reports internally.

ROOF STORM WATER

- Replace gutter to masonry building with larger capacity gutter mounted on a hardwood fascia correcting the alignment of the gutter with the roof.
- Replace gutter to main hall building roof. Larger capacity gutter required.
- Suggested gutter profile STRATCO OG Big One has a traditional colonial profile suitable to the building era with a large capacity to remove greater volumes of water.
- Downpipes to remove the water from the gutters. Existing 4 to be replaced with 15 (see storm water calculations and plans attached).
- All downpipes require to be carried to the roadside kerb, at least 6 of them along the western face (easement required through neighbouring property to enable access to the street).

GROUND STORM WATER

- Surface drainage required along the entire Eastern side of the building to remove surface runoff from the school.
- Storm water lines are restricted to max 100mm lines to the kerb due to minimal falls. 2 lines from the east side of the building and one from the west are required to remove all water during a storm event.
- Lower the ground surface level against the building along the eastern side of the building. Fill and paths have been built up to a height which covers the subfloor ventilation.
- The earth along the boundary with the school will need to be retained (approximately 400mm) to achieve the sub floor ventilation clearances, paths and drainage
- A drainage easement is required on the western side of the property. At present the western wall of the masonry structure is on the boundary, leaving no space for drainage to the kerb.

ACCESSIBILITY & SAFE ACCESS AND EGRESS

- Remove shared access to primary school toilets, better enabling storm water drainage works and pathways to the eastern side of the property.
- Place new accessible toilet facility at the rear of the property over existing sewer infrastructure. Construct accessible pathway from the street to the new toilet facility. Construct accessible concrete path links from all exits of main hall and workshop, to this path.
- Front entry ramp is non-compliant but changing this is not possible without creating other access issues on the footpath. Heritage and appearance of streetscape also a concern with making changes to this ramp.
- Handrails to ramp shall be replaced with accessible compliant handrails.
- Install ground surface tactile indicators to ramp
- Internal stairs are all non-compliant and require full replacement (small sets of 3 stairs leading to stage and from stage to rear rooms).

- Main double doors at entrance to masonry building and to the main hall shall be replaced with doors giving a single minimum leaf clearance of 820mm. Consideration of the façade and the historical appearance of the existing door sets dictates that matching style doors be commissioned to match the appearance of existing doors but to comply with accessible regulations.
- All door hardware shall be changed to comply with AS1428.1
- Access signage and fire egress signage upgrade required to all areas
- Installation of interlinked smoke detectors in accordance with AS 3786-2014

INTERNAL BUILDING WORKS

- Improve subfloor access for regular maintenance inspections in all areas
- Subfloor ventilation requires improvement to help with the rising damp issues, particularly in the masonry part of the building. Floor has dropped in front two rooms of the masonry structure. Remove sections of flooring to enable subfloor ventilation and drainage works. Structural engineer inspection of subfloor support mechanisms required. Re-lay flooring where possible or replace with suitable replacement, construct access hatches to allow future inspection.
- Remove wood heaters with asbestos flues and replace with suitable heating units.
- Ensure storage of timber materials for the workshop projects complies with the recommendations of the pest management plan.

EXTERNAL BUILDING WORKS

- Remove existing outhouse
- Remove existing rear extension and concrete slabs and footings
- Fill underground tanks and redundant septic system with concrete prior to the placement of new toilet block
- Remove and replace all windows in the timber hall and workshop buildings, like for like.
- Remove and replace double exit doors from main hall and workshop
- Re-point stone foundations at the external perimeter of the building ensuring water is directed out of the building.
- Connect hot water system pressure relief valve to drainage.
- Maintain existing windows in masonry building. Remove all paint, replace and reseal glass as required, repair or replace mechanisms and repaint.
- Repair and replace, as required large areas of hardwood weatherboards. Many areas will be OK with a blast clean, fill and paint.
- Replace timber trims to corners, windows, doors, barges and fascia's as required.
- Ensure compliance of utility service connections to the building.
- Remove timber stored outside the property.
- Ensure min 75mm clearance from bottom of weatherboard to soil to reduce termite risk
- Subfloor ventilation shall be reinstated to all areas and comply with the currently provisions of the BCA

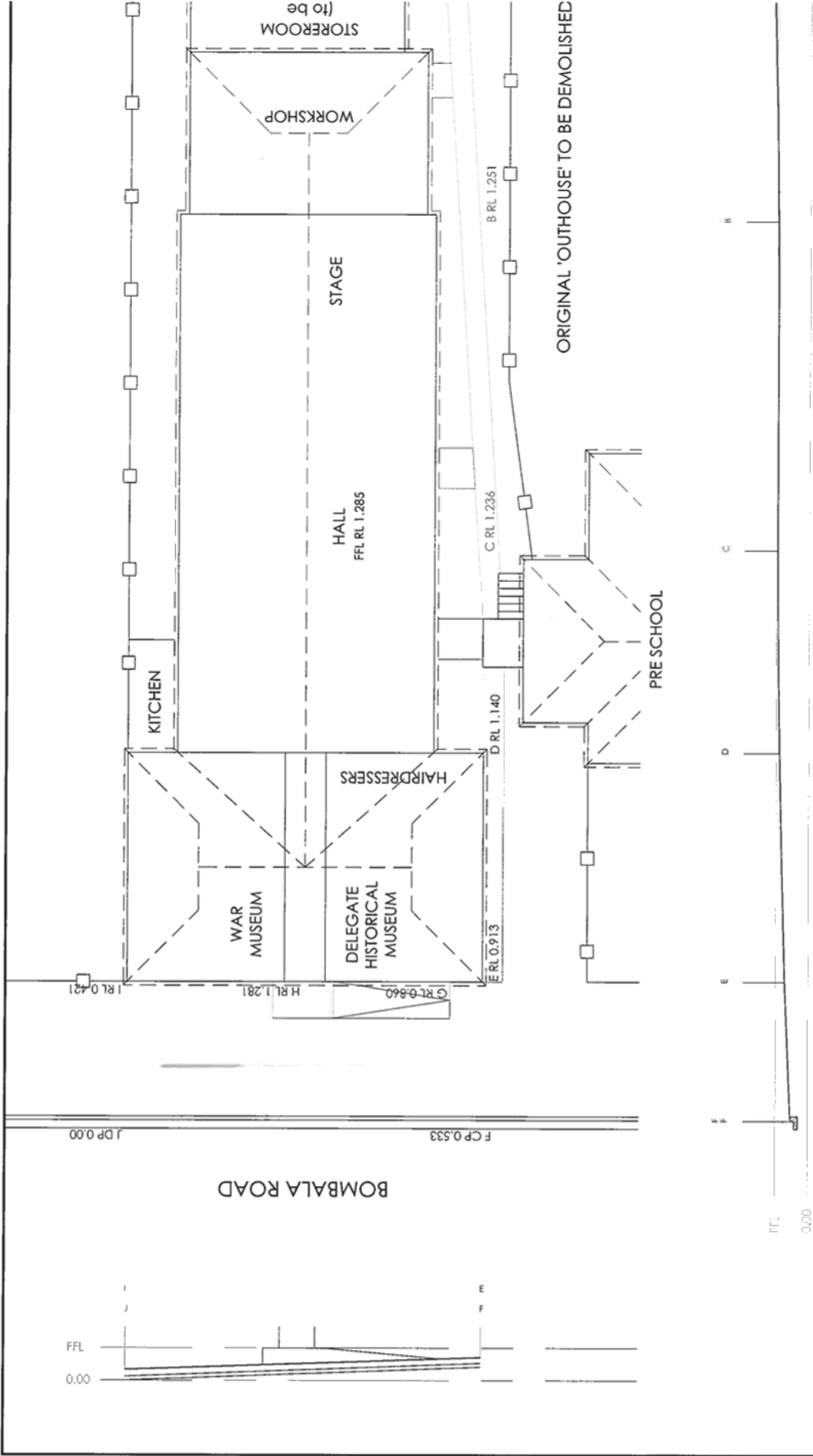
QUANTITY SURVEYING

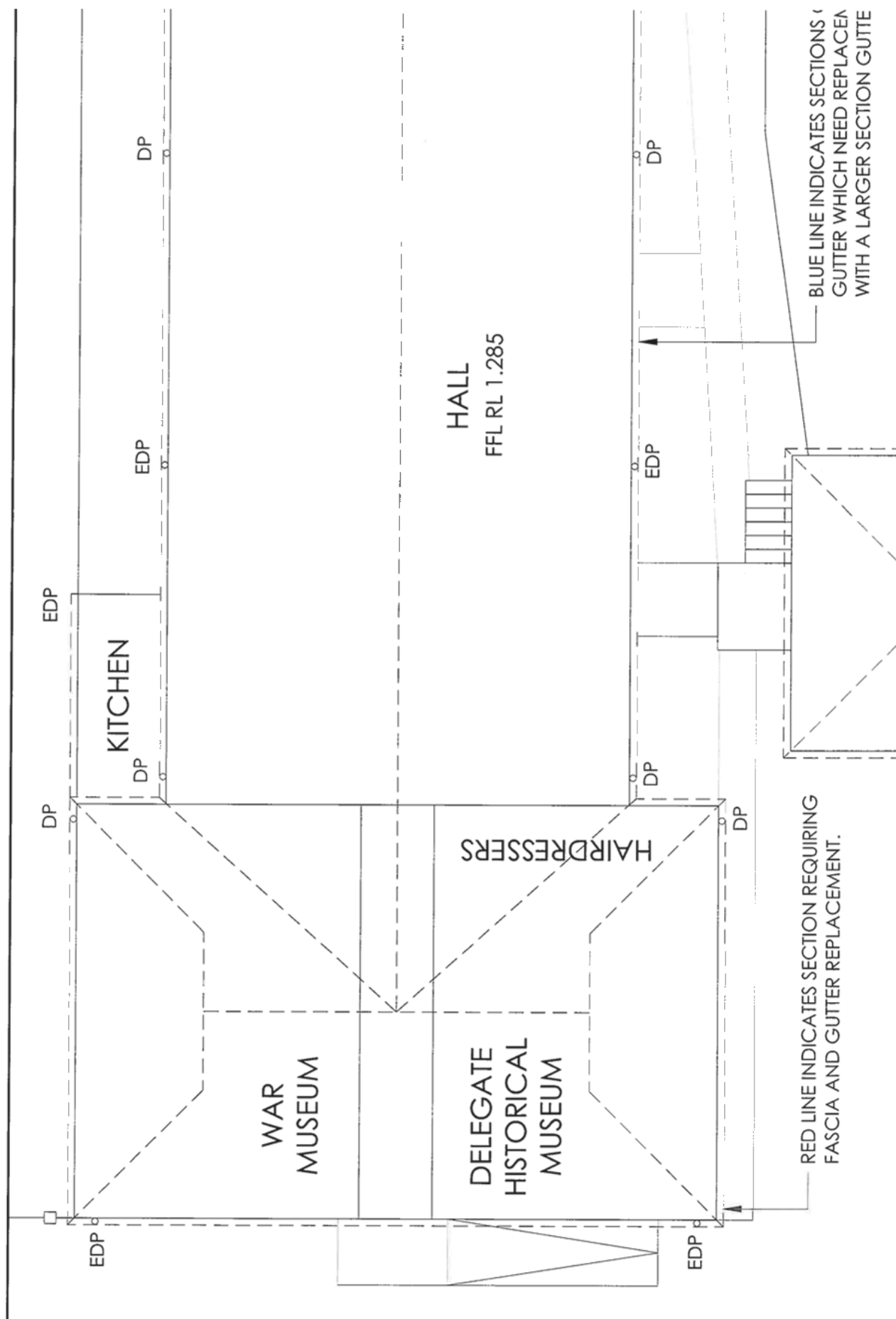
BUDGET REQUIRED TO AFFECT REQUIRED WORKS

AREA	WORK DESCRIPTION	RATE RAWLINSONS	ESTIMATED COST
Roof Storm water	Scaffold building for fascia and gutter work	Quoted	\$6850
	Supply and install new hardwood painted fascia 38 lineal metres (masonry building)	\$48.40/lm	\$1839
	Supply and install OG gutters 38lm (masonry building)	\$65.50/lm	\$2489
	Supply and install 2 new downpipes and connect to new service (length 3.9m)	\$460 each	\$920
	Connect 2 existing downpipes to new gutter and check flow to new service	\$160 each	\$320
	Patch repair and paint existing barge boards and fascia boards to hall building. Replace as required	Allowance	\$3200
	Supply and install OG gutters 42lm (hall building)	\$65.50/lm	\$2751
	Supply and install 6 new downpipes and connect to new service	\$460 each	\$2760
	Supply and install 2 new downpipes to workshop roof.	\$460 each	\$920
		Sub Total	\$22,049
Ground water & connected works	Excavate paths and ground level along eastern side of the buildings to reveal subfloor vents and affect groundwater drainage. Remove and dispose of fill.	Quoted	\$9180
	100mm storm water line for roof water only from rear of building to the street on each side of the building. 86 lm	Quoted	\$6240
	200mm grated channel drain with sumps at 6m centres 37 lm	\$205	\$7585
	100mm storm water line for eastern ground water from the rear of building to the street on eastern side of the building. 42 lm	Quoted	\$3120
	Retain eastern boundary line as required following excavation works. Concrete sleeper wall 400 high max. 37lm	\$290/m	\$10730
		Sub Total	\$36,855
Demolition	Northern Extension - Remove asbestos	Allowance	\$6500
	Demolish building, slabs and footings and dispose of waste correctly	Quoted	\$7200
	Demolish stair and landing to school toilet facilities and dispose of waste correctly	Quoted	\$5600
	Make good surface of school building	Allowance	\$1500
	Demolish existing 'outhouse' toilet building and slab and dispose of waste correctly	Quoted	\$3860
	Fill existing septic tanks with concrete. Estimated quantity 18m ³ plus labour	\$396	\$7128
		Sub Total	\$22,088
Accessibility Safe access and egress	New toilet facility equal to Landmark K9504 Caretaker restroom installed on concrete slab prepared prior to arrival		\$78,000

