



SNOWY MONARO
REGIONAL COUNCIL

BUSINESS PAPER

PUBLIC EXHIBITION COPY

**Ordinary Council Meeting
18 July 2019**

CONFLICTS OF INTEREST

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

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

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

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

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

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

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

COUNCIL CODE OF CONDUCT

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

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

COUNCIL CODE OF MEETING PRACTICE

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

Acknowledgement of Country

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

Webcasting

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

**ORDINARY COUNCIL MEETING
TO BE HELD IN JINDABYNE MEMORIAL HALL, THREDBO TERRACE, JINDABYNE NSW
2627**

**ON THURSDAY 18 JULY 2019
COMMENCING AT 5.00PM**

BUSINESS PAPER

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13.2	Request for licence over Council carpark <i>Item 13.2 is confidential in accordance with s10(A)(2)(c) of the Local Government Act</i>	

because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and (diii) of the Local Government Act because it contains and information that would, if disclosed, reveal a trade secret and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.3 Legal Actions and Potential Claims Against SMRC as at 30 June 2019

Item 13.3 is confidential in accordance with s10(A)(2)(e) of the Local Government Act because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.4 Code of Conduct

Item 13.4 is confidential in accordance with s10(A)(2)(i) of the Local Government Act because it contains alleged contraventions of any code of conduct requirements applicable under section 440 and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.5 Contract 039/2018 Green waste processing varitation request

Item 13.5 is confidential in accordance with s10(A)(2)(di) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and (g) of the Local Government Act because it contains and advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

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

Record No:

Responsible Officer: Manager Development Assessment

Author: Urban and Rural Planner

Key Theme: 3. Environment Outcomes

CSP Community Strategy: 8.1 Plan for rural, urban and industrial development that is sensitive to the region's natural environment and heritage

Delivery Program Objectives: 8.1.2 Land use is optimised to meet the social, environment and economic needs of the region

Attachments:

1. Statement of Environmental Effects (SEE) *(Under Separate Cover)*
2. Public Submissions (redacted copies) *(Under Separate Cover)*
3. Draft Conditions of Consent *(Under Separate Cover)*
4. Original Development Application - Environmental Impact Statement Vol 1 *(Under Separate Cover)*
5. Original Development Application - Environmental Impact Statement Vol 2 *(Under Separate Cover)*
6. RMS Referral Response *(Under Separate Cover)*
7. OEH Referral Response *(Under Separate Cover)*
8. EPA Referral Response *(Under Separate Cover)*
9. Applicant Response to Submissions *(Under Separate Cover)*
10. Noise Modelling Locations Site Plan *(Under Separate Cover)*
11. Statement of Concern - Applicant *(Under Separate Cover)*
12. Extract - email advice to Boral from DPE *(Under Separate Cover)*

Further Operational Plan Actions:

Applicant Number:	10.2019.130.1
Applicant:	Boral Land and Property Group
Owner:	Boral Resources (Country) Pty Ltd
DA Registered:	28/11/2018
Property Description:	Lot 229 and Lot 230 DP 756819, High Lake Road
Property Number:	1001599, 1001600
Area:	Bombala
Zone:	RU1 – Primary Production
Current Use:	Quarry

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

Proposed Use:	Quarry
Permitted in Zone:	Yes
Recommendation:	That the application be approved with conditions

EXECUTIVE SUMMARY

This report has been updated to address concerns raised at Council's meeting of 16 May 2019. At that meeting, the recommendation to approve the item with conditions was recorded as a 'Lost Motion' as follows:

RECOMMENDATION

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.

LOST MOTION

Note 1: Record of Voting

Councillors For: Councillor Corbett, Councillor Ewart, Councillor Old and Mayor Rooney.

Councillors Against: Councillor Beer, Councillor Castellari, Councillor Haslingden, Councillor Last, Councillor Maslin, Deputy Mayor Miners and Councillor Stewart.

Note 2: Lost Motion

*The above motion moved Cllr Stewart and seconded Cllr Beer was put to the vote and **LOST**. As there was no foreshadowed motion before the meeting, the matter lapsed and the Chair moved to the next item of business.*

As no alternative resolution was made, the application remains as being 'undetermined'.

The item is referred to Council again, and Council is requested to determine the application by either approving (with conditions) as is recommended, or by refusing the application.

Determination of the application will provide the applicant with a pathway to either recommence operations under the modified arrangements, or to consider whether to lodge an appeal to the Land and Environment Court if a refusal is made.

It is recommended that the application be approved with the attached modified conditions of consent.

If Council decides to make a determination other than as included in the recommendation, it must follow the procedure adopted through resolution 18/18 on 15 February 2018.

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

RECOMMENDATION

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.

BACKGROUND

The purpose of this report is to seek approval for an application to modify the consent (07.0013 - Hard Rock Quarry), previously granted by Council, for a third time. The modifications under this proposal are:

- Increase the maximum production of hard rock products from the currently approved 100,000 tonnes per annum (tpa) to 200,000 tpa. The additional production would be achieved by running the in-pit mobile plant for a longer period within the approved hours of operation.
- Install a small pre-coat plant to produce products for regional road works.

The original development application was accompanied by an Environmental Impact Statement (EIS) as it was 'designated development' and 'integrated development' under the provisions of the Environmental Planning and Assessment Act 1979.

Whilst the original application was considered designated and integrated development, the Act provides for modifications (depending on type) to be assessed without being defined as 'designated' or 'integrated development'.

The first and second amendments and the current modification application were considered under the provisions of Section 4.46 of the EP&A Act and determined not to be 'integrated development' and in consideration of the circumstances and factors under Clauses 35 & 36 of Schedule 3 of the *Environmental Planning and Assessment Regulation 2000* it is considered that the proposed modification is not 'designated development'.

These modifications did not require the provision of an additional or revised EIS and were accompanied by a Statement of Environmental Effects (SEE).

The subject modification has been lodged under Section 4.55(2) of the *Environmental Planning and Assessment Act 1979* (EPA Act) with an accompanying SEE (Attachment 1) incorporating an updated *Noise Impact Assessment*, *Air Quality Impact Assessment* and *Traffic Impact Assessment*.

Concerns were raised at the May Council meeting that the EIS for the original application was 'out of date' and that a new EIS was required. This aspect has been the subject of various Land and Environment Court rulings in the past, for example, *Concrite Quarries Pty Ltd v Wingecarribee Shire Council [2000] NSWLEC 97* where Lloyd J stated (extract from para 12):

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

The requirement for an environmental impact statement in the case of designated development applies only in the case of a development application. This is not a development application. This is an application for modification of an existing development consent. In my opinion s 78A has no application and neither does Schedule 3. The present application does not need to be accompanied by an environmental impact statement. The application is valid.

Similar advice was sought by Boral from the NSW Department of Planning and Environment with the following being provided on 15 February 2019 (extract from attachment 12):

"I can advise that our legal advice supports your view. That is, a modification of a development consent is not integrated development, regardless of whether it requires a variation to an approval listed in section 4.46(1) of the EP&A Act.

In essence, a modification under section 4.55 of the Act is not "development" – it is a modification of a development consent (ie the instrument of consent). The Act makes a clear distinction between development applications and modification applications. The pathways that apply in respect of different kinds of development (such as integrated development), do not apply to modifications.

It should be noted that the modification does not remove the requirement to operate the site in accordance with the other relevant parts of the EIS, as lodged for the original development.

Noise, dust and increased traffic generation are particular issues for consideration as part of this modification, and were raised as concerns at the May Council meeting. Information had been provided by the applicant in the SEE regarding these items.

Noise – refer to pages 23-28 of SEE

Dust – (Air Quality) refer to pages 29-31 of SEE

Increased traffic – refer to pages 31-36 of SEE

A detailed assessment of the analysis provided by the applicant regarding each of these issues indicates that the increased impacts can be mitigated sufficiently under the existing conditions of approval and in accordance with the Environment Protection Licence (EPL), which will require modifying via an application to the NSW Environment Protection Authority (EPA). In addition it is recommended Boral adopt the noise and air quality mitigation measures identified in response to its meeting with the local community (pages 20 – 21 of the SEE).

As is required by the Regulations the proposal was forwarded to all relevant agencies previously consulted for comment and publicly notified/advertised for 28 days.

Council received responses from NSW Roads and Maritime Services (RMS), Office of Environment and Heritage (OEH) and Environmental Protection Authority (EPA) and two (2) public submissions.

RMS and OEH have stated they have no concerns relating to the proposed modification and the EPA provided modified General Terms of Approval to be included in any determination (shown as 'Attachment A' at the rear of the Draft conditions of Consent) and will require an application to modify the EPL. Refer to Attachments 6, 7 and 8 for details. The two (2) submissions (Attachment 2) were referred to the applicant for consideration and Council has received a response to the issues raised (Attachment 9).

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Boral had also conducted community information sessions and one-on-one information discussions, with a summary of community feedback compiled – refer pages 20-21 of the SEE.

Queries were also raised at the May Council meeting regarding previous operational issues at the site, and suggestions of ineffective enforcement of licence conditions when the site had previously been operated.

While it is not known if any formal complaints were lodged with agencies regarding previous site operations, the SEE states on page 37 that *“Bombala quarry has had no regulatory action from Council or the EPA”*.

Staff based in the Bombala office advised that they were aware of some minor complaints raised in the past, but these had apparently been addressed by the operators.

Enforcement of licence requirements would be a matter for the relevant agency, however, it is likely that Council would be involved in addressing non-compliances in conjunction with the particular agency.

Site and application history

Formerly known as Thompson’s Pit, the quarry was established by Bombala Council in 1950-51 to provide material for their Works and Services Division. The quarry operations included drilling, blasting, crushing, stockpiling and transport. Bombala Council operated the quarry until Development Consent No. DA 14/93 was issued on 31 August 1993 for extraction up to 50,000 tonnes per annum (tpa).

In September 2005, Boral entered into a one year lease to operate the quarry site on behalf of the Council. Boral subsequently purchased the property after the lease expired.

Development Consent No. DA.07.0013, the subject of modification, was granted 21 March 2007 following an application to increase production to 100,000. The application was for designated and integrated development and was accompanied by an Environmental Impact Statement (EIS) prepared by ERM Australia (ERM 2006). The current modification (the subject application) is the third modification of DA 07.0013.

The first modification granted on 7 July 2008 was to:

- Relocate the site entry point to access High Lake road approximately 800m from the Monaro Hwy intersection, and
- Provide internal haulage roads to connect the new site access to the existing operations area, and
- Relocate the site office and weighbridge to adjacent the new internal haulage roads approximately 130m in from High Lake road, and
- Expand the stockpile area by reconfiguring the approved area and extending the total area to the site of the weighbridge.

A second modification was granted on 21 August 2008 was to:

- Recommence operations of the crushing plant between 8.30 am and 3.30 pm weekdays only prior to completion of the upgrade High lake Road and the intersection with the Monaro Highway, and
-

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- Recommence operations to provide construction material for the upgrading of High lake Road and the intersection with the Monaro Highway prior to completion of the upgrade High lake Road and the intersection with the Monaro Highway.
- Recommence site operations (not including crushing Plant) between 8.00 am and 5.00 pm weekdays only

Following the satisfactory completion of road upgrades the subject development continued operating until 2012. Images depicting the existing access are located on pages 7-8 of the Traffic Impact Assessment in the SEE - Attachment 1.

The subject application (the third (current) modification) was submitted to Council seeking to modify Development Consent No. DA.07.0013 under Section 4.55(2) of the *Environmental Planning and Assessment Act 1979* (EP&A Act). The modification application was prepared in consideration of Section 4.15(1) of the EP&A Act and Clauses 35 and 36 within Schedule 3 of the *Environmental Planning and Assessment Regulation 2000* (the Regulation). It is considered that the proposal as modified is appropriate for the site and adequately mitigates the likely impacts over and above the existing impacts of the development and is recommended for approval with conditions.

The Proposal in Detail

The applicant has indicated that in response to market conditions and operational factors Boral wishes to recommence operations which were previously suspended in 2012. It has been identified that there is now a renewed demand for high-quality products, such as that produced Boral's Bombala Quarry, resulting from major infrastructure developments in the region, and secondary demand for road-base product.

Bombala Quarry is currently approved to produce and transport up to 100,000 tpa of hard rock products. The applicant seeks to Increase the maximum production hard rock products from the currently approved 100,000 tpa to 200,000 tpa, thereby extracting the total resource in a shorter period of time. The additional production would be achieved by running the in-pit mobile plant for a longer period within the approved hours of operation. There would be no changes to the approved site layout or quarry pit boundary. Additionally it is also proposed to install a small pre-coat plant to produce products for regional road works.

The production rate increase will require an increase to the number of blasts and drilling campaigns per year. It is proposed to increase the number of blasts to six per year, which would allow for smaller blast volumes. Drilling campaigns (to prepare for blasting) would consequently increase to six per year. The duration of each drilling campaign would remain at up to two weeks.

It is proposed that due to the increase in annual production volume, the number of truck movements would increase to an average 62 truck movements (31 truck-loads) with a maximum 160 truck movements (80 truck-loads) per weekday. The additional quarry products will continue to be transported by road via High Lake Road west of the site access road, the Monaro Highway and other connecting routes.

Minor equipment changes are proposed with one screen and one cone crusher replacing the two mini crushers and inclusion of the new mobile pre-coat plant to produce products for regional road works. The Noise Modelling Locations Site Plan indicates the proposed locations of the new equipment (Attachment 10). Materials for the pre-coat plant would be stored on site in a bunded

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tank. The proposed alterations/additions are considered acceptable and will not increase the footprint or impact of the existing development.

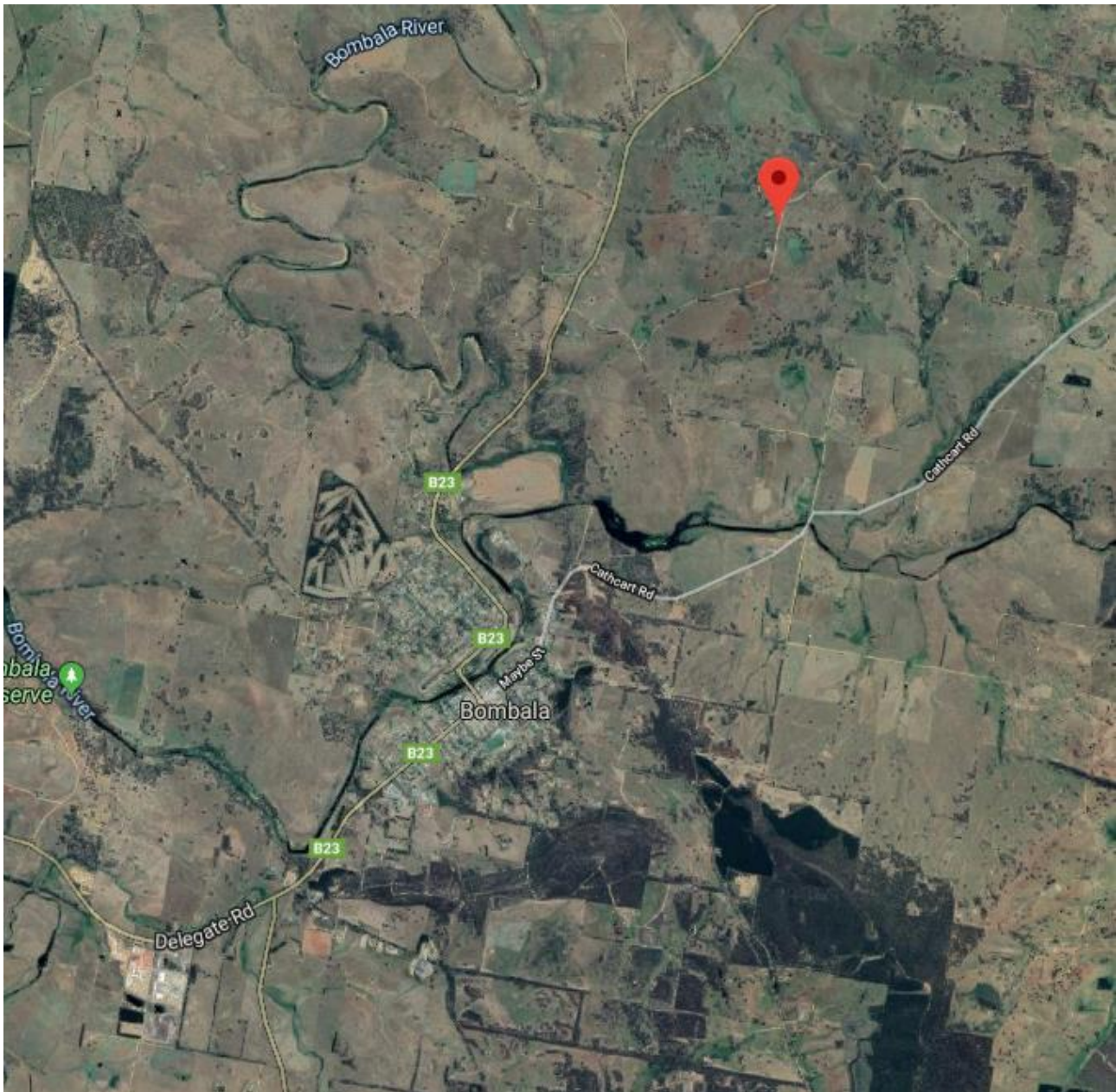
The Subject Site

The site is located approximately 6 kilometres north-east of Bombala near the Monaro Highway (refer to p.4-5 of SEE in Attachment 1) and is bounded on two sides by local council roads being High Lake Road and Pipeclay Springs Road. A number of residences are within the vicinity of the site. The footprint of existing quarry operations is relatively minor in relation to the entire site with the balance of the site being used for agricultural purposes of cropping and grazing.



Figure 1 – Subject Site Location

- 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
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Figure 2 – Aerial Views of the site

The Environmental Impact Statement prepared for the original development contains a comprehensive description of the development and proposed measures to mitigate adverse impacts. This has been further supplemented by the Statement of Environmental Effects submitted with the subject application to modify the consent. It is not intended to reproduce the content of the EIS or SEE in this report, rather, the reader is directed to the relevant documents as attached.

ASSESSMENT UNDER SECTION 4.15 OF THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979 (EP&A ACT)

The following is an assessment of development application DA.07.0013 having regard to those matters to be considered under section 4.15 of the EP&A Act 1979:

Section 4.15 'Matters for Consideration'	Comment
Section 4.15 (a)(i) the provisions of any environmental planning instrument	The proposal has been assessed against the provisions of all relevant SEPP's including <i>State Environmental Planning Policy (Mining, Petroleum Production and Extractive Industries) 2007</i> and <i>State Environmental Planning Policy No 33 - Hazardous and Offensive Development</i> , and the development has been found to achieve an acceptable level of compliance.

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	<p>The proposal has been examined in detail against the provisions of the Bombala Local Environmental Plan 2012 and has been found to achieve an acceptable level of compliance</p> <p>See assessment of relevant sections below.</p>
Section 4.15 (a)(ii) the provision of any draft environmental planning instrument	NIL
Section 4.15 (a)(iii) an development control plan	Bombala Development Control Plan (DCP) 2012 is the applicable DCP for the site. No development control requirements are applicable to the proposed modification.
Section 4.15(a)(iia) any planning agreement or draft planning agreement	NIL
Section 4.15(a)(iv) any matters prescribed by the regulations	The proposal has been assessed against Clause 19 of Schedule 3 and the circumstances and factors under Clauses 35 & 36 of Schedule 3 of the <i>Environmental Planning and Assessment Regulation 2000</i> and it is considered that the proposed modification is not 'designated development'.
Section 4.5 (b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality	The likely impacts of the development have been appropriately considered as part of this application, and appropriately addressed below.
Section 4.15 (c) the suitability of the site for the development	The site is suitable for the development proposed. A site inspection was carried out by Council's Sophie Ballinger and Penny White with Boral in August 2018. The modification does not seek to increase the footprint or total extraction amount of the quarry as approved under the existing consent (DA.07.0013) and Boral is not proposing to operate outside the approved extraction area. No additional vegetation or habitat will be removed, and therefore there will be no cumulative impact of vegetation removal. OEH has advised there is no requirement for any further assessment under the <i>Biodiversity Conservation Act 2016</i> .
Section 4.15 (d) any submissions made in accordance with this Act or the regulations	Two (2) submissions were received in relation to the development application, they are summarised and discussed below. <i>Following the Council</i>

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	<i>Meeting in May an additional two lots in the locality were notified of the development for 28 days. No further submissions were received by Council during this period.</i>
Section 4.15 (e) the public interest	The proposal is not contrary to the public interest, as it complies with the Council's standards and will not contribute to creating an undesirable precedent.

Bombala Local Environmental Plan 2012

The site is zoned RU1 Primary Production under Bombala Local Environmental Plan 2012 (Bombala LEP).

Extractive industries are permissible with development consent in this zone. The objectives of the RU1 zone are:

- To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.
- To encourage diversity in primary industry enterprises and systems appropriate for the area.
- To minimise the fragmentation and alienation of resource lands.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.
- To enable other land uses that are associated with primary industry and that require an isolated or rural location or that support the tourism industry.

In regards to the above objectives it is considered that the agricultural use of the bulk of the land will continue and the proposal has the potential to assist in property rationalisation by maximising economic use of resources. In addition there is not considered to be a significant increase in potential for conflict between land uses or impacts on the character of the countryside given the existing quarry operation is already in effect. The proposal will provide benefits to the community generally by way of supply of construction materials. As such it is considered that the proposed modification is consistent with the objectives of the RU1 zone.

No other provisions of the Bombala LEP are relevant to the proposed modification.

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Impacts of the Development – Environmental, Social & Economic

Access, transport and traffic	<p>RMS has assessed the proposal and its impact on the wider transport network and considers that the development will not have an undesirable impact nor will an upgrade of any existing roads within the network be required.</p> <p>Section 11.7 contribution fees have already been charged for the development and cannot be applied again under this application. The current access is sealed and of a satisfactory condition. Boral is required to maintain the section of High Lake Road to the quarry entry as per Consent Condition No 4 of DA.07.0013 (Modified).</p>
Dust Generation	<p>The modification documents include the use of water sprays to mitigate dust generation from operations areas. Water sprays are considered a reasonable solution for dust coming from stockpile areas and crushing/screening plants. The main service roads are already bitumen sealed to provide a long term dust control solution.</p>
Impacts on supply of utilities	<p>Nil</p>
Natural and other land resources	<p>The proposed development involves the winning of hard rock material from the subject site. While this would result in the loss of natural resource, this increase in the existing approved process is considered unlikely to result in any significant impacts as the total approved extraction will not be exceeded over the remainder of the consent period.</p>
Water supply and potential impacts on surface and ground water	<p>There are no changes proposed to the existing approved footprint of the quarry.</p>
Flora and fauna & Consideration of Threatened Species	<p>The modification does not seek to increase the footprint of the quarry as approved under the existing consent (DA.07.0013) and Boral is not proposing to operate outside the approved extraction area. No additional vegetation or habitat will be removed, and therefore there will be no cumulative impact of vegetation removal. OEH has advised there is no requirement for any further assessment under the <i>Biodiversity Conservation Act 2016</i>.</p>

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

Waste facilities and controls	No changes proposed existing conditions of consent regarding remediation remain including all excess material upon the site to be utilised through remediation processes.
Safety, security and crime prevention	The existing fencing and safety measures t of the site are considered suitable to minimise any potential safety or security implications.
Social impact in locality	<p>Minimal social impact as the development has current approval and no changes to operating hours or footprint of the quarry are proposed. Concerns have been raised in the submissions that the development will result in significant noise, traffic and air quality impacts. Whilst this development will result in some increases to these variables the assessment and studies undertaken for the proposed development do not indicate that the increases are unreasonable and will be mitigated sufficiently. It should be noted that under the existing approval the quarry could recommence operations in much the same form at any-time.</p> <p>The perceived social impact of re-opening the quarry at an increased production volume for the remainder of the consent period is not considered a reason for refusal of this application nor a reason to require that the property remain inoperable.</p>
Economic impact in locality	No negative economic impacts from the development on the locality.
Site and internal design issues	Nil – no changes are proposed to existing layout. The additional equipment (pre-coat plant) will be located in the existing equipment/screening locations.
Impact on pedestrian movements and safety	The development is wholly within private land and public access is restricted.
Impacts on aboriginal heritage	Nil

SUBMISSIONS

The application was notified, in accordance with relevant DCP requirements and the relevant statutory regulations. Notification letters were sent to adjoining landowners and exhibited for a period of 28 days.

The application was publicly advertised in the *Monaro Post* (local newspaper) for a period of 28 days, in accordance with Section 118(2)(5) of the *Environmental Planning and Assessment Regulation 2000*.

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

Following the Council meeting on 16 May, it was identified that additional properties required notification, even though these had not been notified for the earlier applications. An additional two properties were notified of the development in writing on 24 May 2019 for a period of 28 days. No further submissions were received by Council during this period.

Redacted copies of the public submissions were provided to the applicant. The applicant provided responses to the issues raised in the submissions (Attachment 9).

Following the Council meeting of 16 May, the applicant has submitted a statement detailing their concerns relating to the delays in processing the application (Attachment 11 – Statement of Concern), and specifically that more than 6 months will have elapsed since the deemed refusal period, prior to the July Council meeting, which will restrict the applicant's appeal rights as detailed in the Regulations.

Submission	Response
Road maintenance	Boral is required to maintain the section of High Lake Road to the quarry entry as per Consent Condition No 4 of DA.07.0013 (Modified).
Quarry Noise and Excessive noise levels of jaw crusher and screening plant	<p>Boral has proposed the use of squashed ducks in lieu of beepers, and all machinery and hours of operation are to be undertaken in accordance with the development consent and EPL.</p> <p>The Noise Impact Assessment accompanying the SEE found that, under normal operations (see Table 5.1 in SEE), noise levels are predicted to satisfy the relevant Noise Policy for Industry (NPfI) noise trigger levels. During campaign operations, noise levels are predicted to exceed criterion at assessment location R2 ("Oxley", High Lake Road) by 2 dB. However, 2 dB is considered a minor exceedance and predictions satisfy the site's existing consent condition and EPL limit for that residence. EPA have provided updated General Terms of Approval which reflect the expected changes in noise emissions.</p>
Blasting	<p>As outlined in the Noise Impact Assessment, Boral is proposing smaller, more frequent blasts as part of this Modification. This operational aspect has been developed in response to community feedback.</p> <p>This is considered to be an acceptable mitigation of increased noise emission.</p>

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

Dust suppression	<p>It is proposed that water carts continue to be used for dust suppression as outlined in the Air Quality Impact Assessment. Water would continue to be sourced from runoff collected in the void sump and holding tanks.</p> <p>Water sprays are considered a reasonable solution for dust suppression providing the water source is sustainable</p>
Truck movements 6-7am are problematic as they line up at the quarry gate - Deliveries out of hours	<p>The existing consent allows for truck movements from 6am. Quarry operations are limited to start at 7am.</p> <p>Deliveries are not permissible out of the consented hours except for exceptional circumstances outlined in the EPL (condition L9.3) i.e. if that delivery is required by police or other authorities for safety reasons; and/or the operation or personnel or equipment are endangered. In such circumstances, prior notification is to be provided to the EPA and affected residents as soon as possible, or within a reasonable period in the case of emergency.</p>
Trucks short cut via ancillary roads	<p>The existing development consent requires trucks to be limited to High Lake Road only. No change is proposed. The applicant has indicated that all Boral drivers will continue to be made aware of the access requirements as part of the site-specific drivers' code of conduct. The applicant has also made a suggestion that Council may wish to consider installing signage limiting vehicle tonnage along Pipe Clay Springs Road.</p>
Drilling machines work all hours on weekends	<p>Quarry operations will be limited to consented hours only as outlined in the EPL (L6.4-6.7). Weekends are limited to haulage activities from 7am-12pm. No change to these hours is sought.</p>

The Public Interest

The proposal is not contrary to the public interest, as it complies with the Council's standards, will not contribute to creating an undesirable precedent and provides employment and economic benefit in the region.

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

CONCLUSION

It is considered that the proposed development generally complies with the relevant provisions of Section 4.15 of the Act, LEP, DCPs, Codes and Policies.

It is considered that the proposal is generally aesthetically, economically, socially and environmentally acceptable having regard to the surrounding natural and built environment. Accordingly, approval is recommended subject to the imposition of the conditions of consent listed in the attached draft conditions document.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Concerns have been raised in the submissions that the development will result in significant noise, traffic and air quality impacts. Whilst this development will result in some increases to these variables the assessment and studies undertaken for the proposed development do not indicate that the increases are unreasonable, and can be mitigated sufficiently. It should be noted that under the existing approval the quarry could recommence operations in much the same form at anytime.

2. Environmental

The environmental impact of the development has been considered under the provisions of section 4.15 of the EP&A Act and it is considered the development can reasonably mitigate the adverse environmental impacts of an increase to hard rock processing on the site.

3. Economic

The development will have little direct negative economic impact on Council as the developer is required to maintain the sections of public road utilised for operations. It should be noted that there may be an economic benefit to Council of having quality road materials available for its own uses in a locality close to the Bombala works depot as a result of the quarry recommencing operations.