	Concrete slab and footings for toilet cubical to engineers detail 20m ² raft slab with edge beams 4.5m ³	\$750/m ³	\$3375
	Pre slab plumbing and connection to mains at rear laneway	Quoted	\$5800
	Accessible pathway from street to new toilet facility, with accessible links to all exits from main hall and workshop. 62m ²	\$116/m ²	\$7192
	New rails to front entrance ramp including kerb. 8.3 lineal metres	\$440/lm	\$3652
	Ground surface tactile indicators to ramp top and bottom	Allowance	\$800
	Replace 3 sets of internal stairs(4 rises) with compliant stairs constructed with hardwood materials in kind with the existing building	\$2820 ea	\$8460
	Supply and install 42mm pipe rail compliant handrails to all new stairs	\$680 ea	\$2040
	Replace entrance doors and hall entrance doors to comply with accessibility requirements. Custom doors in kind with existing building including hardware & paint.	\$4250 ea	\$8500
	Door hardware upgrade throughout building to comply with accessibility and fire egress requirements	Allowance	\$12000
	Signage upgrade throughout to comply with safe access and egress, including laminated exit signs	Allowance	\$6500
	Supply and install smoke detectors throughout the building to comply with AS3786	Allowance	\$4200
		Sub Total	\$140,519
Internal building works	Remove sections of flooring to gain access to subfloor of masonry structure. Repair subfloor support, drainage and ventilation as required, replace boards.	Allowance	\$28,000
	Remove wood heaters and replace with flued gas space heaters x 2	\$5400	\$10800
	Install access hatches to subfloor areas of hall and stage x 3	\$750 ea	\$2250
		Sub Total	\$41050
External building works	Remove and replace windows to hall building with similar period timber windows, seal, flash and trim out to weatherboards and internal linings 7 windows	\$3600 ea	\$25200
	Remove and replace double exit doors from hall and workshop. Hardware allowed in accessibility upgrade. 3 door sets flash and trim out to weatherboards and internal linings	\$3750 ea	\$11250
	Re-point stone foundations exposed to the exterior of the building. Ensure water is directed away from the building	Allowance	\$6000
	Connect HWS pressure relief valve to drainage system	Quoted	\$460
	Maintain existing windows in masonry building. Remove all paint, replace and	\$2250	\$13500

	reseal glass as required, repair or replace mechanisms and repaint. 6 windows		
	Replace timber trims to corners, windows, doors, barges and fascia's as required	Allowance	\$5500
	Blast clean external weatherboards, replace boards and trims as required.	Allowance	\$15000
	Paint external timberwork	Quoted	\$27500
	Ensure compliance of utility service connections to the building.	Allowance	\$3000
	Subfloor ventilation shall be reinstated to all areas and comply with the currently provisions of the BCA	Allowance	\$5500
		Sub Total	\$112910
		Total	\$375,471
		Preliminaries	\$18773
		Builders margin 10%	\$37,547
		Total	\$431791 EX GST





Building Inspection Report

Details	
Description	Dalegate School of Arts building fire safety inspection
Applicant	Snowy Monaro Regional Council
Address	38 Bombala St Delegate
Legal Description	Lot 11 DP758346
SMRC officers	Neil Messinbird & Penny White
Date & Time	07/03/2019 11.30am

Property Description



Building classification	9b (hairdresser remains part of 9b as minimum floor area % does not trigger class 6)
Type of construction	Type C (under current NCC 2016)

Building Inspection Report

Approvals history	<p>Un-know Council file history but likely built late 1800's to early 1900's</p> <p>Only Council file 16.01/22 available from the Bombala office has the earliest correspondence dated 12/04/1981, referring to the "Trusteeship of Delegate School of Arts" transferring to the former Bombala Council the file mainly refers to fire safety installations throughout the building. The building has a number of fire safety installations throughout, the Council Property file 16.01/22 has a number of letters and reports</p>
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Approvals history	
Application number	Application description
	No applications or approvals on Council file 16.01/22, however the building appears to have had a small extension at the rear in previous years.

Building fire safety installation inspection observations

Fire Safety Installations installed in the building:-

1. Portable fire extinguishers, type ABE and CO²
 - a) ABE, 4.5KG located adjacent the main building entry door, tagged and stamped September 2018 as the last inspection.

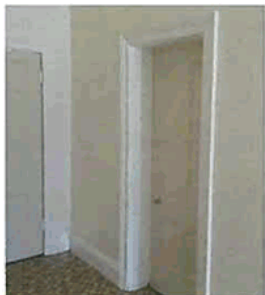


PFE entry door of building front foyer.

Building Inspection Report



Cafeteria in community hall, no access at inspection.

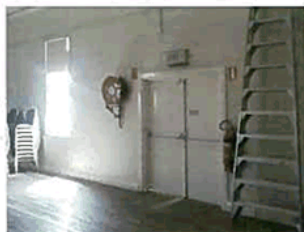


Hairdressers room off main foyer, no access at inspection.

- b) CO², 9kg located adjacent side exit double doors of middle community hall/stage room, tagged and stamped September 2018 as the last inspection.
- c) No access to cafeteria to check for extinguisher/fire blanket.
- d) No access to hairdresser room to check for extinguisher.
- e) No access to supposedly Mens Shed at rear to check for extinguisher.

2. Fire Hose Reel

- a) Located adjacent side exit double doors of middle community hall/stage room, tagged and stamped September 2018 as the last inspection.



- 3. Emergency lights
- 4. Located throughout the building, appears that the emergency lighting is in poor maintenance condition, red power indicator light illuminated on some and not on others.
- 5. Middle community hall room and stage has limited emergency lights installed.
- 6. An emergency light fitment was installed above the stage curtain however this was not in an operational condition. (photo 3 below)
- 7. No access to the hairdressers and Men's Shed to check for installations.

Building Inspection Report



Front room RHS – Museum (Local Aboriginal Heritage).



Front room LHS – War Museum.



Stage emergency light

4. Illuminated exit signs

- a) All exit doors to road or open space have illuminated EXIT signs installed, however appear to be in poor condition, red power indicator light illuminated on some and not on others.
- b) On activation of the test button on the EXIT sign in the first photo below (red power indicator light was illuminated) no battery backup illumination was activated.
- c) No access to the hairdressers and Men's Shed to check for installations.

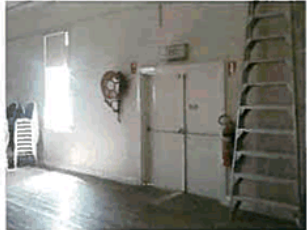


Entry hall access doors and EXIT sign from community hall side.

Building Inspection Report



Main entry/exit door EXIT sign from entry foyer.



1 of 2 illuminated EXIT signs over exit doors to side path

5. Stage Curtain

- a) Curtain required to be tagged for fire retardant, did not locate tag at inspection.



6. Panic Bars to exit doors

- a) All panic bar installations have old and worn hardware requiring maintenance/replacement.
b) Barrel bolts installed to identified EXIT signed doors.



Exit door with barrel bolt from community hall to side path.



Building Inspection Report

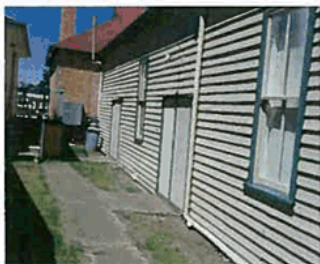
Exit door with barrel bolt from community hall to entry foyer.



Main entry door from Bombala St from internal foyer.



Bombala St main entry door lock.



External exit doors from community hall to side path.

7. Other matters noted at the inspection.



Location of child care centre next door and distance from School of Arts building, 1.7mts wall to wall.

Building Inspection Report



Location of eaves between childcare building and School of Arts building approximately 900mm.



Access stair to toilets being used for the School of Arts building, stair lower riser is non-compliant and disabled access is available only through the child care building. Out of hours at the childcare, disabled access may be a problem as well as having members of the public accessing the Child Care building.



Access stair and landing to the toilet facilities at the childcare building appears to be constructed over the boundary of the School of Arts boundary.

Building Inspection Report





Rear view of the building where access to the Men's shed is located.

Recommendations

1. Portable fire extinguishers, type ABE and CO²
 - a) Install additional Portable Fire Extinguishers throughout the building suitable to the fire risk, at a minimum, the cafeteria (with fire blanket), additional ABE (multi purpose) in the community hall, backstage, ABE (multi purpose) & the men's shed if not already provided.
2. Fire Hose Reel
 - a) Maintain as required.
3. Emergency lights
 - a) Considering the age of the fittings, replace all emergency lights and install additional in the community in accordance With AS2293.1 & .3
 - b) Recommend installation of an external emergency light to assist patrons existing the building in an emergency on the path between the childcare and the School of Arts buildings.
4. Illuminated exit signs
 - a) Considering the age of the fittings, replace all emergency lights and install additional in the community in accordance With AS2293.1 & .3
5. Stage Curtain
 - a) Investigate if the curtain has the required tag to indicate a compliant fire retardant curtain is installed or treat/replace to comply AS1530.3
6. Panic bars to exit doors
 - a) Considering the age of the fittings, replace all panic bars and service all doors to not bind and latch correctly for security and emergency use.
7. Toilet access in the Childcare building.
 - a) Investigate the possible encroachment of the stair and landing over the School of Arts boundary.
 - b) Rectify the bottom step to comply.
 - c) Investigate access for disabled persons for toilet facility through the childcare centre.
 - d) The School of Arts building is located on a separate site to the childcare centre, the School of Arts has no dedicated toilet facilities.
8. The side boundary location to School of Arts buildings is less than the requirements of the current Building Code of Australia requirements.

As the building was likely built prior to the current or previous legislation the building remains compliant unless it is proposed to renovate/extend the building, this may trigger compliance to current BCA requirements.

Building Inspection Report

COMPLETED BY:	
NAME:	Neil Messinbird
BPB No.	119 
SIGNATURE	
DATE:	15/03/2019
REVIEWED BY:	
BPB No.	
SIGNATURE	
DATE:	

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
2	05 April 2018	21.4	Disability Friendly Premises for Council Meetings Councillor John Castellari Question: Could Council identify disability friendly premises for our meetings so that we are inclusive of all our population?	Group Manager Facilities Management	24/7/2019 – GH Alternate options are still being discussed at ELT. 02/07/2019 – GH Alternate options are being discussed at ELT.	24/07/2019	N
					03/06/2019 – GH Still being reviewed. 02/05/2019 – GH Awaiting GM/Director advice on proposed ground level floor plan alterations including Council Chambers relocation to Finance area After exploring the option of providing a chair lift for the Council Chambers, staff are developing options for an alternate space for Council meetings. A report will be provided to Council soon. 30 Oct 18 Glen Hines – 10:06 AM Supplier inspected proposed stairwell 17/10, with preference for the public entry stairwell due to clearance issues in the internal stairwell from the ground floor. This option prevents access to disabled toilets. Waiting for finalised report from Technician.		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p><i>31 Aug 2018 - 12:49 PM - Glen Hines</i> Price estimate for installation of wheel chair lift to public entry stairwell requested. Continuing EOI process for new civic centre</p> <p><i>21 Aug 2018 - 9:22 AM - Glen Hines</i> Council has resolved to investigate a new Civic Centre in Vale St. Call for EOI for master plan and concepts is currently out with suitable architectural firms and two site meetings have been conducted. Interim solution for "accessible" meeting is the use of the library or multi-function centre – neither have available webcasting capabilities. Staff are investigating feasibility of a platform wheelchair lift for the current chambers</p> <p><i>16 Aug 2018 - 9:55 AM - Debbie Constance</i> Action reassigned to Glen Hines by: Debbie Constance</p> <p><i>11 Apr 2018 - 2:13 PM - Debbie Constance</i> A report will be presented to Council on changes required to make the existing building compliant and other possible premises under Council's ownership. - Ongoing</p>		
8	17 May 2018	21.5	<p>Motorhome Dump Points</p> <p>Councillor John Castellari</p> <p>Question: Can Council please liaise with the Campervan and Motorhome Club of</p>	Group Manager Facilities Management	<p>24/7/2019 – GH</p> <p>Applications for Berridale and Jindabyne on hold pending determination of CMCA's preferred "researched locations" with Water & Sewer.</p>	24/07/2019	N

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
			Australia (CMCA) to discuss the possibility of installing dump points in, initially in Jindabyne and elsewhere in the SMRC area?		<p>1/7/2019 – GH Facilities have been in contact with CMCA in relation to grant applications for Berridale and Jindabyne based on Water Sewer advice to proceed. CMCA have suggested installation of dump points at Adaminaby, Bombala, Buckenderra, Delegate and Nimmitabel as well. Query forwarded to Water and Sewer for advice on the ability to connect these to existing sewer systems regarding capacity.</p> <p>03/06/2019 – GH Water Sewer staff have advised that application to CMCA for grant can be submitted and to contact them for design and exact location at the below mentioned areas. Applications being prepared by Facilities to be submitted to CMCA prior to 30 June 2019.</p> <p>02/05/2019 – GH The following dump points have been identified in consultation with Water and Wastewater Business Unit *Bombala – improvement to the existing dump point at the caravan park. * Berridale – location identified is the Highdale carpark in Berridale near the flower beds * Jindabyne – location in the vicinity of the new public toilet is being explored with the Stronger communities' project.</p>		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>Cooma already has a dump point at Polo Flat</p> <p>2/4/19 – GH Facilities to arrange site meetings with Water and Waste Water for proposed locations in Jindabyne and Berridale. W&WW have stated that no additional dump point will be possible for Bombala at this time. Public access to the existing Bombala dump point will be contingent on widening of the adjacent carpark which may be included in Ginger Leigh Stage 2 pending funding</p> <p>26/2/19 – Glen Hines Water Sewer to advise suitable locations and consider impact on current infrastructure. Once advice received Facilities can work with CMCA on funding and installation. Current dump points are</p> <ul style="list-style-type: none"> - Polo Flat Cooma - Bombala Caravan Par (can be made public with widening of carpark) - Jindabyne Holiday Park <p>Proposed for further “publicly accessible” dump points</p> <ul style="list-style-type: none"> - Berridale - Jindabyne - Bombala <p>29/1/19 – Glen Hines Meeting scheduled for 5 February with CMCA</p>		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>representative to discuss potential caravan/RV parking sites in Cooma. Dump point installation options will also be discussed and reported to Council</p> <p>3/12/2018 - 10:30 am – Glen Hines Advice received from Water Sewer – The locations for dump points which were identified previously are as follows:</p> <ul style="list-style-type: none"> •Berridale shopping Centre manhole •Jindabyne – manhole near the bowling club <p>the suitability for long vehicles have not been assessed for this. Staff are looking at locations which are visible to the public so as to avoid illegal dumping. The suitability of the Jindabyne location is to be determined and maps of both locations developed.</p> <p>30 Oct 18 Glen Hines– 10:09 AM Bombala dump point has been upgraded for compliance. Water Sewer have providing potential locations for Berridale as Berridale shopping Centre manhole. The option being discussed for Jindabyne is the manhole near the bowling club.</p> <p>31 Aug 2018 - 1:22 PM - Glen Hines No further progress on this. Meeting with Water / Sewer requested 31/8</p> <p>02 Aug 2018 - 2:26 PM - Glen Hines Information is to be provided to CMCA</p>		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>regarding grant funding. A meeting is to be scheduled with Water and Sewer Group Manager on return from leave to consult with regards to impact on present infrastructure.</p> <p><i>23 Jul 2018 - 1:32 PM - Glen Hines</i> Facilities staff are currently scoping suitable sites as well as upgrading existing dump points. For additional sites consultation with Water and Sewer will be required to ensure impacts/connection to the sewer system can be managed with a preference that dump points are contained within caravan parks. CMCA have sent through the required documentation for staff to complete to apply for the relevant funding.</p> <p><i>28 Jun 2018 - 1:53 PM - Glen Hines</i> Contact made with CMCA Sean Constable for meeting late July in Cooma. Will discuss potential overnight sites as well as dump points</p> <p><i>23 May 2018 - 10:56 AM - Erin Donnelly</i> Action reassigned to Glen Hines by: Erin Donnelly</p>		
42	18 Oct 2018	17.2	Clr Corbett - Tree Stumps When will the three tree stumps be removed and new trees planted on the corner of Sharp St and Creek St, and	Manager Open Space & Recreation	26 July 2019 – JK Contractor already engaged and has removed the first stump 01/07/2019 – JK	26/07/2019	N