4. Civic Leadership

The former Bombala Council determined the previous applications. The previous modification was reported to the 20 August 2008 Ordinary Council Meeting with a resolution to approve the proposal.



The current modification application was presented to Council's meeting of 16 May 2019. Council voted 7-4 against supporting the officer's recommendation, and no alternative motion was passed. The application therefore remains undetermined. The applicant seeks a determination of the application, so they can consider their legal options.

8.2 DA 10.2019.145.1 -APPLICATION FOR SECONDARY DWELLING WITH REQUEST FOR LEP VARIATION

Record No:

Responsible Officer:	Manager Development Assessment
Author:	Urban and Rural Planner
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	8.1 Plan for rural, urban and industrial development that is sensitive to the region's natural environment and heritage
Delivery Program Objectives:	8.1.3 Development assessment processes are streamlined to support regional development and growth
Attachments:	<ol style="list-style-type: none">1. 4.6 Variation Request (<i>Under Separate Cover</i>)2. BASIX (<i>Under Separate Cover</i>)3. Floor Plan (<i>Under Separate Cover</i>) - Confidential4. Site Plans and Elevations (<i>Under Separate Cover</i>)5. Statement Of Environmental Effects (<i>Under Separate Cover</i>)6. Draft Determination (<i>Under Separate Cover</i>)7. Application Form (<i>Under Separate Cover</i>)

Further Operational Plan Actions:

Applicant Number:	10.2019.145.1
Applicant:	
Owner:	
DA Registered:	04/06/2019
Property Description:	8375 Monaro Highway, BOMBALA
Property Number:	Lot: 20 DP:756819
Area:	BOMBALA
Zone:	RU1 Primary Production
Current Use:	Dwelling House
Proposed Use:	Dwelling House and Secondary Dwelling
Permitted in Zone:	Yes, subject to requirements
Recommendation:	Approval

EXECUTIVE SUMMARY

The purpose of this report is to seek approval for the construction of a secondary dwelling on a rural allotment. The development is additional to the principle dwelling already constructed on the land.

Whilst the subject lot meets the requirements for a dual occupancy under the Bombala Local Environmental Plan 2012 (BLEP), the RU1 zone permits only attached dual occupancies. It does however permit the construction of a 'secondary dwelling' which can be detached from the principle dwelling on the property.

8.2 DA 10.2019.145.1
APPLICATION FOR SECONDARY DWELLING WITH REQUEST FOR LEP VARIATION

‘Secondary dwellings’ under Clause 5.4(9) of the BLEP have a size restriction of either 60sqm or 43% of the principle dwelling whichever is greater. In this case due to the size of the principle dwelling, the secondary dwelling is restricted to 122sqm.

The application as lodged is for a secondary dwelling with a floor area of 242sqm. As this does not comply with the development standard stipulated by clause 4.5(9) of the BLEP a variation under clause 4.6 of the subject LEP is required.

Clause 4.6 of the BLEP allows for an applicant to apply to vary a standard set out in an LEP if they provide adequate justification to do so. Consent Authorities may assume the concurrence of the Secretary of Planning Industry and Environment for decisions made regarding clause 4.6 variations, however this concurrence is conditional. Whilst there is no limit to the amount of variation that can be applied for any variation to a numerical standard of more than 10% needs to be determined by Council and not at officer level.

The application meets all other relevant development standards, from relevant State Environmental Planning Policies, the Bombala LEP and the Bombala Development Control Plan and as such it is recommended that the development be approved with the variation sought.

If Council decides to make a determination other than as included in the recommendation, it must follow the procedure adopted through resolution 18/18 on 15 February 2018.

RECOMMENDATION

That Council:

- 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.
- B. Pursuant to section 4.16(3) of the *Environmental Planning and Assessment Act 1979 (as amended)* approve DA 10.2019.145.1 for a secondary dwelling, subject to the draft determination attached

BACKGROUND

The proposed development is a two bedroom secondary dwelling to be situated on a rural lot on which there is an existing dwelling house. The proposed secondary dwelling is a single storey, two bedroom residence with two bathrooms and an open plan living/dining/kitchen/office. The dwelling will have a floor area of approx. 245m², have a Colorbond roof and the external walls will be brickwork. The building has been designed as an accessible dwelling for those with potential limited mobility or requiring mobility assistance. The secondary dwelling is to be located 28 metres from the existing workshop/shed on the site and accessed by the existing driveway from the Monaro Highway.

Under the provisions of the BLEP a dual occupancy is permitted on the site with no size limit however it is only approvable if attached to the existing dwelling. As the applicant does not wish to attach the new dwelling to the existing dwelling they have applied for a secondary dwelling which is defined as:

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secondary dwelling means a self-contained dwelling that:

- (a) is established in conjunction with another dwelling (the principal dwelling), and*
- (b) is on the same lot of land (not being an individual lot in a strata plan or community title scheme) as the principal dwelling, and*
- (c) is located within, or is attached to, or is separate from, the principal dwelling.*

A secondary dwelling is permissible in the RU1 zone under the BLEP however it is limited to either 60 square metres, or 43% of the total floor area of the principal dwelling (whichever is larger) under clause 5.4(9).

In order to provide flexibility in the planning system each local environmental plan contains a clause (Clause 4.6) which allows for an applicant to apply to Council to vary a development standard stipulated in an LEP. The applicant has applied under Clause 4.6 to vary the development standard relating to the size of a secondary dwelling proposing an increase in the maximum allowable size from 122sqm to 245sqm.

A full assessment and consideration of the application is carried out in the body of the report.

Application:	10.2019.145.1
Lodgement Date:	04/06/2019
Development Proposal:	To erect a secondary dwelling
On Land Comprising:	8375 Monaro Hwy BOMBALA Lot: 20 DP: 756819
Applicant's details:	
Owner's details:	
Zone:	RU1 Primary Production
Notification/Advertising:	Not Applicable

External Concurrence Authorities:

☐ Department of Planning Industry and Environment (assumed concurrence)

Internal Referrals:

- ☒ Building Surveyor
- ☐ Development Engineer
- ☐ Water/Waste Engineer
- ☐ Environmental Health Officer
- ☐ Heritage Officer
- ☐ Strategic Planner

Additional information submitted:

Nil requested

Compliance with the EPAA 1979:

The application has been considered with regard to the matters raised in section 4.15 of the Act. On balance, it is considered that the proposed development is acceptable and that development consent be granted.

Assessing Officer:

Quinn Maguire

SECTION 4.15 ASSESSMENT

The application has been assessed against the provisions of the following documents:

State Environment Planning Policies (SEPPs)	State Environmental Planning Policy (Primary Production and Rural Development) 2019. State Environmental Planning Policy (Building Sustainability Index BASIX) 2004 State Environmental Planning Policy (Affordable Rental Housing) 2009
Local Environmental Plan (LEP) (including draft LEPs)	Bombala Local Environmental Plan 2012
Development Control Plans	Bombala Development Control Plan 2012

The following report is an assessment of development application having regard to those matters to be considered under section 4.15 of the EP&A Act 1979 which are:

- (a)(i) the provisions of any environmental planning instrument
 - (a)(ii) the provision of any draft environmental planning instrument
 - (a)(iii) an development control plan
 - (a)(iiia) any planning agreement or draft planning agreement
 - (a)(iv) any matters prescribed by the regulations
 - (b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality
 - (c) the suitability of the site for the development
 - (d) any submissions made in accordance with this Act or the regulations
 - (e) the public interest
-

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1 The suitability of the site for the development



Map Source: Six Maps NSW

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Slope	gentle slope exists – no impediment to development exists
Significant vegetation	nil on-site evident
Adjoining development	of a similar nature, scale and design to proposal
Suitability of proposed works	generally acceptable having regard to constraints of the land
Streetscape	proposal generally compatible with adjoining development
Stormwater disposal	on-site via detention
Services	Electricity / telephone/water
Views	nil impact to and from site
Contamination	nil identified
Bushfire	the subject site is not classified as bushfire prone
Flooding	nil impact
Vehicular access	acceptable subject to conditions
Aboriginal sites	nil identified on-site
Threatened species	nil identified on-site
Grasslands	nil identified on-site
Rivers/streams	not applicable
Effluent disposal	Onsite sewerage management - site and soil report provided for OSSM
Prevailing winds	nil impact
Easements	nil affected by this proposal
Other matters	nil

Previous Development History

Dwelling house and associated outbuildings.

2. The provisions of any environmental planning instrument

State Environmental Planning Policies

The proposal has been assessed against the provisions of all known SEPP's and the development has been found **to** achieve an acceptable level of compliance. The SEPP's examined include (where applicable):

<i>State Environmental Planning Policies</i>	<i>Compliance/Relevance</i>
SEPP 21 – Caravan Parks	Not relevant
SEPP No. 30 - Intensive Agriculture	Not relevant
SEPP 33 - Hazardous and Offensive Development	Not relevant
SEPP No. 36 - Manufactured Home Estates	Not relevant
SEPP No. 44 - Koala Habitat Protection	Not relevant
SEPP No. 55 - Remediation of Land	Not relevant
SEPP No. 62 - Sustainable Aquaculture	Not relevant
SEPP 64 – Advertising and Signage	Not relevant
SEPP 65 – Quality Residential Flat Building	Not relevant
SEPP – Building Sustainability Index: BASIX 2004	The application was submitted with a valid BASIX certificate and information

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	required by the certificate was shown the plans.
SEPP (Affordable Rental Housing) 2009	The requirements of Division 2 – secondary dwellings does not apply to the development as it is on land to which the division does not apply being RU1 – Primary production.
SEPP - Housing for Seniors or People with a Disability - 2004	Not relevant
SEPP (Infrastructure) 2007	Not relevant
SEPP- Major Development - 2005	Not relevant
SEPP (Exempt and Complying Development Codes) 2008	Not relevant
State Environmental Planning Policy (Primary Production and Rural Development) 2019	Complies- Meets the requirements of Schedule 4, no potential land use conflicts foreseen, no issues with compatibility of use identified
SEPP (Mining, Petroleum Production and Extractive Industries) 2007	Not relevant
State Environmental Planning Policy (State and Regional Development) 2011	Not relevant
State Environmental Planning Policy (Educational Establishments and Child Care Facilities) 2017	Not relevant
State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017	Not relevant

Bombala LEP 2012

- The subject land is zoned: RU1 Primary Production
- Definition of land usage under Bombala LEP 2012: Secondary Dwelling

secondary dwelling means a self-contained dwelling that:
(a) is established in conjunction with another dwelling (the principal dwelling), and
(b) is on the same lot of land as the principal dwelling, and
(c) is located within, or is attached to, or is separate from, the principal dwelling.
- The proposal is permissible with development consent from Council pursuant to Zone *RU1* of the BLEP 2012.
- The proposal is considered to be consistent with the aims and objectives of the plan.

In the assessment of this application, the following special provisions from BLEP 2012 are of relevance and have been assessed for compliance:

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APPLICATION FOR SECONDARY DWELLING WITH REQUEST FOR LEP VARIATION

Provision	Response
PART 2 Permitted or prohibited development	
Zone RU1 Primary Production	Complies- Development permissible and complies with the objectives of the zone
Part 4 Principal development standards	
<p>4.6 Exceptions to development standards</p> <p>(1) The objectives of this clause are as follows:</p> <p>(a) to provide an appropriate degree of flexibility in applying certain development standards to particular development,</p> <p>(b) to achieve better outcomes for and from development by allowing flexibility in particular circumstances.</p>	
(2) Development consent may, subject to this clause, be granted for development even though the development would contravene a development standard imposed by this or any other environmental planning instrument. However, this clause does not apply to a development standard that is expressly excluded from the operation of this clause.	Complies -The standard to be varied is not one that is expressly excluded from the operation of this clause under the provisions of the BLEP.
(3) Development consent must not be granted for development that contravenes a development standard unless the consent authority has considered a written request from the applicant that seeks to justify the contravention of the development standard by demonstrating:	<p>Complies- the applicant has provided a written request to Council which seeks to justify the contravention of the development standard required under Clause 5.4 (9). This clause pertains to the maximum allowable size for a secondary dwelling.</p> <p>The applicant has requested this variation to increase the maximum floor area permitted for a 'secondary dwelling' because 'detached dual occupancies' are prohibited in zone RU1.</p> <p>This variation will not increase the total number of dwellings allowed on the lot.</p> <p>The applicant has in their application for a variation demonstrated that compliance with the development standard is unreasonable in this case as the increase in size of the secondary dwelling would allow for it to be wheelchair and mobility aid friendly and allow for the owner to "age in place".</p> <p>The applicant has provided that the subject dwelling will not be out of character to the surrounding development</p>
(a) that compliance with the development standard is unreasonable or unnecessary in the circumstances of the case, and	
(b) that there are sufficient environmental planning grounds to justify contravening the development standard.	

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	<p>which is a mix of uses from rural to industrial. There will not be more than the allowable number of dwellings on the site, and the use of the site will not change with the increase in size of the development.</p>
<p>(4) Development consent must not be granted for development that contravenes a development standard unless:</p> <p>(a) the consent authority is satisfied that:</p> <p>(i) the applicant's written request has adequately addressed the matters required to be demonstrated by subclause (3), and</p> <p>(ii) the proposed development will be in the public interest because it is consistent with the objectives of the particular standard and the objectives for development within the zone in which the development is proposed to be carried out, and</p> <p>(b) the concurrence of the Secretary has been obtained.</p>	<p>It is considered that the applicant's written request has adequately addressed the matters required to be demonstrated in subclause (3).</p> <p>Allowing for a secondary dwelling of a size which would enable the building to be constructed to allow for low mobility inhabitants. The building is not out of scale or context for the location and would not increase the residential density allowable on site as only two dwellings are permitted on the land constructed as either a dual occupancy or as a principle and secondary dwelling.</p> <p>As such it meets the public interest test and it provides for adaptable accessible housing the proposed development is considered to be consistent with the objectives for development within the RU1 zone.</p> <p>It is noted that under the Cooma Monaro LEP 2013 and the Snowy River LEP 2013 a detached dual occupancy would be permitted with consent in the RU1 Zone.</p> <p>The assumed concurrence of the Secretary is applicable in this case.</p>
Part 5 Miscellaneous provisions	
<p>5.4 Controls relating to miscellaneous permissible uses</p>	<p>The development does not comply with this provision but the applicant has requested a variation to the development standard relating to secondary dwellings;</p> <p><i>(9) Secondary dwellings If development for the purposes of a secondary dwelling is permitted under this Plan, the total floor area of the dwelling (excluding any area used for parking) must not exceed whichever of the following is the greater:</i></p> <p><i>(a) 60 square metres,</i></p> <p><i>(b) 43% of the total floor area of the principal dwelling.</i></p> <p>The primary dwelling is 284m², therefore based on the above controls the maximum allowable size for a</p>

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	secondary dwelling on the site would be 122m ² . The applicant's requested variation is to allow for a 245m ² floor area for a 'secondary dwelling'.
PART 6 Additional local provisions	
Clause 6.1 Earthworks	Complies – no significant earthworks proposed, development sited in relatively level area, size of structure considered reasonable for 2 bedroom dwelling, development considered to be designed and sited to minimise impacts

The proposal has also been examined in detail against the provisions of Council's LEP and has been found to achieve an acceptable level of compliance.

3 Provision of any proposed Environmental Planning Instruments

There are no other proposed environmental planning instruments applying to this site which are relevant to the proposed development.

4 Any Development Control Plan

Bombala Development Control Plan 2012

In the assessment of this application, the following DCP provisions are of relevance and have been assessed for compliance:

Provision	Response
2 Sustainable Design	
2.1 Principles of sustainability	Complies- development sited in relatively level area without significant vegetation, design considered to minimise proposed clearing and groundworks, BASIX certificate provided for energy efficiency
2.2 Settlement character statements	Complies- development set well back from the road and does not negatively impact the surrounding streetscape
2.3 Site planning	Complies- site characteristics report provided, site and soil report provided. Proposed development considered to meet the constraints of the site.
2.4 Heritage conservation	Complies- AHIMS search completed, no heritage items or sites identified on records.
2.5 Environmental management	Complies- development sited away from flood prone and environmentally sensitive areas,
4 Building	
4.1 General provisions – all zones	Complies – meets all required performance criteria
5 Parking and Access	

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5.1 Parking	Complies – Adequate space for parking on site
5.2 Access and parking area design	Complies – No issues identified that would impact applicant's ability to meet construction requirements

The proposal has also been examined in detail against the provisions of Council's relevant Development Control Plan (Section 4.15(a)(iii) of the Act) and has been found to achieve an acceptable level of compliance.

5 Planning Agreement

There are no planning agreements in place in relation to the proposed development.

6 Any Matters prescribed by the Regulations (Environmental Planning and Assessment Regulation 2000)

Clause 92 (1)

(b) Demolition - provisions of AS 2601 have been taken into consideration	N/A
(c) carrying out of development on land that is subject to a subdivision order made under Schedule 7 to the Act the provisions of that order and of any development plan prepared for the land by a relevant authority under that Schedule	N/A

Clause 93 – Fire safety change of use of buildings where the applicant does not seek the rebuilding, alteration, enlargement or extension of a building

(1) Is the fire protection and structural capacity of the building will be appropriate to the building's proposed use.	N/A
(3) The building complies (or will, when completed, comply) with such of the Category 1 fire safety provisions as are applicable to the building's proposed use.	N/A
Are upgrades required as per clause 94	N/A

7 Impacts of the Development – Environmental, Social & Economic

Access, transport and traffic	Existing access deemed suitable, adequate parking space on site. It is not required; however, a suggestion to consider building parking spaces to meet AS/NZS 2890.6-2009 Parking facilities, Part 6: Off-street parking for people with disabilities as the development is being constructed to be an adaptable dwelling for future use.
Impacts on supply of utilities	Replacing previous dwelling, no significant impacts expected
Heritage	Nil
Water supply and potential impacts on surface and ground water	Connected to council water, runoff to be collected in rainwater tank, site considered to be adequate size for all overflow to be dispersed onsite – conditions to be provided to mitigate

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Soils	No significant impacts foreseen, no significant cut or fill proposed. Conditions to ensure erosion and sediment control measures are implemented on site
Air quality, pollution and microclimate impacts (eg odour)	Nil impacts foreseen
Flora and fauna & Consideration of Threatened Species	Clearing does not trigger BDAR, no significant vegetation to be cleared
Waste facilities and controls	All waste during construction to be disposed of lawfully, no significant additional waste expected to be generated during ongoing use of development
Energy efficiency and greenhouse gas emissions	BASIX provided
Noise and vibration	Development to be sited well away from any dwellings on neighbouring properties,
Site and internal design issues	No issues identified
Impacts during construction	No significant impacts expected, some additional traffic expected during construction, noise to be mitigated by conditioning appropriate working hours.
Cumulative impacts	Additional dwelling is not expected to create any significant additional impacts on lot or the surrounds
Impact on pedestrian movements and safety	Nil
Mineral resources and/or deposits in the vicinity	Nil
Impacts on aboriginal heritage	AHIMS search completed, no items or sites identified

8 Public Submissions

The proposed development was not required to be notified

9 The public interest

The proposal is not contrary to the public interest, as it complies with the Council's standards and will not contribute to creating an undesirable precedent

OTHER MATTERS

Developer Contributions	Nil
Property Vegetation Plan (PVP)	None identified
Crown Land	Nil

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Approvals under other Acts	Local Government Act 1993,
Internal Referrals	Building surveyor

CONCLUSION

The Snowy Monaro Regional Council is the consent authority for this application.

It is considered that the proposed development generally complies with the relevant provisions of Section 4.15 of the Act, LEP, DCPs and Policies and it is generally aesthetically, economically, socially and environmentally acceptable having regard to the surrounding natural & built environment. Accordingly, approval is recommended subject to the imposition of the conditions of consent.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Due to the nature and scale of the development it is not considered to have any significant social impacts.

2. Environmental

Some minimal environmental impacts expected due to increased human presence in the development vicinity; however, these impacts are to be largely contained to the development site.

3. Economic

No significant economic impacts expected from a secondary dwelling on a rural lot.

4. Civic Leadership

The application includes the request for a variation to development standards under the clause 4.6 of the BLEP 2013. Under the NSW Planning and Environment Circular PS18-003 (Varying Development Standards) 21/02/18, all consent authorities may assume the Secretary's concurrence under clause 4.6 of a local environmental plan that adopts the *Standard Instrument* (Local Environmental Plans) Order 2006 (the Bombala LEP 2012 complies with this requirement). However this assumed concurrence is subject to conditions.

In this case the variation is to a numerical development standard which can only be assumed by a delegate of Council if that standard is varied by 10% or less. Otherwise the assumed concurrence obligation falls to the Council.

As the applicant has requested a variation which exceeds the 10% limit the application must be determined by Council and not under delegated authority.

**8.3 DA10.2016.543.3 - MODIFICATION OF A SUBDIVISION FOR 62 RESIDENTIAL LOTS AT
YALLAKOOL ROAD, COOMA - REMOVE CONDITION 32**

Record No:

Responsible Officer:	Director Environment & Sustainability
Author:	Urban and Rural Planner
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	9.1 Transportation corridors throughout the region are improved and maintained
Delivery Program Objectives:	9.1.2 Our local road network is planned, built and repaired to improve movement across the region
Attachments:	<ol style="list-style-type: none">1. Advice from RMS (<i>Under Separate Cover</i>)2. Council Correspondence to Applicant and Developer (<i>Under Separate Cover</i>)3. Notice of Determination DA10.2016.543.2 (<i>Under Separate Cover</i>)4. RMS Referral Response (<i>Under Separate Cover</i>)5. OCRE Engineer's Statement of Impacts (<i>Under Separate Cover</i>)6. Letter to Minister - June 2018 (<i>Under Separate Cover</i>)7. Letter from Vision TP June 2018 (<i>Under Separate Cover</i>)8. Response to Vision TP - June 2018 (<i>Under Separate Cover</i>)

Further Operational Plan Actions:

Applicant Number:	10.2016.543.3
Applicant:	Vision Town Planning Consultants P/L
Owner:	Bottomline Group P/L
DA Registered:	21 May 2019
Property Description:	Lot: 101 DP: 1183622
Property Number:	18007
Area:	20 hectares
Zone:	R5 – Large Lot Residential Zone
Current Use:	Extensive agriculture
Proposed Use:	Residential subdivision
Permitted in Zone:	Yes
Recommendation:	See below

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with information required to make a determination of this application under the provisions of the *Environmental Planning and Assessment Act 1979*.

This report considers the traffic impacts of the proposal on the intersection of Yallakool Road and the Monaro Highway and the potential risks associated with removing the requirements of Condition 32.

The potential risks have been identified in the body of the report and a summary of previous statements and responses regarding the issue is provided to provide clarity on the issue. Three different recommendations are offered.

If Council decides to make a determination other than as included in the recommendation, it must follow the procedure adopted through resolution 18/18 on 15 February 2018.

RECOMMENDATION

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:

- A. Pursuant to section 4.16(1)(b) of the *Environmental Planning and Assessment Act 1979* (as amended) that DA10.2016.543.3 - Modification of a Subdivision for 62 Residential Lots at Yallakool Road, Cooma - Remove Condition 32, is refused due to the level of risk attributable to the public and Council; or
- B. Pursuant to section 4.16(1)(a) of the *Environmental Planning and Assessment Act 1979* (as amended) approval is granted for DA10.2016.543.3 - Modification of a Subdivision for 62 Residential Lots at Yallakool Road, Cooma - Remove Condition 32, subject to modified conditions of consent; or
- C. The application be deferred, pending completion of a Road Safety Audit and/or Corporate Risk Assessment to determine the levels of risk to the public and Council.
- D. Any person who made a submission is notified according to the regulations.

BACKGROUND

This development was approved by Council (under staff delegations) subject to conditions of consent on 23 June 2016. This was the second approval issued for the property, and followed an approved Planning Proposal which enabled a reduction to the minimum allotment size applicable to the property, which increased the allotment yield from 38 lots (in the first approval) to 62 lots.

A modification was lodged on 16 May 2017 seeking changes to the consent conditions, which included:

1. A request to remove Condition 32 (relating to the requirement to upgrade upgrade the intersection of Yallakool Road and the Monaro Highway to an Auxiliary Left Turn Treatment (AUL) and a Channelised Right Turn Treatment – Short Lane (CHR(S)) as per the relevant section of Austroads Guide to Road Design;
2. A proposed staging plan (to carry out the development over 3 stages);
3. A reduction of \$330,000 from Section 94 Contributions (for the 2017-18 year (these contributions currently total \$179,819)) based on the value of Lot 66 and the value of new capital works on the lot.

At the 26 July 2017 Council meeting, the following resolution was made:

COUNCIL RESOLUTION

150/17

That DA 10.2016.543.2, being a proposed modification to a 62 residential lot subdivision at Yallakool Road, Cooma (Lot 101 DP 1183622) be determined as follows:

- A. *That condition 32 be amended to require construction of the upgraded intersection at the Monaro Highway and Yallakool Road prior to release of the subdivision certificate for Stage 2 of the subdivision;*
- B. *That Council approve the amendment of the subdivision to 3 stages;*
- C. *That Council adopt the attached draft modified development consent, incorporating the changes in A and B of this recommendation and amending other conditions as necessary to facilitate the staging of the subdivision, as its determination of the application;*
- D. *That Council advise the applicant that it is prepared to accept the provision of a material public benefit in lieu of monetary Section 94 contributions for new capital works on Lot 66, subject to the submission and acceptance by Council of a plan detailing those works (as per the development consent) and its cost evaluation being independently certified by a Quantity Surveyor who is registered with the Australian Institute of Quantity Surveyors, at no cost to the Council.*
- E. *That Council further advise the applicant that subsequent to the above the Council will require the applicant to enter into a written agreement for the provision of those works, including the timing of their delivery.*
- F. *That Council advise the applicant that it will not accept the value of the land (Lot 66) in lieu of monetary Section 94 Contributions because this land does not currently form part of any Council open space or recreation strategy or plan.*
- G. *That Council advise the applicant that it will not be providing any further discounts on the value of Section 64 contributions for water supply and sewerage in relation to the development.*

Note two (2) letters were received from the Bottomline Group, and tabled at this meeting, and a response will be provided.

Council has not yet received a Construction Certificate or any Section 68 applications for this development. Civil works associated with the subdivision have not commenced.

The applicant and owner have been in contact with Council on a number of occasions through correspondence, meetings and telephone calls since the original determination and subsequent modification was issued.

Following email correspondence between the applicant's traffic consultant and staff, in February 2018 the RMS was again requested to provide advice and clarification in relation to the requirement for upgrading the intersection upgrading. This request also included updated traffic counts which were previously not available. The emailed response from RMS on 15 March 2018 concluded:

"In conclusion, RMS does not support the request to remove the requirement to upgrade the abovementioned intersection to a CHR(S)/AUL."

This information was forwarded to the applicant and their consultants, and further correspondence ensued on the basis that with the revised traffic counts, the intersection was already below the applicable standard.

The applicant made a written request to Council dated 11 May 2018 seeking assistance with the requirement to upgrade the intersection.

Council wrote to the Roads Minister (with copies to the Local Member and Parliamentary Secretary) on 5 June 2018 seeking funding assistance to upgrade the intersection (as well as the Polo Flat Road/Monaro Highway intersection).

The General Manager also raised the matter on several occasions during agency meetings, including with representatives from the Department of Premier and Cabinet, and following further discussions with RMS staff, was provided with a written confirmation from RMS dated 8 February 2019 (attachment 1) stating that although their previously held position was that the intersection required upgrading, they considered it a matter for Council to determine whether it was reasonable or not to require the developer to upgrade the intersection.

This information was provided to the applicant and landowner on 28 February 2019 (attachment 2), and advice provided that if an application to modify the consent to remove condition 32 was lodged, that the application would be assessed by Council on the basis of the latest RMS advice.

Having not received a response, in April Council staff contacted the applicant to enquire if they were considering the option of lodging an application to modify the consent as outlined, and based on the latest information from RMS.

The application to modify was subsequently received on 21 May 2019.

Proposal

The applicant is again proposing the following modification to the approved development:

1. The removal of condition 32 concerning a requirement to upgrade the intersection of Yallakool Road and the Monaro Highway to an Auxiliary Left Turn Treatment (AUL) and a Channelised Right Turn Treatment – Short Lane (CHR(S)) as per the relevant section of Austroads Guide to Road Design.

The application has been lodged under Section 4.55(1A) of the *Environmental Planning and Assessment Act, 1979*.

ASSESSMENT

The modification application has been assessed against the provisions of Section 4.55(1A) and Section 4.55(3) of the *Environmental Planning and Assessment Act, 1979*. Detailed consideration of the requirements of these Sections is provided below.

Is the proposed development of minimal environmental impact? (Section 4.55(1A)(a))

The proposed modification does not involve any new works or increase the intensity of the development in any way. It is rather proposing that upgrading works to the intersection of Yallakool Road and the Monaro Highway not be included as a condition of consent. The proposed change is not considered to have a substantial impact on the environment. As such the proposed modifications are considered of minimal environmental impact.