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
			gutters repaired in Sharp St west?		<p>Waiting for appropriate plant item to be available so work can be undertaken. Site visit conducted with Clr Corbett.</p> <p>28 May 2019 – JK Ongoing. Preparation work completed.</p> <p>29 April 2019 – JK The kerb has been marked out. Currently coordinating with the contractor and staff to remove stumps.</p> <p>02 April 2019 – JK Requested stump grinding company to mark out the sections of kerb that require cutting and liaise between both parties.</p> <p>05 March 2019 – Jane Kanowski – Ongoing – work to be scheduled and coordinated with staff and contractor to commence by end of March.</p> <p>30 Jan 2019 – Jane Kanowski – Ongoing – work to be scheduled and coordinated with staff and contractor to commence by end of March.</p> <p>30 Jan 2019 – 8:54am – Jane Kanowski – Media release published in Monaro Post on 15 January 2019 and Council's Facebook page to ensure that the community is aware of Council's decision and the reasons for the removal of the trees. Collation of</p>		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>quotes and finalising the costs is almost complete. A letter (31 January) has been sent to Mr. Mondello advising the most appropriate time for the removal and other arrangements.</p> <p>26/11/2018 – Jane Kanowski Work will be scheduled in consultation with the Roads section.</p> <p>29 Oct 18 Jane Kanowski - Discussion with Manager Construction regarding the removal of these stumps as there is an issue with the kerb – it will need to be cut in the sections adjacent to the stumps, then the stumps ground and removed and the kerb repaired.</p>		
57	15 Nov 2018	18.3	<p>Delegate School of Arts, Drainage Councillor Anne Maslin</p> <p>What is the time frame for repair work to be done on gutters and downpipes to improve drainage at the Delegate School of Arts?</p>	Group Manager Facilities Management	<p>24/7/2019 – August report to Council and preparation of Grant Application.</p> <p>1/7/19 – GH Report received early this week. Application for funding under SCCF Round 3 to be prepared in line with report recommendations. Report will be tabled at August Council meeting.</p> <p>03/06/2019 – GH Awaiting Building Inspection report.</p> <p>02/05/2019 – GH</p>	01/07/2019	N

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>Scope is much greater than repairs to gutter and downpipes. Council allocated \$50K for a building inspection and projects scope with report expected in May. A Fire inspection was carried out by Council staff which identified a significant amount of recommendations to achieve compliance. Following receipt of the building inspection report and estimates, funding for upgrades and repairs will be sought either through Council Reserves or available Grants. Facilities only hold \$10K in Capital Project funding for both School of Arts and Pre-School combined</p> <p>2/04/19 – GH Crown advised that owner is SMRC (former BSC) and this was not clear due to an administrative error at time of transfer. This excludes Council from pursuing funding for the toilets through Crown Land. Inspection and planning as per below to continue as planned and Staff will investigate funding possibilities and present to Council</p> <p>26/2/19 – Council resolved to allocate \$50K (21 March) to undertake building inspection and developing scope of works for drainage works and project management. Land and Property liaising with Crown regarding boundary adjustment or establishing</p>		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>easement to facilitate drainage works. Grant application to be submitted to Crown for installation of public toilets and rear of block (est \$80K+)</p> <p>29/1/19 – Awaiting Crown Land advice on boundary adjustment. Investigation ongoing with the scope to be included under Major Projects team undertaking the street drainage works.</p> <p>3/12/18 – Glen Hines</p> <p>Group Manager Facilities, Commercial Land Officer and Bombala Property Maintenance Officer attended the Delegate School of Arts 27/11/18, meeting with Committee Members and inspecting the building and grounds. Staff are preparing a scope that will be shared with the Major Projects team undertaking the street drainage works and if possible be packaged into this body of work with funds already allocated in the Facilities capital projects for this facility.</p>		
102	17 April 2019	12.3	<p>A Mayoral Report to Councilors Councillor Peter Beer</p> <p>Question: Can the Mayor provide a 12 month report to Councilors on his role as Mayor? The report as set out in Section 226 (a) – (o) of the Local Government Act 1993</p>	Executive Assistant to GM, Mayor & Councilors/ General Manager	<p>31/07/2019 – AS Have spoken to EA To the Mayor, no response has been received as of 31/07/2019</p> <p>1/07/2019 – AS Spoke with EA to Mayor, no response received from Mayor as of 1/07/2019.</p>	01/07/2019	N

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					28/06/2019 – AS Have not yet received a response from Mayor. Emailed EA to advise 28/6/2019. 6/5/2019 AS Still waiting on response from Mayor.		
106	16 May 2019	13.4	Acknowledgement of Olympians from Jindabyne Clr Old Question: Can Council look at a way to show acknowledgement of Olympians. Maybe a plaque on the footpath?	Group Manager Economic Development & Tourism	30/7/19 – KM: There are acknowledgement plaques and structures in the park adjacent to McDonalds in Sharp Street, Cooma. 4/6/19 – MA: Further clarification on location is required noting there is the Sporting Hall of Fame on display in Centennial Plaza in Cooma.	30/07/2019	Y
109	20 June 2019	12.3	Answers to Questions with Notice - 9.4.7 Clr Haslingden Question: Can the Terms of Reference identified in #105 be brought to the next meeting?	Group Manager Water & Wastewater Services	25/07/2019 – GA Draft Terms of Reference distributed to Councilors by Secretary Council and Committees on 11 July 2019. 02/07/2019 – GA Draft Terms of Reference to be distributed before the Council Meeting.	25/07/2019	Y
111	20 June 2019	12.5	Adaminaby Parking Area at the Fish Clr Miners Question: At the parking area between the public toilets and the Snowy Mountain Highway is in an ugly state. This needs to be gravel / sealed. It is currently a muddy bog	Group Manager Transport Infrastructure (Operations)	24/07/2019 – GS The parking area between the public toilets and Snowy Mountains Highway at Adaminaby was inspected on Thursday 27 June 2019. This carpark seems to have sprung up in the last two years and is not a formal (Council)	24/07/2019	Y

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
			<p>hole.</p> <p>Can we have an inspection of this with a view to bring it up to a more presentable area?</p>		<p>carpark.</p> <p>Six maps shows the area all grassed up. The area of the carpark is approximately 800m2 and getting larger.</p> <p>The table drain in front of the toilet is lower than the surrounding area. There is a sump at the end of the kerb and gutter from Denison street, which collects water from Baker street and then flows down past the Snowy Scheme Museum. The water that sits in front of the toilet cannot flow into this sump. There is also another culvert from Baker street that runs besides the toilet and has an outlet (which is mostly blocked) between the toilet block and the Snowy Mountains Highway.</p> <p>There is a Telstra pit with broken lids covered with a protective temporary fiberglass cover located near the blocked culvert outlet. It is assumed the damage resulted from cars moving over the cover.</p> <p>If this area is to be formally used as car parking it is recommend that:</p> <ul style="list-style-type: none"> • A full survey of the area to ensure correct formation levels and that all water is able to drain away. • A gravel overlay to specified levels. • Sealing. • Line marking. 		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<ul style="list-style-type: none"> Fencing / bollards installed to limit vehicle movement; thereby protecting the Telstra pit. <p>26/06/2019 GS Council staff have been assigned to inspect and report on the Adaminaby Parking area at the Fish.</p>		
112	20 June 2019	12.6	<p>Bobeyan Road Clr Miners Question: With the announcement of the 20 million for Bobeyan Road in the spare budget, we should be shovel ready to take this money. Are we ready? If not, what is our time frame? Who is in charge – Council or RMS?</p>	Group Manager Transport Infrastructure (Operations)	<p>24/07/2019 – GS The section of Bobeyan Road between Snowy Mountains Highway and Shannons Flat Road has been identified as possible routes for returning Heavy Traffic from the Snowy 2.0 construction site. Council staff are working with Snowy Hydro and Snowy 2.0 to determine the scope of works required that will ensure both Bobeyan and Shannons Flat Road, including the bridges, are capable of accommodating proposed traffic levels without detriment to existing traffic i.e. School Buses. The State Government confirmed \$20M for the upgrade of Bobeyan Road from the Snowy Mountains Highway to the ACT Border over a 4 year period; the State Government also committed \$1,432,713 for the upgrade of a further 25% (approximately 4km) of the unsealed section of Shannons Flat Road. This project is not Shovel Ready and the scope will be determined by a Survey & Design. A decision has not yet been made on who will</p>	24/07/2019	N

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>undertake works once a design has been approved; this could be either RMS or Council.</p> <p>26/06/2019 GS</p> <p>Bobeyan Road is a Council Road currently classified as a Collector, so will not involve the RMS as a Road Maintenance Authority. John Barilaro MP announced in a media release on the 18th June 2019 \$20 million to seal Bobeyan Road.</p> <p>It is expected that funding and conditions will follow shortly.</p> <p>Staff are aware of the issues to be addressed on Bobeyan Road and have started planning following this announcement, but this funding will also be required to bring the project to a shovel ready status.</p>		
113	18 July 2019	12.1	Tree Clearing of the Lake Foreshore Clr Old Question: When is the next stage of this project going to commence?	Manager Open Space & Recreation	26 July 2019 – JK Plan for work to commence mid to late August and to be completed by end of October.	26/07/2019	N

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
114	18 July 2019	12.2	<p>Question for General Manager</p> <p>Clr Last:</p> <p>Question: I sent an email to the General Manager a request for a transcript regarding a Michelago meeting.</p> <p>Answer: General Manager advised he had responded to Councillor Last's question, and has requested the transcript. However, it may take four weeks to come through.</p>	General Manager	<p>31/07/19 – AS</p> <p>Spoke with the EA to GM. Transcript has been requested and may take up to 4 weeks to come through.</p>	31/07/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
10	15 February 2018	50/18		<p>Potential Joint Project with the Department of Education – Cooma</p> <p>That Council endorse the continued pursuit of this project with a view to potentially entering into a binding joint use project agreement with the Department of Education in due course, but on the proviso that Council is successful in its grant application to the Regional Sports Infrastructure Fund to cover the cost of its portion of capital expenditure on the project.</p>	Group Manager Economic Development & Tourism	<p>30/7/19 – MA: Waiting for details of \$15m election promise from the Deputy Premier and how this might impact Monaro High School. A meeting will be held with Schools Infrastructure this week.</p> <p>1/7/2019 – MA: No further progress.</p> <p>4/6/19 – MA: Meeting held with the Office of Sport in relation to the \$15m election promise from John Barilaro. The Office of Sport has advised that they are investigating a funding source and will come back to Council in due course.</p> <p>3/5/19 – MA: Nothing further to report at this stage</p> <p>29/03/19 – MA: Discussions have commenced with Department of Premier and Cabinet on how election promise funding will be made available. No details have been provided as yet however discussions will continue.</p> <p>11/03/2019 – MA: There is no further update on this project however it should be noted that there has been an election</p>	19/03/2018	N

SMRC Resolution Action Sheet – In Progress

					<p>promise made should the National Party be re-elected.</p> <p><i>4/02/2019 – Mark Adams – Council is still part of the reference group which is reconvening in February. There is no direct role for Council at this stage.</i></p> <p><i>20 December 2018 – Mark Adams</i> <i>Group Manager Economic Development and Tourism presented to the Councillors on 20 December 2018. The Project Reference Group met on 18 December 2018 and at this stage the Department of Education are not seeking a Joint Use Agreement in relation to the Performing Arts Centre. This will probably be a Shared Use Agreement at a later time and details will be formalised as the project progresses. The Department still want Council to pursue funding for a joint use sports facility.</i></p> <p><i>6 Dec 2018 The latest plans are to be presented to at the Councillor workshop on 20 December.</i></p> <p><i>30 Oct 2018 Mark Adams – The Department of Education is still pursuing the Performing Arts Centre. They may approach Council again for a contribution as they may potentially seek a car parking arrangement at the Cooma Cemetery.</i></p> <p>Feedback received on the grant application for the sports aspect was that a strong application was presented however we were not successful due to the funding split and were advised that if the project was re-scoped to reapply.</p> <p><i>13 Sep 2018 - 4:56 PM - Katherine Miners</i> Council was unsuccessful in receiving a grant for the indoor sports centre. Clrs have been advised by email by Group Manager Economic Development and Tourism.</p>		
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SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>26 Jul 2018 - 10:30 AM - Katherine Miners Staff are still awaiting grant outcomes. Fortnightly meetings are being held with the project group. The group are looking at starting to talk about details of the Joint Use Agreement for a regional performing arts centre.</p> <p>28 May 2018 - 5:15 PM - Katherine Miners Business case has been lodged for the Regional Sports Infrastructure fund and an Expression of Interest for the Federal Regional Growth Fund. Awaiting outcomes</p>		
12	15 March 2018	64/18		<p>Creation of road reserve over Jerangle Road through lot 6 DP 754888 at Jerangle That Council</p> <p>A. Accept the quotation from Bradley Surveying and Design Pty Ltd in the amount of \$9,500</p> <p>B. Agree to the expenditure of an additional estimated \$2,000 to include the closure of the corresponding section of Crown reserve road passing through lots 5 and 6 in the survey plan.</p> <p>C. Authorise the General Manager to execute the necessary documents, including the Transfer of the closed section of Crown reserve road to the landowner in compensation.</p> <p>D. Apply to the Department of Primary Industries to take the sections of Crown reserve road within Jerangle Road into Council's public road assets register.</p> <p>E. Gazette the entire length of Jerangle Road as a Council public road.</p>	Property Officer	<p>23/7/2019 JH Email has been sent to Solicitor requesting an update. Waiting for a response.</p> <p>01/07/2019 - JH No further update from Solicitor. Staff will advise Council as soon as advice is received.</p> <p>5/6/2019 JH Solicitor has advised that they are still waiting on discharge of mortgage and will advise Council as soon as this has taken place.</p> <p>30/4/2019 LB Waiting on discharge of mortgage.</p> <p>26/3/2019 JH Solicitor has advised lodgement of the subdivision plan has been awaiting consent from NAB as they hold the mortgage over one of the affected lots. NAB has arranged the Discharge of that Mortgage –</p>	30/10/2019	N