Is the proposed development as modified substantially the same development as that for which the consent was originally granted? (Section 4.55(1A)(b))

The proposed modification does not make any significant changes to the basic nature of the development. It remains a subdivision providing 62 residential lots and no changes to the design of the development are proposed. The Courts have formed the view over time that the word 'substantially' means 'essentially or materially' or 'having the same essence'. There is no doubt that the proposed modification will have no effect on the fundamental essence and material form and function of the proposed development. The change proposed relates to specific aspects of the development rather than the development as a whole. As such the proposed modification is considered to be 'substantially the same development'.

Notification of the application in accordance Council's Development Control Plan (Section 4.55(1A)(c)(ii))

Council's Cooma-Monaro Development Control Plan 2014 only requires public notification of a Section 96(1A) (now 4.55(1A)) application if objections were received to the original development application. No objections were received to the original application, however a decision was made to notify previously notified persons for 14 days due to the nature of the application.

Consideration of submissions (Section 4.55(1A)(d))

No submissions were received. Advice from RMS was provided (attachment 4).

Other matters in Section 4.15(1) as are of relevance to the proposed modification (Section 4.55(3))

The proposed modification is considered below with reference to the relevant matters in Section 4.15(1), which fundamentally concern the 'impacts' of the proposed modification as per Section 4.15(1)(b) and the general public interest as per Section 4.15(1)(e):

1) The removal of condition 32

8.3 DA10.2016.543.3 - MODIFICATION OF A SUBDIVISION FOR 62 RESIDENTIAL LOTS AT YALLAKOOL ROAD, COOMA -
REMOVE CONDITION 32

Condition 32 of the consent currently reads as follows:

- 32) The developer must upgrade the junction of Yallakool Road and the Monaro Highway to be an Auxiliary Left-turn Treatment (AUL) together with a Channelised Right-turn Treatment - Short Turn Lane [CHR(S)] in accordance with Austroads Guide to Road Design Part 4A: Unsignalised and Signalised Intersections.

Where required, the developer must also upgrade/provide lighting in accordance with Australian Standard AS/NZS 1158.

All roadworks, traffic control facilities and other works associated with this development, including any modifications required to meet RMS standards, will be at no cost to RMS. All works must be completed prior to issue of the Subdivision Certificate.

Reason: Requirement of Roads and Maritime Services.

This condition was included in the Consent on the advice and recommendation of the NSW Roads and Maritime Service (RMS). RMS have advised that they will assume the role of 'Roads Authority' for any required works to the Highway relating to this application. Following the previous application to remove Condition 32, RMS advised they did not support the removal of requirements to upgrade the intersection. It should be noted that the condition does not specify who should bear the expense of the upgrading works.

"RMS has reviewed the provided information as well as the original traffic report prepared by OCRE on behalf of the developer. RMS considers that the findings from the original traffic report indicating that AUL together with CHR(S), is the appropriate upgrade treatment for such a development at this location. Similarly preliminary RMS investigations of the turn warrants (based off the AUSTROADS Guide to Road Design-Part 4A: Unsignalised and signalised intersections Figure 4.9) indicate that this is the appropriate treatment. These working were based on the existing through traffic figures found on the RMS traffic volume viewer (found at <http://www.rms.nsw.gov.au/about/corporate-publications/statistics/traffic-volumes/aadt-map/index.html#/z=17&lat=-36.21233045395869&lon=149.15275478363046&tb=0>) Station ID 6112, together with the peak hour trips based on the RTA guide to traffic generating developments rate of 0.85 trips per dwelling and using the traffic reports adopted split of 50%.

RMS would require stronger justification of why the upgrades would not be required, supported by onsite traffic counts at this location, an updated traffic report together with the raw count data for RMS' assessment.

In conclusion, RMS does not support the request to remove the requirement to upgrade the abovementioned intersection to be AUL/CHR(S)."

The applicant is requesting the deletion of this condition. In support of this proposal, the applicant provided additional comments from Osgood Civil Resource Engineering (OCRE) (attachment 5).

A further consideration regarding the intersection concerns public safety. If the added traffic from the development will place such a strain on the existing intersection that it becomes more dangerous than the initial traffic counts indicated, then this is a concern.

8.3 DA10.2016.543.3 - MODIFICATION OF A SUBDIVISION FOR 62 RESIDENTIAL LOTS AT YALLAKOOL ROAD, COOMA -
REMOVE CONDITION 32

OCRE reiterated in an email dated 18 October, 2017, "Our comments made in our letter dated 4 May 2017 *"the existing intersection is already dangerous....and requires upgrading immediately"* refer to the fact that there are no line marked passing lanes for vehicles passing stopped vehicles waiting to turn right into Yallakool Road from Monaro southbound lane or right into Polo Flat Road from Monaro Highway northbound lane, the high traffic volume on the Monaro Highway and the interaction/conflict of the two intersection given their close proximity to one another.

It can be concluded that there is a consensus from all parties, namely the Developer, Council & Roads and Maritime Services (RMS), that the intersection in question requires upgrading.

The issue of contention is with which party the responsibility of financial burden lies. This report does not attempt to make any suggestion regarding financial liability, but does aim to ensure that there is awareness that there is a risk liability in terms of public safety should Condition 32 be removed.

COUNCIL'S RISK

The RMS stated in an email to Council on 10 May 2018 that:

"There are many intersections on the network which do not meet the relevant standard based on current traffic volumes. RMS' monitors the performance of the entire road network throughout the State, considering both safety and efficiency. As you would appreciate, there are limited funds available to development and implement improvements/upgrades and RMS needs to prioritise its funds to address the intersections which are performing the worst.

The current intersection of Yallakool Road/Monaro Highway does not have a significant crash history, nor would it be performing poorly in terms of efficiency. As a result, it would not attract Government funding for an upgrade.

This development would increase turn movements at the intersection, and without an upgrade, would increase the risk of an issue at this intersection."

It is the assessing officer's opinion that the last paragraph in that email is critical as it states *"This development would increase the turn movements at the intersection, and without an upgrade, would increase the risk of an issue at this intersection."*

As the most recent RMS correspondence states, it is not an issue as to whether the intersection should be upgraded, rather it is ultimately a decision for Council as to whether it is reasonable to require the developer to fund and carry out the upgrade works.

If Council withdraws the intersection upgrade condition, when it has the knowledge provided by both the RMS and the applicant's consultant that the intersection is already below the applicable standard, Council is likely to assume considerable risk should an incident occur. It is also uncertain whether RMS have entirely abrogated their risk and/or responsibility by referring the decision to Council.

Accordingly, if Council does determine to approve the request to remove the condition, it is suggested that it should still seek to obtain funding from RMS, other agencies, or use its own funding, to enable the upgrade works to be completed.

8.3 DA10.2016.543.3 - MODIFICATION OF A SUBDIVISION FOR 62 RESIDENTIAL LOTS AT YALLAKOOL ROAD, COOMA -
REMOVE CONDITION 32

As no civil works have commenced on the subdivision, it is not likely that new residences will be constructed and occupied on the property for some time. That may provide a timing 'buffer' in which to seek alternatives to funding the necessary upgrades.

The conditions have previously been modified (July 2017) to allow staged development of the subdivision and that modification alone could leave Council vulnerable to claims of allowing increased traffic flow through the intersection that it already knew to be sub-standard.

The previous modification enabled around 50% of the total number of allotments to be developed prior to the intersection being upgraded.

Having considered the reasons above, while recognising that Council is able to determine the matter as it sees fit, the assessing officer's position is that Council should err on the side of caution and retain Condition 32.

An alternative would be to defer a determination until a Road Safety Audit and/or Corporate Risk Assessment is conducted to determine the levels of risk to the public and Council.

Council should also consider the other choices available to the developer, namely:

- Delay the subdivision until the intersection is upgraded to a point where safety concerns can be adequately addressed and the subdivision allowed to proceed or
- Accept the condition and proceed with the subdivision under in accordance with current approval.

SECTION 4.15

Section 4.15 and EP&A Act Checklist:

The suitability of the site for the development:	The site is generally suitable for the development as proposed to be modified.
The provisions of any environmental planning instrument and draft environmental planning instrument:	The proposed modifications do not affect the compliance of the original development with the provisions of <i>Cooma-Monaro Local Environmental Plan 2013</i> .
The provision of any development control plan:	The modification application generally complies with the provisions of Council's <i>Cooma-Monaro Development Control Plan 2013</i> .
Any matters prescribed by the regulations:	Not relevant to the modification.
The likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality:	The likely impacts of the development have been appropriately considered as part of this application, and appropriately addressed above.
Any submissions made in accordance with the EP&A Act or the regulations:	The application was notified for 14 days to all persons notified of the original DA. No public submissions were received.

The public interest:	The recommendations concerning the issue examined above are not contrary to the public interest but have been made in consideration of the broader public interest.
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CONCLUSION

It is considered that the proposed development generally complies with the relevant provisions of Section 4.55 and Section 4.15 of the Act, LEP, DCPs, Codes and Policies.

It has been identified that certain risks are attached to any decision to remove Condition 32, yet at the same time the intersection of Yallakool Road and Monaro Highway is considered to not comply with the relevant standards in its existing state.

The assessing officer's professional view is that from a staff perspective, it is not appropriate for staff to make a recommendation to Council that may expose the Council or community to unacceptable risk.

It is acknowledged however, that this item is not necessarily one of a technical or planning related basis.

The Council is being asked to make a determination as to whether it is *reasonable* to request the developer to bear the cost of the upgrading works. It is therefore up to Council, after considering the information provided, to determine whether the level of risk is acceptable if it agrees to remove the condition.

In conclusion, it is recommended Council determine the application in accordance with one of the three recommendations provided.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The recommendations of this report will ensure that the safety of the public on the Monaro Highway has been considered in any determination should the development proceed.

2. Environmental

The environmental impacts of this report primarily relate to the traffic flows at the intersection of the Monaro Highway and Yallakool Road. The recommendations of the report are designed to ensure these impacts have been considered, in any determination, to be acceptable at all times.

3. Economic

This development will provide an economic benefit to the town if it proceeds and Council's determination should consider the economic, environmental and social benefits and costs of the development.

In the event that the application is approved, Council should seek alternative funding mechanisms to ensure the required upgrading works are carried out.

4. Civic Leadership

The report attempts to accommodate and facilitate the proposed development as far as possible within the bounds of Council policy, equity and community safety. The advice from the RMS is an important consideration for Council in forming a view on this application.

8.3 DA10.2016.543.3 - MODIFICATION OF A SUBDIVISION FOR 62 RESIDENTIAL LOTS AT YALLAKOOL ROAD, COOMA -
REMOVE CONDITION 32

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9.1.1 DRAFT LIBRARY STRATEGY 2019-2022

Record No:

Responsible Officer: Director Corporate and Community Services

Author: Group Manager Community Support Services and Aged Care

Key Theme: 2. Economy Outcomes

CSP Community Strategy: 5.1 Advocate for and promote education and lifelong learning opportunities

Delivery Program Objectives: 5.1.1 The Region's Library Network promotes community connectedness and facilitates the provision of information and services for the community

Attachments: 1. Draft Library Strategy 2019-2022
2. Draft Library Strategy 2019-2022 - Feedback

Cost Centre

Project

Further Operational Plan Actions:

EXECUTIVE SUMMARY

This report is seeking Council approval to adopt the Draft Library Strategy 2019-2022.

At an ordinary Council meeting held on 7 February 2019, Council resolved to endorse the Draft Library Strategy and Community Transport Strategy to be placed on Public Exhibition for a period of 28 days commencing 13 February 2019. The Council Resolution reference is 29/19.

The public exhibition period provided the community with an opportunity to comment on the strategy documents.

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

OFFICER'S RECOMMENDATION

That Council adopt the Library Strategy 2019-2022.

BACKGROUND

At an ordinary Council meeting held on 7 February 2019, Council resolved to endorse the Draft Library Strategy and Community Transport Strategy to be placed on Public Exhibition for a period of 28 days commencing 13 February 2019. The Council Resolution reference is 29/19.

The public exhibition period commenced on 13 February 2019 and ended on 13 March 2019.

This period of time provided the community with an opportunity to comment on the strategy document.

Community engagement occurred using a variety of methods including, on-line surveys, hard copy surveys and face-to-face discussions and conversations.

The feedback received during the public exhibition period is summarised in the table below:

Delivery Program	Operational Plan	Feedback Received	Our Comments
5.1.1 The Region's Library Network promotes community connectedness and facilitates the provision of information and services to the community.	5.1.1.1 Implement the Library Strategy actions relevant to the 2019/2020 financial year.	4 x comments were received regarding the proposal of a Library in Jindabyne. Comments made were in support of a Library however at a different location.	Feedback has been noted.
		Request for a maker space, visual conferencing facilities and virtual reality.	Feedback has been considered and draft Library Strategy has been amended.
		2 x positive comments regarding Library Services were received.	Feedback has been noted and passed on to staff.

Once adopted by Council, the Library Strategy 2019-2022 document will be designed and formatted in accordance with Council's style guide.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The Library Strategy 2019–2022 provides a roadmap for delivering services that enhance the social wellbeing and encourage social connections of the community and all library patrons in the Snowy Monaro Region.

2. Environmental

There are no perceived environmental impacts relating to the development of the Library Strategy 2019-2022.

3. Economic

Costs associated with the development and implementation of the Library Strategy 2019-2022 have been considered in the operational budgets. Grant funding will be sought for those activities that cannot be accommodated in the operational budgets.

4. Civic Leadership

Council is demonstrating strong civic leadership in preparing this Library Strategy 2019-2022.



Snowy Monaro Regional Council

Draft Library Strategy 2019-2022

Imagine, Discover, Curate, Connect



Our Vision

Council: A trusted community partner

Library Vision: To be a community focused service and a dynamic public space for the region, where information gathering, digital literacy, recreational reading and lifelong learning is free and easy to access.

Our Values

Council: Solutionary, Together, Accountable, Innovative, Caring

Library Values: Imagine, Discover, Curate, Connect

*‘Libraries are still places where individuals gather to explore, interact and imagine
and they are central to building community and supporting local culture’*

David Morris (2011)

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Mobile Library	10
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Mayor Foreword

As Mayor of Snowy Monaro Regional Council, it is with great pleasure I present to you our first Library Strategy.

Following the creation of Snowy Monaro Regional Council (SMRC), our Library Services came together as Snowy Monaro Regional Library (SMRL) in 2016. SMRC has two Libraries, one located in Cooma and the other located in Bombala.

The purpose of this Library Strategy is to outline our plans for Library Services throughout the region. Libraries are the hub of their community. They are places of interaction, connection and education. We are fortunate to boast dedicated staff who are passionate about their library, and the service it provides.

Snowy Monaro Regional Library provides services for the whole community. Whether you are 3 or 103 years old, our SMRL has a diverse range of activities for all ages and interests. SMRL regularly hosts children's activities, art and craft sessions, and the very popular digital seniors' workshops. I am extremely proud of the contribution SMRL makes to our region. In addition, to our two library facilities, we also run the very popular Mobile Library. Clocking over 800 kilometres per week, the Mobile Library reaches all corners of our region.

This strategy outlines Council's commitment to strengthening and improving SMRL. We are focussed on maintaining our current services while ensuring we meet the evolving needs of our residents.

Whilst Libraries are still places where you can quietly read your favourite book, relax and enjoy some quiet time, they are increasingly becoming places of community and social interaction.

I hope you find this strategy informative. I commend staff on their efforts in producing this, and thank residents for the feedback they provided in our library survey.

Mayor John Rooney
Snowy Monaro Regional Council

Introduction

Council have provided Public Library services to the region since 1963. From early on, the Mobile Library ventured to Cabramurra, delivering services to the Community through rain, sunshine, sleet and snow.

The Library sector is continually challenged due to advancements in society, creating pressure and demands on the type of services on offer to the Community. Being dynamic, it is essential to continuously evolve in order to respond to Community needs.

Throughout the Snowy Monaro region, we have the added challenge of our natural landscape that creates distance amongst towns and villages. Permanent Libraries are located in Cooma and Bombala, where services on offer are vast, with weekly programs and activities capturing a market from infants to seniors. Library services however, are not readily available to all of the community. To reduce the divide amongst villages and major centres, Council operates a Mobile Library service that travels 800 kms per week, servicing 17 locations across the region.

In May 2018 we conducted a survey to determine what the community wanted from our Library service. Community participation was overwhelming with 138 surveys completed online and via hard copy. Collective data from these surveys have influenced this strategy. The agenda is big, with a delivery timeframe of four years.

Enjoy this dialogue regarding our future based on your story and vision for Libraries throughout the Snowy Monaro.



Municipalities of Cooma and Snowy River NSW c 1962.
Children enjoying the new regional mobile library service.
Photo courtesy of the Cooma Monaro Historical Society.

Background

On 12 May 2016 Bombala Council, Cooma-Monaro Shire and Snowy River Shire amalgamated forming the Snowy Monaro Regional Council. At this time all library services merged to operate as one regional branch. The Snowy Monaro Regional Library (SMRL) serves an area of 15,158 kms², with the main Library located in Cooma and a sub-branch in Bombala. The Mobile Library services:

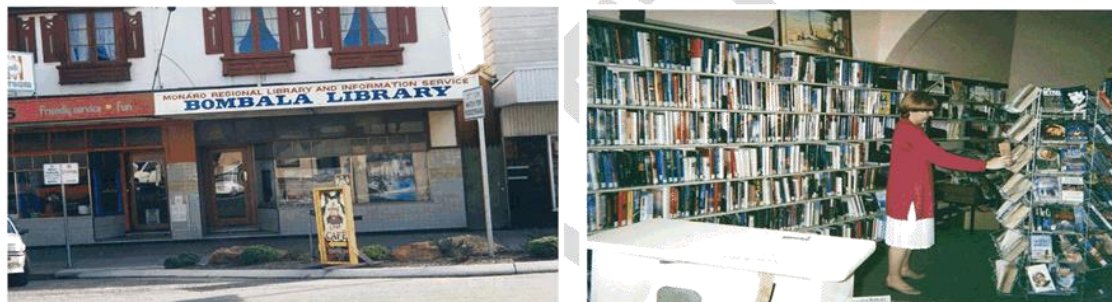
- Adaminaby
- Berridale
- Bredbo
- Cathcart
- Dalgety
- Delegate
- Jindabyne
- Michelago
- Nimmitabel

Cooma Library was the first Library of the region, and was established in 1946 within the Cooma School of Arts. Monaro Regional Library officially commenced in 1963 after Cooma, Monaro, Bibbenluke, Bombala and Snowy River shires agreed to its formation. In August 1975 a branch was opened in Bombala in the main street, but in 2004 was relocated to the new Community Centre building. Cooma Library underwent extensive renovation in 2010 and was officially opened in February 2011. SMRL serves a population of 20,713.

Our Libraries

Bombala Library

1975 - 2018



Exterior and interior Bombala Library 1989



Children's area February 2018

Current on-going Refurbishment September 2018

Cooma Library



1964



1976



1989



Upgrade in 2011

Mobile Library

1963 – 2018



Cabramurra 1963



Cooma 1990



Delegate Show 1999



Nimmitabel 2016



2017

Library Engagement 2018-2019

On an annual basis thousands of people visit and access our Library services. In 2018-2019 we reached significant numbers with events well attended, computers accessed and new members joining.

72,210
Visits

6,360
Members

85,038
Items loaned

6,438
e-resources downloaded

36,800
*Kms travelled by
Mobile Library*

133
Programs held

3,545
Program attendance

49,987
Library items

12,564
Computer access

13,068
Wi-Fi logins

Strategic Direction

Libraries throughout our region are seen to be welcoming hubs, a space where community can access knowledge and information, connect with others, and learn and develop in a supported environment with the expertise of trained staff.

Feedback from our community has informed and supported the development of this strategy and associated actions. Council developed a Community Strategic Plan (CSP) 2018-2040 that underpins the objectives identified in this strategy. The Snowy Monaro Regional Council Library Strategy 2019-2022 aligns with Council's Integrated and Reporting suite. Council is committed to implementation of this plan in its entirety, and will endeavour to deliver on its commitment to community.

The feedback provided by you has led to the development of four key themes.

- *Lifelong Learning*
- *Community Enablement*
- *Digital Connection*
- *Places and Spaces*

Our priorities:

- To develop Library staff in order to support interactive customer centric programming
- Expand access to creative, educational and learning opportunities for our Community
- Increase literacy levels through early literacy programs and education
- Promote digital capability and cyber safety through access to resources and training
- Maintain high quality and relevant collections in both digital and print formats
- Involve the community to build partnerships and utilise skills to conduct events to promote lifelong learning
- Utilise current and alternative spaces for events and themed activities.

The way communities are using Libraries is changing and through this strategy we will adapt to best meet demand. We need to think about our spaces and how we use them. Our reliance on technology and innovation is taken into consideration when exploring the future directions. The Community is our stakeholder; we will listen to your feedback and incorporate this into our planning.



The Mobile Library received a facelift and re-launch.
Photo: The entire Nimmitabel Primary School July 2017.

The Future of Public Libraries

Historically our Libraries were a place to access and borrow books at no cost, on a loan basis. Snowy Monaro Regional Council is evolving to adapt and change to the needs of Community and society. Our Library remains a space for reflection, play, learning, growth and innovation. Our Library is not always a quiet place and space. We encourage discussion, collaboration through exploration and speech amongst Library patrons and the community. We act as a hub to display and promote initiatives – school and community, following on trend subject matters in addition to supporting our community in fundraising and philanthropy.

The services as you know and love will remain as a result of this strategy. Our aim is to make these service offerings better, expand to promote discovery, curation and most of all connection. In order to support community and live to our values, over the next three years we will strive to implement the following objectives and strategies.

Our strategy is broken into four themes, which our community has chosen.

Lifelong Learning:

Lifelong learning is the voluntary, self-regulated pursuit of knowledge throughout the continuum of life. Through our Libraries we foster and nurture learning, utilising a range of tools and resources that bring together community while inspiring creativity.

Community Enablement

Activating talent and expertise from within our region supports the development of creative programs for community. Learning opportunities are shared amongst the generations. A love for books and libraries draws in volunteers from all walks of life, who make our space a better place.

Digital Connection

Technology is essential in a contemporary life. It enables us to interact and engage with society, reducing isolation and creating efficiencies at the touch of a button. Advancement in this arena also supports learning and literacy through providing alternatives to reading for people with vision impairment.

We are committed to digital literacy learning as well as providing access to technology and digital resources such as e-books.

Places and Spaces

A Library for the future goes well beyond books. We aim to enhance, curate and expand our physical spaces and depth of activities on offer, as well as extend the delivery of services to those in hard to reach locations.

Our Libraries are dynamic; they transform depending on demand, community need and aspiration. Our Libraries are emerging as social and community hubs where all can come together to connect.

Our objectives are also based on what you have said through consultation. Your suggestions have enabled us to develop strategies that best meet the objectives as listed.

Lifelong Learning

Lifelong Learning				
Strategy	Objective	Action	Delivery Program	Operational Plan
5.1 Advocate for and promote education and lifelong learning opportunities.	Promote intergenerational learning through targeted events and collaborative opportunities between the generations.	Throughout the school year hold scheduled <i>Digital Seniors</i> sessions in partnership with local high schools.	5.1.1 The Region's Library Network promotes community connectedness and facilitates the provision of information and services to the community.	5.1.1.1 Implement the Library Strategy actions relevant to the 2020 financial year.
	Provide community with up-to-date support, opportunities and resources.	Source appropriate training to empower staff with the necessary skills to deliver lifelong learning programs and inspire creativity.		
	Market Library services broadly throughout the community including hard to reach groups and geographic locations.	Develop a marketing and advertising plan that provides clear direction regarding advertisement of events and activities.		
		Improve marketing of the Library through the use of external design services for brochures, advertisements and calendar events.		

Lifelong Learning				
Strategy	Objective	Action	Delivery Program	Operational Plan
5.1 Advocate for and promote education and lifelong learning opportunities.	Expand the reach of services to isolated communities.	In collaboration with community organisations seek funding to operate school holiday programs.	5.1.1 The Region's Library Network promotes community connectedness and facilitates the provision of information and services to the community.	5.1.1.1 Implement the Library Strategy actions relevant to the 2020 financial year.
		Utilise Local Priority Grant funding to build capacity and literacy skills amongst parents of preschool children in isolated areas.		
	Run programs and events that promote health, wellness and connectivity.	Develop a schedule for community based reading examples include poetry and readers theatre.		
		Coordinate and deliver bi-monthly craft and wellness sessions for adults subject to funding and capacity options.		
		Facilitate workshops for school aged children. Undertake a trial to assess interest throughout the region.		
		Provide a Home Library Service for residential Aged Care facilities in the region.		



Annual favourite kid's event: Pyjama Storytime and Craft at Cooma Library

Community Enablement

Community Enablement				
Strategy	Objective	Action	Delivery Program	Operational Plan
5.1 Advocate for and promote education and lifelong learning opportunities.	Facilitate connection in Community where there is common interest.	Explore partnership and meet and greet options with Community Groups.	5.1.1 The Region's Library Network promotes community connectedness and facilitates the provision of information and services to the community.	5.1.1.1 Implement the Library Strategy actions relevant to the 2020 financial year.
		Expand the Home Library Service to reach isolated Community members.		
	Engage authors, crafts people and artists to facilitate specialised programs.	Organise craft classes, writing workshops and book talks for adults.		
		Establish partnerships with community groups and individuals to hold off-site and pop-up events around the region.		
		Apply for grant funding in support of a mural on the front wall of Cooma Library engaging local artists and community members.		



A unique Cooma service offering: 'Wrap with Love' sewing day at Cooma Library.

Digital Connection

Digital Connection				
Strategy	Objective	Action	Delivery Program	Operational Plan
5.1 Advocate for and promote education and lifelong learning opportunities.	Connect access and knowledge to match the needs of individuals and community.	As a <i>BeConnected</i> provider, develop programs to support older Australians to improve their digital literacy.	5.1.1 The Region's Library Network promotes community connectedness and facilitates the provision of information and services to the community.	5.1.1.1 Implement the Library Strategy actions relevant to the 2020 financial year.
		As an <i>eSmart</i> Library, promote cyber safety through awareness programs.		
	Improve technology, internet and Wi-Fi access for all Library users.	Collaborate with the State Library to improve connectivity by connecting to NBN to enhance technology and access to e-resources.		
		Purchase two public access computers, printer and microform reader scanner to increase access and connectivity for community in Bombala.		
		Trial the provision of portable devices for use in the Library and for loan.		

Digital Connection				
Strategy	Objective	Action	Delivery Program	Operational Plan
5.1 Advocate for and promote education and lifelong learning opportunities.	Improve technology, internet and Wi-Fi access for all Library users.	Evaluate e-resources for inclusion in the library collections.	5.1.1 The Region's Library Network promotes community connectedness and facilitates the provision of information and services to the community.	5.1.1.1 Implement the Library Strategy actions relevant to the 2020 financial year.
		Explore funding options to digitise local history materials.		
		Design a program to promote e-resources to the seasonal workers and temporary residents in the region.		
		Run information days at all libraries on Young Adult Higher School Certificate (HSC) e-resources, audiobooks and electronic databases.		
		In conjunction with local high schools in Cooma and Bombala, run 'Digital Seniors' one-on-one training sessions each school term.		



Digital seniors at Cooma Library with Monaro High School students

Places and Spaces

Places and Spaces				
Strategy	Objective	Action	Delivery Program	Operational Plan
5.1 Advocate for and promote education and lifelong learning opportunities.	Promote and provide access and spaces both physical, digital and mobile where people can learn and connect.	Launch a book club pilot throughout the region for lower and upper primary school students.	5.1.1 The Region's Library Network promotes community connectedness and facilitates the provision of information and services to the community.	5.1.1.1 Implement the Library Strategy actions relevant to the 2020 financial year.
		During school holidays run <i>Yoga for Kids</i> utilising online learning tools.		
		Run regular story time sessions at Bombala Library. Replicate story time as a pop-up in Jindabyne.		
		Create a <i>Maker Space</i> at Cooma Library subject to grant funding.		
		Promote an author or theme each month on the Mobile Library and provide children with a story activity kit to encourage reading and promote literacy.		

Places and Spaces				
Strategy	Objective	Action	Delivery Program	Operational Plan
5.1 Advocate for and promote education and lifelong learning opportunities.	Continue to develop and maintain all Library facilities so they are welcoming and safe for all.	Improve circulation services and the Computer Technology Centre (CTC) access point at Bombala Library.	5.1.1 The Region's Library Network promotes community connectedness and facilitates the provision of information and services to the community.	5.1.1.1 Implement the Library Strategy actions relevant to the 2020 financial year.
		Reassess the opening hours of Bombala Library with a trial of changed days and spread of hours.		
		Utilise revitalisation funding to improve the overall appearance of the Library to attract and maintain Bombala Library members and visitors to the region.		
		Support operational and capital works for a Library in Jindabyne and seek grant funding opportunities where possible and when available.		
		Improve the Young Adult area at Cooma Library.		