SMRC Resolution Action Sheet – In Progress

					<p>the registration of Discharge is imminent and the plan will then be lodged forthwith.</p> <p>29 February 2019 JH update request sent to solicitor still waiting reply</p> <p>30 January 2019 JH still waiting for update from the landowner's solicitor.</p> <p>2 January 2019 – Janine Hudson Have sent an email request to Andrew Freer who advised they will advise when lodgement of the plan of subdivision has occurred</p> <p>22 November 2018 – Lyn Bottrill Landowners solicitor has been asked for further update. Presently awaiting response.</p> <p>24 Oct 2018 – 12:45 PM – Lyn Bottrill Still waiting on landowner's solicitor to lodge the plan – mortgagor's consent needed. 03 Oct 2018 - 9:06 AM - Lyn Bottrill Waiting on landowner's solicitor to lodge the plan. 27 Aug 2018 - 12:42 PM - Lyn Bottrill Email sent to surveyor and solicitor asking for update on progress of registration of the plan. 02 Aug 2018 - 2:05 PM - Lyn Bottrill Plan has been lodged. Email sent to solicitor acting for the other party asking for an update. 23 Jul 2018 - 3:30 PM - Lyn Bottrill Waiting on registration of plan of subdivision 11 Jul 2018 - 1:07 PM - Lyn Bottrill Documents returned to surveyor for lodgement with the LPI 21 Jun 2018 - 10:16 AM - Lyn Bottrill Revised Target Date changed by: Lyn Bottrill From: 30 Jun 2018 To: 30 Sep 2018 21 Jun 2018 - 10:02 AM - Lyn Bottrill</p>		
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SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>All documents have been executed by Council and sent back to the surveyor for lodgement at the LPI <i>04 Jun 2018 - 8:18 AM - Lyn Bottrill</i> Currently waiting on Subdivision Cert. <i>23 May 2018 - 10:34 AM - Lyn Bottrill</i> Application has been submitted to Council for Subdivision Certificate. When the Certificate is issued it will be sent along with the plan and Administration sheet to the landowners surveyor for lodgement at the LRS <i>23 Apr 2018 - 12:16 PM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 16 Apr 2018 To: 30 Jun 2018 <i>23 Apr 2018 - 12:12 PM - Debbie Constance</i> Surveyor has been contacted and is proceeding with survey of road.</p> <p>The Administration sheet and the plan have been sent to Cooma office by the surveyor. When they are received Council staff will progress the matter. - Ongoing</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
16	05 April 2018	118/18		<p>Proposed Road Closure & Sale of old Lions Park at Bombala</p> <p>That Council;</p> <ul style="list-style-type: none"> A. Approve the partial road closure on the corner of High Street and Stephen Street Bombala so that the fence line becomes the boundary of lot 9 DP 995614; B. Engage the services of a land surveyor to provide a plan for the boundary adjustment; C. Authorise the General Manager to execute any documents necessary to complete the boundary adjustment and sale of the property; D. Readvertise the property on the open market for auction with an appropriate reserve; and E. Make the Report public once the matter is settled. 	Property Officer	<p>23/07/2019 JH Email sent to Surveyor requesting an update. Waiting on a response.</p> <p>1/07/2019 - JH Awaiting Subdivision Plans from Land Registry Service.</p> <p>5/6/2019 JH Subdivision documents are being lodged by the Surveyor and once returned, the process to combine into one Lot and DP will begin</p> <p>30/4/2019 - SA Planning Staff actioning the subdivision this week</p> <p>26/3/2019 JH Still waiting return of subdivision certificate from Council.</p> <p>29 February 2019 JH Plans with Council waiting for return of subdivision certificate</p> <p>30 January 2019 JH- Plan is with Council and waiting for return of Subdivision Certificate.</p> <p>2 January 2019 – Janine Hudson Plans are lodged with Council for Subdivision Certificate waiting return of Certificate</p> <p>21 November 2018 – Janine Hudson 28 day notification period has ended. Council has received 8 submissions for the proposed closure. All submissions received had no objections with the proposed closure. Responses sent to those who</p>	31/08/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>made submissions advising of this. Documents have been prepared to close this council public road reserve: Subdivision Certificate has been sent for processing.</p> <p>25/10/2018 – Janine Hudson: The Submission period ends 8 November 2018, some submissions have been received from adjoining landowners and the authorities, these submissions have been with no objection to the closure.</p> <p>25 Oct 2018 – Janine Hudson - The Submission period ends 8 November 2018, some submissions have been received from adjoining landowners and the authorities, these submissions have been with no objection to the closure.</p> <p>5 Oct 2018 – Janine Hudson Letters have been sent to adjoining landowners with notification of the proposed closure and notification letters to the authorities are being prepared. The advertisement has been placed in the Monaro Post for 11 October and 25 October. The 28 day period for submissions ends on 8 November. Submissions will be reviewed and the correct process followed.</p> <p>03 Oct 2018 - 9:05 AM - Janine Hudson Action reassigned to Janine Hudson by: Janine Hudson</p> <p>03 Oct 2018 - 8:59 AM - Lyn Bottrill Notifications sent out to commence road closing.</p> <p>27 Aug 2018 - 12:40 PM - Lyn Bottrill Plan has been received. There are issues with a previous resumption which has not been registered on title. When these issues are sorted out and the notification period for road closing has expired, and</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>the resumption issues have been resolved then the plan will be registered and the land will be listed for sale.</p> <p>02 Aug 2018 - 2:04 PM - Lyn Bottrill Spoke to surveyor this week and he has promised to get the plan to me within the week.</p> <p>23 Jul 2018 - 3:39 PM - Lyn Bottrill Still waiting on plan for boundary adjustment.</p> <p>11 Jul 2018 - 1:05 PM - Lyn Bottrill Still waiting on plan from surveyor. Contact with the surveyor revealed that there were issues with the road alignment and he was working on it.</p> <p>21 Jun 2018 - 10:16 AM - Lyn Bottrill Revised Target Date changed by: Lyn Bottrill From: 30 Jun 2018 To: 30 Sep 2018</p> <p>21 Jun 2018 - 10:03 AM - Lyn Bottrill Surveyor has confirmed that Council will receive the plan etc. in about two weeks</p> <p>04 Jun 2018 - 8:17 AM - Lyn Bottrill Currently waiting on survey plan for road closing.</p> <p>23 May 2018 - 4:24 PM - Lyn Bottrill 23/5 Waiting on plan</p> <p>23 Apr 2018 - 12:16 PM - Lyn Bottrill Revised Target Date changed by: Lyn Bottrill From: 16 Apr 2018 To: 30 Jun 2018</p> <p>23 Apr 2018 - 12:14 PM - Lyn Bottrill Surveyor has been engaged to provide a plan for boundary adjustment and road closure will commence as soon as a plan is available.</p> <p>14/5 - Waiting on plan.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
19	19 April 2018	147/18	16.9	<p>Compulsory Acquisition of Lot 13 DP 239506 - Access to Jindabyne Sewerage Treatment Plant, Jindabyne Landfill and Sewer Pump Station 6</p> <p>That Council</p> <p>A. Rescind resolution 131/14 of 26 August 2014</p> <p>B. Proceed to acquire Lot 13 Deposited Plan 239506 by compulsory process under the Land Acquisition (Just Terms Compensation) Act 1991 by authority contained in the Roads Act 1993 for the purposes of providing legal access to the Jindabyne Sewer Treatment Works, Jindabyne Landfill and Sewer Pump Station 6.</p> <p>C. Dedicate the land as Public Road in accordance with the Roads Act 1993</p> <p>D. Note minerals are to be excluded from this acquisition</p> <p>E. Note this acquisition is not for the purpose of resale</p> <p>F. Make the necessary applications to the Minister for Local Government and the Governor</p> <p>G. Authorise the Common Seal be affixed to all documentation required to be sealed to give effect to this resolution.</p>	Land & Property Officer	<p>26/7/19 – LB Still waiting on invoice.</p> <p>1/7/19 – LB Waiting on receipt of invoice for compensation of the land acquisition.</p> <p>31/5/2019 – LB Valuation has been received by Public Works. PW will forward to Council after reviewing the valuation.</p> <p>30/4/2019 – LB Still waiting for the valuation from the Valuer General</p> <p>27/03/2019 – LB Waiting for the Valuer General to send an invoice for the value of the land.</p> <p>4 March 2019 – LB Land has been gazetted to Council.</p> <p>30 January 2019 – LB This property will be gazetted to Council in February 2019.</p> <p>22 November 2018 – Lyn Bottrill Council has been advised that gazettal of the transfer of the stock route to Council will take place</p>	30/08/2019	N

SMRC Resolution Action Sheet – In Progress

					<p>in February 2019. Roads, Waste and Waste Water have been notified</p> <p>24 Oct 2018 - LB Minister's consent to the acquisition has been received and we are now progressing to finalise the matter by 30 November 2018 Lyn Bottrill - Council has been notified by Public Works that OLG has approved acquisition and we are currently waiting on gazettal and notification from the Valuer General for the cost. 03 Oct 2018 - 8:58 AM - Lyn Bottrill Waiting on Valuer General's valuation of the land. 27 Aug 2018 - 12:39 PM - Lyn Bottrill This matter is still waiting on consent from the OLG 02 Aug 2018 - 2:04 PM - Lyn Bottrill This matter is still with the Governor. 23 Jul 2018 - 3:28 PM - Lyn Bottrill Waiting on reply from the OLG. 11 Jul 2018 - 1:04 PM - Lyn Bottrill Application is with the OLG and we should receive word from the Valuer General within the next month with respect to purchase price 21 Jun 2018 - 10:15 AM - Lyn Bottrill Revised Target Date changed by: Lyn Bottrill From: 21 May 2018 To: 21 Oct 2018 21 Jun 2018 - 10:04 AM - Lyn Bottrill Application has been sent to OLG for consent. 04 Jun 2018 - 8:16 AM - Lyn Bottrill This matter has been submitted to the Dept of Local Gov. for consent. 23 May 2018 - 10:33 AM - Debbie Constance Application has been submitted to the Dept of Local Government for consideration. - Ongoing 01 May 2018 - 3:39 PM - Lyn Bottrill Dept. Finance notified of Council resolution and as soon as the Mayor signs the page of the Minutes</p>		
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SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						containing the resolution it will be sent to Dept. of Finance to follow up with Application to the Minister and the Governor.		

SMRC Resolution Action Sheet – In Progress

20	07 May 2018	162/18	11.1	<p>Proposal to Realign the Barry Way Jindabyne and to Address Issues with the Intersections of Barry Way with Eagle View Lane and Bungarra Lane</p> <p>That Council</p> <p>A. Approve the proposal to realign The Barry Way over the constructed road from the intersection with MR286 to the boundary of the national park.</p> <p>B. Approve the proposal to apply to the Crown to transfer those sections of The Barry Way which are Crown reserve road to Council.</p> <p>C. Authorise staff to negotiate with landowners for acquisition of the constructed Barry Way and, where possible, to offer to close corresponding sections of paper road and to dedicate the land to the landowner in compensation.</p> <p>D. To engage the services of a surveyor to identify those sections of the Barry Way which are not on line with the constructed road.</p> <p>E. To acquire any Crown land upon which the Barry Way has been constructed through the process of the Land Acquisition (Just Terms Compensation) Act 1991 through the authority of the Roads Act 1993.</p> <p>F. Authorise the General Manager to execute any documents necessary to complete the project.</p> <p>G. Authorise the expenditure and allocate an amount of \$135,000 in the 2018/19 year Budget with funding to be</p>	Land & Property Officer	<p>26/7/19 – LB Survey plan has been received. Negotiation with landowners to commence shortly.</p> <p>1/7/19 – LB Survey plan still not received. When the plan is received, negotiations with affected landowners will commence.</p> <p>31/5/2019 – LB Surveyor has completed survey to Moonbah Bridge. He is currently checking his calculations and expects to be able to send it to Council within a week.</p> <p>30/4/2019 – LB Survey and plan is still underway with the surveyor.</p> <p>27/03/2019 – LB No further update.</p> <p>4 March 2019 – LB Survey is ongoing. Surveyor has given assurance that work is progressing.</p> <p>30 January 2019 – LB No further update. It is anticipated that the survey work will be ongoing for approx. 12 months.</p> <p>22 November 2018 – Lyn Bottrill No further update. It is anticipated that the survey work will be ongoing for approx. 12 months</p> <p>24 Oct 2018 - LB Surveyors are presently working on identification plan.</p> <p>03 Oct 2018 - 8:57 AM - Lyn Bottrill Keven Spain engaged to carry out survey.</p> <p>27 Aug 2018 - 12:38 PM - Lyn Bottrill</p>	31/12/2020	N
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SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				provided from Stronger Communities Project PP-219 (Undertake project to align the road with road reserves).		<p>Surveyor selected and work to progress shortly. <i>07 Aug 2018 - 8:47 AM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 06 Jun 2019 To: 31 Dec 2019 <i>02 Aug 2018 - 1:55 PM - Lyn Bottrill</i> Call for expressions of interest from local land surveyors. Submissions currently being considered. <i>23 Jul 2018 - 3:38 PM - Lyn Bottrill</i> No EOI s received by due date. All surveyors were contacted and were given an extension of time to submit their EOI. Closing date is 27/7 <i>11 Jul 2018 - 1:02 PM - Lyn Bottrill</i> Specification sent to three surveyors requesting that they submit expressions of interest. Due by cob 13/7 <i>21 Jun 2018 - 10:14 AM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 06 Jun 2018 To: 06 Jun 2019 <i>21 Jun 2018 - 10:05 AM - Lyn Bottrill</i> Draft specification with Group Manager Transport and Infrastructure for approval. <i>04 Jun 2018 - 8:15 AM - Lyn Bottrill</i> The specification is currently been developed for the work to be carried out by the surveyor. Council will call for expressions of interest to carry out the work. <i>23 May 2018 - 10:29 AM - Lyn Bottrill</i> Specification being developed to seek quotations from suitably qualified land surveyors.</p>		
29	21 June 2018	253/18	22.3	<p>Council Property - Town View, Waterworks Hill, Bombala</p> <p>That Council</p> <p>A. Approve the proposal to demolish the residence located on lot 1 DP 1216130</p>	Water & Wastewater Manager	<p>26/07/2019 – MR</p> <p>Awaiting on Options Study Report from GHD. It is anticipated the report will be received mid-August.</p>	31/12/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>B. Serve notice on the tenant to vacate the premises in accordance with the Residential Tenancy Act.</p> <p>C. Engage the services of a suitably qualified contractor to demolish the residence, clear the site and dispose of any asbestos in accordance with the EPA Act; and</p> <p>D. Authorise the expenditure and allocate an amount in the 2018 Financial Year Budget with funding to be provided from the Former Bombala LGA Reserve.</p>	Land & Property Officer	<p>Removal of the cottage will form part of the Bombala Water Treatment Plant refurbishment or replacement.</p> <p>01/07/2019 – MR Power and water being disconnected. OSSM connections being investigated. House won't be demolished until the Options Study- Bombala Water Treatment Plant has been finalised.</p> <p>31/5/2019 – LB Council's Water and Wastewater Department is currently seeking quotations to demolish the cottage.</p> <p>30/4/2019 – LB Planning to demolish the cottage is underway.</p> <p>27/03/2019 - LB Tenant has found alternative accommodation and has been given an extension to 7 April to move out of the cottage at Bombala Waterworks</p> <p>4 March 2019 – LB Tenant has until 31 March 2019 to vacate the premises.</p> <p>30 January 2019 – LB</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>Disadvantaged housing in Delegate must be advertised. This is currently being done and the tenant will be given an additional written reminder to vacate.</p> <p>10/12/2018 – Lyn Bottrill Tenant has been notified that alternative housing has been found for him in Delegate. The accommodation in Delegate is managed by Council and the house needs work before anyone moves in. This work will take approx.. a month so it is intended to give the tenant at the Waterworks cottage notice to vacate when the work is completed.</p> <p>24 Oct 2018 – LB Commercial Land & Property Officer investigating availability of housing in Delegate for tenant.</p> <p>8 Oct 2018 – 11:41 AM – Lyn Bottrill Enquiries currently being made to Southern Cross Housing re consideration of tenant at Waterworks cottage for disadvantaged housing at either Bombala or Delegate.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>03 Oct 2018 - 8:51 AM - Lyn Bottrill Looking into disadvantaged housing for tenant in either Bombala or Delegate.</p> <p>27 Aug 2018 - 12:28 PM - Lyn Bottrill Enquiries made of real estate agents if they have any properties for rent in Bombala. Emailed tenant details to access assistance with rental bond.</p> <p>02 Aug 2018 - 1:52 PM - Lyn Bottrill Currently working with tenant to find suitable alternative accommodation.</p> <p>23 Jul 2018 - 3:54 PM - Lyn Bottrill Revised Target Date changed by: Lyn Bottrill From: 23 Jul 2018 To: 29 Sep 2018</p> <p>23 Jul 2018 - 3:29 PM - Lyn Bottrill Still waiting on tenant finding new premises. Council has supplied a letter saying that he has always paid his rent on time.</p> <p>11 Jul 2018 - 12:25 PM - Lyn Bottrill Tenant has been notified and is looking for new premises. Council resolution not to proceed to demolish the cottage until tenant has found new tenancy.</p>		

SMRC Resolution Action Sheet – In Progress

30	21 June 2018	255/18		<p>Request to Purchase Council Land in Percy Harris Street Leesville</p> <p>That Council</p> <p>A. Approve the release of proposed lots 14, 15 and 16 at Leesville Industrial Estate</p> <p>B. Engage the services of an independent valuer to value the three properties</p> <p>C. Advertise the sale of lots 14, 15 and 16 through local real estate agents and Council's website, and;</p> <p>Authorise the expenditure and allocate an amount of \$42,000 in the 2019 Financial Year Budget with funding to be provided from Property Reserves</p>	Land & Property Officer	<p>26/7/19 – LB Modification will be released shortly.</p> <p>1/7/19 – LB Still waiting on approval of Modification of Consent to amend stages of the development. Modification expected to be released shortly.</p> <p>31/5/2019 – LB Waiting on approval of Modification of Consent.</p> <p>30/4/2019 – LB Application has been submitted for modification of the D/A to amend the stages of the subdivision</p> <p>27/03/19 – LB Modification of D/A has been prepared for lodgement to amend the stages of the subdivision.</p> <p>4 March 2019 – LB Plan of subdivision has been received at Council. Subdivision certificate has been applied for.</p> <p>30 January 2019 – LB Plan has not been received at this stage. Surveyor has been reminded.</p> <p>22 November 2018 – Lyn Bottrill Surveyor has agreed to have the plan completed by the end of January 2019</p> <p>24 Oct 2018 – Lyn Bottrill Surveyor has been reminded that we need the plan. 03 Oct 2018 - 8:56 AM - Lyn Bottrill Waiting on plan 27 Aug 2018 - 12:29 PM - Lyn Bottrill Awaiting plan from surveyor. As soon as plan is received expressions of interest will be sought from</p>	30/12/2019	N
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SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>real estate agents in order to select a real estate agent to place the properties on the open market. <i>07 Aug 2018 - 8:47 AM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 23 Jul 2018 To: 31 Oct 2018 <i>02 Aug 2018 - 1:53 PM - Lyn Bottrill</i> Waiting on valuation of land from valuer. <i>23 Jul 2018 - 3:52 PM - Lyn Bottrill</i> Surveyor has been requested to produce plan for registration of lots 14, 15, and 16. Still waiting on valuation from valuer. <i>11 Jul 2018 - 12:59 PM - Lyn Bottrill</i> Surveyor has been requested to prepare plan of subdivision to enable the plan to be registered.</p> <p>Valuer has been asked to provide sales prices for the three blocks.</p>		
38	02 August 2018	256/18	15.1	<p>Notice of Motion - John Castellari - Delegate and Regional Townships That council considers the submission from Delegate resident Jane Love concerning the following requests:</p> <ul style="list-style-type: none"> That Council liaise with NSW Police and the Youth Council to explore the viability of Police Citizen Youth Clubs in each of our regional townships; That Council develop sealed bike park facilities in Delegate and other townships that do not have them; and That Council develop these resources as part of a program of shared community resources. 	Group Manager Economic Development & Tourism	<p>26/07/09 – MS: No further updates.</p> <p>26/06/19 – MS: No further updates however PCYC has been included in the Draft Youth Strategy.</p> <p>28/15/19 – MS: A phone meeting was held with the coordinator of the PCYC on the South Coast. Direction on how to move forward was provided which includes collecting youth crime and diversion stats from police (completed) and forwarding a letter with a proposal to the PCYC. Staff are waiting for further contact details to be provided.</p> <p>3/5/19 – MA:</p>	3/09/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>Still progressing with new lead</p> <p>29/03/19 – MA: Staff are investigating a new lead regarding the PCYC.</p> <p>11/03/19 – MA: The funding agreement has been signed with Create NSW to receive a \$3million grant. Staff have been liaising with the Department Project Team; however work on the project is not progressing until after the state election due to an election promise by the Government to allocate \$40million for a new high school in Jindabyne.</p> <p>11/03/19 – MA: Informal discussions held with police indicate that there are too many competing groups to make setting up a PCYC worthwhile at present.</p> <p>4 February 2019 – Mel Sass Awaiting confirmation from the PCYC Commissioner on a meeting time.</p> <p>20 December 2018 – Mel Sass No further information has been received on the PCYC however the Monaro Police District Commissioner has met with the Youth Command. The Commissioner has not been advised if anywhere in the LGA is included as potential to set up a PCYC.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>Youth Development Officers have contacted the Youth Command to try and set up a meeting with the Youth Commissioner. If the outcome of the meeting is unsuccessful the Bombala Youth Councillors will draft a letter to the Youth Command and the local MP for support.</p> <p>6 Dec 2018 - No further updates from the Police on the PCYC at this stage.</p> <p>Jane Love has been connected with two community members in Bombala who are working to independently launch a youth hub called "The Bombala Youth Booth".</p> <p>They've just completed a survey to assess need and interest in the Youth Booth, and have met with Bombala Youth Councillors to discuss ideas. Staff are working with them to register as a Not for Profit organisation and apply for funding, but they also plan to reach out to Council in the New Year for support.</p> <p>No further progress has been made on the bike facilities aspect.</p> <p>31 Oct 2018 – John Graham & Melissa Sass: The Monaro Command Superintendent Paul Condon has taken our request for a PCYC to the State Police Commissioner. The Commissioner needs to allocate funding and appoint two additional police officers to the Monaro Command before we can move any further. Superintendent Condon is supportive of the request and has indicated he will involve Council in any further meetings or correspondence regarding the feasibility of a PCYC.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>In the interim, the Youth Development Team has been engaging with a group of community members in Bombala who are hoping to launch the "Bombala Youth Booth". Council staff are supporting the group to register as a not-for-profit and will provide advice on grant funding once that process is complete.</p> <p>31 Oct 2018 John Graham – Youth Development Officers met with members of the Berridale community on 31 October to discuss plans for a Berridale BMX track. The Bombala site will be looked at next year. Quotes to rebuild and redesign the track at Delegate has been requested.</p> <p>Youth Development Officers have been in discussion with NSW Police regarding Police Citizen Youth Clubs, looking at a location in either Bombala or Berridale. The Monaro Superintendent has advised that funding for an extra 2 officers is needed and has reached out to the Premier.</p> <p>Youth Development Officers have looked at the existing bike tracks in Delegate and Bombala and have noted that they are in a significant state of disrepair. An estimate of \$250,000 has been quoted to restore the tracks. For ongoing maintenance it has been estimated that \$30,000 would need to be allocated each year.</p> <p>Staff will be in contact with Jane Love to discuss.</p>		
44	16 August 2018	276/18		Lease of Council Operational Land to Cooma Men's Shed That Council	Land & Property Officer	26/7/19 – LB Lease expected next week. It will then be sent to Lessees for execution.	31/09/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>A. Resolve to enter into “peppercorn lease” arrangement to a value nominated by Council on Lot 3 of DP 537242 in Mulach St Cooma with the Cooma Men’s Shed (AMSA) for a period of Five (5) years (with two (2) optional periods of five (5) years each) pending outcome of a development applications</p> <p>B. Authorise the General Manager to negotiate the terms of the lease</p>		<p>1/7/19 – LB Development Consent released. Council’s solicitor currently preparing peppercorn lease. The Contamination report was received on 27 June 2019 at a cost of \$20,000.</p> <p>31/5/2019 - LB Still waiting on the contamination report.</p> <p>30/4/2019 – LB Council is still waiting on the contamination report.</p> <p>27/03/19 – LB No further update.</p> <p>4 March 2019 – LB Remediation investigations taking place to ensure that the land has been remediated.</p> <p>30 January 2019 – LB Waiting on completion of advertising period for D/A.</p> <p>22 November 2018 – Lyn Bottrill Still waiting for Cooma Mens Shed to submit a development application with Council. Once the D/A consent has been issued a lease will be arranged.</p> <p>24 Oct 2018 – Lyn Bottrill Still waiting on D/A to be lodged.</p> <p>8 Oct 2018 – 11:44 AM – Lyn Bottrill Waiting on D/A being lodged prior to finalising lease. Environmental Services has been requested to notify Property Officer when D/A is lodged.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>03 Oct 2018 - 8:48 AM - Lyn Bottrill Waiting on submission of D/A</p> <p>31 Aug 2018 - 1:14 PM - Lyn Bottrill Draft lease is currently being prepared in accordance with the resolution. The lease will be finalised upon determination of the development application.</p> <p>27 Aug 2018 - 12:14 PM - Lyn Bottrill Awaiting outcome of development application. In the meantime draft licence agreement will be drafted.</p> <p>21 Aug 2018 - 11:18 AM - Glen Hines Action allocated to Lyn Bottrill to assist GM in preparing lease</p>		