Places and Spaces				
Strategy	Objective	Action	Delivery Program	Operational Plan
5.1 Advocate for and promote education and lifelong learning opportunities.	Continue to develop and maintain all Library facilities so they are welcoming and safe for all.	Explore funding options to improve lighting and security through CCTV at Cooma and Bombala Libraries.	5.1.1 The Region's Library Network promotes community connectedness and facilitates the provision of information and services to the community.	5.1.1.2 Secure funding to improve security at public library facilities.
		Explore grant funding for RFID, self-issue kiosk and security gates for Bombala Library.		
		Acquire a Dash Camera for the Mobile Library to monitor traffic conditions and incidents.		

Acknowledgements

Kate O'Grady, Consultant, State Library of NSW

Draft Library Strategy 2018-2022

Your Say Snowy Monaro

Draft Library Strategy 2018- 2022 Submission

Have your say on the future of the region's library services.



What are your thoughts on this strategy and the future delivery of library services in the Snowy Monaro?

Without doubt!! The Cooma library is possibly the most valuable community asset this region possesses - apart from the people and the community spirit which exists in the Monaro.

There is virtually nothing that is too onerous or non-deserving for the strength and support of this most valuable and prized asset!

The staff & facilities are excellent and the library needs to be recognised, fostered & preserved as a focal point in the community life of the region.

Congratulations & heartfelt thanks -
- always to the staff and all those who contribute to the library's existence

Page 1 of 1

Congratulations again &
Keep up the great work. Sincerely

From: Your Say Snowy Monaro <notifications@engagementhq.com>
Sent: Thursday, 28 February 2019 8:31 PM
To: Records Snowy Monaro Regional Council
Subject: Anonymous User completed Draft Library Strategy 2018- 2022 Submission

Anonymous User just submitted the survey 'Draft Library Strategy 2018- 2022 Submission' with the responses below.

What are your thoughts on this strategy and the future delivery of library services in the Snowy Monaro?

It would be great to see a maker space added to library capabilities as well as a vision for virtual library space with digital collaboration technologies like video conferencing and presentation facilities a virtual library with collaboration technologies

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From: Your Say Snowy Monaro <notifications@engagementhq.com>
Sent: Friday, 1 March 2019 7:18 AM
To: Records Snowy Monaro Regional Council
Subject: Anonymous User completed Draft Library Strategy 2018- 2022 Submission

Anonymous User just submitted the survey 'Draft Library Strategy 2018- 2022 Submission' with the responses below.

What are your thoughts on this strategy and the future delivery of library services in the Snowy Monaro?

A purpose built library with study facilities centrally located. Centrally located but not on school grounds. TOTALLY don't want the public coming into close contact with kids during school hours.

-----Safe Stamp-----
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From: Your Say Snowy Monaro <notifications@engagementhq.com>
Sent: Friday, 1 March 2019 6:12 AM
To: Records Snowy Monaro Regional Council
Subject: Anonymous User completed Draft Library Strategy 2018- 2022 Submission

Anonymous User just submitted the survey 'Draft Library Strategy 2018- 2022 Submission' with the responses below.

What are your thoughts on this strategy and the future delivery of library services in the Snowy Monaro?

Jindabyne needs a permanent functional facility for a library. Stop maintaining a pollution bus.

-----Safe Stamp-----
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From: [REDACTED]
Sent: Friday, 1 March 2019 8:00 PM
To: Records Snowy Monaro Regional Council
Subject: feedback community consultation draft library strategy

Dear SMRC

Re: draft library strategy feedback

1. On page 2 of the draft library strategy, under the heading 'Our Values', this appears: 'solutionary'. This is not actually a word in the English language. Libraries are trusted by the community for the accurate information they provide and the library's reputation should not be tainted by invented 'weasel' words; especially in this unfortunate time of 'fake news'. It is highly inappropriate for a library policy document to purposefully contain words that are not words.

2. On page 3 the Mayor writes, (and on page 5 the ideas are repeated):
"Following the creation of Snowy Monaro Regional Council (SMRC), our library services came together under Snowy Monaro Regional Library (SMRL)".

This is not accurate, as the library has operated for many decades as a regional library service, catering to the needs of the former shires that now make up SMRC. The Mayor's introduction and comments of page 5 infer that it is only since 2016 that the SMRL has operated with a strategic regional focus. This does not accurately reflect the decades of strategically planned and implemented library services that had been performed by Monaro Regional Libraries throughout the former three shires. The regional library prior to council amalgamations was indeed a REGIONAL library serving the three LGAs.

3. Again, proper use of English, please:
"Council has provided Public Library services to the region since 1963. From early on, the Mobile Library ventured to Cabramurra, delivering services to Community through rain, sunshine, sleet and snow".

This should read "...services to the community through rain,..."
or "...services to communities through rain,..."
or "...services to Cabramurra through rain,..."

4. In the background information on page 5, it would be so great to see a mention of Betty Mattner for her role in supporting the library service to grow while she was a member of Council, for her instrumental role in securing funding for libraries across NSW, and for her key role in forming the Country Public Libraries Association (if the Library Manager thought this was appropriate for the strategic plan).

Regards

From: Your Say Snowy Monaro <notifications@engagementhq.com>
Sent: Monday, 4 March 2019 10:29 AM
To: Records Snowy Monaro Regional Council
Subject: Anonymous User completed Draft Library Strategy 2018- 2022 Submission

Anonymous User just submitted the survey 'Draft Library Strategy 2018- 2022 Submission' with the responses below.

Have your say on the future of the region's library services.



What are your thoughts on this strategy and the future delivery of library services in the Snowy Monaro?

Can't argue with much in the strategy, but pleased to see the Council is "...focussed on maintaining our current services while ensuring we meet the evolving needs of our residents..." In a geographically dispersed region such as SMRC, the library, and the mobile library in particular, is a vital service for both adults and particularly small schools such as Michelago. The numbers provided (70,000 visitors and 92,000 items loaned) speak for themselves! [REDACTED] Michelago

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[REDACTED]

From: [REDACTED]
Sent: Monday, 4 March 2019 9:59 PM
To: Records Snowy Monaro Regional Council
Subject: concerned parent

Dear Mayor office,

Please accept this email as feedback from your Newsflash notifications. I am a very concerned local parent of a young family that lives in Jindabyne. Our town is very lucky to receive funding for a new library and as part of this community I thank you and your team for all the hard work you do to receive this funding and continually implement infrastructure that our growing town needs. However the idea of putting a public library on the footsteps of our public school opens up such a can of security issues. The school staff currently have a hard enough time monitoring the coming and goings of the public onto school grounds without inviting them in; especially during Winter when our town expands to fit in our winter wonderland temporary residents and visitors. On top of the security issue, which is my main concern - car spaces are few and far between at our current situation. Where would we put our amazing teachers cars and the library visitors cars?

With so much land up at Sport & Recreation it would be so lovely to give the children room to play in that space and offer JCS current location to a retirement village which would be such a gorgeous location so close to shops, without major roads for them to consider.

A library for the retirement community would be great to socialise and offer retirement workshops etc.

Many thanks for your time and consideration

[REDACTED]

[REDACTED]

[REDACTED]

Another important space for people to gather is a library. Bombala and Cooma boast wonderful library facilities, and now Jindabyne will have a library of its own. \$3million will go towards building this facility at Jindabyne Central School. It will become a joint-use facility of school users and the public.

Council will partner with School Infrastructure NSW to deliver this facility which will include library space, a presentation area and meeting rooms. Jindabyne is a vibrant town, and I'm excited for locals that this funding has been secured.

[REDACTED]

From: Your Say Snowy Monaro <notifications@engagementhq.com>
Sent: Tuesday, 5 March 2019 9:18 AM
To: Records Snowy Monaro Regional Council
Subject: Anonymous User completed Draft Library Strategy 2018- 2022 Submission

Anonymous User just submitted the survey 'Draft Library Strategy 2018- 2022 Submission' with the responses below.

Have your say on the future of the region's library services.



What are your thoughts on this strategy and the future delivery of library services in the Snowy Monaro?

Yes the strategic direction and objectives set out are good. Should the plan take into account the future expansion of the library?

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From: Your Say Snowy Monaro <notifications@engagementhq.com>
Sent: Tuesday, 12 March 2019 4:17 PM
To: Records Snowy Monaro Regional Council
Subject: Anonymous User completed Draft Library Strategy 2018- 2022 Submission

Anonymous User just submitted the survey 'Draft Library Strategy 2018- 2022 Submission' with the responses below.

Have your say on the future of the region's library services.



What are your thoughts on this strategy and the future delivery of library services in the Snowy Monaro?

Delegate is not mentioned in the towns that are visited by the mobile library on the page headed Background. There are spelling and grammatical mistakes that need to be fixed.

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**9.1.2 SECTION 355 COMMITTEE MINUTES: BOMBALA EXHIBITION GROUND, BREDBO HALL
AND JINDABYNE MEMORIAL HALL.**

Record No:

Responsible Officer:	Director Corporate and Community Services
Author:	Governance Officer
Key Theme:	1. Community Outcomes
CSP Community Strategy:	1.3 Recreation, sporting and leisure facilities encourage all ages to live in an active and healthy lifestyle
Delivery Program Objectives:	1.3.3 Council's recreational facilities, parks and public open spaces are safe, well managed and accessible Ordinary Council at its meeting on 04 July 2019 resolved that the matter be deferred to the meeting to be held on 18 July 2019.
Attachments:	1. Minutes of the Bombala Exhibition Ground Section 355 Management Committee Meeting held 13 March 2019 2. Minutes of the Bombala Exhibition Ground Section 355 Management Committee Meeting held 4 April 2019 3. Minutes of the Bombala Exhibition Ground Section 355 Management Committee Meeting held 8 May 2019 4. Minutes of the Bredbo Hall Section 355 Management Committee Meeting held 6 September 2018 5. Minutes of the Bredbo Hall Section 355 Management Committee Meeting held 4 February 2019 6. Minutes of the Bredbo Hall Section 355 Management Committee Meeting held 11 April 2019 7. Minutes of the Jindabyne Memorial Hall Section 355 Management Committee Meeting held 23 May 2019

EXECUTIVE SUMMARY

Council has received minutes from the following Section 355 Committees, Bredbo Hall, Bombala Exhibition Ground and Jindabyne Memorial Hall. These minutes are attached for Councils information.

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

OFFICER'S RECOMMENDATION

That Council receive and note:

- A. Minutes of the Bombala Exhibition Ground Section 355 Management Committee meeting held 13 March 2019, 10 April 2019 and 8 May 2019;
 - B. Minutes of the Bredbo Hall Section 355 Management Committee meeting held 6 September 2018, 4 February 2019 and 11 April 2019;
 - C. Minutes of the Jindabyne Memorial Hall Section 355 Management Committee meeting held 23 May 2019;
-

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Minutes of the Management Committee of the Bombala Exhibition Ground Meeting held on 13th March at the CWA Rooms commencing at 7.33PM

Present: N. Hennessy, (Chair), W. Fleming, G. Hillyer, B. Podger, C. Ryan, S. Newman, A. Caldwell

Apologies: R. Peadon, C. Trevanion, C. McCoy, C. Kidman

Minutes of the previous meeting held on 13th February, 2019

Moved B Podger Seconded: C. Ryan Carried

Business Arising:

1. Final approval to Council in April, work to commence in May completion date July.
2. Timber securing tyres has been broken.
3. Concern about the lack of parental supervision at the grounds when sporting events are on. Letter to all sporting clubs advising supervision issues, include on booking sheet.

Moved S Newman Seconded C Ryan Carried

4. Hay to be removed from the shed after the show.
5. Scoreboard out at MCH being covered in mesh.
6. Meeting with the Cricket Club. The cricket pitch will synthetic measuring 2.4 by 23m, some would prefer turf but too much upkeep. Check Friday to see how a pitch would affect the setup for the horses. Not sure who will grow the turf to replace it when it is lifted.
7. Pump playing up and the grass is patchy.
8. Re-open doorway entrance to the kitchenette/servery.

Correspondence: Nil

Financial Report: 1/12/19 to 28/02/19 Income: \$321.00 Expenditure: \$6708.49 Balance as at 28/11/19: \$16,145.43 Term Deposit: \$13,632.54

Expenditure: T&J Murphy (pipe fittings \$87.25), RW Concreting (sheep pen), \$308.00 Village Ford (fuel), \$57.60 Fire Service Plus (routine service \$670.49), Milestone Chemicals (cleaning) \$70.95, Landmark (pipe fittings) \$25.25, Bombala Cycles (lawn mower service), \$132.50 Pam Roberts (flowers) \$50.00, Telstra (phone), \$108.14 Envy Industries (crusher dust, mesh sheep pen) \$583.34, J&W Fleming (honourarium) \$1646.00, Neil Hennessy (re-imbursement) \$54.00, Unpresented cheque for February Neil Hennessy (\$54.00, Unpresented Cheques from previous month: Boulton Concrete \$1386.00 (sheep pen), Origin Energy \$1498.70 (electricity).

Income: Australia Day Committee \$204.50 (Deposit), Bombala Golf Club \$54.00 (hire crockery / cutlery, Hanz Vermagu \$42.50 (chair hire), Cash \$20.00 (re-charge).

Credit IGA Bombala \$148.70.

Moved: G. Hillyer Seconded: W. Fleming Carried

General Business:

1. Paint spilled, paint in the basins and toilet. Cleaned up by Jodi and Will. Writing in the shed, cleaned up by Neil.
2. Damage to guttering at the canteen.
3. Estimate for light switch at the end of the hall which lights the toilet to be moved.

Minutes of the Management Committee of the Bombala Exhibition Ground Meeting held on 13th March at the CWA Rooms commencing at 7.33PM

4. Need a list of repairs and projects organised for when funds are available.
5. Discussion on position of light switches.
6. The new grandstand was not funded on last round of grants and will be included in the next round.
7. Bike show committee completed a booking sheet for the Bike Show, but had to complete a Facility Booking Sheet with Snowy Monaro Regional Council before receiving Traffic Control and Permission to Use the Ground. Neil to speak to Glen.
8. Bins have been returned by the Campdraft. Excess bins will be secured in the Chook Shed. Four bins will be placed on the grounds and secured in position. User groups will be able to access.
9. Working Bee was done by the local council staff and Alfie.
10. \$3,500 has been allocated from the Sport's Day for general maintenance on power.
Moved: S Newman Seconded: B Podger Carried
11. Chook House lights not working, problems with tap and downpipe on Sheep Shed, will look at pump after the show and hall lighting.
12. After the show, identify and or remove anything from the canteen that is required to be kept. Some items may be used as a temporary measure.
13. Waive cost of canteen whilst out of use due to the inconvenience.
14. Despite the top gate near the stables being locked it was found open.
15. A horse has damaged the dead ball area of the grounds.
16. Sam to remove bike tyres.
17. Senior football to commence early May.
18. Council fees out soon

Meeting Closed: 8.58pm.

Next Meeting to be held at the CWA Rooms at 7.00pm on Wednesday, 10th April 2019.

Minutes of the Management Committee of the Bombala Exhibition Ground Meeting held on 10th April at the CWA Rooms commencing at 7.00PM

Present: N. Hennessy, (C hair), J. Fleming, G. Hillyer, B. Podger, C. Ryan, M Sullivan, A. Caldwell

Apologies: C. Kidman, A. Walder

Minutes of the previous meeting held on 13th March, 2019

Moved B. Podger **Seconded:** C. Ryan

Carried

Business Arising:

1. Cricket pitch, which ever option is selected it shouldn't impact on the horses.
2. Pump, expect internal wear. Neil will check and if necessary pull it up and send away for repair.
3. Kitchen, pre-tender meeting no one turned up, but someone has been to inspect.
4. Light switch, will speak to Clay when other work needs to be done.
5. Neil to inquire about second booking sheet.
6. Council would like to book the hall for an evening school holiday activity.

Correspondence: Nil

Financial Report: 1/03/19 – 31/03/19 Income: Nil Expenditure: \$393.37
Balance as at 31/03/19 \$15,831.81 Term Deposit: \$13,632.54

Expenditure: Origin Energy (gas) \$123.97, Milestone Chemicals (cleaning) \$135.85, Murphy's Hardware (padlock) \$18.80, Australia Post (PO Box) \$35.00, Clear Cut Electrical (power point CWA) \$79.75

Unpresented cheques: Neil Hennessy \$54.00, Clear Cut Electrical \$79.75

Income: Nil

Credit IGA Bombala \$148,70.

Moved: G. Hillyer

Seconded: M. Sullivan

Carried

General Business:

1. New cutlery on hold.
2. Pack servery items and store in kitchen.
3. Clean out kiosk.
4. Clean out under the supper room.
5. Working bee at 9.00 on Saturday morning.
6. Junior football to commence 4th May.
7. Keep Cool room.
8. Someone is interested in glass front fridge.
9. ANZAC sports day fundraising - wood raffle and 100 club tickets are on sale and 4 weeks selling tickets at the Club .
10. \$1,000 will be given to the Community Fund and the balance to Exhibition Ground Management.

Minutes of the Management Committee of the Bombala Exhibition Ground Meeting held on 10th April at the CWA Rooms commencing at 7.00PM

11. A couple of horse people have requested permission to stay at the grounds. They have stayed there previously. To be advised that the horses are not to be ridden on the grounds.
12. Willy and Jodie have had the NBN connected. The incorrect phone number has been entered. Instead of 6458 3592, it is 6458 3692. Jodie will contact Telstra to re-connect correct number and also advise Council.
13. Fire Service Plus has advised that nine emergency lights are not working, but it appears they may be, however, the two emergency lights in the toilet are not. Lights were switched off and turned over to generator.
14. Both power boards need to be fixed up. Quote for better lights in the hall and more power points, to be put to Council.
15. The three phase power point at the kiosk, has been used to charge an electric car. The cost should be included on the schedule of fees. Neil to speak to Council.

Meeting Closed: 7.59

Next Meeting to be held at the CWA Rooms at 7.00pm on Wednesday, 8th May, 2019.

Minutes of the Management Committee of the Bombala Exhibition Ground Meeting held on 8th May at the CWA Rooms commencing at 7.00PM

Present: N. Hennessy, (C hair), W. Fleming, G. Hillyer, A. Caldwell, A. Walder, S Newman, C. Kidman, C. Ryan A Talbot

Apologies: B Podger, C McCoy, G Power, C Trevanion, B. Kelland, M. Sullivan, R. Peadon

Minutes of the previous meeting held on 10th April, 2019

Moved C. Ryan **Seconded:** G. Hillyer **Carried**

Business Arising:

1. Pump not pulled up, but will be when not needed.
2. Lights in hand.
3. Kitchen items have been packed up.
4. Working bee attended by Neil, Will and Anne, area under supper room cleaned up.
5. .Waiting for Fire Service Plus advice.
6. .Three phase power point waiting to find out about. fees to be charged. Erin to follow up and it will be included on the charge sheet.
7. Caretakers phone has been diverted to old number pending correction by Telstra or NBN.

Correspondence:

In: Email Erin Donnelly requesting email addresses and advising what is required of S355 Committees.

Email George Power cricket pitch options

Out: Reply Erin Donnelly advising email addresses.

Motion that correspondence be tabled.

Moved: A. Walder **Seconded:** S. Newman **Carried**

Financial Report: 1/04/19 – 30/04/19	Income: Nil	Expenditure: \$2,419.45
Balance as at 30/04/19	\$13,412.36	Term Deposit: \$13,632.54

Expenditure: Bombala Electrical (light tube, padlock) \$42.49, Landmark (pipe fittings) \$27.25, Cash (float ANZAC Sports) \$2,270.00

Unpresented cheques: Neil Hennessy \$54.00, Clear Cut Electrical \$79.75

Income: Nil

Credit IGA Bombala \$148,70.

Successful fundraiser for the ANZAC Sportsday. An interim amount of \$4300 is expected. Further details next meeting.

Moved: G. Hillyer **Seconded:** C. Ryan **Carried**

Motion that Clare Trevanion and Jodi Jones' names be removed at the NAB as signatories for the Bombala Exhibition Ground Committee and that Colin Ryan's name be added.

Moved: S. Newman **Seconded:** Anita Walder

**Minutes of the Management Committee of the Bombala Exhibition Ground Meeting
held on 8th May at the CWA Rooms commencing at 7.00PM**

General Business:

1. Graham has spoken to Erin Donnelly who has advised that no S355 Committees have not been paid for 2 years because it was not in the budget. Erin to look into it..
2. Council will be charging at commercial rates for garbage collection.
Each individual user apply for sponsorship or S355 Committee apply for sponsorship on behalf of each user. Must be in by 24th May,

Motion that the Committee approach Snowy Mountains Regional Council for the financial year 2019/2020 for a donation or grant for financial sponsorship and obtain a quote from waste manager for rubbish removal.

Letter to be written to Council.

Moved: G. Hillyer

Seconded: S. Newman

Carried

A list of expected bin usage was obtained from groups present, to be finalized.

3. Fees for next financial year tabled.
4. Charges for recycle bin for commercial rate for pick up only, to be clarified.
5. Will to contact Milestone for large plastic bags for bins for users to take their rubbish away.

Meeting Closed: 8.35pm.

Next Meeting to be held at the CWA Rooms at 7.00pm on Wednesday, 11th June, 2019.

SECTION 355 COMMITTEE – BREDBO HALL – BREDBO HALL – 9TH AUGUST 2018 - MINUTES

Minutes

Section 355 Committee, Bredbo Hall, 6th September 2018

Present: Muriel Stockheim, Louise Barron, Louise Bowerman, Helen Kuiper

Position	Member
Chairperson	Scherie McMillan - President
Deputy Chairperson	Jason Green - Vice President
Secretary	Muriel Stockheim
Treasurer	Muriel Stockheim
Council Representative	
Committee Member-Hall Bookings	Anuschka Green

1. Opening of the Meeting

The Chair, Muriel Stockheim, opened the meeting at 7:40pm.

2. Apologies

Scherie McMillan, Jason Green, Philippa Dodds, Ineke Kuiper, Jenny Lawlis, Juha, TJ, Sue Turner, Deb Menzies, Anuschka Green, Racquel Thomas, Mathew Thomas,

3. Adoption of Previous Minutes

Minutes of the meeting held on 9th August are confirmed as a true and accurate record of proceedings.

Moved: Louise Bowerman

Seconded: Helen Kuiper

4. Business Arising from Previous Minutes

Received information from Lorraine at Council re 355 Committee procedures etc and Mark Nesbitt has our Hall Finance Books.

5. Correspondence

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

Out: Emails to Council re S355 and Septic

6. Business Arising from Correspondence

- ✚ Lorraine mentioned that other Hall committees receive \$1000. Bredbo are happy to accept this amount to help with expenses.
- ✚ Lorraine also mentioned we could meet with the Councils Maintenance Officer and prioritise works required at the Hall. We could also have access to Council funds for painting and repairs as required.
- ✚ Question raised as to how long the toilets will be out of order while upgrade is being completed – waiting for Council reply. Muriel to follow up on all issues and will organise meeting with Maintenance Officer.
- ✚ Lorraine also suggested we try to prioritise our tasks and see if we have tradesman in the village who could help with some of the works which some of the costing could come out of the Councils budgets.
- ✚ Louise Barron felt the heaters worked well, need to look at gaps in walls and ensuring when heaters are in use, doors and windows are closed.

SECTION 355 COMMITTEE – BREDBO HALL – BREDBO HALL – 9TH AUGUST 2018 - MINUTES

7. Treasurer's Report (Management Committee Only)

Muriel reported a balance of \$1,837.50.

8. Work Health and Safety Issues and Hazard Reporting

Nil to report

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

10. Other Business

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

It was suggested and approved that we install a lockable mail box for groups hiring the hall to deposit their hall hire fees into this due to work commitments and unavailability of Hall Booking officer at the moment.

Jason is also going to install another keybox outside the hall for groups hiring the hall to have their own code and be able to collect the keys due to work commitments and unavailability of Hall Booking officer at the moment.

Was mentioned re wheelchair access to back supper area. Suggestion was a ramp off existing ramp to back supper room door.

11. Items for Council Action

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

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

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

Section 355 Committee, Bredbo Hall's Recommendation:

That Council:

- Internal Walls need repairing – gaps between boards and allows heat out and in therefore not making the heating of the hall uneconomical.
- The Hall is in need of painting – inside and out – including roof.
- The kitchen door needs repairing (an awning over the door) as rain is damaging the door and enters the kitchen – including the kitchen tiles as water is damaging this area. This can also be a hazard if someone trips on these tiles that are lifting.
- Heat lamps / heating needs an upgrade – very old and expensive system – maybe due to the state of the gaps in the walls that makes the heating expensive.
- Downpipes need upgrading due to water eroding the soil below.
- Concertina doors at back of stage have been damaged – a tradesman has suggested could be due to stumps moving under stage.
- Solar Panels installed to assist with power consumption.
- Wheel chair access to back supper room – suggestion a ramp off existing ramp to back door of supper room.

SECTION 355 COMMITTEE – BREDBO HALL – BREDBO HALL – 9TH AUGUST 2018 - MINUTES

12. Date of next Meeting

The next meeting will be held at 7:30pm on Thursday 7th February 2019 at Bredbo Hall. If any urgent business arises in the meantime, we will call a meeting or discuss at Progress meeting.

Close of Meeting

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

CHAIRPERSON

DATE

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

SECTION 355 COMMITTEE – BREDBO HALL – BREDBO HALL – 4TH FEBRUARY 2019 - MINUTES

Minutes
Section 355 Committee, Bredbo Hall, 4th February 2019

Present: Scherie McMillan, Muriel Stockheim, Louise Barron, Philippa Dodds, Jenny Lawlis, Jason Green, Anuschka Green

Position	Member
Chairperson	Scherie McMillan - President
Deputy Chairperson	Jason Green - Vice President
Secretary	Muriel Stockheim
Treasurer	Muriel Stockheim
Council Representative	
Committee Member-Hall Bookings	Anuschka Green

1. Opening of the Meeting

Scherie opened the meeting at 7:10pm.

2. Apologies

Helen Kuiper

3. Adoption of Previous Minutes

Minutes of the meeting held on 6th September are confirmed as a true and accurate record of proceedings.

Moved: Scherie McMillan

Seconded: Muriel Stockheim

4. Business Arising from Previous Minutes

Electrician has been to the hall to fix exit signs etc. Had notified Council regarding step near kitchen door.

5. Correspondence

In: Reply from Lorraine re kitchen step

Out: Email to Lorraine re kitchen step

6. Business Arising from Correspondence

- ✚ Bookings continue with a couple of extra bookings
- ✚ Suggestion that we have a cleaner come in a couple of times a year to give a thorough clean. Nush going to source.

7. Treasurer's Report (Management Committee Only)

Muriel reported a balance of \$3,230.35.

8. Work Health and Safety Issues and Hazard Reporting

Nil to report

SECTION 355 COMMITTEE – BREDBO HALL – BREDBO HALL – 4TH FEBRUARY 2019 - MINUTES

9. Other Business

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

Was mentioned the tables need cleaning in the hall.

10. Items for Council Action

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

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

Section 355 Committee, Bredbo Hall's Recommendation:

That Council:

- A. Step at Kitchen Door needs fixing.
- B. Internal Walls need repairing – gaps between boards and allows heat out **and in therefore not making the heating of the hall uneconomical.**
- C. The Hall is in need of painting – **inside and out – including roof.**
- D. The kitchen door needs repairing (an awning over the door) as rain is damaging the door and enters the kitchen – **including the kitchen tiles as water is damaging this area. This can also be a hazard if someone trips on these tiles that are lifting.**
- E. Heat lamps / heating needs an upgrade – very old and expensive system – **maybe due to the state of the gaps in the walls that makes the heating expensive.**
- F. Downpipes need upgrading due to water eroding the soil below.
- G. Concertina doors at back of stage have been damaged – a tradesman has suggested could be due to stumps moving under stage.
- H. Solar Panels installed to assist with power consumption.
- I. Wheel chair access to back supper room – suggestion a ramp off existing ramp to back door of supper room.

11. Date of next Meeting

The next meeting will be held at 7:30pm on Thursday 11th April 2019 at Bredbo Hall.

Close of Meeting

There being no further business the meeting concluded at 7:35pm

CHAIRPERSON

DATE

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

SECTION 355 COMMITTEE – BREDBO HALL – BREDBO HALL – 4TH FEBRUARY 2019 - MINUTES

Minutes

Section 355 Committee, Bredbo Hall, 11th April 2019

Present: Muriel Stockheim, Helen Kuiper, Philippa Dodds, Jenny Lawlis,

Position	Member
Chairperson	Scherie McMillan - President
Deputy Chairperson	Jason Green - Vice President
Secretary	Muriel Stockheim
Treasurer	Muriel Stockheim
Council Representative	
Committee Member-Hall Bookings	Tony Maxwell

1. Opening of the Meeting

Muriel opened the meeting at 7:45pm.

2. Apologies

Scherie McMillan, Jason Green, Tony Maxwell

3. Adoption of Previous Minutes

Minutes of the meeting held on 6th September are confirmed as a true and accurate record of proceedings.

Moved: Philippa Dodds

Seconded: Jenny Lawlis

4. Business Arising from Previous Minutes

Tony Maxwell has been appointed as the new Hall booking officer.