SMRC Resolution Action Sheet – In Progress

57	6 September 2018	314/18		<p>Proposed Acquisition of Land in Cooma</p> <p>That Council</p> <p>A. Acquire Lots 400 and 434 DP 750535 and lot 461 DP 41999 by compulsory process under the Land Acquisition (Just Terms Compensation) Act 1991 by authority contained in the Local Government Act 1993 for the purpose of saleyards.</p> <p>B. That the land be dedicated as Operational land in accordance with the Local Government Act 1993</p> <p>C. That minerals be included in this acquisition</p> <p>D. That this acquisition is not for the purpose of resale</p> <p>E. That the necessary applications be made to the Minister for Local Government and the Governor.</p> <p>F. That the Common Seal be affixed to all documentation required to be sealed to give effect to this resolution.</p> <p>G. That following the acquisition of the three Crown allotments, the eleven lots comprising the Cooma saleyards be consolidated into a single allotment.</p> <p>H. That this project be funded from the former Cooma Monaro Shire Council reserve fund.</p>	Land & Property Officer	<p>26/7/19 – LB Application to OLG imminent. Currently waiting on results of searches of Native Title Register.</p> <p>1/7/19 – LB Consent received from the Crown. Advertising period still current. Acquisition cannot proceed until advertising period has concluded.</p> <p>31/5/2019 – LB Still waiting on consent from the Crown.</p> <p>30/4/2019 – LB Update from the Crown in response to email from Council revealed that the Crown has not dealt with the matter yet.</p> <p>27/03/19– LB Still waiting on consent from the Crown</p> <p>4 March 2019 – LB Waiting on consent from the Crown</p> <p>30 January 2019 – LB Letter of notification has been prepared. Consent of Crown has been requested.</p> <p>22 November 2018 – Lyn Bottrill Compulsory process has been commenced. The process will take approx.. 12 months to complete</p> <p>30 Oct 18 – Glen Hines 10.22 Documentation for acquisition currently being prepared. Documentation for acquisition currently being prepared.</p> <p>28 Sep 2018 - 8:33 AM - Lyn Bottrill</p>	8/10/2020	N
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SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						Preliminary investigations are being carried out to commence the compulsory acquisition process.		
74	4 October 2018	353/18	15.1	Clr Castellari Notice of Motion - Rooftop Solar That Council A. Support the Albury City Council motion regarding legislative changes to enable the implementation of a program similar to that implemented by Darebin City Council in Victoria; B. Advocate for the legislative changes to local members and relevant Ministers; C. Carry out due diligence with a business case which includes funding options, power under current legislation that would provide solar subsidy schemes for residence and businesses within the SMRC council area; and D. Provide for public consultation process once the above has been carried out. D.	General Manager	31/07/2019 SC No further update. 03/07/2019 PB A – Complete B – GM spoke with LGNSW and the Local Member. LGNSW have agreed to put it on their agenda. C & D – no action 29/04/19 – PB Complete. B, C and D, no action to date.	Ongoing	N
88	1 November 2018	394/18	12.1	Planning Proposal 461 Barry Way, Moonbah to Amend Snowy River Local Environmental Plan 2013 That: A. The report from the Senior Strategic Land Use Planner on the Planning Proposal 461 Barry Way (Lot 101 DP 817374) be received. B. The Planning Proposal be submitted to the Minister of NSW Planning &	Senior Strategic Land Use Planner	26/07/19 – AA: Still awaiting response. 27/06/2019 – AA: Still awaiting response. 30 May 2019 – AA: Further information has been requested from the proponent – awaiting response. 1 May 2019 – AA:	3/12/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>Environment for a Gateway Determination in accordance with Section 3.34 of the <i>Environmental Planning and Assessment Act 1979</i>.</p> <p>C. The Department of Planning and Environment be advised that Council wishes to be issued with an authorisation to use delegation for the Planning Proposal.</p> <p>D. In the event NSW Department of Planning & Environment issues a Gateway Determination to proceed with the Planning Proposal, consultation be undertaken with the community and government agencies in accordance with Schedule 1, Division 1, Clause 4 of the <i>Environmental Planning and Assessment Act 1979</i> and any directions of the Gateway Determination.</p>		<p>Advice from Office of Environment and Heritage received – awaiting further clarification.</p> <p>29/03/19 – AA: Staff are still awaiting advice from Office of Environment and Heritage.</p> <p>11/03/19 – AA: Application has been referred to the Office of Environment and Heritage as per the Gateway Determination. Will be placed on public exhibition once advice has been received from OEH – estimated to be April 2019.</p> <p>4 February 2019 – Mark Adams The Gateway Determination has been received and the applicant contacted. Looking to progress to public exhibition and consultation with government agencies.</p> <p>20 December 2018 – Mark Adams Staff are expecting to receive Gateway Determination imminently</p> <p>6 Dec 2018 B. Planning proposal has been submitted to the Minister of NSW Planning and Environment for a Gateway Determination.</p> <p>C. Council has advised Department of Planning and Environment that Council wishes to be issued with an authorisation to use Delegation for the Planning Proposal</p> <p>Cannot be actioned until a determination is given.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
89	1 November 2018	395/18	12.2	<p>DA Best Practice Guideline and Processing Times</p> <p>That Council endorse the following recommendations;</p> <ol style="list-style-type: none"> 1. Council staff develop a Snowy Monaro Region Development Guide that also includes a rural and regional context; 2. Increased promotion of pre-lodgement meetings with applicants and a media campaign be undertaken; 3. Creation of a user friendly information portal on Council's website; 4. Development assessment staff actively participate in the review of the consolidated LEP and DCP with the Strategic Planning Group to achieve practical workable provisions; 5. A review and report be presented to the General Manager on resourcing requirements for Building Surveying and Development Engineering staff in order to reduce development application referral times, assist with approvals relating to the issuance with Complying Development Certificates and provide efficient and timely advice to applicants; 6. Councillors continue to be provided with a list of applications lodged with Council on a monthly basis and a list of determined development applications on a monthly basis; 7. Ensure that when the corporate IT platform is implemented it includes online tracking of applications and use of 	Group Manager Development & Building Certification	<p>26/07/19 – JG: To be discussed as part of the internal audit project.</p> <p>1/7/19 – JG: 1 – Being developed in anticipation of workshop and consultation with councillors.</p> <p>3/6/19 – JG: 1 – Being developed 3 – Portal being created as part of IT platform development. Completed. 5 – Review being undertaken as part of organisational redesign review. Completed. 9 – Completed.</p> <p>3/5/19 – JG: 1 - Being developed 3 - Being developed 5 - Waiting for structure 6 - Report going to June meeting</p> <p>4/4/2019 – JG: <ol style="list-style-type: none"> 1. Being developed 2. Completed 3. Being developed 4. Completed 5. To be provided in proposed structural review of organisation 6. Completed 7. Completed. Brief for corporate system incorporates use of mobile IT platforms and DA tracking 8. Completed 9. Report being compiled and to be reported to Council May 2019 </p>	3/12/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>mobile IT platforms, to improve efficiencies in administration of development assessment and building certification processes;</p> <p>8. That checklists and guidelines are updated and expanded to ensure applicants have detailed information to ensure applications are submitted with all relevant information as required by Part 1 of Schedule 1 of the EP&A Regulation (in accordance with Clause 51 of the EP&A Regulation);</p> <p>9. A review be undertaken and report be put forward to Council proposing amendments to the Bombala, Snowy and Cooma DCP's to align notification requirements as being commensurate with impacts and to reduce the number of development applications being notified;</p> <p>10. That development applications be determined based on the information held at the time where an applicant has been requested to provide additional information (under Clause 54 of the EP&A Regulation) but has failed to respond within 21 days; and</p> <p>11. Additional information requests be provided to applicants in a timely manner. The response time on these requests be increased from 14 days to 21 days.</p>		<p>10. Completed. Step included in DA assessment processes</p> <p>11. Completed. Step included in DA assessment processes</p> <p>11/03/19 – KM: Ongoing.</p> <p><i>1 February 2019 – John Gargett:</i></p> <p><i>1. To be developed</i></p> <p><i>2. Ongoing</i></p> <p><i>3. To be developed</i></p> <p><i>4. To be undertaken</i></p> <p><i>5. To be undertaken</i></p> <p><i>6. Lists have been and will be continued to be provided</i></p> <p><i>7. Ongoing</i></p> <p><i>8. Completed</i></p> <p><i>9. To be undertaken</i></p> <p><i>10. Ongoing</i></p> <p><i>11. Ongoing</i></p> <p><i>20 December 2018 – John Gargett</i></p> <p><i>No further update at this time</i></p> <p>6 Dec 2018 DA Best Practice Guideline and Processing Times is to be developed.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
117	20 December 2018	575/18	10.3	<p>Proposed Acquisition of Shannons Flat Community Hall</p> <p>That Council</p> <p>A. Agree to accept the gift of Shannon’s Flat Community Hall and approximately 800m2 of land surrounding the hall.</p> <p>B. Classify the property as “community land” upon transfer to Council.</p> <p>C. Engage the services of a surveyor to survey lot 78 DP 750527 and create a plan of subdivision of the land to excise the hall and surrounding land within the immediate fence line.</p> <p>D. Agree to bear all costs associated with the subdivision and registration of the plan including any legal costs.</p> <p>E. Fund the costs of approximately \$8,000 from former Cooma Reserves.</p>	Land & Property Officer	<p>26/7/19 – LB Recent discussion with the landowner resulted in Council being requested to delay the matter for the time being as the family was not sure it wanted to progress with the transfer of the property to Council.</p> <p>1/7/19 – LB Still waiting on the plan of subdivision. Mr Luton contacted and situation explained.</p> <p>31/5/2019 – LB Surveyor expects to be able to send plan of subdivision to Council next week.</p> <p>30/4/2019 LB Still waiting on the plan of subdivision.</p> <p>27/03/19 – LB Contacted the surveyor on 25 March and he agreed to prioritize the plan of subdivision.</p> <p>4 March 2019 – LB Waiting on plan of subdivision from the surveyor.</p> <p>29 February 2019 JH plan for subdivision has been requested and waiting for return of plan from the Surveyor.</p> <p>30 January 2019 – LB Mr Luton has agreed to the proposal going ahead with a signed consent. Kleven Spain has been engaged to provide a plan of subdivision to excise the hall.</p>	30/09/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
151	21 February 2019	54/19	10.2	Lease Agreement Renewal - Boral Resources (Country) Limited - Bombala That Council A. Approve the renewal of a 5 year Lease to Boral Resources (Country) Pty Ltd; and B. Authorise the General Manager and Mayor to execute and Affix the Council Seal to the Lease.	Property Officer	23/7/2019 JH Lease Agreement is with Boral with all updates completed and should be received by the end of week 1/7/2019 - JH Boral advised they are seeking to complete asap. 5/6/2019 JH Boral have advised the Lease Agreement is with the Directors for signing. 30/4/2019 LB Still waiting on return of the lease. 26/3/2019 JH The Lease Agreement is still being reviewed by Boral and should be returned by end of April. 07 March 2019 - JH The Lease Agreement is with Boral Resources and will go to their board meeting to be reviewed and executed and returned to council. Once received, the Lease Agreement will be presented to the General Manager and Mayor for executing.	30/09/2019	N
153	21 February 2019	56/19	10.4	Delegate Preschool and Delegate School of Arts That Council A. Approve \$50,000 from former Bombala reserves to fund an independent building assessment of the Delegate Preschool and the Delegate School of Arts to determine storm water and drainage	Land & Property Officer	26/7/19 – LB Report to go to Council in August. 1/7/19 – LB Property Investigation and Condition Report received today. Report with recommendations for the way forward will be presented to Council in August.	30/06/2020	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				mitigation scopes and to fund project management of subsequent drainage works and construction of new amenities block for the School of Arts, and B. Continue to liaise with the Crown for funding for the new School of Arts toilet amenities to be located at the rear boundary of Lot 11 Section 8 DP 758346 to include connection of services.		31/5/2019 – LB Report to July Council meeting. Currently waiting on final building assessment report. 30/4/2019 - LB Waiting on release of Stronger Country Community Grant Funding opportunity 27/03/19 – LB Crown has notified Council that Delegate School of Arts was transferred to Council ownership in 1983. This property is not eligible for CRIP grant funding but staff are looking to apply for grant funding through the Stronger Country Community Fund program to remedy the drainage problem.		
165	21 February 2019	68/19	13.9	Parking in the laneway at the rear of the Jindabyne Town Centre That Council A. Approve the proposal to enter into public consultation with the shopkeepers and owners in Jindabyne Town Centre regarding changes to the laneway at the rear of the shops. B. Receive a further report regarding the results of the public consultation and the proposed way forward together with detailed costings.	Land & Property Officer	26/7/19 – LB Council's Roads Safety Officer is currently working with RMS to apply for funding. 1/7/19 – LB Council's Road Safety Officer is in discussion with RMS regarding the possibility of grant funding to progress this matter. 31/5/2019 – LB This has been revised and a report will be prepared for the July 2019 Council meeting 30/4/2019 – LB Public consultations were held and a report will be presented to the June meeting of Council.	31/12/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>27/03/19 – LB A good response was received from the shopkeepers and shop owners. Public consultation will be held at two sessions on 2 April at 2pm and 6.30pm</p> <p>4 March 2019 – LB Letters to go to shop owners/shopkeepers this week advising of date for public consultation.</p>		
194	21 March 2019	108/19	9.1.3	<p>Lease Agreement Renewal - Renee Yvonne Pirozzi, Jeremy Christopher Fernando, Naomi June White and Adam John Woolacott trading as Snowy Mountains Physiotherapy That Council</p> <p>A. Approve the renewal of a five year Lease with a two year option to Renee Yvonne Pirozzi, Jeremy Christopher Fernando, Naomi June White and Adam John Woolacott trading as Snowy Mountains Physiotherapy; and Authorise the General Manager and Mayor to execute and Affix the Council Seal to the Lease</p>	Facility Officer - Snowy River Health Centre	<p>29/07/19 – NW Lease with solicitor for registration.</p> <p>01/07/19 – NW Lease now signed, requires registration.</p> <p>29/05/2019 – NW Ongoing.</p> <p>29/04/2019 - NW Facilities Officer progressing with paperwork.</p> <p>26/03/2019 – NW Facility Officer to take steps to have lease renewal documents drawn up and prepared for execution.</p>	30/08/2019	N
195	21 March 2019	109/19	9.1.4	<p>Bombala Health Funding Agreement That Council</p> <p>A. Approve the use of the Sandy Creek Crossing Property rent free for the full time Doctor excluding utilities and immediate lawn and garden maintenance; and</p>	Property Officer	<p>23/7/2019 JH Email sent to Southern NSW Local Health District to follow up to see if the agreement has been returned to the Solicitor.</p> <p>1/7/2019 - JH Lease Agreement in place for use of house and waiting on return of signed agreement from Southern NSW Local Health District.</p>	30/07/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				Approve a Deed of Agreement be prepared by Council's Solicitor expiring 30/06/2021		<p>5/6/2019 JH Documents have been prepared by Solicitor and are with Southern NSW Local Health District for signing.</p> <p>30/4/2019 LB Waiting on Deed of Agreement from Council's solicitor.</p> <p>26/3/2019 JH Notification of result given to Health NSW and Council Solicitor will be requested to prepare a Deed of Agreement.</p>		
200	21 March 2019	114/19	9.2.5	<p>Proposed Acquisition of Crown land - Part lot 209 DP 729704</p> <p>That Council</p> <p>A. Acquire 3210m² of lot 209 DP 729704 by compulsory process under the Land Acquisition (Just Terms Compensation) Act 1991 by authority contained in the Roads Act 1993 for the purpose of road;</p> <p>B. Include minerals in this acquisition;</p> <p>C. Make the necessary applications to the Minister for Local Government and the Governor</p> <p>D. Affix the Common Seal to all documentation required to be sealed to give effect to this resolution; and</p> <p>Request the owner of lot 6 DP 709106 to enter into a Deed of Agreement with Council requiring the owner of that land to be responsible for all costs</p>	Land & Property Officer	<p>26/7/19 – LB No further update. To be followed up with landowner.</p> <p>1/7/19 - LB Further letter has been sent to landowner's solicitor.</p> <p>31/5/2019 – LB Waiting on landowner's Solicitor to respond to correspondence.</p> <p>30/4/2019 – LB Still waiting on the Deed of Agreement.</p> <p>27/03/19 – LB Council's solicitor has been asked to provide a Deed of Agreement for the landowner to cover all costs associated with the land acquisition.</p>	31/12/2020	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				associated with the acquisition, survey, transfer fees, solicitors fees and LRS fees etc. prior to commencing the process				
211	21 March 2019	127/19	13.2	Delegate Disadvantaged Housing That Council continue with the current arrangement of Facilities staff managing the tenants and maintenance on the properties pending community consultation, and bring a report back to Council.	Acting Manager - Land & Property	26/7/2019 – KH Have made contact with the Project Team and the Communications Team about the best way to consult a broad cross-section of the community. 01/07/2019 – KH Ongoing. 29/05/2019 – KH Ongoing – Community Consultation Plan is in the draft stages. 02/05/2019 – KH Staff are preparing a Community Consultation Plan for the Delegate Community 26 March 2019 – KH Facilities Team to prepare a plan as to the best way to communicate with the Delegate Community.	30/08/2019	N
216	17 April 2019	140/19	9.1.1	Snowy Monaro Youth Crew (SMYC) Apparel Update That Council A. Receive and note the information in the report on the SMYC Apparel, noting that individual item prices have been included in the draft Fees and Charges for 2019-20; B. Endorse the launch of the project and commencement of retail sales from 1 July 2019;	Youth Development Officer	25/07/19 – KM: All items except socks have arrived. The launch is expected to be held in August. 30/5/19 – JG: A. Completed. B. Completed – all units ordered and in production. Anticipated brand launch to be undertaken at the end of June. C. A sign will be on display showing the refunds and returns policy for all SMYC		N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				C. Endorse the use of a refunds and returns policy for the apparel which is in accordance with the Australian Competition and Consumer Commission (ACCC) guidelines and model policy		Apparel products at the Cooma Visitors Centre. This will go on display with the SMYC products when they arrive. 3/5/19 – MA: Progressing towards the official launch of the merchandise		
218	17 April 2019	142/19	9.1.3	Non-Renewal of Lease - Starr Alpine Investments That Council A. Approve the advertising for use of the space to a suitable health practitioner; and B. Authorise the General Manager and Mayor to execute and Affix the Council Seal to the Lease when a suitable tenant is found	Facility Officer - Snowy River Health Centre	29/07/19 – NW Advertising commenced. 01/07/2019 – NW Further advertising to be carried out in broader market as no response received from original advertising. 29/05/2019 – NW Advertising underway – only one enquiry to date. 29/04/2019 - NW Facilities Officer preparing advertisement for lease of space.	30/10/2019	N
227	17 April 2019	151/19	9.2.2	Consolidation of Reserve no. 530002 Centennial Park and Lot 6 DP 758280 Cooma Visitors Centre as one Crown Reserve for General Community Use That Council A. Request that the Crown add lot 6 DP 758280 to Reserve 530002 comprising Centennial Park and add an additional purpose of "General Community Use" to the Reserve. B. Relinquish Licence LI 453017 for the use of the Cooma Visitors Centre when	Land & Property Officer	26/7/19 – LB No further update. Request has been sent to Crown Lands for meeting to discuss the way forward 1/7/19 – LB Still waiting on the Crown for advice on procedure. 31/5/2019 – LB Waiting on advice from the Crown regarding process and procedure. 30/4/2019 – LB	30/09/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				Lot 6 DP 758280 is added to Reserve 530002.		Email has been sent to the Crown requesting that they advise Council of the process on this matter.		
241	17 April 2019	166/19	13.1	Purchase of Part Lot 1 DP101714 and Part lot 1 DP 222016 in Commissioner Street Cooma - Flood Mitigation Works Stage 2 That Council A. Rescind Resolution 39/14 of 10 February 2014; B. Offer to purchase lot 4 DP 1242464 \$9,650 ex GST; C. Offer to purchase lot 3 DP 1242464 for the sum of \$5,500 ex GST; D. Authorise the General Manager to negotiate with the owners of lots 3 and 4 to within 10% of the valuation; E. Calculate the apportionment of property rates from the date of registration of the plan of subdivision (17 December 2018); F. Classify both lots as operational land upon acquisition; and G. Authorise the expenditure and allocate an amount of \$21,450 ex GST in the 2019 Financial Year Budget with funding to be provided from other internal reserves.	Land & Property Officer	26/7/19 – LB Contracts have been exchanged for the purchase of lot 4. Lot 3 is subject to a Council report in August. 1/7/19 – LB The owner of lot 4 D 1242464 has agreed on the purchase price and purchase of the land is proceeding. Council is still in negotiations with the owner of lot 3. 31/5/2019 – LB Negotiations are ongoing. 30/4/2019 – LB The resolution of Council has been sent to Council's solicitor so that negotiation can take place.	30/08/2019	N
247	16 May 2019	181/19	9.1.4	Deed of Licence - Bombala Sandy Creek Crossing That Council A. Approve the Deed of Licence at the Sandy Creek Crossing Property for a 12 month period with a further optional	Property Officer	23/7/2019 JH Fully executed copies received and given to appropriate parties. Item now competed. 1/7/2019 - JH	30/07/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				period of 12 months at the discretion of Council; and B. Authorise the General Manager to Execute the Deed of Licence.		Signed copy by Licensee received on 1/7/2019 and sent for signing by General Manager. 5/6/2019 JH Licence Agreement is with the Licensee for signing, waiting for return of same.		
251	16 May 2019	185/19	9.2.1	CMCA RV Park – Cooma That Council support in principle the development of a CMCA RV park at the Hawkins St site and provide in-kind assistance through internal plant rates.	Group Manager Facilities Management	24/7/19 – GH CMCA have advised they are still trying to secure a local design consultant. 1/7/19 – GH CMCA requested and were provided with local survey and design engineer contacts that can undertake detailed design and estimates for the establishment of the RV Park in Hawkins St. Awaiting responses from CMCA as to whether the project is feasible within CMCA site establishment cost criteria inclusive of Council resolved internal plant hire rate for civil works. 05/06/2019 – GH CMCA advised of Council resolution regarding in principle support and will now proceed with more detailed investigation, design and costing for site establishment.	31/12/2019	N
253	16 May 2019	187/19	9.3.2	Floodplain Risk Management Committee recommendation to Council. That Council undertake a strategic analysis of identified risks (Natural Hazard Risk Assessment) throughout the LGA and prioritise the identified gaps.	Environment Technical Officer	28/05/2019 - PV This action will be implemented by staff from Transport and Infrastructure with the support of Assets and Engineering staff.	30 December 2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
260	16 May 2019	194/19	9.4.1	CLASSIFICATION AND CATEGORISATION OF CROWN LAND IN COUNCIL'S CARE AND CONTROL That Council approve the proposed categorisation of Crown land as per attachment 1 to report Classification and Categorisation of Crown Land in Council's Care and Control	Land & Property Officer	26/7/19 – LB Waiting on response from the Minister. In the meantime request for tender to prepare Plans of Management is in progress. 1/7/19 – LB Application has been submitted to the Minister. 31/5/2019 – LB Application to the Minister with maps and aerial photos is currently being prepared. One application for change of classification and another for categorisation.	30/09/2019	N
273	16 May 2019	208/19	14.2	Replacement of Council's Volvo L70D Wheel Loader. Plant number 9449 That Council approve the following: <ul style="list-style-type: none"> A. To purchase the Volvo L60F from CJD Equipment Pty Ltd for \$260,000 excluding GST ; B. Retain Plant 9449 (Volvo L70D) to assist Resource and Waste Management department operations; C. Approve additional funding of \$39,978 from waste reserves; and D. Dispose of Plant 3041 via auction with a reserve set at \$5,000 	Manager Fleet & Plant	24/07/2019 – SS Machine delivered 5 July 2019. Operator/Maintenance inductions over two days 17/18 July 2019 P/No: 3041 to Pickles auctions August 2019 28/05/2019 – SS Order placed on 20 May 2019 – PU024287. Awaiting Delivery. 28/05/2019 – SS Order placed 20 May 2019 – PU024287.	July 2019	Y
281	20 June 2019	218/19	9.1.2	Re-establishment of Alcohol Free Zones and Alcohol Prohibited Areas in Cooma and Jindabyne That Council approve the re-establishment of Alcohol Free Zones and Alcohol	Community Development Planner & Support	25/07/19 – KM: C. Stickers have arrived and Community Development Planner has been liaising with Group Manager Transport Infrastructure (Operations) and Manager Construction to have them installed.	27/06/19	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				Prohibited Areas in Cooma and Jindabyne as follows: A. Alcohol Free Zones from 7pm – 9am inclusive; B. Alcohol Prohibited Areas from 9:30pm – 9am; and C. For a period commencing from the date of adoption of this recommendation until 31 October 2022		27/06/19 – KH: A. Noted B. Noted C. Stickers with new dates have been ordered and a request will go to Manager-Construction for installation as soon as they arrive. Police and liquor licence holders will be informed once the stickers are installed. A media release will also be prepared.		
284	20 June 2019	221/19	9.3.1	Request to apply to the Crown for Perkins Road Binjura to be transferred to Council as a Council public road That Council enter into a formal agreement with the Crown that would allow Council to maintain Perkins Road as a Crown road with costs to be borne by the residents on Perkins Road.	Land & Property Officer	26/7/19 – LB Letter sent to the Crown requesting that Perkins Road be placed on the list of Crown Roads to be maintained by Council at the cost of the landowners. Letter sent to landowners. 1/7/19 – LB Letter will be sent to the Crown this week seeking consent to maintain Perkins Road.	30/09/2019	Y
285	20 June 2019	222/19	9.3.2	Disposal of Graders 60 and 303 That Council approve: A. Option 2B: Purchase of one additional grader with GPS control functionality; B. To dispose plant 60 and 303 assets via professional public auctioneers with a reserve set; and C. Monitor contractor grader utilisation and when 550hrs annually is reached, a Business Case be prepared to	Group Manager Asset & Engineering	25/7/19 – LN Specifications under review with relevant department. GPS compatibility to be scoped and procured separately. 01/07/2019 - LN Specification for new grader underway, aim to have tender issued by end of July.	31/08/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				investigate the feasibility of an additional grader purchase for Council's ongoing use				
286	20 June 2019	223/19	9.3.3	Minutes of the Water and Sewer Committee meeting held on Monday 27 May 2019 and overview of water and sewer project That Council A. Receive and note the information in the report including the draft minutes of the water and sewer committee meeting held on 27 May 2019, and the media release on the water treatment plant for Bombala and Delegate; B. Approve the following recommendations of the Committee: i. Bombala STP Construction Tender to be retendered. ii. Customer information brochure in the attachments to be sent to the customers in July /August with date of meeting to be determined prior to mail out. iii. Issue a media release on the implementation of Liquid Trade Waste Regulation in Cooma, Bombala, Delegate and Nimmitabel.	Group Manager Water & Wastewater	26/07/2019 – GA Completed 26/06/2019 - GA I. Public Works have been advised to retender for the construction of the Bombala STP and prepare the documents for the retender. II. Customer Information brochure has been finalised with the date for the public meeting set for 24 July at 10am in Cooma Council chambers and 2pm at the Jindabyne memorial hall. III. The media release has been sent to the communications group to action.	26/07/2019	Y
289	20 June 2019	226/19	9.3.6	Acquisition of Crown reserve road for realignment of Jerangle Road That Council apply to the Crown to transfer the Crown reserve road (enclosure permit	Land & Property Officer	26/7/19 – LB Transfer of road to Council expected to be gazetted 26/07/2019.	31/07/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				account 329418) to Council as a Council public road.		1/7/19 – LB Letter has been sent to the Crown to transfer the Crown Reserve Road to Council.		
290	20 June 2019	227/19	9.4.1	Application to Crown Land to be appointed as Land Manager to Various Waste Management Sites That Council requests to be appointed as Land Manager of the following Reserves: A. Dalgety Landfill Lot 2 DP 837128, Reserve 88070 for Rubbish Depot under Crown control; B. Bombala Landfill Lot 123 DP 756819, Reserve 15472 for Night Soil Depot under Crown control; C. Bombala Landfill Lot 300 DP 756819, Reserve 49491 for Night Soil Depot under Crown control; D. Berridale Transfer Station Lot 178 DP 756837, Reserve 73609 for Sanitary Purpose under Crown control; E. Berridale Landfill Lot 153 DP 756694, Reserve 47391 for Rubbish Depot under Crown control; and Request the purpose of land be changed to Urban Services for Reserves 15472 & 49491	Resource & Waste - Project Manager	26/07/19 – PC: No further progress. 1/7/19 – MD: Property Officer has contacted Crown Lands regarding A, B, C, D and E. They have advised they will respond with actions that are necessary to be undertaken to appoint Council as land manager. At this stage the timeframe of completing this task is unknown.	Ongoing	N
300	20 June 2019	238/19	13.1	Boundary Adjustment for Boundary Street Berridale - Acquisition of Private Land That Council A. Approve the acquisition of the land at the valuation nominated by the land	Property Officer	23/7/2019 JH Follow up email request sent for this item. Waiting for response	01/09/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				owner in the body of this report for the land required to complete the boundary adjustment of Boundary Street Berridale; and B. Authorise the General Manager to continue and finalise negotiations with the owners of Lot 3 Section 19 DP 1242		1/7/2019 - JH Survey report requested for Boundary Adjustment.		
302	20 June 2019	240/19	13.3	Cooma Office - Render Repair and Paint Tender That Council approve Cooma office project funding of Council owned building: 81 Commissioner Street Cooma, and will award Paint and Render Repair tender to Mainserve.	Project Manager	24/7/19 – GH Site meeting held with Facilities, Mainserve and Council PMO 10 July. Works will be scheduled for Spring. PMO now managing this project. 01/07/2019 – GH Mainserve advised of Council resolution. Preliminary site meeting scheduled for 10 July to discuss project planning and minimising disruption during the project.	30/08/2019	N
303	20 June 2019	241/19	13.4	Tender for the Design, Construction and Commissioning of New Fluoride Dosing Plants at East Jindabyne, Jindabyne Water Supply Systems That Council approves the award of this tender to Laurie Curran Water Pty Ltd trading as LC Water Pty Ltd for a lump sum amount of \$987,613 (Incl. GST) based on the tender evaluation recommendations without the Bombala WTP fluoride dosing system. A.	Manager W&WW Strategic Planning & Compliance	27/06/2019 - RP The tender has been awarded to the contractor. 27/06/2019 RP Tender will be awarded to the contractor in July 2019.	31/07/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
304	20 June 2019	242/19	13.5	Bombala and Delegate Water Supply System That Council A. Receive and note the report. B. Approve the award of groundwater supply source investigation at Delegate and Bombala water supply areas for the lump sum amount of \$145,328.70 (Incl. GST) as recommended by DOI water and the appointed consultant.	Manager W&WW Strategic Planning & Compliance	26/07/2019- RP Acceptance of quote has been advised to the consultant. The ground water investigation will commence post negotiation with landowners. 27/06/2019 RP Investigation will commence.	31/08/2019	Y
305	18 July 2019	248/19	8.1	DA10.2018.130.1 - Modification to Extractive Industry (Bombala Boral Quarry) - Increase Maximum Production Volume from 100,000 Tonnes Per Annum to 200,000 Tonnes Per Annum That A. Pursuant to section 4.16(1)(a) of the Environmental Planning and Assessment Act 1979 (as amended) approval is granted for DA 10.2018.130.1 to Modify Extractive Industry to increase maximum production volume from 100,000 tonnes per annum (tpa) to 200,000 tpa. on Lot 229 and Lot 230 DP 756819, High Lake Road, Bombala, 2632, subject to the conditions attached; B. Any person who made a submission is notified according to the regulations.	Town Planner	26/07/19 – SB: Determination provided to applicant.	26/07/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
306	18 July 2019	249/19	8.2	<p>DA 10.2019.145.1 Application for Secondary Dwelling with Request for LEP Variation</p> <p>That Council:</p> <p>A. Pursuant to clause 4.6 of the Bombala Local Environmental Plan 2012 approve the variation sought to the development standard described in clause 5.4 (9)(b) of the Bombala Local Environmental Plan 2012 to allow for a secondary dwelling larger than the maximum permitted size.</p> <p>B. Pursuant to section 4.16(3) of the <i>Environmental Planning and Assessment Act 1979 (as amended)</i> approve DA 10.2019.145.1 for a secondary dwelling, subject to the draft determination attached</p>	Town Planner	29/07/19 – QM: Determination provided to applicant.	26/07/2019	Y
307	18 July 2019	250/19	8.3	<p>DA10.2016.543.3 - Modification of a Subdivision for 62 Residential Lots at Yallakool Road, Cooma - Remove Condition 32</p> <p>That DA 10.2016.543.3, being a proposed modification to a 62 residential lot subdivision at Yallakool Road, Cooma (Lot 101 DP 1183622) be determined as follows:</p> <p>A. Pursuant to section 4.16(1)(a) of the <i>Environmental Planning and Assessment Act 1979 (as amended)</i> approval is granted for DA10.2016.543.3 - Modification of a Subdivision for 62 Residential</p>	Town Planner	26/07/19 – SB: Determination provided to applicant.	26/07/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>Lots at Yallakool Road, Cooma - Remove Condition 32, subject to modified conditions of consent</p> <p>B. Any person who made a submission is notified according to the regulations</p>				
308	18 July 2019	251/19	9.1.1	<p>Draft Library Strategy 2019-2022</p> <p>That Council adopt the Library Strategy 2019-2022.</p>	Group Manager Community Support Services & Aged Care	23/07/2019 BP: Draft Library Strategy adopted at the Council Meeting on 18 July 2019 (Resolution No. 251/19). Completed – no further action required.	18/07/2019	Y
309	18 July 2019	252/19	9.1.2	<p>Section 355 Committee Minutes: Bombala Exhibition Ground, Bredbo Hall and Jindabyne Memorial Hall.</p> <p>That Council receive and note:</p> <p>A. Minutes of the Bombala Exhibition Ground Section 355 Management Committee meeting held 13 March 2019, 10 April 2019 and 8 May 2019;</p> <p>B. Minutes of the Bredbo Hall Section 355 Management Committee meeting held 6 September 2018, 4 February 2019 and 11 April 2019;</p> <p>C. Minutes of the Jindabyne Memorial Hall Section 355 Management Committee meeting held 23 May 2019</p>	Governance Officer	23/07/2019 ED: Completed – no further action required.	23/07/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
310	18 July 2019	253/19	9.1.3	Draft Community Transport Strategy 2019-2022 That Council adopt the Community Transport Strategy 2019-2022.	Group Manager Community Support Services & Aged Care	23/07/2019 BP: Draft Community Transport Strategy adopted at the Council Meeting on 18 July 2019 (Resolution No. 253/19). Completed – no further action required.	18/07/2019	Y
311	18 July 2019	254/19	9.1.4	Monthly Funds Management Report - June 2019 That Council: A. Receive and note the report indicating Council's cash and investments position as at June 2019; B. Receive and note the Certificate of the Responsible Accounting Officer; and C. Reconsider their investments and look for alternatives	Finance Officer	26/07/2019 MP: A – Receive and note – no further action required. B – Receive and note – no further action required. C – A Confidential report will be presented to the Council meeting on 15 August 2019.	18/07/2019	N
312	18 July 2019	255/19	9.1.5	Draft Snowy Monaro Youth Strategy 2019-2022 That Council: A. Receive and note the draft Youth Strategy 2019-2022; and B. Endorse the public exhibition of the draft Strategy for a period of 28 days to provide the community with an opportunity to provide feedback.	Youth Development Officer	26/07/19 – KM: A. Noted Strategy has been placed on public exhibition from 23 July – 20 August. Will be reported back to Council at the September meeting for adoption.	26/07/2019	Y
313	18 July 2019	256/19	9.1.6	June Youth Council Meeting Minutes That the minutes of the Youth Council meeting held on 4 June 2019 be adopted and that Council endorse the recommendation at 9.1 to forward a letter to the Honourable Mike Kelly	Youth Development Officer	26/07/19 – MS: Noted. The letter was forwarded to Dr Kelly's office on 23 July 2019 via email and post.	26/07/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
314	18 July 2019	257/19	9.3.1	Transfer of Part Undoo Fire Trail to Council as a Council Public Road That Council approve the proposal to apply to the Crown to transfer approximately 1.6km of Crown reserve road to Council comprising part Undoo Fire Trail and part unnamed Crown Reserve road as demonstrated on the map attached to this report.	Land & Property Officer	26/7/19 – LB Letter sent to the Crown requesting that Undoo Fire Trail and unnamed Crown reserve road be transferred to Council.	31/08/2019	N
315	18 July 2019	258/19	9.3.2	Establishment of Access to Lot 10 DP 7505534 and lot 73 DP 750565 - Southern Tablelands 4 Wheel Drive Club That Council A. Negotiate with the owner of lot 15 to realign the road over the track through his property. B. Engage the services of a surveyor to survey the off-line section of Bundarra Road through lot 15. C. Close the section of Bundarra Road which is off line. D. Dedicate the section of Bundarra Road to be closed to the landowner in compensation. E. Take ownership of the bridge which has been constructed over the creek. F. Acquire the land within the proposed road reserve 20 wide in accordance with a survey plan. G. Apply to the Crown to have the Crown reserve road which passes through lot 20 transferred to Council as a Council public road.	Land & Property Officer	26/7/19 – LB Quotations are currently being sought from surveyors to carry out the survey of Bundarra Road where it has been constructed off line.	31/12/19	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>H. Acquire approximately 3ha of lot 20 around the Crown reserve road in order to create a more viable access to the bridge.</p> <p>I. Gazette the length of Bundarra Road as a Council public road from the intersection of Jerangle Road to the creek .</p> <p>J. Authorise the expenditure amount of \$60,000 in the 2020 Financial Year Budget with funding to be provided from Other Internal Reserves account 35116.</p>				
316	18 July 2019	259/19	9.3.3	<p>SCFMPP-202 Bombala Showground Kiosk</p> <p>That Council review and award the packaged works contract as per attached PWA tender assessment and recommendation.</p>	Project Manager	26/07/2019 – MW Tender letter of award and contract currently being drafted for execution.	16/08/2019	N
317	18 July 2019	260/19	9.3.4	<p>Proposed Amendment to the Sewer Pricing and Billing Policy</p> <p>That Council</p> <p>A. Approve the following proposed amendment to the SMRC Sewerage Pricing and Billing Policy to be placed on public exhibition for a period of 28 days.</p> <p>Add the following subclause 2.2.1 under the current clause 2.2 “Residential and Non-residential Strata, Flats, Dual Occupancies and Vacant Properties”:-</p>	Group Manager Water & Wastewater Services	26/07/2019 - GA Amendments to policy has been advertised for public comment with submissions closing on 5 September 2019 At the end of the submission period, a report will be submitted to Council with the submissions received and the adoption of the amendments with or without changes based on submissions received and an analysis of the submissions	26/07/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>2.2.1 – Discount on sewer access charges for multiunit properties with area under 35m²</p> <p>The sewer access charge for multiunit properties with an area under 35m² will be discounted by 50% of the 20mm residential access charge. The 20mm access charge that will apply shall be the charge as set in the Annual Fees and Charges for that particular year.</p> <p>All customers who qualify for this discount will need to make an application to Council in writing stating the number of units with area under 35m² subject to meeting the following criteria:</p> <ul style="list-style-type: none"> • All units are legal and considered habitable residential units • All units are serviced by one service line / water meter • All units are a studio style accommodation (one living area, separate bathroom, kitchen) and each unit has a floor area of no more than 35m² measured as the internal area (including any internal dividing walls). <p>B. Approve the following amendment to the SMRC Sewerage Pricing and Billing Policy:-</p>				