5. Correspondence

Received Origin Account - \$289.96

Email from Lorraine Thomas (Council) re step in the kitchen had been fixed. It was mentioned at the meeting that we would like to thank Council for this.

Letter from Council Finance Officer in regards to new EFTsure system being put in place.

6. Business Arising from Correspondence

 None

7. Treasurer's Report (Management Committee Only)

Muriel reported a balance of \$3,327.89.

8. Work Health and Safety Issues and Hazard Reporting

Nil to report

SECTION 355 COMMITTEE – BREDBO HALL – BREDBO HALL – 4TH FEBRUARY 2019 - MINUTES

9. Other Business

- A new hall booking officer has been appointed and already on the job. His name is Tony Maxwell.
- Looking at spending the money given to us by Council by employing a cleaner a few times a year. Tony is in the process of getting quotes.
- Tony Maxwell is going to have the broken chairs removed, and was mentioned the same area does need cleaning up so we will be looking into it. Eg: removing unnecessary tables and relocating the playschool items.

10. Items for Council Action

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

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

Section 355 Committee, Bredbo Hall's Recommendation:

That Council:

- A. Internal Walls need repairing – gaps between boards and allows heat out **and in therefore not making the heating of the hall uneconomical.**
- B. The Hall is in need of painting – **inside and out – including roof.**
- C. The kitchen door needs repairing (an awning over the door) as rain is damaging the door and enters the kitchen – **including the kitchen tiles as water is damaging this area. This can also be a hazard if someone trips on these tiles that are lifting.**
- D. Step at Kitchen Door needs fixing. Temporarily fixed and waiting on grant to replace door and add an awning to protect the door.
- E. Heat lamps / heating needs an upgrade – very old and expensive system – **maybe due to the state of the gaps in the walls that makes the heating expensive.**
- F. Downpipes need upgrading due to water eroding the soil below.
- G. Concertina doors at back of stage have been damaged – a tradesman has suggested could be due to stumps moving under stage.
- H. Solar Panels installed to assist with power consumption.
- I. Wheel chair access to back supper room – suggestion a ramp off existing ramp to back door of supper room.

11. Date of next Meeting

The next meeting will be held at 7:30pm on Thursday 4th July 2019 at Bredbo Hall, which will be the AGM.

Close of Meeting

There being no further business the meeting concluded at 8pm



CHAIRPERSON

11th April 2019

DATE

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

Section 355 Volunteer Jindabyne Memorial Hall Committee Meeting

May 23rd. 4pm. JMH Supper room.

Meeting opened 4.05 pm

Present. Erin Donnelly (SMRC), Greta Jones, Gunther Probst, Chrissi Webb, Lois Merriman.

Apologies . Nancy Gant-Thompson, Jenny Colin.

General Business

1. \$2200.00 has been raised for the upgrade of the Hall foyer floor. Work will be done when Mark Robinson has the time.
 2. Lois asked Lorraine Thomas to include painting of the foyer and toilets in budget. Lorraine has since resigned from Council. **Erin was unable to find out any information on this and so will add it for consideration to the 2020 budget.**
 3. A submission has been put into the NSW State Government for new heating/cooling system at the hall. Included in this submission is a request for public WIFI . **SMRC have sponsored this submission however the WIFI component has been removed as SMRC does not have a firm policy to offer public WIFI.** \$120,000 grant has been asked for under the MY Community Project grant scheme. **Please go online and vote for this grant.**
 4. Section 355 Advisory Committee now becoming a Management Committee. Erin Donnelly will explain what this entails. **Erin told us that a Management committee would require a Chairperson, a Secretary, a Treasurer and a Booking Officer. She also supplied a extra copy of the old SRSC Volunteer Manual and a Facilities Maintenance Request Form.**
 5. Nancy Gant-Thompson and Jenny Colin sent their apologies. **Recorded in minutes**
 6. Cage needed upstairs as hall users have been using Lions Lights without asking. Spoke to Lorraine Thomas about this and she agreed Mark Robertson will do it – once again when he has time. **This is on a list of items to do.**
 7. Microphone missing from upstairs – Veronica looking into it. **Veronica contacted hall users from October, November, December 2018 but nobody knows anything about the missing microphones**
 8. Main hall wall damage. **Someone has tried to drill into the besser brick and chipped the brick. Hopefully this can be disguised with paint.**
 9. How do we go about getting new members if we feel we need them? The Committee need to replace one of our members who has passed away. Chrissi Webb said she would like to see the size of the committee increased to 9 members. After some discussions agreed with.
-

MOTION

That the number of members on the Section 355 JMH Committee be increased from 7 to 9.

Motioned Chrissi Webb. 2nded. Greta Jones. All in favour, Passed.

Erin Donnelly will advertise for 3 new members in Late July or early August 2019

10. Next meeting will be in September 2019.

Meeting Closed 5.05pm.

9.1.3 DRAFT COMMUNITY TRANSPORT STRATEGY 2019-2022

Record No:

Responsible Officer: Director Corporate and Community Services

Author: Group Manager Community Support Services and Aged Care

Key Theme: 1. Community Outcomes

CSP Community Strategy: 1.2 High quality community support and residential aged care services are available and accessible to residents across the region

Delivery Program Objectives: 1.2.1 Competitive cost effective aged care and community support services are available within the region

Attachments: 1. Draft Community Transport Strategy 2019-2022
2. Draft Community Transport Strategy 2019-2022 - Feedback

Cost Centre

Project

Further Operational Plan Actions:

EXECUTIVE SUMMARY

This report is seeking Council approval to adopt the Draft Community Transport Strategy 2019-2022.

At an ordinary Council meeting held on 7 February 2019, Council resolved to endorse the Draft Library Strategy and Community Transport Strategy to be placed on Public Exhibition for a period of 28 days commencing 13 February 2019. The Council Resolution reference is 29/19.

The public exhibition period provided the community with an opportunity to comment on the strategy documents.

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

OFFICER'S RECOMMENDATION

That Council adopt the Community Transport Strategy 2019-2022.

BACKGROUND

At an ordinary Council meeting held on 7 February 2019, Council resolved to endorse the Draft Library Strategy and Community Transport Strategy to be placed on Public Exhibition for a period of 28 days commencing 13 February 2019. The Council Resolution reference is 29/19.

The public exhibition period commenced on 13 February 2019 and ended on 13 March 2019.

This period of time provided the community with an opportunity to comment on the strategy document.

Community engagement occurred using a variety of methods including, on-line surveys, hard copy surveys and face-to-face discussions and conversations.

The feedback received during the public exhibition period is summarised in the table below:

Delivery Program	Operational Plan	Feedback Received	Our Comments
1.2.1 Competitive cost effective aged care and community support services are available within the region.	1.2.1.1 Implement Community Transport Strategy actions relevant to the 2020 financial year.	Improve signage and markings on community transport vehicles.	This element is already contained within the strategy actions, therefore no further action is required.
		Remove the proposed action of annual sessions for the community to meet with the Community Transport drivers.	Feedback has been considered and the proposed action has been removed from the strategy.
		2 x positive comments regarding Community Transport services was received.	Feedback has been noted and passed on to staff.

Once adopted by Council, the Library Strategy 2019-2022 document will be designed and formatted in accordance with Council's style guide.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The Community Transport Strategy 2019-2022 provides a roadmap for delivering services that enhance the social wellbeing and encourage social connections of the community and all community transport patrons in the Snowy Monaro Region.

2. Environmental

The Community Transport Strategy 2019-2022 aims to reduce Snowy Monaro Regional Council's carbon footprint by creating greater efficiency in transportation routes.

3. Economic

Costs associated with the development and implementation of the Community Transport Strategy 2019-2022 have been considered in the operational budgets. Grant funding will be sought for those activities that cannot be accommodated in the operational budgets.

4. Civic Leadership

Council is demonstrating strong civic leadership in preparing this Community Transport Strategy 2019-2022.



Snowy Monaro Regional Council

***Draft Community Transport Strategy
2019-2022***

Support, Trusted, Reliable

Our Vision

Council: A trusted community partner

Community Transport Vision: To be a quality, regionally recognised door-to-door provider of Community Transport Services which enhance the health and wellbeing of eligible residents across the Snowy Monaro region.

Our Values

Council: Solutionary, Together, Accountable, Innovative, Caring

Community Transport Values: Support, Trusted, Reliable

“Vehicles are one of the best modes of transportation. Relationships are one of the best vehicles of transformation”.
Kate McGahan

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Mayor Foreword

I would like to present Snowy Monaro Regional Council's Community *Transport Strategy 2019-2022*.

This strategic document outlines a framework for the future delivery of Council's Community Transport service. This is a fantastic service that provides essential transport options for Snowy Monaro residents.

Our region spans 15,158 kms². This tyranny of distance presents challenges for residents relying on medical services in Canberra, and in Bega. Where public transport cannot be provided, our Community Transport service ensures residents have access to vital transport options.

This service is run through the hard work of its volunteer drivers. In the 2018-2019 financial year, 672 clients were driven 279,282 kms and 5,325 hours were contributed by volunteers.

This document provides a future road map to enhance the Community Transport service and ensure it is reliable and relevant to its clients. Within this strategy, four key themes will provide direction and guidance on how the Community Transport service will operate over the next four years.

To the volunteers who keep this service running, I and the entire community, thank you. Most residents would have a family member or friend who access the Community Transport service, and would be well aware of its importance.

Our community has provided important feedback to the future direction of the Community Transport service. Thank you for this feedback, and I trust you will find this document informative.

Mayor John Rooney
Snowy Monaro Regional Council

Introduction

Our purpose is to provide an individualised, reliable and affordable Community Transport service that is easily accessible throughout the region. Through transportation, this program enhances the health and wellbeing of residents in the Snowy Monaro region.

Transport for New South Wales (TfNSW) provide Council with significant operational funding to support the delivery of services to residents deemed transport disadvantaged under the Community Transport Program (CTP). Those living in rural and remote locations, youth, families with children, sole parents, people with disability and Indigenous Australians may fall within the criteria of transport disadvantaged. Council also receive funding for people over the age of sixty five under the Commonwealth Home Support Program (CHSP) through Local Southern Area Health to support residents in accessing medical appointments and provide services to participants under the National Disability Insurance Scheme (NDIS), where they have the option to purchase transport through their package.

In the 2018-2019 financial year, Community Transport drivers collectively travelled 279,282 kms. This significant achievement further highlights the value this program provides to its community. Despite the exceptional efforts of all involved with Community Transport, Council requires new volunteers to ensure succession planning is achieved. The Community Transport Volunteer Coordinator works to develop the program and opportunities based on best practice. Council continuously look for innovative ways to manage complexities of the program with the aim of keeping consumer facing services simple, easy to access and affordable.

Background

On 12 May 2016 Bombala Council, Cooma-Monaro Shire Council and Snowy River Shire Council amalgamated forming the Snowy Monaro Regional Council (SMRC). At this time all Community Transport services merged to operate as one provider.

Community Transport services have been provided throughout the region for almost forty years. It is one of the oldest community services now provided by SMRC. In the early years due to limited funding, services were restricted to medical appointments only. The success of Community Transport is attributed to many committed, trusted and reliable volunteers who drive on behalf of Council, in addition to a small dedicated team of staff who create individualised service plans for eligible residents. Each Community Transport trip is on average two to eight hours.



Some of the dedicated Community Transport Volunteers participating in Driver Safety Training

Community Transport Engagement 2018-2019

On an annual basis Community Transport provides a reliable efficient service throughout the Snowy Monaro region. In 2017-2018 Council were successful in securing additional funding to increase service delivery.

672

Number of clients transported

10,088

Number of trips

279,282

Kms travelled

5,325

Number of hours contributed by volunteers

Community Transport drivers contributed 5,325 hours x \$41.72 (amount prescribed by the Australian Bureau of Statistics (ABS) May 2017-May 2018) over the last year. If these services were provided by a paid employee, it would have cost our service \$222,159.



Strategic Direction

Community Transport services continue to evolve and improve throughout Australia. Council aligns itself with the industry peak body Community Transport Organisation Ltd. Community Transport Organisation Ltd and Transport for NSW (TfNSW) provide Council with support and assistance on national and local matters of interest. They are committed to the success of local programs and operators; they collaborate, troubleshoot and provide strategic advice as required.

Feedback from our community has informed and supported the development of this strategy and associated actions. Council developed a Community Strategic Plan (CSP) 2018-2040 that underpins the objectives identified in this strategy. The Snowy Monaro Regional Council (SMRC) Community Transport Strategy 2019-2022 aligns with Council's Integrated Planning and Reporting suite. Council are committed to implementation of this plan in its entirety, and will endeavour to deliver on its commitment to community.

To support the broader strategic direction of Community Transport, community were surveyed. A number of engagement methods were utilised. Face to face consultation occurred as well as written survey participation.

The feedback provided by you, has led to the development of four key themes:

- Environmental
- Growth
- Technology
- Community Activation

The future of Community Transport

There are many changes as a result of reform and innovation changing the way we operate and deliver services to Community. To remain up to date in regard to service accessibility and productivity, we have addressed four key themes. These themes were derived from what our Community told us they wanted to see occur in the area of Community Transport.

The services our Community have come accustomed to will remain the same. This strategy aims to enhance and improve service offerings to ensure we are competitive and efficient in all facets of operation.

The four themes as a result of Community Feedback are:

Environmental

Community Transport vehicles spend a considerable amount of time on our roads. Acknowledging this, we have made a commitment to exploring options to minimise carbon emissions in addition to the impact on roads. A range of areas have been taken into consideration including electric vehicles and car-pooling.

Growth

Our region is growing, creating an increase in need for Community Services including transportation. To best respond to this growth, we need to ensure our services are dynamic in order to flourish. There are a number of ways we can grow our offerings to better service the needs of Community.

Technology

Technology is no longer the future. Remaining up to date with technology ensures we can provide a responsive and efficient service to Community while remaining a competitive provider of services. We are invested in exploring how technology can enhance services offered to Community.

Community Activation

Community Transport would not be what it is today without the strong reliance on volunteers. We value volunteerism and want to ensure we commit to attracting and retaining volunteers. We also see the value in sharing the benefit of volunteering with the broader corporate community.

Environmental

Environmental				
Strategy	Objective	Action	Delivery Program	Operational Plan
1.2 High Quality Community support and residential aged care services are available and accessible to residents across the region.	Investigate options to operate a spare capacity register to reduce carbon emissions through car-pooling.	Conduct a survey to ascertain what modes of transportation are travelling to Cooma, Canberra and Bega. If warranted, develop an online spare capacity booking system.	1.2.1 Competitive cost effective aged care and community support services are available within the region.	1.2.1.1 Implement Community Transport Strategy actions relevant to the 2020 financial year.
		Conduct a study to look at gaps in transportation bookings. Increase and consolidate booking where possible.		
	Pursue opportunities with Transport for NSW to upgrade existing vehicles with accessible vehicles that meet the needs of services and reduce emissions.	Develop a business case requesting to trade-in the Community Transport 21 seat bus. Business case to include the option to swap this for two to three smaller vehicles (maximum seating of 8).		
		Identify vehicle replacement options and consider: <ul style="list-style-type: none"> 1. Electric Vehicles 2. Accessible vehicles 		1.2.1.1 Implement Community Transport Strategy actions relevant to the 2021 financial year.

Growth

Growth				
Strategy	Objective	Action	Delivery Program	Operational Plan
1.2 High Quality Community support and residential aged care services are available and accessible to residents across the region.	Launch fee for service transportation under the banner of Point to Point.	Register as a 'Point to Point' provider.	1.2.1 Competitive cost effective aged care and community support services are available within the region.	1.2.1.1 Implement Community Transport Strategy actions relevant to the 2020 financial year.
		Explore 'as a fee' for service transportation in townships that do not have public transport.		1.2.1.1 Implement Community Transport Strategy actions relevant to the 2021 financial year.
	Improve advertising and marketing of the Community Transport program throughout the region.	Develop a marketing plan which details a schedule of promotion.		1.2.1.1 Implement Community Transport Strategy actions relevant to the 2019-2022 financial years.
		Run regular news articles in the newspaper to provide information on events.		
		Facilitate information sessions every six months across all sites to advertise and promote service offerings.		1.2.1.1 Implement Community Transport Strategy actions relevant to the 2020 financial year.
		Develop a new brochure, magnets and car signage for the Community Transport program to increase visibility of Community Transport service in the region.		

Growth				
Strategy	Objective	Action	Delivery Program	Operational Plan
1.2 High Quality Community support and residential aged care services are available and accessible to residents across the region.	Investigate a pilot program to operate the shopping buses weekly in Jindabyne and Adaminaby.	Develop weekly shopping bus schedule that coincides with pension day to increase access to service hubs. Advertise and market the extra bus services broadly throughout the region.	1.2.1 Competitive cost effective aged care and community support services are available within the region.	1.2.1.1 Implement Community Transport Strategy actions relevant to the 2020 financial year.
	Monitor the amount of service users accessing shopping buses throughout the region.	Create a register to log the number of community members accessing the shopping bus.		
		Survey community to investigate what days and time they would most access the shopping buses.		
	Explore options access to increase transport to and from Canberra.	Develop a business case directed to Transport for NSW requesting funding to operate a pilot program servicing Canberra two days per week from outlying townships of Bombala, Jindabyne and Adaminaby with the aim of improving access to transportation hubs in Canberra.		1.2.1.1 Implement Community Transport Strategy actions relevant to the 2022 financial year.

Growth				
Strategy	Objective	Action	Delivery Program	Operational Plan
1.2 High Quality Community support and residential aged care services are available and accessible to residents across the region.	Explore options access to increase transport to and from Canberra.	Advertise on all relevant mediums Point to Point legislation and how this can be accessed through Community Transport as a registered provider.	1.2.1 Competitive cost effective aged care and community support services are available within the region.	1.2.1.1 Implement Community Transport Strategy actions relevant to the 2022 financial year.
	Evaluate the need for transportation as a fee for service for residents in aged care facilities throughout the region.	Survey residents and families as to their need for transportation; and the fee they would be willing to contribute.		

Technology

Technology				
Strategy	Objectives	Action	Delivery Program	Operational Plan
1.2 High Quality Community support and residential aged care services are available and accessible to residents across the region.	Implement the Community Transport Allocation Booking System (CTABS).	Train all relevant staff in the use and application of CTABS.	1.2.1 Competitive cost effective aged care and community support services are available within the region.	1.2.1.1 Implement Community Transport Strategy actions relevant to the 2020 financial year.
	Investigate tablet or phone devices for undertaking vehicle checks and recording of incidents.	Collaborate with industry peers and provide a basic report regarding the use of tablet and mobile devices in the Community Transport arena.		
		Apply for grant funding to purchase smart technology to conduct vehicle checks and log incidents.		
11.1 Public services and processes are delivered reliably and efficiently in response to community needs.	Identify induction and safety software to reduce the paperwork associated with volunteer compliance.	Book software demonstrations of programs associated with Community Transport electronic operations.	11.1.1 Information and communication systems support the business to deliver agile and quality service to the community.	11.1.1.5 Investigate the replacement of Community Care software package.

Community Activation

Community Activation				
Strategy	Objective	Action	Delivery Program	Operational Plan
1.2 High Quality Community support and residential aged care services are available and accessible to residents across the region.	Recruit Volunteers of all ages to work within Community Transport.	Advertise quarterly throughout the region for Volunteers.	1.2.1 Competitive cost effective aged care and community support services are available within the region.	1.2.1.1 Implement Community Transport Strategy actions relevant to the 2019-2022 financial years.
	Develop a marketing campaign that promotes the benefits of volunteering.	Explore radio advertising as a recruitment opportunity. Advertise for Volunteers through Council's main recruitment portal.		1.2.1.1 Implement Community Transport Strategy actions relevant to the 2020 financial year.
	Explore Corporate Volunteering broadly in the community.	Arrange meetings with corporates and businesses to discuss Volunteering options within Community Transport. Promote Council and the Community Transport program in Community as an organisation that welcomes corporate volunteering.		1.2.1.1 Implement Community Transport Strategy actions relevant to the 2021 financial year.

From: Your Say Snowy Monaro
Sent: 7 Mar 2019 10:33:48 +1100
To: Records Snowy Monaro Regional Council
Subject: Anonymous User completed Draft Community Transport Strategy 2018-2022 Submission

Anonymous User just submitted the survey 'Draft Community Transport Strategy 2018-2022 Submission' with the responses below.

What are your thoughts on this strategy and the future delivery of community transport services in the Snowy Monaro?

I should keep going as it is very handy for a lot of people

-----Safe Stamp-----
Your Anti-virus Service scanned this email. It is safe from known viruses.
For more information regarding this service, please contact your service provider.

From: Your Say Snowy Monaro
Sent: 7 Mar 2019 13:01:54 +1100
To: Records Snowy Monaro Regional Council
Subject: Anonymous User completed Draft Community Transport Strategy 2018-2022 Submission

Anonymous User just submitted the survey 'Draft Community Transport Strategy 2018-2022 Submission' with the responses below.

What are your thoughts on this strategy and the future delivery of community transport services in the Snowy Monaro?

1) Community transport vehicles should be visibly signaged and marked so the clients can identify them from a distance particularly at urban pick-up. 2) This is a very professional well run service which from my experience is appreciated by both clients and service providers. 3) Fine tune it if you must but don't let bureaucrats indulge themselves, and muck it up, speak to the people at the coal face and listen to their suggestions. 4) "BBQs to meet the drivers" is an internal indulgence, the money could be better spent elsewhere. What other transport system provides this oddity? Think of the logistics. This is a typical of the bureaucratic dream as previously mentioned. Jim Hynd PS I am open for further discussion if required.

-----Safe Stamp-----
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9.1.4 MONTHLY FUNDS MANAGEMENT REPORT - JUNE 2019

Record No:

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

EXECUTIVE SUMMARY

The following report details the funds management position for the reporting period ending 30 June 2019.

Cash and Investments are \$88,114,069.

Certification

I, Matt Payne, Responsible Accounting Officer of Snowy Monaro Regional Council hereby certify, as required by Clause 212 of the Local Government (General) Regulation 2005, that investments as detailed in this report have been invested in accordance with Section 625 of the Local Government Act 1993, the Regulations and Council's Investment Policy.

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

OFFICER'S RECOMMENDATION

That Council:

- A. Receive and note the report indicating Council's cash and investments position as at 30 June 2019; and
 - B. Receive and note the Certificate of the Responsible Accounting Officer.
-

BACKGROUND

Council's Cash and Investments 30 June 2019:

Cash at Bank	2,559,015
Investments	85,555,054
Total	88,114,069

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Total Cash and Investments are available to provide services and infrastructure to the community in accordance with the 2019 budget, Council resolutions and other external restrictions.

2. Environmental

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

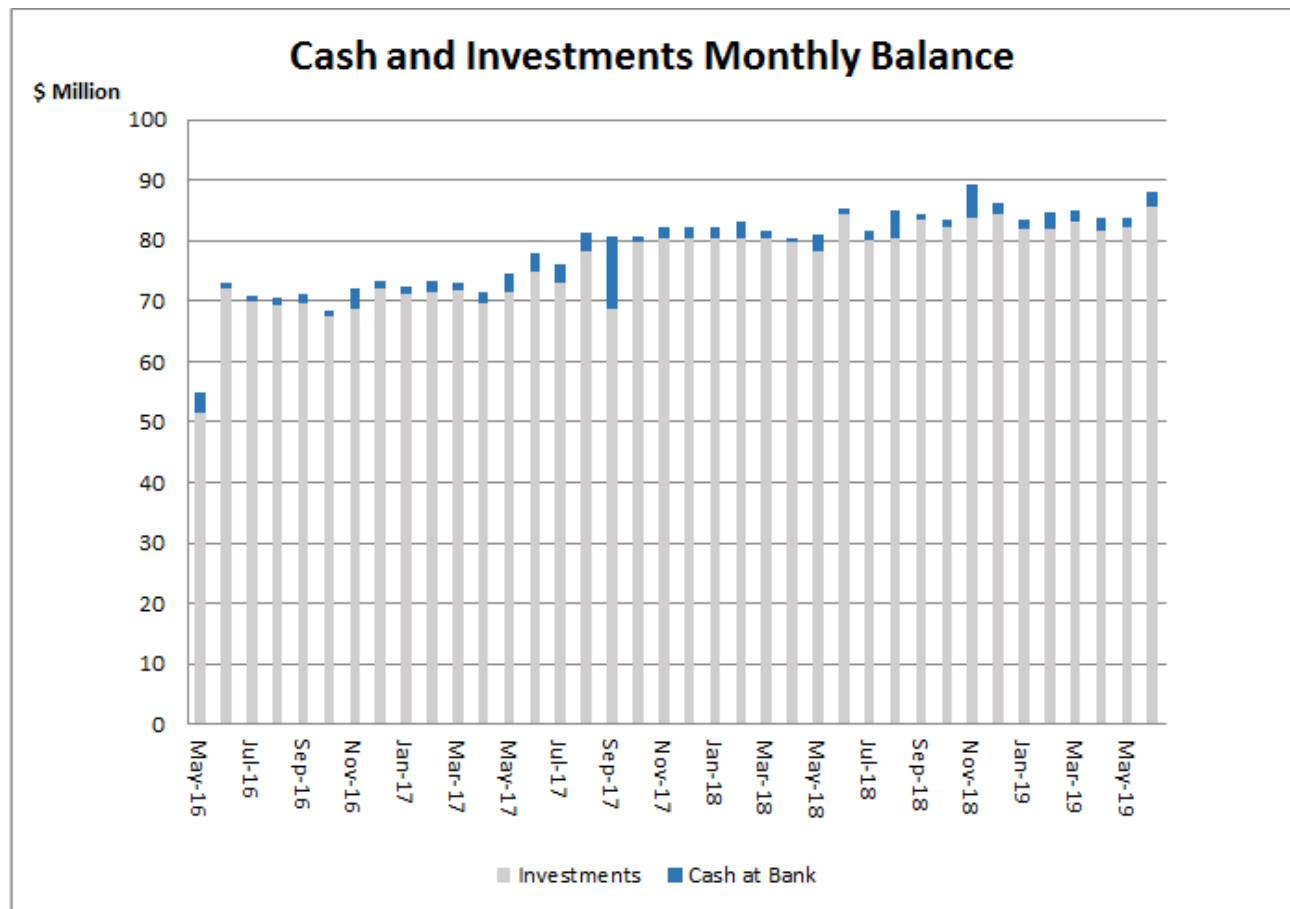
3. Economic

Total investments for Snowy Monaro Regional Council were \$85,555,054 on 30 June 2019.