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				All references in the current policy to the "Revenue Policy" to be amended to "Fees and Charges".				
318	18 July 2019	261/19	9.3.5	Acquisition of Crown Reserve Road as Council Public Road That Council A. Agrees to the request from Snowy Hydro Limited to apply to the Crown to have the Crown reserve road (approximately 780m), which runs from Polo Flat Road to Carlaminda Road, transferred to Council as a Council public road on condition that Snowy Hydro Limited will be responsible for the construction of the road to Council's road standard after it is dedicated to Council; B. Fund the Application Fee for the Gazettal of the Crown Reserve Road to Council from the General Fund; and C. Any ongoing maintenance costs to be incurred by Snowy Hydro Limited, for the period of operation of the proposed segment plant	Land & Property Officer	26/7/19 – LB Letter sent to Crown requesting the Crown Reserve Road transferred to Council.	31/8/19	N
319	18 July 2019	262/19	9.3.6	Bombala and Delegate Streetscape Projects That Council: A. Transfer the remaining budget from the Bombala Streetscape and Therry	Project Manager	Tender letter of award and contract currently being drafted for execution.	16/08/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				Streetscape projects to the Bombala Balancing Project 1 (PJ100145). B. Transfer the additional funds required for the detailed scope of works for the Delegate Streetscape works to be completed from the Bombala Balancing Project 1 (\$287,618.29 PJ100143) and Bombala Balancing Project 2 (\$90,952.73 PJ100145). C. Review and award the packaged works contract as per the tender assessment and recommendation attached				
320	18 July 2019	263/19	9.3.7	Waiver of interest charges for Dual Occupancy Customers only in the Former Snowy River Shire Council area That Council approves waiving of the interest charges for dual occupancy customers only in former Snowy River Shire Council area (Jindabyne, East Jindabyne, Tyrolean Village, Aaminaby, Dalgety, Kalkite and Berridale) until October 2019	Manager W&WW Strategic Planning & Compliance	26/07/2019 - RP A letter is being prepared and will be sent to all affected customers by early August 2019.	10/08/2019	N
321	18 July 2019	264/19	9.3.8	Minutes of the Recreational Facilities Committee meeting held on 27 May 2019 That Council receive and note the minutes of the meeting of the Recreational Facilities Committee held on 27 May 2019	Manager Open Space & Recreation	25/07/2019 – JK Minutes adopted.	25/07/2019	Y
322	18 July 2019	265/19	9.4.1	WebCasting That Council defer motion until a member of staff can view the proposed equipment	ICT Manager	24/07/2019 – NB Revised report will go to August 2019 Council meeting.	24/07/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
323	18 July 2019	266/19	9.4.2	Answers to Questions With Notice That Council receive and note the Councillor Questions In Progress report for the period ended June 2019	Secretary Council & Committees	23/07/2019 – AS Completed – no further action required.	23/07/2019	Y
324	18 July 2019	267/19	9.4.3	Resolution Action Sheet Update That Council receive and note the In Progress Resolution Action Sheet Update for the period ending June 2019.	Secretary Council & Committees	23/07/2019 – AS Completed – no further action required.	23/07/2019	Y
325	18 July 2019	268/19	9.4.4	Scheduling of the Snowy Monaro Regional Council Mayor and Deputy Mayor Election That Council approves the scheduling of an extraordinary Council meeting be held at 5pm on Monday 2 September 2019 for the election of the Mayor and Deputy Mayor for the period of September 2019 to September 2020, in accordance with <i>Section 255 of the Local Government Act 1993</i> , and in the event that Councillor Beer is not available, an alternate date is considered.	Group Manager Governance	31/07/2019 – NB CR Beer confirmed availability for 2 September Extraordinary Council meeting. 24/07/2019 – NB Email sent to Cr Beer to determine availability for 2 September extra-ordinary meeting.		Y
326	18 July 2019	269/19	9.4.5	Determination of the Number of Councillors That Council resolves: A. Pursuant to Section 224(2) of the <i>Local Government Act 1993</i> , that Council will comprise of nine (9) Councillors, including the Mayor from 2024, and B. That a constitutional referendum be held at the September 2020 election, and the determined number of nine (9) Councillors would apply from 2024.	Group Manager Governance	24/07/2019 – NB Rescission motion received on this resolution so no further action taken until result of next Council meeting in August.		N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
327	18 July 2019	Nil.	9.4.6	<p>Proposed Closure and Sale of Public Pathway in Kalkite –LAPSED MOTION</p> <p>That Council:</p> <p>A. Withdraw the pathway from sale and continue to maintain it as a public asset.</p> <p>B. Notify both parties of the resolution to withdraw the pathway from sale.</p> <p>OR</p> <p>C. Agree to close the pathway and sell the land 50% to each adjoining landowner for \$10,000 including GST each.</p> <p>D. Notify the owners of lot 39 that Council approves the payment for 50% of the pathway as a “special rate” to be paid in conjunction with the land rates to be fully paid prior to 30 June 2020.</p> <p>E. Apply to the Crown to close the public pathway.</p> <p>F. Engage the services of a surveyor to create a plan of subdivision with the pathway to be divided along its length (front to back).</p> <p>G. Engage the services of a solicitor to draw up contracts for the sale of the land.</p> <p>H. Authorise the General Manager to execute the documents for the sale of the property.</p>	Land & Property Officer	<p>26/7/19 – LB Report will go to August meeting.</p> <p>23/07/2019 – AS Motion Lapsed at 18 July 2019 Council Meeting.</p>	31/01/2020	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
328	18 July 2019	270/19	9.4.7	Audit, Risk and Improvement Committee - Minutes of Meeting and Remuneration Review That Council A. Receive and note the DRAFT minutes and Chair's discussion summary of the meeting of the Audit, Risk and Improvement Committee held on 14 June 2019. B. Approve an increase of 2.5% in remuneration to the members of the Audit, Risk and Improvement Committee. C. Adopt the recommended remuneration as Chair: \$7,687.50 per annum (ex GST) and Member: \$1,025 per scheduled meeting (ex GST).	Senior Internal Auditor	2019 07 29 (TK) - Council's resolution will be placed on Committee's agenda as receive and note at its next meeting on 12 September 2019.	12/09/2019	N
328	18 July 2019	271/19	9.4.8	Grant Applications - Activity as at 30 June 2019 That Council receive and note the information related to Grants activity for the quarter ending 30 June 2019	Grants Officer	23/07/2019 PC: Receive and note – no further action required.	18/07/2019	Y
329	18 July 2019	272/19	9.4.9	Rates Harmonisation - Determination of Preferred Option That Council determine the preferred option for rates harmonisation as Option 2 - Implementation from 1 July 2021	Chief Financial Officer	23/07/2019 MP: Motion adopted (Resolution No. 272/19). Completed – no further action required.	18/07/2019	Y
330	18 July 2019	273/19	9.4.10	Statutory Updates to 2020 Fees and Charge That Council receive and note the updated fees and charges for companion animals	Chief Financial Officer	23/07/2019 MP: Receive and note – no further action required.	18/07/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				registration fees set by the <i>Companion Animals Regulation 2018</i> .				
331	18 July 2019	274/19	9.4.11	Local Government NSW Annual Conference 2019 That Council A. Authorise the Mayor and the General Manager to attend the Local Government NSW Annual Conference in October 2019; B. Authorise Councillor Castellari and Councillor Ewart to attend as the remaining voting members; C. Authorise the expenditure and allocate an approximate amount of \$6,720.00 in the 2020 Financial Year Budget with funding to be provided from Mayor and Councillor Conferences.	Executive Assistant to GM, Mayor & Councillors	31/07/2019 SC Completed – GM, Mayor and Clr Castellari and Clr Ewart registered as voting members.	31/07/2019	Y
332	18 July 2019	275/19	11.1	IPART Election Cost Review That Council A. Receive and note the report; and B. Authorise the Snowy Monaro Regional Council response in the body of this report regarding the draft report be submitted to IPART by 19 July 2019.	Group Manager Governance	24/07/2019 – NB Feedback submitted 19 July with a more direct response	19/07/2019	Y
333	18 July 2019	277/19	13.1	Australian Tourist Park Management - NRMA - Caravan Park Jindabyne That Council consider the approval for the Lessee to execute the 2 x 5 terms on the Lease Agreement when the first option to renew is due in October 2019 which will	Property Officer	23/7/2019 JH Australian Tourist Park Management NRMA advised of outcome from Council meeting. Lease documents being prepared.	1/11/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				take the Lease Agreement through until October 2029.				
334	18 July 2019	278/19	13.2	Request for licence over Council carpark That Council adopts option 'B' as outlined in the body of the report	Director Environment & Sustainability	26/07/19 – PS: Response provided.	26/07/2019	Y
335	18 July 2019	279/19	13.3	Legal Actions and Potential Claims Against SMRC as at 30 June 2019 That Council receive and note the information in the Legal Actions and Potential Claims Against SMRC as at 30 June 2019 report.	Executive Assistant to Director Corporate & Community Services	23/07/2019 SM: Receive and note – no further action required.	18/07/2019	Y
336	18 July 2019	280/19	13.4	Code of Conduct That Council A. Receive and note the report and attachments; and B. Pursuant to Clause 8.56 d) of the Procedures for the Administration of the Model Code of Conduct, that Council formally censure Councillor Last.	Group Manager Governance	24/07/2019 – NB Item is closed	18/07/2019	Y
337	18 July 2019	281/19	13.5	Contract 039/2018 Green waste processing variation request That Council adopt either option 'B' as outlined in the recommendations of the report	Manager Resource & Waste Facilities	30/07/19 – PC: Contractor has been contacted in order to finalise the agreed amount.	30/07/2019	N