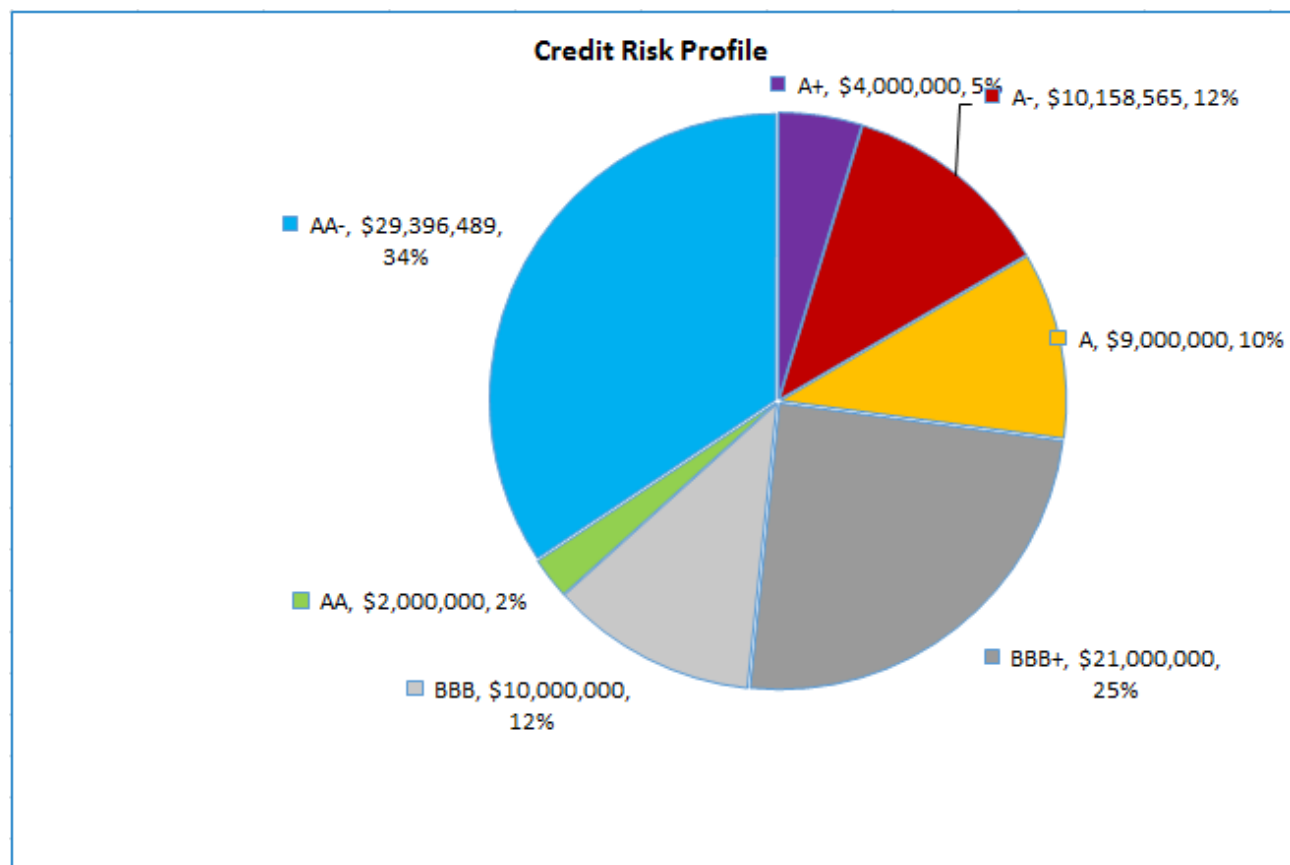
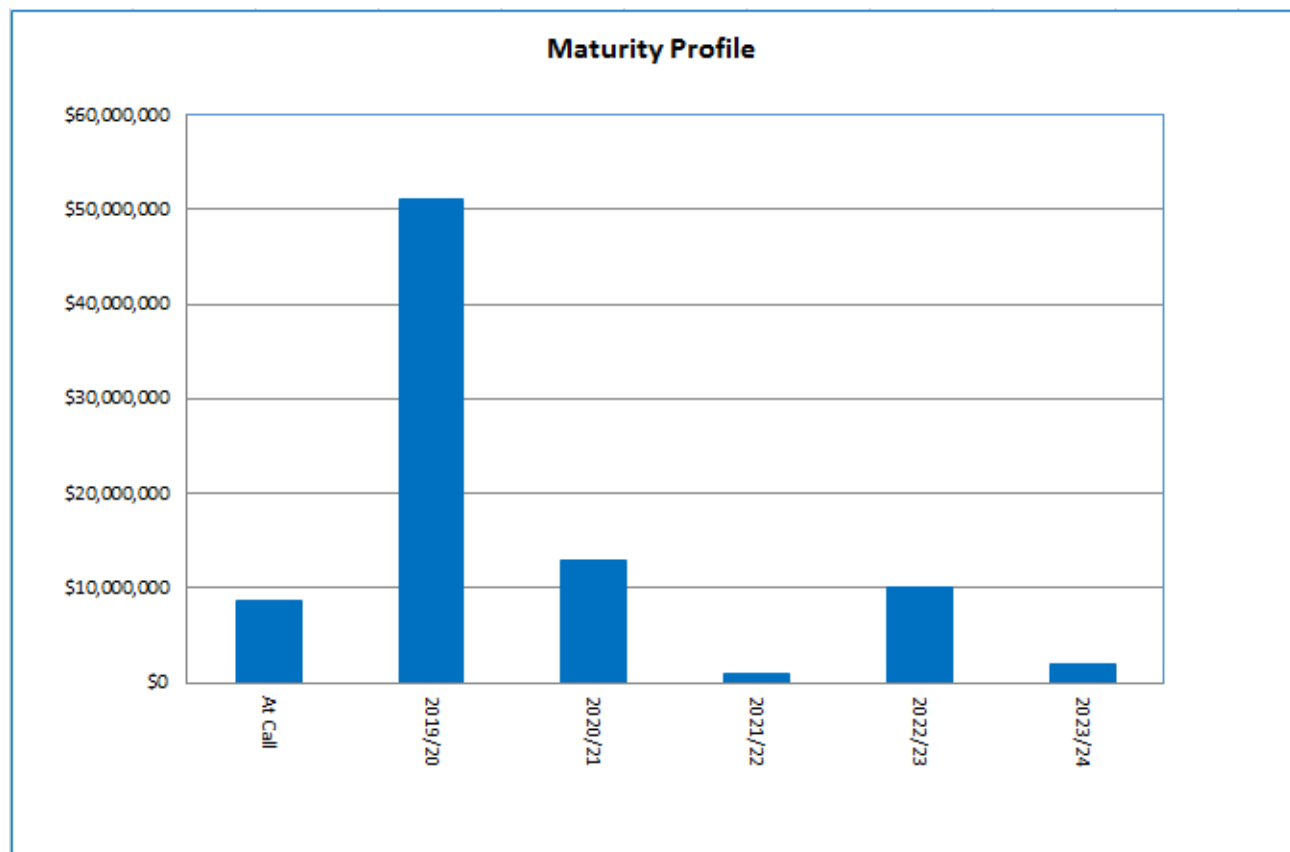
Investment Register – 30 June 2019:

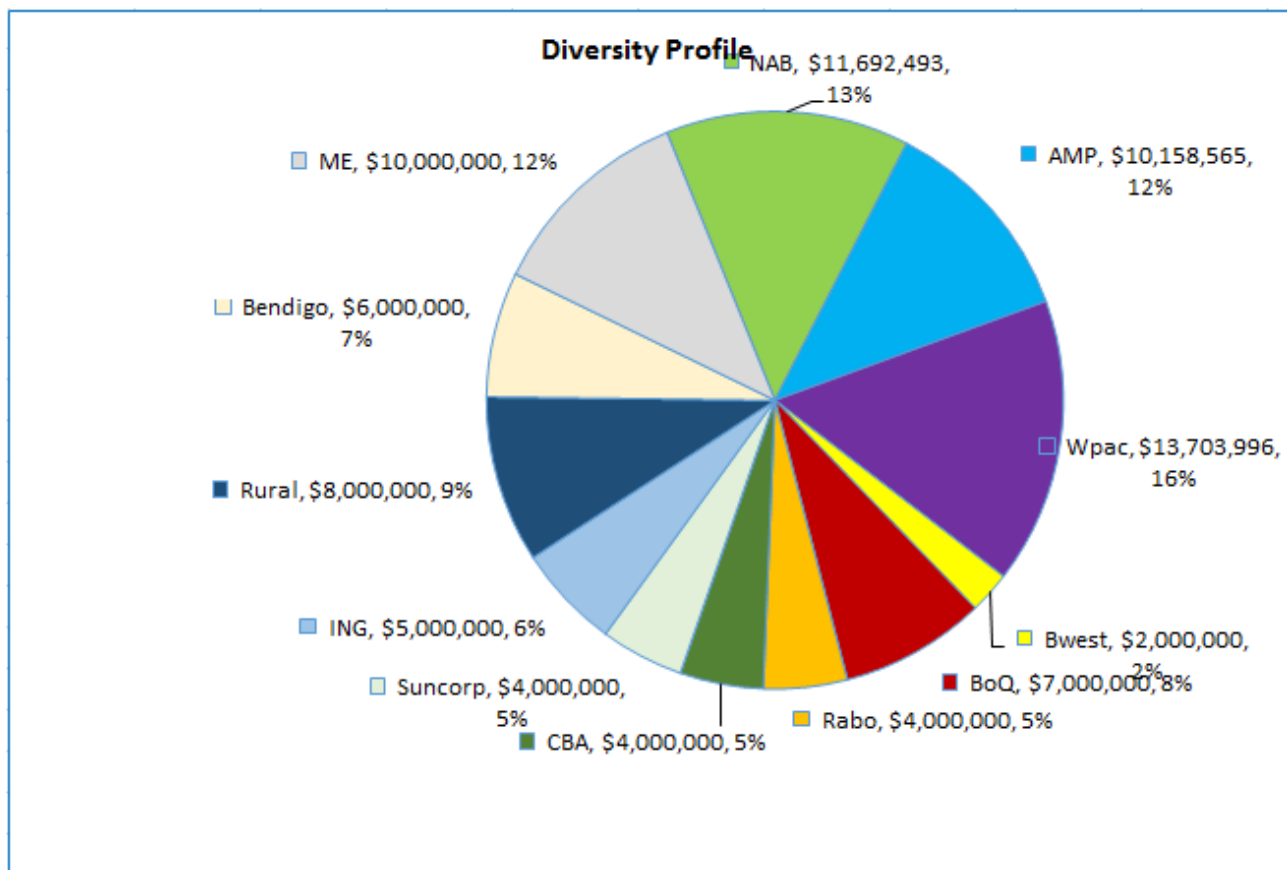
DATE INVESTED	FINANCIAL INSTITUTION	Short-Term Rating	Long-Term Rating	TYPE	CURRENT INVESTMENT	INTEREST RATE	MATURITY
n/a	National Australia Bank - At Call*	A1+	AA-	At Call	2,692,493	1.10%	At Call
n/a	AMP Bank - At Call	A2	A-	At Call	29,247	1.55%	At Call
n/a	Westpac Bank - At Call	A1+	AA-	At Call	4,703,996	0.70%	At Call
n/a	AMP Bank - 31 days Notice Account	A2	A-	31 days	1,129,318	2.05%	31 days
16-Sep-15	Bank of Queensland	A2	BBB+	TD	1,000,000	3.20%	17-Sep-19
23-Mar-16	ING Bank	A1	A	TD	1,000,000	3.66%	22-Mar-21
23-Jun-16	Commonwealth Bank	A1+	AA-	TD	4,000,000	2.29%	23-Jun-21
21-Mar-17	Bank of Queensland	A2	BBB+	TD	1,000,000	3.15%	20-Mar-20
26-Jun-17	Bank of Queensland	A2	BBB+	TD	4,000,000	3.30%	25-Jun-21
24-Aug-17	ING Bank	A1	A	TD	3,000,000	2.75%	27-Aug-19
29-Aug-17	Westpac Bank	A1+	AA-	TD	4,000,000	2.89%	29-Aug-22
15-Sep-17	Westpac Bank	A1+	AA-	TD	1,000,000	2.91%	15-Sep-21
06-Mar-18	ING Bank	A1	A	TD	1,000,000	2.86%	06-Mar-20
13-Mar-18	Rural Bank Limited	A2	BBB+	TD	4,000,000	2.80%	12-Mar-20
26-Jun-18	Bendigo and Adelaide Bank	A2	BBB+	TD	4,000,000	2.90%	25-Jun-20
29-Jun-18	National Australia Bank	A1+	AA-	TD	4,000,000	2.96%	29-Jun-23
08-Aug-18	AMP Bank	A2	A-	TD	1,000,000	2.85%	08-Aug-19
10-Sep-18	National Australia Bank	A1+	AA-	TD	3,000,000	2.75%	10-Sep-19
11-Sep-18	Rabodirect	A1	A	TD	2,000,000	3.33%	08-Sep-23
13-Sep-18	AMP Bank	A2	A-	TD	2,000,000	2.85%	14-Sep-20
19-Oct-18	Bankwest	A1+	AA	TD	1,000,000	2.70%	16-Jul-19
23-Oct-18	Bank of Queensland	A2	BBB+	TD	1,000,000	2.65%	23-Oct-19
09-Nov-18	National Australia Bank	A1+	AA-	TD	1,000,000	2.72%	08-Nov-19
21-Nov-18	AMP Bank	A2	A-	TD	1,000,000	2.65%	21-May-20
26-Nov-18	AMP Bank	A2	A-	TD	2,000,000	2.65%	26-Nov-19
17-Dec-18	Rabobank Australia	A1	A	TD	2,000,000	3.15%	16-Dec-22
19-Dec-18	Bendigo and Adelaide Bank	A2	BBB+	TD	2,000,000	2.80%	17-Dec-20
08-Jan-19	Suncorp Bank	A1	A+	TD	2,000,000	2.70%	08-Jul-19
22-Feb-19	Westpac Bank	A1+	AA-	TD	2,000,000	2.52%	24-Feb-20
28-Feb-19	Westpac Bank	A1+	AA-	TD	2,000,000	2.50%	26-Feb-20
01-Mar-19	Suncorp Bank	A1	A+	TD	1,000,000	2.60%	26-Nov-19
13-Mar-19	AMP Bank	A2	A-	TD	3,000,000	2.80%	09-Dec-19
20-Mar-19	ME Bank	A2	BBB	TD	2,000,000	2.60%	19-Mar-20
01-Apr-19	Suncorp Bank	A1	A+	TD	1,000,000	2.55%	28-Oct-19
10-Apr-19	Bankwest	A1+	AA	TD	1,000,000	2.20%	09-Apr-20
15-Apr-19	ME Bank	A2	BBB	TD	8,000,000	2.50%	15-Jul-19
08-May-19	National Australia Bank	A1+	AA-	TD	1,000,000	2.30%	07-May-20
07-Jun-19	Rural Bank Limited	A2	BBB+	TD	4,000,000	2.10%	09-Jun-20
					85,555,054		

Cash and Investments Charts:



9.1.4 MONTHLY FUNDS MANAGEMENT REPORT - JUNE 2019





4. Civic Leadership

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

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

9.1.5 DRAFT SNOWY MONARO YOUTH STRATEGY 2019-2022

Record No:

Responsible Officer:	Group Manager Economic Development and Tourism
Author:	Youth Officer
Key Theme:	1. Community Outcomes
CSP Community Strategy:	1.4 Youth in the region are supported to reach their maximum potential
Delivery Program Objectives:	1.4.1 Youth of the region are engaged, supported, mentored and trained to be the leaders of tomorrow
Attachments:	1. Draft Youth Strategy
Cost Centre	2910
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The draft Snowy Monaro Youth Strategy provides Council the opportunity to formalise a long term commitment to young people of the region. The draft document outlines a commitment to build on the important work Council already does in the youth sector, and articulates a vision to cultivate communities in which young people can actively participate in social, civic and economic opportunities.

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

OFFICER'S RECOMMENDATION

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.

BACKGROUND

Following the amalgamation of the former Bombala, Cooma-Monaro and Snowy River Shires, Council has an opportunity to take stock of the work it already does with and for young people across the region, and develop a strategic framework to guide a vision of a vibrant Snowy Monaro, rich in opportunities for work, study and play.

The draft Youth Strategy 2019-2022 was developed following consultation with over 400 young people, with the community engagement process driven by our Youth Council. The document intends to provide clear direction for Council and in particular the Youth Development team. It explores the current and future needs of young people and takes into account barriers to community participation and how they could be overcome.

The public exhibition period will provide an important opportunity for the community to give feedback on the draft document. At the conclusion of the exhibition period feedback will be collated and a further report provided to Council recommending any changes to the draft strategy as a result of feedback received. It would be intended that Council would adopt a final strategy for implementation at this point also.

The completion of the Youth Strategy can assist with providing timely guidance and strategic justification for projects which may be submitted to the Stronger Country Communities Round 3 grant fund. This fund opened on 1 July and concludes near the end of September. It has a focus on projects which are youth oriented.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Young people aged 12-24 represent 15.1% (n=3110) of the total population in the LGA. Young people are the future leaders, parents, business owners and workers of our communities. For the Snowy Monaro to thrive, it needs to invest in its young people. This strategy is Council's commitment to this endeavour and by 2022, will have supported Council and our partners to:

- Increase access to employment, education and training for school leavers and young job seekers.
- Invest in the 'bricks and mortar' to create spaces that support and engage young people.
- Develop and promote an environment where young people are valued and recognised as the leaders of tomorrow.
- Engage more young people from more townships in Council's school holiday activities and other recreation programs.
- Increase opportunities for youth participation in planning for growth and sustainability in the region.

2. Environmental

There are no direct environmental consequences associated with this report, however some of the proposed actions in the draft Strategy may have environmental impacts if carried through to completion. These would be assessed at the time of implementation through the relevant approvals processes if applicable.

3. Economic

There are no direct economic considerations associated with this report, however some of the proposed actions in the draft Strategy may have economic implications. These would be assessed in the process of carrying out the actions and further costs to Council would be covered through existing budgets at the time or grant funding, or by seeking additional funding from Council at the time once costs are known.

4. Civic Leadership

The way that young people grow and develop influences the adults they become, and in turn the future shape of our region. Council is well placed to support and influence this development and

has a crucial role to play in promoting, providing and planning for the needs of young people. Council's role is distinct from other service providers within the youth sector, many of which focus on one specific issue or need e.g. mental health, housing or employment. By contrast, Council's role is more holistic and requires more detailed consideration and forward planning in order to achieve better outcomes for the region's youth. This Strategy will cement Council's position as a leader in the local youth space and will become an important tool for building capacity with relevant stakeholders.



SNOWY MONARO YOUTH COUNCIL

Draft Youth Strategy 2019-2022



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What young people told us	Page 9
What stakeholders told us	Page 11
Council's role	Page 12
Action plan	Page 14

A word from the Youth Mayor



The engagement of youth in policy development and strategic planning is an important factor in creating enthusiastic citizens for the future. The Snowy Monaro Youth Strategy is a significant tool for promoting an open and friendly environment for young people to advocate for their beliefs, passions and perspectives. The Youth Strategy highlights Council's commitment to both the future and those who hold it. I believe strongly in the values of utilitarianism; bringing the greatest possible outcome to the greatest number of people. With over 15% of the region's population being 12-25year olds, the voice of young people is paramount to every discussion on the future of our communities. I am hopeful that this strategy provides a valuable framework to prioritise the worries, desires and passions of young people in our area.

Zara Farrell, 2019 Youth Mayor, Snowy Monaro Regional Youth Council

Existing plans & policies

The Snowy Monaro Youth Strategy 2019-2022 is guided by existing plans, policies and laws from across all levels of government. The Strategy has been drafted to align with:

Snowy Monaro Regional Council

- The Snowy Monaro 2040 Community Strategic Plan
- Regional Economic Development Strategy 2018 – 2022

NSW State Government

- NSW Strategic Plan for Children and Young People
- NSW Youth Employment Strategy
- NSW Youth Health Policy
- Department of Family and Community Services – NSW Practice Framework

Federal Government

- National Youth Strategy for Young Australians, 2010
- National Social Inclusion Agenda 2011
- Australian Youth Affairs Coalition (AYAC) Youth Work Snapshot
- Mission Australia Youth Survey

Premier's Priorities

1. Creating jobs
2. Delivering infrastructure
3. Driving Public Sector diversity
4. Improving education results
5. Improving government services
6. Improving service levels in hospitals
7. Keeping our environment clean
8. Making housing more affordable
9. Protecting our kids
10. Reducing domestic violence reoffending
11. Reducing youth homelessness
12. Tackling childhood obesity



About this Strategy

We want the Snowy Monaro region to be a vibrant place for young people to live, work, study and play. 15.1% of the current population in the Snowy Monaro Local Government Area are aged between 15 and 25 years old. The number of young people is predicted to reach 3489 by 2036 (Australian Bureau of Statistics, Census of Population and Housing, 2016)

Why do we need a youth strategy?

Young people are the future leaders, workers, business owners and parents of our communities. For the Snowy Monaro region to thrive, we need to invest in our young people. This Strategy reflects Council's commitment to this endeavour.

This Strategy will provide clear direction for Council and in particular, the Youth Development Team. It explores the current and future needs of young people and takes into account barriers to community participation and how they could be overcome.

What did we learn?

Five key themes emerged during the consultation process. Young people want Council to focus on:

1. Education and employment
2. Space and place
3. Wellbeing and personal development
4. Recreation and leisure
5. Growth and sustainability

Council's commitment

The Snowy Monaro Youth Strategy outlines Council's commitment to build on the important work we already do in the youth sector, and our vision to cultivate communities in which young people can actively participate in social, civic and economic opportunities.

Our vision for this Strategy

By 2022, this strategy will have supported Council and our partners to:

- Increase access to employment, education and training for school leavers.
- Invest in the 'bricks and mortar' to create spaces which support and engage young people.
- Develop and promote an environment where young people are valued and recognised as the leaders of tomorrow.
- Engage more young people from more townships in Council's school holiday activities and recreation programs.
- Increase opportunities for youth participation in planning for growth and sustainability in the region.

A snapshot of young people in the Snowy Monaro

3,110 Young people live in the Snowy Monaro Region

DEFINITION OF A YOUNG PERSON

We refer to a young person as someone between 12 & 24



3 in 20 residents are aged between 12 - 24

The youth population is concentrated in mainly 4 townships in the Snowy Monaro

COOMA	1038 Young people. 14.2% of total Cooma population
JINDABYNE	764 Young people. 18.5% of total Jindabyne population
BERRIDALE	199 Young people. 13.1% of total Berridale population
BOMBALA	163 Young people. 12.4% of total Bombala population



The population of young people is predicted to reach 3489 by 2023

42%

aged 12-24 years were engaged in a secondary government school in 2016

Other education participation included:

Non-Government.....	16.3%
TAFE.....	6.2 %
Tertiary Institution.....	6.9%
Home schooling.....	1.9%



7.4%

Aged 15-24 are not engaged in employment or study



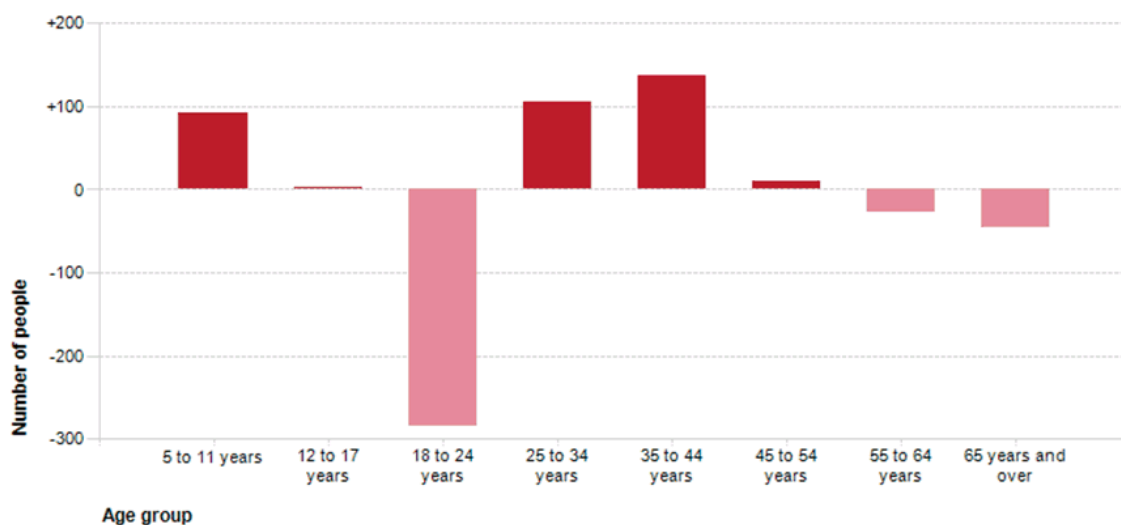
1 in 2 employed young people work in the hospitality/retail industry (45.6%)

Population Migration

Between 2011 and 2016, 285 young people aged 18-24 migrated from the Snowy Monaro LGA. During the consultation process for this Strategy, we asked participants “what would keep you in the region after you finish high school”. Young people told us that meaningful employment (a career), higher education opportunities and more entertainment would increase retention.

Net migration by age group 2016

Snowy Monaro Regional Council area



Source: Australian Bureau of Statistics, Census of Population and Housing, 2016 (Usual residents data)
Compiled and presented in profile.id by .id, the population experts.

.id
the population experts

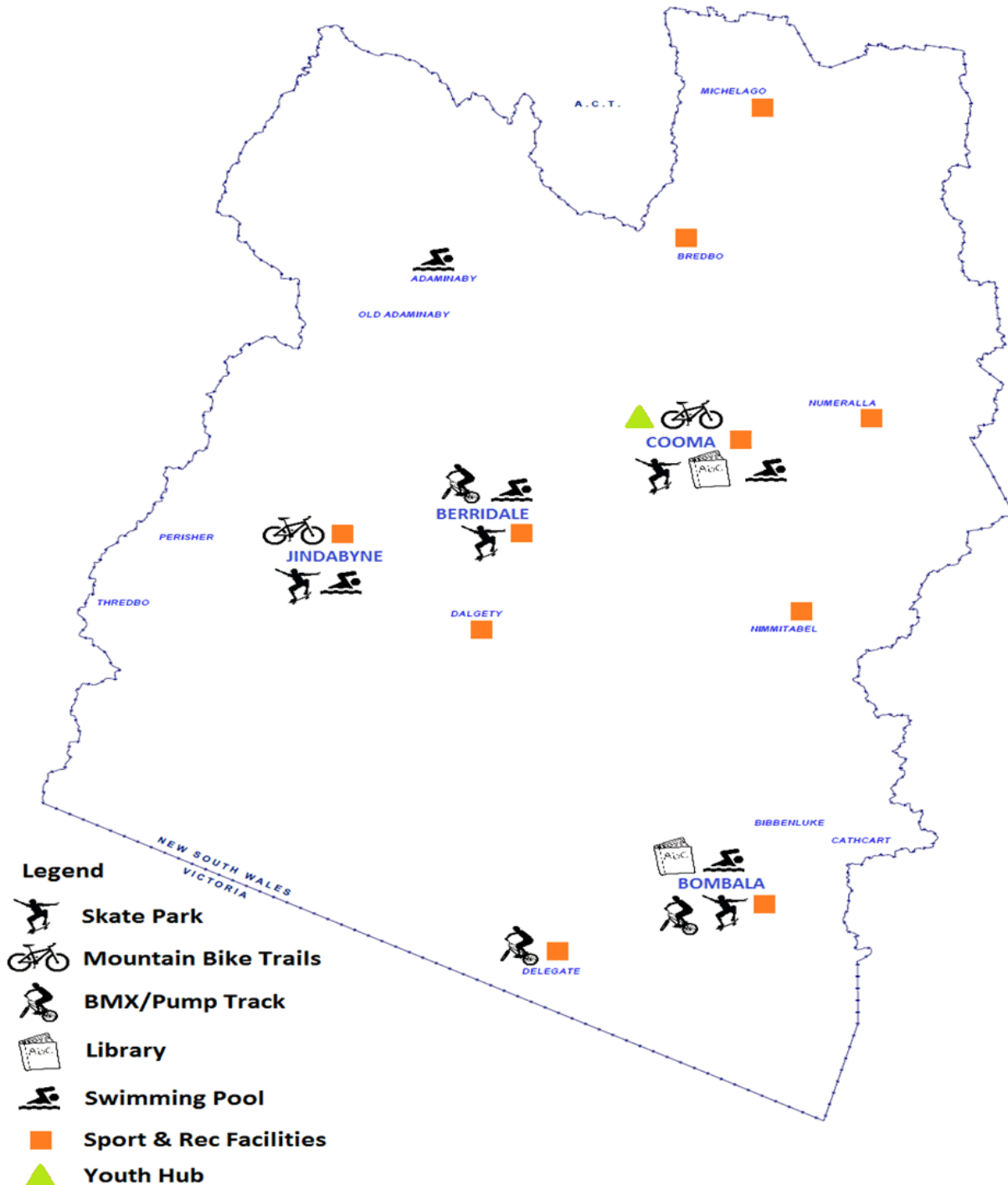
Where are young people going?

Migration data from the Australian Bureau of Statistics indicates that between 2011 and 2016, the majority of young people who left the Snowy Monaro LGA, migrated to the ACT (208 out of 285).

Top migration destinations between 2011 and 2016 for people aged 18 to 24 years

LGA	Out migration
Melbourne	14
Sydney	15
Wagga Wagga	20
Newcastle	20
Bega Valley	27
Queanbeyan-Palerang Regional	28
Wollongong	51
ACT	

Existing Council facilities supporting young people



Community engagement



Overview

This Strategy was developed after consultation with just over 400 young people (approximately 13% of the total Snowy Monaro population aged between 12 and 24). We also consulted with teachers, parents, sporting groups, youth workers and youth groups. In total, **452 residents participated** in the consultation process between November 2018 and January 2019.

How we engaged young people

Youth survey

Council staff worked alongside the Snowy Monaro Youth Council to develop a survey to assess the needs, interests and priorities of young people living in the region. A hard copy of the survey was completed by **349 young people**.

Face-to-face consultation

Youth Councillors led consultations with their peers in the school setting and Council staff followed up with a series of focus groups. Young people were also surveyed while taking part in school holiday activities. **51 young people participated in a face-to-face consultation.**

Online

The youth survey was also made available on the “Your Say Snowy Monaro” platform. Participation was encouraged through social media and via the Monaro Post. Parents were the main respondents using this platform. **16 responses were received online.**

How we engaged stakeholders

The youth survey was emailed to over 100 stakeholders in the region. This included schools, TAFE, community groups, sporting clubs, health, government departments and funded youth support services. **36 surveys were returned.**

What young people told us – A snapshot...

Bombala told us...

They want access to youth friendly spaces to meet with friends and to participate in organised after school activities, like art classes and dance workshops. Young people said they hear about what's happening in the community from school and their parents. They told us that boredom, bullying and mental health were the biggest issues they face and want to see Council invest in upgrades to existing facilities like the skate park and the BMX track.

"Fix the skate park so it works for scooters and BMX, no one rides skate boards anymore"

Berridale told us...

That they want more transport options to connect them with friends in Cooma and Jindabyne. Young people in Berridale want to see more outdoor activities and adventure sports. They want to see the community hall upgraded with air-conditioning and better outdoor lighting.

"The new park is cool, but we need something outdoors for older kids to do. Like rock-climbing"



Cooma told us...

They want to see more shops which cater to their needs so they don't need to shop online or travel. Young people thought Council should focus on upgrading existing assets, such as the skate park and the walking track along the Cooma Creek. Many voiced concerns about climate change inaction and limited access to arts and cultural activities. Lack of employment opportunities was recognised as a barrier to keeping young people here after high school.

"The creek has so much potential to be a beautiful part of town but there's so much rubbish and nowhere to sit just and hang out"

Jindabyne told us...

They want Council to capitalise on the natural beauty and to focus on the outdoors. They wanted the lake to be more accessible, with jetties and boardwalks. Young people wanted footpaths to connect them with where they want to be and better access to technology, including public Wi-Fi and a technology hub. They also outlined a lack of safe, warm places to meet with friends in winter.

"There are no footpaths! I have to ride my bike on the highway to get to school..."

We asked survey participants to tell us what they love about living in the Snowy Monaro region. The top 3 responses are outlined below.



201 MENTIONS

Young people value and respect the region's natural assets (like the mountains, rivers & streams & lakes).



107 MENTIONS

Many participants celebrated a sense of safety and the slower pace of living that our region affords. No traffic, low crime rates and "knowing your neighbour" were all mentioned here.

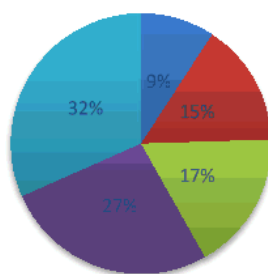


171 MENTIONS

Plenty of young people mentioned their love for weekend adventures to the snowfields or a dip in the ocean. Many also felt that easy access to the ACT increased opportunities for employment & education as well as leisure activities, such as shopping

We also asked young people how they hear about upcoming events and activities in the region. This data will be important for improving Council's marketing and communication strategy

How do young people find out about whats happening in the region?



- Print Media (newspaper, posters)
- Parents or family
- School (assembly, newsletter, announcements)
- Social Media
- Friends

What stakeholders told us – a snapshot...

Youth workers & funded support services said...

That youth homelessness was an ongoing concern, with limited access to affordable housing and no youth refuge outlined as the main contributing factors. Youth services said that stresses at home (including domestic and family violence, housing instability, and food insecurity), social and emotional wellbeing and substance misuse were the primary reasons for young people being referred to or accessing their service. Services thought that the Monaro Youth Interagency was a valuable platform for addressing the needs of young people.

Youth groups said...

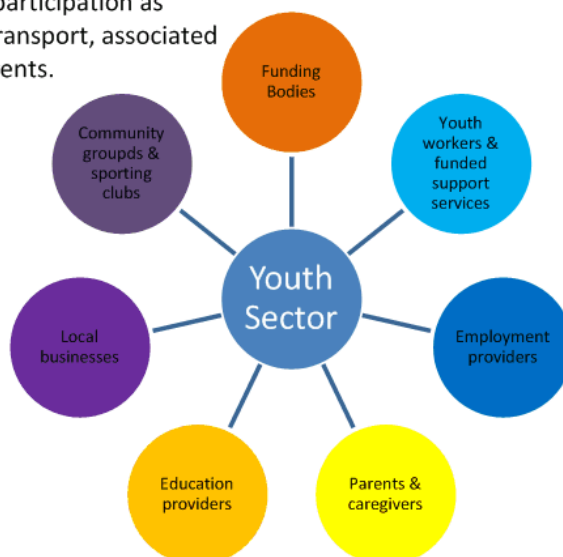
Sporting clubs, youth groups (religious and non-religious), youth leadership groups and other volunteer led groups told us that inconsistent participation restricted their activities. Sporting groups had fluctuating registration, youth groups had hit and miss participation, and volunteer groups had difficulty retaining members. They identified the barriers to participation as primarily being a lack of transport, associated costs, and disengaged parents.

Education providers said...

That social media, mental health, bullying and stresses at home were some of the biggest issues young people face. Some outlined limited knowledge of, and access to, local youth support services as a barrier to adequately meeting the needs of students. Many felt that Council had a role to play in fostering clear pathways from school to employment or further education.

Parents & caregivers said...

That they wanted to see more employment opportunities for their kids. Some outlined the benefits of raising children in the Snowy Monaro, which included a sense of safety and proximity to Canberra, the coast and the snow. Many parents felt that Council should focus on improving recreational infrastructure for young people, such as parks, skate parks, trails and sporting facilities. Many outlined a need for entertainment, including youth groups and after school activities.



What is Council's role?



Image: Council staff working with young people to install tree guards at the Jindabyne skate park

There are more than 3,000 young people living in the Snowy Monaro, representing 15.1% of the population. The way these young people grow and develop will influence the adults they become and in turn, the future of our region. Council is well placed to support and influence this development, and has a crucial role to play in promoting, providing and planning for the needs of young people. Council's role is distinct from other service providers within the youth sector, many of which focus on one specific issue or need e.g. mental health, employment, and housing.

Through a wide range of initiatives, such as school holiday programs, National Youth Week activities, the Snowy Monaro Youth Council, Snowy Monaro Youth Awards and wellbeing and community awareness events, Council already provide young people with a range of recreational, educational and personal development opportunities. Council also provides a range of facilities and infrastructure

that supports young people, including parks and playgrounds, sporting ovals, skate parks, swimming pools and The Cooma Youth Hub, in partnership with the YMCA. The purpose of this Strategy is to consolidate and build on these successful initiatives and formalise Council's commitment to young people going forward.

This Strategy includes objectives which Council cannot deliver on our own and also some which are outside the scope of Local Government. Young people face social issues, such as bullying, which are difficult for Council to address. In this instance, Council's role will be to advocate, educate and empower existing youth stakeholders to implement change, and partner with the community to build capacity to address these issues.

The implementation of this strategy will be youth-led; with Council recognising that young people are the experts on their future.

Theme one: Employment & Education

7.4% of young people aged 15-24 in the region are disengaged with education and employment. While this is lower than the regional NSW average (11.8%), employment opportunities emerged as a key theme for young people across the Snowy Monaro. To create a brighter future for young people in the Snowy Monaro, Council will partner to increase opportunities for young people to contribute to and benefit from our local economy and foster better access to education and training opportunities.

Key Outcome: Young people are supported in their endeavour to gain meaningful employment and further their education and training aspirations

How this theme aligns with existing plans

Snowy Monaro 2040 Community Strategic Plan	<p>Key Theme 1 – Community</p> <p>Strategy 1.4 Youth in the region are supported to reach their maximum potential</p> <ul style="list-style-type: none"> DP 1.4.1 Youth of the region are engaged, supported, mentored and trained to be the leaders of tomorrow <p>Key Theme 2 – Economy</p> <p>Strategy 4.1 Attract diverse businesses and industries to the region, supporting their establishment and retention</p> <ul style="list-style-type: none"> DP 4.1.3 Council is an active community partner in supporting regional business initiatives <p>Strategy 4.3 Capitalise on the region's proximity to Canberra and bordering NSW and Victorian regions to attract industry and investment</p> <ul style="list-style-type: none"> DP 4.3.1 Council has advocated for increased regional outcomes that support the Snowy Monaro local government area <p>Strategy 5.1 Advocate for and promote education and lifelong learning opportunities</p> <ul style="list-style-type: none"> DP 5.1.1 The Region's Library Network promotes community connectedness and facilitates the provision of information and services for the community DP 5.1.2 Council works in partnership with the Region's businesses and tertiary education partners to explore the occupation skills and tertiary options needed for the future for the region <p>Strategy 5.2 Promote and provide access and spaces both physical, digital and mobile where people can learn and connect</p> <ul style="list-style-type: none"> DP 5.2.1 Community infrastructure options are explored that facilitate the expansion, improvement and accessibility of life learning spaces across the region
NSW State Plan and Premier Priorities	<p>PP1 Creating jobs</p> <p>PP3 Driving public sector diversity</p> <p>PP4 Improving education results</p>

Action Plan – Employment & Education

Strategy	Action	KPI	Target	Resourcing
1.1 Improve employment pathways for school leavers and job seekers	1.1.1 Collaborate with key partners to deliver transition-to-work 'skills workshops' across the region	One workshop delivered in each major township	July 2020 then ongoing	Operational as part of YDO role
	1.1.2 Collaborate with TAFE to increase access to fee-free short skills courses	Complete needs analysis with TAFE Community Engagement Officer	November 2019	Operational as part of YDO role
	1.1.3 Coordinate a youth employment forum in partnership with relevant stakeholders	Forum held	January 2020	Operational as part of YDO role
	1.1.4 Develop and pilot a youth employment project	Program Developed	December 2020	Operational as part of YDO role
	1.1.5 Advocate for youth employment targets to be set by relevant employers	Develop a list of employers	December 2019	Operational as part of YDO role
	1.1.6 Develop a youth employment strategy	Strategy developed	2022	Operational as part of YDO role
1.2 Collaborate with partners to overcome the barriers young people face when seeking employment	1.2.1 Work with education providers to better align local learning opportunities with employment opportunities and industry needs	Complete gaps, trends and opportunities analysis	February 2020	Operational as part of YDO role
	1.2.2 Educate local employers on available state and federal government youth wage subsidies	Develop a fact sheet and distribute information through existing Council communication platforms	February 2020	Operational as part of YDO role
1.3 Create more opportunities for work experience (paid and unpaid)	1.3.1 Launch a youth-led social enterprise to create work experience opportunities for young people	Social Enterprise Launched	Ongoing	Operational as part of YDO role
	1.3.2 Develop a policy framework for a youth volunteer pool to assist with Council led events and initiatives	Policy developed	May 2020	Operational as part of YDO role
1.4 Support young people to develop the skills and confidence to launch a business or enterprise	1.4.1 Collaborate with relevant stakeholders to deliver 'young entrepreneur' skill development workshops	A minimum of one workshop annually	2020 then annually	Operational as part of YDO role and seek external funding

Theme two: Space & Place

Young people want support to develop a sense of ownership and belonging in their communities. Council already provide and support some infrastructure and facilities which address this need. Going forward, we will take stock of what already exists; making improvements where possible and reducing the access and participation barriers identified by young people. Council will increase access to safe, youth friendly spaces for socialising, connecting, learning and participating in recreational activities. While not the responsibility of Council alone, providing access to affordable housing and addressing youth homelessness is also considered here.

Key outcome: Young people in the Snowy Monaro region have access to youth friendly spaces and places that nurture community connection, safety, a sense of belonging and pride in place.

How this theme aligns with existing plans

Snowy Monaro 2040 Community Strategic Plan	<p>Key Theme 1 – Community</p> <p>Strategy 1.4 Youth in the region are supported to reach their maximum potential</p> <ul style="list-style-type: none"> • DP 1.4.2 Activities and recreational infrastructure for children and young people is planned for and promoted to contribute to their active living, health and wellbeing <p>Strategy 3.1 Develop, maintain and promote safe spaces and facilities that are enabling, accessible and inclusive for all</p> <ul style="list-style-type: none"> • DP 3.1.1 Public and community spaces are regulated and managed to be safe and equitable for all abilities <p>Key Theme 3 – Environment</p> <p>Strategy 8.3 Advocate for a range of suitable housing and accommodation that is available for the changing needs of our community</p> <ul style="list-style-type: none"> • DP 8.3.1 Planning policies facilitate options for a range of housing types <p>Strategy 9.1 Transportation corridors throughout the region are improved and maintained</p> <ul style="list-style-type: none"> • DP 9.1.4 Council's transportation strategy identifies initiatives that improve and maintain the region's transportation networks including public transport, vehicles, bikes and pedestrians
NSW State Plan and Premier Priorities	<p>PP4 Improving education results</p> <p>PP8 Making housing more affordable</p> <p>PP9 Keeping our kids safe</p> <p>PP11 Reducing Youth Homelessness</p>

Action Plan – Space & Place

Strategy	Action	KPI	Target	Resourcing
2.1 Provide access to designated youth spaces across the region	2.1.1 Advocate for PCYC to roll out in the Snowy Monaro region.	Working party established	Ongoing	Operational as part of YDO role
	2.1.2 Continue the partnership with the YMCA to provide support, referral and youth programs in Cooma	Youth Development Officer remains active at The Cooma Youth Hub	Ongoing	Operational & annual contribution from Council
	2.1.3 Invest in upgrades at The Cooma Youth Hub, including equipment, furniture and office space upstairs	Project plan developed	December 2020	Operational and seek external funding
	2.1.4 Investigate community partnerships and government funding for a youth space in Bombala and Jindabyne	Develop a shovel ready project plan and submit relevant funding applications	January 2020	Operational as part of YDO role
	2.1.5 Seek grant funding for a “pop-up” youth space to service smaller towns and villages	Develop a shovel ready project plan and submit relevant funding applications	October 2019	Operational as part of YDO role
2.2 Encourage relevant local businesses to increase their engagement with young people	2.2.1 Continue to support the ‘Snowy Monaro Youth Card’ project in partnership with the Youth Council	Standing agenda item on the Youth Council meeting agenda	Ongoing	Operational as part of YDO role
	2.2.2 Partner with local business to deliver youth events and activities across the region	A minimum of one event delivered	April 2020	Operational as part of YDO role and seek external funding

Action Plan – Space & Place continued...

2.3 Provide access to youth specific study spaces across the region	2.3.1 Collaborate with the Youth Council to identify the specific study needs of young people in each community	Write a position paper identifying needs	April 2020	Operational as part of YDO role
	2.3.2 Develop partnerships with community groups to provide an after-school study group in Cooma, Bombala and Jindabyne	Identify potential partners and develop project plan	April 2020	Operational as part of YDO role
	2.3.3 Improve and promote youth specific study spaces within Council's Library facilities	Delegate project to Youth Council	November 2019	Operational as part of YDO role
2.4 Partner with relevant stakeholders to meet the accommodation needs for young people	2.4.1 Support the Monaro Regional Housing and Homelessness Solutions Forum to develop a position paper on housing and homelessness	Position Paper developed	December 2020	Operational as part of YDO role and seek funding
	2.4.2 Develop and adopt a regional housing strategy which includes a focus on affordable housing, land allocation and the specific needs of young people	Establish a working group	December 2019	Operational as part of YDO role
	2.4.3 Support funded community services to deliver the Rent it Keep it program in high schools	Program delivered in every high school in the LGA	Ongoing	Operational as part of YDO role
	2.4.4 Stay informed on the emerging trends and current accommodation issues facing young people	Attend the Monaro Housing and Homelessness Solutions Forum	Ongoing	Operational as part of YDO role
	2.4.5. Advocate for state and federal government to address the crisis accommodation needs of homeless youth	Continue to collect statistics on unmet needs	Ongoing	Operational as part of YDO role
2.5 Support young people to overcome community participation barriers	2.5.1 Collaborate with private transport providers to align public transport with access to facilities	Develop youth friendly map of existing routes	Feb 2020	Operational as part of YDO role

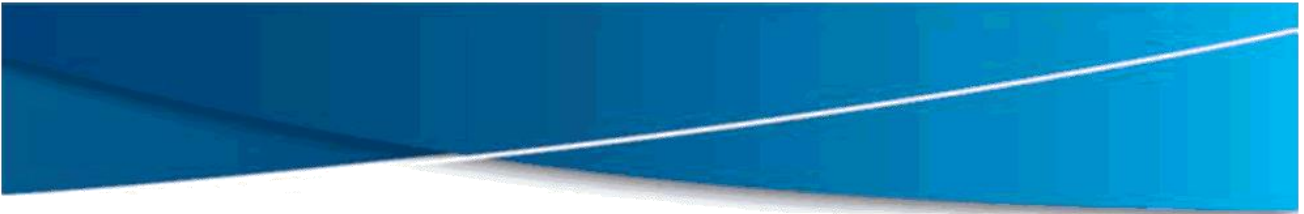


Image: Young people cleaning up the Cooma skate park as part of a Graffiti Removal Day project. This initiative aimed to create pride-in-place by giving young people ownership over a space that is theirs.

Image: Local youth music duo Faceless play live at The Cooma Youth Hub.



Theme three: Wellbeing & personal development

Young people want their communities to be inclusive, supportive and rich in opportunities for personal growth and development. The consultation process identified a range of social issues which are largely outside of Council's direct control although warrant careful consideration in planning for a stronger Snowy Monaro. Mental health, bullying, drug and alcohol consumption, poverty, and domestic violence were all considered to be of significant concern for both our young people and stakeholders. Addressing these concerns requires a whole of community approach

Key outcome: Young people in the Snowy Monaro region – regardless of age, race, gender or sexuality – have the skills, resources and support platforms to reach their full potential

How this theme aligns with existing plans

<p>Snowy Monaro 2040 Community Strategic Plan</p>	<p>Key Theme 1 – Community</p> <p>Strategy 1.1 Quality health and well-being services that support the changing needs of the community through all stages of the lifecycle are provided through government and non-government organisations</p> <ul style="list-style-type: none"> • DP 1.1.1 Regional health and wellbeing services have been planned through community consultation and partnerships with other levels of government <p>Strategy 1.3 Recreation, sporting and leisure facilities encourage all ages to live in an active and healthy lifestyle</p> <ul style="list-style-type: none"> • DP 1.3.1 Regional level recreation facilities that encourage an active lifestyle are planned for and provided in partnership with other government agencies <p>Strategy 1.4 Youth in the region are supported to reach their maximum potential</p> <ul style="list-style-type: none"> • DP 1.4.1 Youth of the region are engaged, supported, mentored and trained to be the leaders of tomorrow • DP 1.4.2 Activities and recreational infrastructure for children and young people is planned for and promoted to contribute to their active living, health and wellbeing <p>Strategy 2.2 Support and promote the arts recognising the broad and diverse contribution it makes to community identity and wellbeing</p> <ul style="list-style-type: none"> • DP 2.2.1 A range of regional level arts and cultural activities are delivered and promoted in partnership with the community <p>Strategy 3.2 Positive social behaviours (including law and order) are fostered and encouraged to maintain our safe, healthy and connected communities</p> <ul style="list-style-type: none"> • DP 3.2.2 Council supports and encourages safety initiatives to promote our connected communities <p>Key Theme 4 – Leadership</p> <p>Strategy 12.3 Our community is empowered and supported in facilitating community outcomes</p> <ul style="list-style-type: none"> • DP 12.3.1 Community organisations and individuals have the capacity to apply for a range of grants funding opportunities • DP 12.3.3 Volunteer and Community group participation is valued and leveraged to improve community outcomes
<p>NSW Premier Priorities</p>	<p>PP4 Improving education results</p> <p>PP9 Keeping our kids safe</p> <p>PP11 Reducing youth homelessness</p>

Action Plan: Wellbeing & personal development

Strategy	Action	KPI	Target	Resourcing
3.1 Ensure all young people have adequate access to wellbeing and mental health support	3.1.1 Collaborate with the Youth Council and other youth groups to increase awareness about existing services and supports, and how they can be accessed	Partner with stakeholders to hold an awareness day in every local high school in the LGA	October 2020	Operational as part of YDO role and community partnerships
	3.1.2 Partner with the community to tackle mental health stigma and promote positive help seeking behaviours	Hold a Mental Health Month event every October	Ongoing	Operational as part of YDO role and Mental Health Month funding
3.2 Increase opportunities for social connection	3.2.1 Work with the community to deliver activities and events that bring young people together	Council representation relevant planning meetings	Ongoing	Operational as part of YDO role
	3.2.2. Support community groups with funding applications for projects and events	Write and support applications as appropriate	Ongoing	Operational as part of YDO role
	3.2.3 Continue to facilitate the Connect -LGBTIQ social group	Hold Connect at least twice monthly	Ongoing	Operational as part of YDO role
	3.2.4 Create opportunities for Indigenous young people to connect to culture and learn about the region's First Peoples	Support the delivery of NAIDOC events	July 2019	Operational as part of YDO role and seek external funding
3.3 Provide young people with the opportunity to develop leadership skills	3.3.1 Continue to coordinate and mentor the Snowy Monaro Regional Youth Council	Hold a minimum of 10 meetings per year	Ongoing	Operational as part of YDO role and annual contribution from Council

Action Plan: Wellbeing & personal development – continued...

Strategy	Action	KPI	Target	Resourcing
3.3 Provide young people with the opportunity to develop leadership skills	3.3.2 Build capacity of existing youth leadership groups – Leo Club, Interact, Scouts, Young Endeavour and local SRCs	Attend leadership meetings quarterly	Ongoing	Operational as part of YDO role
	3.3.3 Explore funding options for an annual youth leadership “scholarship” for a young person to participate in leadership program/activities	Develop business case	December 2019	Operational as part of YDO role
	3.3.4 Support the rollout of Landcare in the region	Meet with staff and stakeholders	End 2019	Operational as part of YDO role
	3.3.5 Maintain the region’s connection with State Parliament and the Advocate for Children and Young People	Nominate at least 1 young person annually for Youth Parliament and the Youth Week Forum	Ongoing	Operational as part of YDO role
3.4 Celebrate young people and position them as the experts on youth related matters	3.4.1 Continue to host the “Snowy Monaro Youth Awards” to recognise the achievements of young people	Hold the Youth Awards as part of National Youth Week every April	Ongoing	Operational as part of YDO role and Youth Week funding
	3.4.2 Raise the profile of the Snowy Monaro Youth Council	Provide mentoring to the Youth Council’s Media and Publicity Officer	Ongoing	Operational as part of YDO role
	3.4.3 Increase the interaction between the Youth Council and Councillors	Youth Council present at Council meetings	Ongoing	Operational as part of YDO role

Action Plan: Wellbeing & personal development – continued...

Strategy	Action	KPI	Target	Resourcing
3.5 Increase community awareness of social issues which impact young people	3.5.1 Continue to support Monaro Community Access Service (MCAS), Mission Australia and Southern Cross Housing to deliver annual Youth Homelessness Matters Day and Homeless Persons Week events	2 events delivered annually	Ongoing	Operational as part of YDO role and community partnerships
	3.5.2 Continue to support the Monaro Domestic Violence Committee to deliver “White Ribbon” and “Red My Lips” events.	2 events delivered annually	Ongoing	Operational as part of YDO role
	3.5.3 Continue to support the Snowy Monaro Community Drug Action Team	Council representation at monthly meetings	Ongoing	Operational as part of YDO role
3.6 Increase the community’s capacity for addressing social problems	3.6.1 Support community groups with grant applications	Provide support when appropriate	Ongoing	Operational as part of YDO role
	3.6.2 Investigate a youth mentoring program that equips young people with social change skills	Approach Southern Region Business Enterprise Centre about Youth Frontiers Mentoring Program	October 2019	Operational as part of YDO role
	3.6.3 Deliver the Mill House “Social Entrepreneur” workshop in the region	Workshop is delivered	December 2019	Operational as part of YDO role
	3.6.4 Investigate options for a “cyber safety” workshop targeting parents and caregivers	Stakeholder consultation held	December 2019	Operational as part of YDO role
	3.6.5 Promote and support training and development opportunities being offered in the region	Send monthly update to Monaro Youth Interagency mailing list	Ongoing	Operational as part of YDO role

Action Plan: Wellbeing & personal development – continued...

Strategy	Action	KPI	Target	Resourcing
	3.6.6 Support community groups, working parties and steering committees to build skills and capacity for implementing their ideas	Council representation at appropriate meetings	Ongoing	Operational as part of YDO role
3.7 Support government and non-government youth services to meet the needs of young people	3.7.1 Continue to coordinate the Monaro Child Protection and Youth Interagency Forum	Host 6 meetings per year	Ongoing	Operational as part of YDO role
	3.7.2 Provide support to funded services in their efforts to expand or diversify program delivery	Provide support where appropriate	Ongoing	Operational as part of YDO role
	3.7.3 Develop a toolkit for services to explore and address barriers faced by young people who access their supports.	Toolkit developed	December 2021	Operational as part of YDO role
3.8 Partner with stakeholders to ensure young people have access to a range of wellbeing and personal development programs	3.8.1 Partner with Monaro Community Access Service (MCAS) to offer a “financial literacy” program which incorporates budgeting, tax, superannuation, investments and banking.	Source or develop program in collaboration with MCAS	December 2020	Operational as part of YDO role
	3.8.2 Partner with South East Arts to deliver a youth arts and wellbeing project	Pitch project to South East Arts	December 2019	Operational as part of YDO role
	3.8.3 Expand the delivery of the ‘Love Bites’ safe relationships program to include Jindabyne and Bombala	Program delivered in every local high school	December 2020 then ongoing	Operational as part of YDO role
	3.8.4 Continue to support stakeholders to deliver the Monaro High Breakfast Club	Breakfast Club runs each Thursday	Ongoing	Operational as part of YDO role

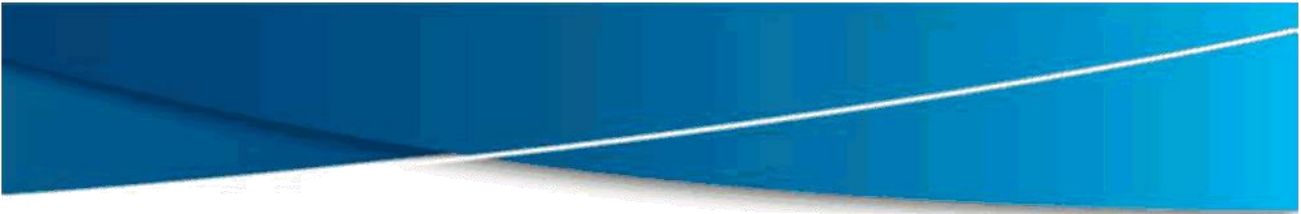


Image: The Monaro High Breakfast Club is an initiative of the Monaro Youth Interagency forum. The program runs every Thursday morning before school and feeds up to 200 students each week.

Image: Snowy Monaro Youth Council meeting. The Youth Council meets monthly to provide Council with strategic direction on matters relevant to young people.



Theme 4 – Recreation & Leisure

Access to affordable, regular and diverse recreation and leisure activities was at the forefront of what we heard from the community. To create a more vibrant Snowy Monaro for young people we will partner with the community to deliver more events, improve existing assets and capitalise on the beauty of our natural environment. Council will harness the expertise of the Youth Council to guide and direct us on new opportunities as they arise.

Key outcome: Young people, regardless of where they live in the region, have access to a variety of recreation and leisure activities that enhance their connection to the Snowy Monaro region

How this theme aligns with existing plans

Snowy Monaro 2040 Community Strategic Plan	<p>Key Theme 1 – Community</p> <p>Strategy 1.3 Recreation, sporting and leisure facilities encourage all ages to live in an active and healthy lifestyle</p> <ul style="list-style-type: none"> • DP 1.3.1 Regional level recreation facilities that encourage an active lifestyle are planned for and provided in partnership with other government agencies • DP 1.3.3 Council's recreational facilities, parks and public open spaces are safe, well managed and accessible <p>Strategy 1.4 Youth in the region are supported to reach their maximum potential</p> <ul style="list-style-type: none"> • DP 1.4.2 Activities and recreational infrastructure for children and young people is planned for and promoted to contribute to their active living, health and wellbeing <p>Strategy 2.2 Support and promote the arts recognising the broad and diverse contribution it makes to community identity and wellbeing</p> <ul style="list-style-type: none"> • DP 2.2.1 A range of regional level arts and cultural activities are delivered and promoted in partnership with the community <p>Key Theme 2 – Economy</p> <p>Strategy 6.1 The Snowy Monaro region is a destination that offers a variety of quintessential year – round experiences, attractions and events</p> <ul style="list-style-type: none"> • DP 6.1.2 Safe and well maintained facilities i.e. parks and reserves; multi-function buildings and community halls and the showground contribute to the region • DP 6.1.3 Council facilitates and supports and promotes events to highlight the attributes of our towns and villages <p>Key Theme 4 – Leadership</p> <p>Strategy 12.3 Our community is empowered and supported in facilitating community outcomes</p> <ul style="list-style-type: none"> • DP 12.3.1 Community organisations and individuals have the capacity to apply for a range of grants funding opportunities
NSW State Plan and Premier Priorities	<p>PP2 Delivering infrastructure</p> <p>PP9 Keeping our kids safe</p> <p>PP12 Tackling childhood obesity</p>

Action Plan – Recreation & Leisure

Strategy	Action	KPI	Target	Resourcing
4.1 Make upgrades to existing skate park facilities across the region	4.1.1 Provide a shaded area at the Cooma and Berridale Skate Park	Shaded area provided	December 2022	Seek external grant
	4.1.2 Support the Jindabyne Skate Park Association to secure grant funding for the redevelopment of the Jindabyne skate park	Apply for appropriate funding	Ongoing	Operational as part of YDO role and external funding
	4.1.3 Seek grant money to make skate parks across the region scooter and BMX friendly	Develop a shovel ready project plan	December 2020	Operational as part of YDO role
	4.1.4 Seek grant money to install a water bubbler at the Cooma, Bombala and Berridale Skate Parks	Develop a shovel ready project plan	December 2020	Operational as part of YDO role
	4.1.5 Install additional rubbish bins at every skate park across the region	Meet with Resource and Waste management team to discuss options	January 2020	Operational
	4.1.6 Investigate feasibility of modular, transportable ramps to service smaller towns and villages	Develop project proposal	December 2020	Operational as part of YDO role
4.2 Provide access to a range of activities, events and initiatives which meet the interests of young people	4.2.1 Deliver a regional after-school activities program to cater for 12-18 year olds	Deliver a minimum of one after school activity per week	Launch Feb 2020 then ongoing	Operational as part of YDO role
	4.2.2 Deliver a regional school holiday program for aged 12-18	Program delivered each school holidays	Ongoing	Operational as part of YDO role
	4.2.3 Build capacity with existing community groups to diversify and expand the recreational activities they deliver	Develop a list of existing groups and schedule meetings	December 2019	Operational as part of YDO role

Action Plan – Recreation & Leisure – continued...

Strategy	Action	KPI	Target	Resourcing
4.2 Provide access to a range of activities, events and initiatives which meet the interests of young people	4.2.4 Seek grant money to purchase a designated youth transport bus, reducing barriers to participation	Develop shovel ready project proposal	June 2020	Operational as part of YDO role
	4.2.5 Develop partnerships with the private sector to deliver skills clinics for mountain biking, BMX, scooter and skate boarding workshops	Policy framework developed	April 2020	Operational as part of YDO role
	Support youth led organisations, including the Youth Council, the Leo Club, Interact and the SRCs to deliver activities and events	Council representation at meetings as appropriate	Ongoing	Operational as part of YDO role
4.3 Deliver Youth Week Activities across the region	4.3.1 Deliver National Youth Week Activities in line with annual FaCS funding agreement	Events delivered	Ongoing	Operational as part of YDO role and FaCS funding
	4.3.2 Continue to match FaCS grant annually	FaCS funding matched dollar for dollar	Ongoing	Operational
	4.3.3 Work to diversify and expand on National Youth Week activities to include large scale events	Project plan developed for 2020	March 2020	Operational as part of YDO role and seek grant funding
	4.3.4 Provide a free transport option for young people to attend National Youth Week events	Free transport option provided	Ongoing	Operational and FaCS Transport Grant
4.4 Capitalise on the region's natural assets	4.4.1 Support young people to gain a better understanding of an "operational lake" and research innovative alternatives to jetties and pontoons	Research and consult with stakeholders	December 2022	Operational as part of YDO role

Action Plan – Recreation & Leisure – continued...

Strategy	Action	KPI	Target	Resourcing
4.4 Capitalise on the region's natural assets – continued...	4.4.1 Develop policies and procedures which would support the purchase of recreational water equipment (e.g. inflatable water park, canoe, kayak, fishing rods)	Policies and Procedures developed	August 2020	Operational as part of YDO role and seek grant funding
	4.4.2 Investigate the installation of adventure/adrenaline (zip-line for example) equipment being installed to attract visitors to the region	Meet with key stakeholders and develop shovel ready project plan	November 2020	Operational and seek grant funding
	4.4.3 Develop partnerships with key stakeholders to ensure young people have a voice in the Cooma Creek revitalisation project	Youth Council appoint a delegate to the working group	Ongoing	Operational as part of YDO role & Youth Council
4.5 Increase access to arts and cultural activities	4.5.1 Support the Cooma Multicultural Centre (CMC) to engage with more young people	Meet regularly with CMC to discuss upcoming events and projects	Ongoing	Operational as part of YDO role
	4.5.2 Develop a community arts program that connects local artists with young people	Project proposal developed	December 2020	Operational as part of YDO role
	4.5.3 Support youth participation on the Arts and Cultural Committee	Young person appointed to the Committee	December 2020	Operational as part of YDO role
	4.5.4 Deliver a minimum of one live music event in Bombala, Cooma and Jindabyne annually	Events delivered	Ongoing	Operational as part of YDO role
	4.5.5 Increase engagement with South East Arts to create more participation opportunities for young people.	Quarterly meetings with South East Arts	Ongoing	Operational as part of YDO role
	4.5.6 Host one pop-up cinema event in at least 5 townships	Events delivered	Ongoing	Operational as part of YDO role

Action Plan – Recreation & Leisure – continued...

Strategy	Action	KPI	Target	Resourcing
4.6 Increase the number of events and activities that engage young people	4.6.1 Develop a project plan to support a youth led festival being hosted in the region	Project Plan developed	December 2021	Operational as part of YDO role
	4.6.2 Collaborate with ACT based sports and coaching clinics to bring more opportunities to the region.	Meet with stakeholders to discuss opportunities	January 2020	Operational as part of YDO role
	4.6.3 Deliver a minimum of one event at every skate park in the region, annually	Events delivered	Ongoing	Operational as part of YDO role
4.7 Invest in outdoor sports and recreation facilities across the region	4.7.1 Seek grant funding to make upgrades to existing BMX pump tracks in the region	Develop shovel ready project plan	December 2021	Operational as part of YDO role and external grant funding
	4.7.2 Seek grant funding to make youth friendly upgrades to existing recreation space at Lake Jindabyne, Bombala River and Murrumbidgee Reserve	Consult with Youth Councillors and develop project plan	December 2020	Operational as part of YDO role, Youth Council & external grant funding.
	4.7.4 Provide access to gym and fitness equipment at The Hub Youth Centre	Equipment purchased	November 2019	Operational as part of YDO budget



Top left: "Messfest"
Youth Week Event

Top right: Street art
workshop at The
Cooma Youth Hub

Bottom: School
holiday skate park
event

Theme five – Growth & Sustainability

Young people want to see the Snowy Monaro become a year-round destination enjoyed by tourists and locals alike, however they want to see a balance between growth and sustainability; ensuring the environment, our heritage and our natural assets are considered in our plans for the future. Young people echoed Council's ambition to attract diverse businesses and industries to the region, particularly those which meet shopping and entertainment needs or would create new jobs. Young people were passionate about environmental issues, many of which are outside of Councils direct control, however by demonstrating strong leadership, Council has the capacity to make a valuable contribution in this space.

Key Outcome: Growth and development in the Snowy Monaro is planned for with the interests and needs of young people in mind.

How this theme aligns with existing plans

Snowy Monaro 2040 Community Strategic Plan	<p>Key Theme 2 – Economy</p> <p>Strategy 4.1 Attract diverse businesses and industries to the region, supporting their establishment and retention</p> <ul style="list-style-type: none"> • DP 4.1.1 Council's Regional Economic Development Strategy provides a framework that fosters and grows the Region's diverse businesses • DP 4.1.3 Council is an active community partner in supporting regional business initiatives <p>Strategy 6.1 The Snowy Monaro region is a destination that offers a variety of quintessential year – round experiences, attractions and events</p> <ul style="list-style-type: none"> • DP 6.1.1 Promote tourism and enhance the Snowy Monaro Region as a year round destination of choice through a collaborative approach between all stakeholders and interest groups • DPO 6.1.2 Safe and well maintained facilities i.e. parks and reserves; multi-function buildings and community halls and the showground contribute to the region <p>Key Theme 3 – Environment</p> <p>Strategy 8.1 Plan for rural, urban and industrial development that is sensitive to the region's natural environment and heritage</p> <ul style="list-style-type: none"> • DP 8.1.1 New development and land use is facilitated in appropriate locations with areas of environmental value protected • DP 8.1.2 Land use is optimised to meet the social, environment and economic needs of the region <p>Strategy 9.1 Transportation corridors throughout the region are improved and maintained</p> <ul style="list-style-type: none"> • DP 9.1.4 Council's transportation strategy identifies initiatives that improve and maintain the region's transportation networks including public transport, vehicles, bikes and pedestrians
NSW State Plan and Premier Priorities	<p>PP2 Delivering infrastructure</p> <p>PP3 Driving Public Sector Diversity</p> <p>PP7 Keeping our environment clean</p>

Action Plan – Growth & Sustainability

Strategy	Action	KPI	Target	Resourcing
5.1 Demonstrate environmental leadership across the region	5.1.1 Collaborate internally with the Resource and Waste team to deliver educational workshops which engage children and young people	Meet with Resource and Waste team to discuss project	November 2019	Operational as part of YDO role and Resource and Waste team
	5.1.2 Support the Youth Council to deliver a campaign advocating for a ban on plastic straws	Establish Youth Council working group	January 2020	Youth Council
	5.1.3 Establish a youth led environmental action team for the region	Develop project and send out EOI	August 2020	Operational as part of YDO role
5.2 Attract new businesses and industry to the region which cater for the needs of young people	5.2.1 Collaborate internally with the Economic Development Officer to explore incentives for attracting relevant new business and industry	Meet with Economic Development Officer	Ongoing	Operational as part of YDO role
5.3 Improve transport infrastructure	5.3.1 Collaborate internally to improve the network of footpaths based on the identified needs of young people	Complete needs assessment in partnership with Youth Council	December 2022	Operational as part of YDO role
5.4 Improve transport options available to young people	5.4.1 Collaborate with private transport operators to advocate for increased connectivity between the regions towns and villages	Complete needs assessment in partnership with the Youth Council	December 2021	Operational as part of YDO role and Youth Council
	5.4.2 Continue to provide no-cost transport options for young people through Community Transport	Transport provided/available.	October 2019	Operational as part of YDO role
	5.4.3 Explore partnership opportunities for shared use of transport	Develop list of transport assets and associated costs available in the region	October 2020	Operational as part of YDO role
5.5 Provide young people a voice in Strategic Land Use Planning.	5.5.1 Increase communication between the Youth Council and relevant planning departments	Youth Council involved in consultations and discussions when appropriate	Ongoing	Operational as part of YDO role

9.1.6 JUNE YOUTH COUNCIL MEETING MINUTES

Record No:

Responsible Officer: Director Environment & Sustainability

Author: Youth Officer

Attachments: 1. June Youth Council minutes

2. Draft letter to Mike Kelly

EXECUTIVE SUMMARY

The Youth Council met on 4 June 2019 in Cooma. The Committee's recommendations are presented for Council's consideration and adoption.

OFFICER'S RECOMMENDATION

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.

RECOMMENDATION OF THE YOUTH COUNCIL – 4 JUNE 2019

9.1 STAFF COMMENTS

A "Satellite" Headspace has been operational in Cooma for the past 12 months. The "hub" facility is located in Bega with the Headspace Clinical Team (psychologists & psychiatrists) providing outreach to Cooma twice weekly. This model also funds a caseworker position to support the Cooma satellite Headspace.

Since launching, the Headspace team have been overwhelmed with referrals from young people seeking support to manage their mental health and wellbeing. There is currently a 6 week wait list for psychological intervention from the Clinical team and also a waiting list for young people to access more general support from the caseworker.

In the lead up to the Federal election, Mike Kelly invited the Youth Council to an announcement at The Hub Youth Centre where he committed \$3.4 million to constructing a Headspace "Hub" here in Cooma, should a Shorten-Labor government be elected. This would make a significant contribution to addressing the mental health concerns of young people aged 12 – 25 from across the Snowy Monaro.

The attached draft letter from the Youth Council Mayor, requests the Honourable Mike Kelly to pursue his promise, despite the election results and is attached for Council's consideration and endorsement.

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Youth Council Committee Minutes

Address: 81 Commissioner Street, Cooma NSW 2630

Date: 04/06/2019

Time: 10:00 am

Minute Taker: Youth Council Secretary, Olivia Weston

Present:

Position	Member (Name)	Present/Apology
Chair	Councillor James Ewart	Present
Youth Council Mayor	Zara Farrell	Present
Youth Council Deputy Mayor	Will Wright	Apology
Youth Council Secretary	Olivia Weston	Present
Publicity Officer	Rylie Marks	Present
Youth Councillors	Bridget McIntosh, Teearna Ribeiro-Davis, Joshua McMahon, Joshua Abrokwah, Marlee Diver, Pippa Bright, Molly Robinson, Lani Holfter, Tai Haines, Katie Farrell, Hannah Pond	Present
	Jake Barnes, Alex McMahon, Will Wright, Georgia Knowles	Apology
Council Staff (non-voting members)	Mel Sass, John Graham	Present

1 Opening of the Meeting

Youth Development Officer opened the meeting in the absence of the Chair, Councillor James Ewart at the 10:08. Councillor Ewart arrived at 10:30.

2 Apologies

An apology for the meeting was received from Georgia Knowles, Will Wright, Josh McMahon, Jake Barnes

3 Adoption of Previous Minutes

Minutes of the meeting held on 7th May 2019 are confirmed as a true and accurate record of proceedings.

Moved: Youth Councillor Zara Farrell **Seconded:** Youth Councillor Georgia Pond

4 Business Arising from Previous Minutes

4.1 Council's IPR consultation

Youth Councillors from Monaro High school developed an amended "youth friendly" copy of the operational plan survey and distributed at school to years 9, 10, 11 & 12 students.

5 Correspondence

In:

- Media Release – Youth Opportunities funding.

Out:

- Minutes and Agenda to Committee
- Operational Plan survey

6 Reports

6.1 Youth Mayor

Youth Mayor, Zara Farrell was interviewed by ABC South East on the Headspace announcement for Cooma.

6.2 Publicity Officer

Publicity Officer, Rylie Marks continues to manage the Youth Councils social media platforms.

6.3 Secretary

Youth Council Secretary, Olivia Weston sent out meeting paperwork and correspondence.

6.4 Youth Development Officer

The Youth Development Officer provided an outline of upcoming suicide prevention workshop and extended an invitation for Youth Councillors to attend. Council staff have also partnered with NSW Police to run a domestic and family violence forum in July.

6.5 Chair

Councillor James Ewart provided an overview of the upcoming bike path and trail projects in the region.

Motion: That the Youth Council receive and note the Reports. **Carried. All in favour**

7 Presentations

7.1 Cathy Guion – YMCA Youth Projects Coordinator

Cathy was unable to attend however Mel Sass tabled an email requesting to the Youth Council to consider ideas for a mental health project for the region. Cathy asked the Youth Council to provide input and advice when and if the application for funding is successful.

Action: Mel to send updates as they come through

8 General Business

8.1 Youth Opportunities funding

\$10,000 to \$50,000 funding available for a youth-led project. Youth Council discussed a concept for a “rolling hub”

Motion- Youth Council form a Working Group to explore the Youth Opportunities funding. **Carried. All in favour**

Action: Mel to email working group to set up a meeting date.

Working group members are: Tai Haines, Olivia Weston, Katie, Zara Farrell, Rylie, Lani Holfter, Josh Abrokwha, Joshua McMahon, Georgia Pond, Teearna Ribeiro-Davis, Bridget McIntosh

9 General Business not on notice

9.1 Headspace

Discussion about Mike Kellys election promise to build a Headspace if a Shorten-Labor government wins the election. Discussion about asking him to fulfil despite the Coalition forming government. Currently a 6 week wait list for young people to access a psychologist in Cooma.

Motion: The Youth Council draft a letter to Mike Kelly asking to fulfil his election promise on Headspace for Cooma. **All in favour- Carried unanimously**

Action: Mel to submit draft letter to Council for endorsement, along with meeting minutes.

9.2 Snowtunes Music Festival

Discussion about the upcoming Snowtunes music festival and opportunities for young people to be involved.

10 Project updates

10.1 Youth Card

The Youth Council are continuing to seek support from local businesses for the Snowy Monaro Youth Card. At this stage, the Cinemas; PD Murphy; Kettle and Seed; Sacred Ride and Foxtail Bookshop have all pledged support. Perisher Resort has also indicated they would like to support the project in 2020.

10.2 SMYC Apparel

Youth Development Officer provided an update about the SMYC Apparel project. First shipment of merchandise expected to arrive by the end of June.

11 Date of next Meeting

The next meeting will be held at 10:00am on Tuesday 23rd at Cooma Council Chambers.

12 Close of Meeting

There being no further business the meeting concluded at 12: 47

CHAIRPERSON

DATE

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

To the honourable Mike Kelly MP,

We as the Snowy Monaro Regional Youth Council are aware of the concerns that you expressed in the pre-election promise for a Headspace in Cooma. The response of the community to the current satellite Headspace has been a bittersweet experience. At the time of the announcement there was a six-week waiting list for people looking to talk to the specialists. To know that young people have begun to seek help for problems they may be facing is a great step forward for our community, but to be turned away when someone is in immediate danger or to be put on a wait list can be detrimental to their health and well-being, and something we as the Youth Council feel we are obliged to advocate to change.

As of the end of the 2018 financial year Headspace has offered over 2.5million services to youth across Australia. Extending these services to Cooma and surrounds will foster positive energy and promote health and wellbeing to the young people of our area. The concerns you expressed when announcing the Labor pre-election promise are justifiable and we as a Youth Council have also identified this problem in our region. The current satellite Headspace has been so helpful for our region, but it is not adequate. We believe that the Snowy Monaro Region is in a desperate need for a permanent Headspace with larger capabilities to support our regions wellbeing and we ask that you take our concerns to the Government.

We would also like to extend an invitation for you to attend one of our Youth Council meetings should you wish to hear more about our concerns, or advise us how best to move forward.

Thanks for your time,

Zara Farrell,

Youth Council Mayor, Snowy Monaro Regional Council

9.3.1 TRANSFER OF PART UNDOO FIRE TRAIL TO COUNCIL AS A COUNCIL PUBLIC ROAD

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Land & Property Officer
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	9.1 Transportation corridors throughout the region are improved and maintained
Delivery Program Objectives:	9.1.1 Management of road corridors is effective and efficient Ordinary Council at its meeting on 20 June 2019 resolved that the matter be deferred to the meeting to be held on 18 July 2019.
Attachments:	1. Aerial View - Undoo Fire Trail and Part Unnamed Crown Reserve Road
Cost Centre	1830 – Unsealed Rural Roads : Local

EXECUTIVE SUMMARY

Council conditioned a Modification of Development Consent (MOD 10.2015.473.2) requiring the developer to apply to the Crown to have part of the Crown road known as the Undoo Fire Trail and a section of unnamed Crown reserve road transferred to Council as a Council public road. The Undoo Fire Trail runs from the intersection of Badja Road, Countegany for a distance of approximately 1.088km in a westerly direction to the intersection of another unnamed Crown reserve road and then turning onto the unnamed Crown reserve road in a north westerly direction for a distance of approximately 524m as demonstrated on the plan attached to this report.

Only Council has the power to request that Crown roads be transferred to Council as Council public roads. The developer recently contacted Council requesting that Council progress this matter urgently.

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

OFFICER'S RECOMMENDATION

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.

BACKGROUND

Council conditioned a Modification of Development Consent (MOD 10.2015.473.2) requiring the developer to apply to the Crown to have part of the Crown road known as the Undoo Fire Trail transferred to Council as a Council public road. The Undoo Fire Trail runs from the intersection of Badja Road, Countegany for a distance of approximately 1.088km in a westerly direction to the intersection of another unnamed Crown reserve road and then turning onto the unnamed Crown

reserve road in a north westerly direction for a distance of approximately 524m as demonstrated on the plan attached to this report.

Only Council has the power to request that Crown roads be transferred to Council as Council public roads and the developer recently contacted Council requesting that Council progress this matter urgently. Under the terms of the development consent, the developer is responsible for constructing the road after it is transferred to Council prior to issue of a Subdivision Certificate.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Council strives to ensure that new subdivisions provide legal, practical, coinciding access and that those access roads are maintained in a trafficable condition.

2. Environmental

Council maintained public roads are constructed to a standard which minimises environmental impact.

3. Economic

Under the conditions of the Development Consent, the developer is responsible for all costs associated with the transfer of the Crown Reserve road to Council and also for the construction of the road.

However, Council will need to budget for the ongoing maintenance of the road into the future.

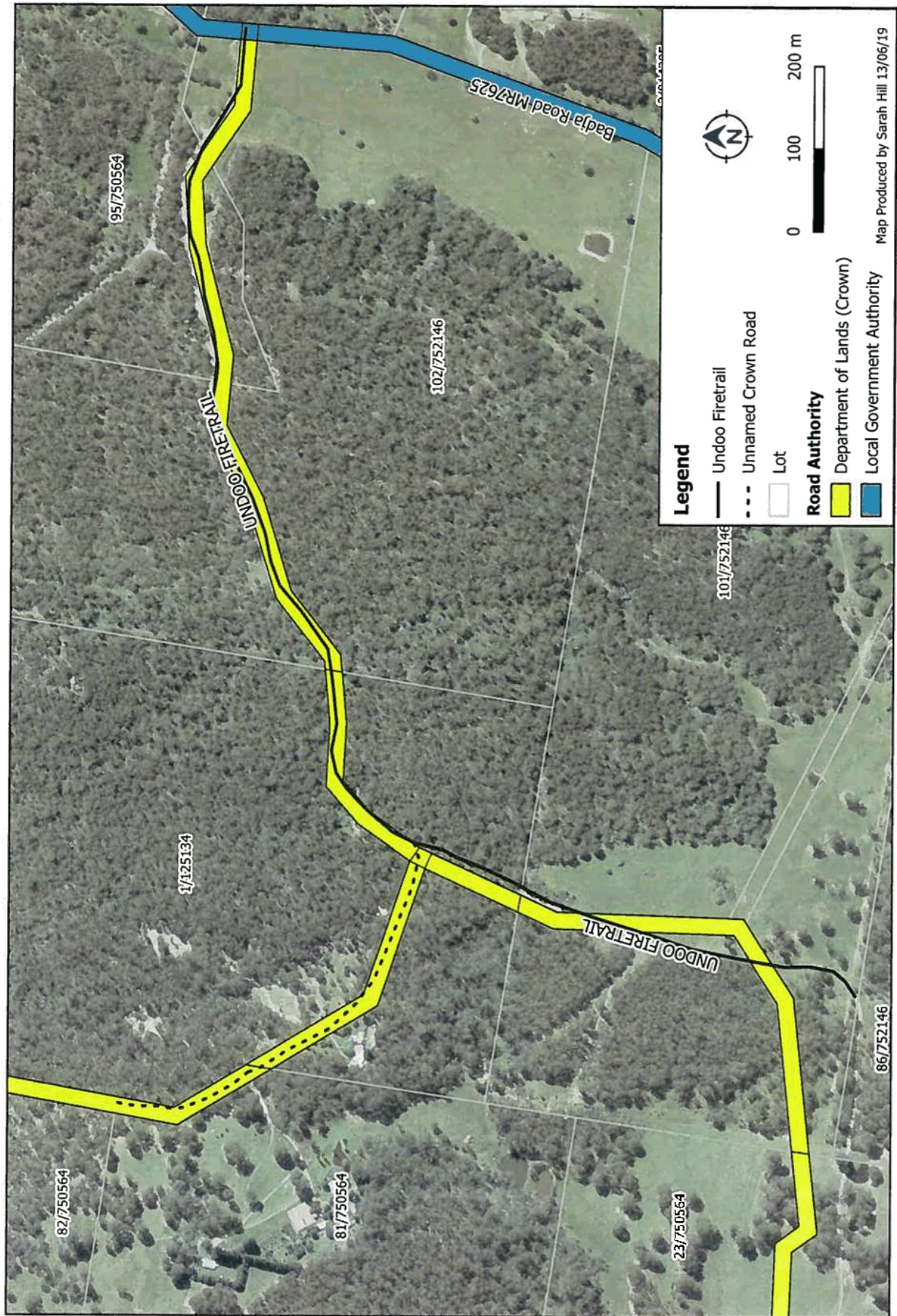
4. Civic Leadership

Below is an excerpt from the former Cooma Monaro Shire DCP 2014 regarding Crown Road dedication.

2.5.3.5 Crown and Council Roads

- Development which achieves its access from a Crown road must provide the same standard of access as would be required from a Council road.
 - Council will accept dedication of a Crown road, if required, provided the works required on the road are carried out prior to issue of any Occupation or Subdivision Certificate for the development.
 - Road standards required are based on the Tables in Appendix 5.
-

Crown Road off Undoo Firetrail



9.3.2 ESTABLISHMENT OF ACCESS TO LOT 10 DP 7505534 AND LOT 73 DP 750565 - SOUTHERN TABLELANDS 4 WHEEL DRIVE CLUB

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Land & Property Officer
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	8.2 Improve and maintain our public owned infrastructure and assets and facilities to a high standard
Delivery Program Objectives:	8.2.1 Council maximises its Asset utilisation to deliver services today and into the future
Attachments:	1. Bundarra Road
Cost Centre	1802 – Road Management Operations
Project	To be advised

EXECUTIVE SUMMARY

On 27 February 2019 the Southern Tablelands 4 Wheel Drive Club wrote to Council regarding assistance to establish coinciding legal and practical access to their property being Lot 10 DP 750554 and lot 73 DP 750565.

The Club previously accessed their property using a registered right of carriageway(ROC) accessed via Bundarra Road which followed a track in use since 2007.

Lot 1 DP 440253 has new owners and they've requested the Club cease passing through their property as the Club has no legal right to do so. The owners of lot 1 shared a video of the Club passing through their property, bumper to bumper, with headlights shining into their home which is very close to the track.

Realignment of Bundarra Road over the constructed road, acquisition of part lot 20 DP 655382 and opening of a section of Crown reserve road as a Council public road will give all residents legal, practical and coinciding access to the bridge after which a negotiated amendment to the Right of Carriageway will provide access for the 4WD to their property.

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

OFFICER'S RECOMMENDATION

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;
- H. Acquire approximately 3ha of lot 20 around the Crown reserve road in order to create a more viable access to the bridge;
- I. Gazette the length of Bundarra Road as a Council public road from the intersection of Jerangle Road to the creek; and
- 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.

BACKGROUND

On 27 February 2019 the Southern Tablelands 4 Wheel Drive Club wrote to Council regarding assistance to establish coinciding legal and practical access to their property being Lot 10 DP 750554 and lot 73 DP 750565.

The Club previously accessed their property using a registered right of carriageway(ROC) accessed via Bundarra Road which followed a track in use since 2007.

Lot 1 DP 440253 has new owners and they've requested the Club cease passing through their property as the Club has no legal right to do so. The owners of lot 1 shared a video of the Club passing through their property, bumper to bumper, with headlights shining into their home which is very close to the track.

The owners of lot 1 DP 440253 have also approached Council very distressed that a substantial number of vehicles associated with the 4WD Club were illegally entering their property at night to access the Club's property.

The Bundarra Road runs from the intersection with Jerangle Road and traverses lot 36 DP 750526 and lot 1 DP 523697 on alignment of a Council public road. Once it enters lot 15 DP 750526 Bundarra Road leaves the Council road and veers north west where it enters lot 20 DP 655382 on a right of carriageway which joins a Crown reserve road.

The "track in use" crosses the Crown reserve road and enters lot 1 DP 440253 without any legal right to do so. At this point there is a bridge across the creek which has been constructed without consent on Crown land. The Crown has stated that they did not approve the construction of the bridge and therefore they do not own it.

On the western side of the creek the track is on top of a Crown reserve road after it passes over the bridge and from there the track passes over a right of carriageway.

The problem arises where vehicles pass through lot 1 DP 440253 immediately before crossing the creek.

The right of way marked 'A' on the attached plan demonstrates that the Crown reserve road provides access from lot 20 to the bridge. However, if traffic stays on the Crown reserve road there is a very sharp bend onto the bridge which longer vehicles would find difficult to navigate.

In order to provide legal access for the 4WD Club from Jerangle Road it will be necessary for Council :

9.3.2 ESTABLISHMENT OF ACCESS TO LOT 10 DP 7505534 AND LOT 73 DP 750565 - SOUTHERN TABLELANDS 4 WHEEL DRIVE CLUB

- To negotiate with the owner of lot 15 to realign the road over the track through his property.
- Close the section of Bundarra Road which is off line
- Dedicate the section of Bundarra Road to be closed to the landowner in compensation.
- To take ownership of the bridge which has been constructed over the creek.
- To acquire the land within the proposed road reserve 20 wide in accordance with a survey plan through the process of Land Acquisition (Just Terms Compensation) Act 1991.
- To apply to the Crown to have the Crown reserve road which passes through lot 20 transferred to Council as a Council public road.
- To acquire part lot 20 DP 655382 for the purpose of road.
- To gazette the length of Bundarra Road as a Council public road from the intersection of Jerangle Road to the creek .
- Council staff have inspected the bridge and found that the construction is sound and it is in good condition.

The right of carriageway which passes through lot 20 only benefits the 4WD Club even though a significant number of properties are accessed this way. It is therefore suggested that Council request that the Crown transfers the Crown reserve road which passes through lot 20 to Council. Encroachment by vehicles onto lot 1 DP 440253 could then be avoided. To achieve this it will be necessary for Council to acquire a small portion of lot 20 (approx.. 3 ha) between the boundary of lot 15 and the creek to facilitate widening of the road and reduction of the angle of the road access onto the bridge.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Realignment of Bundarra Road over the constructed road, acquisition of the Crown reserve road through lot 20 and acquisition of part lot 20 surrounding the Crown reserve road will provide legal access to the landowners and a more viable approach to the bridge.

The new access will also negate the need for the public to trespass onto lot 1 DP 440253.

2. Environmental

It is anticipated that the impact on the environment will be generally positive.

3. Economic

It is proposed to negotiate with the 4WD Club for them to contribute to the construction of the newly acquired road through lot 20 DP 655382.

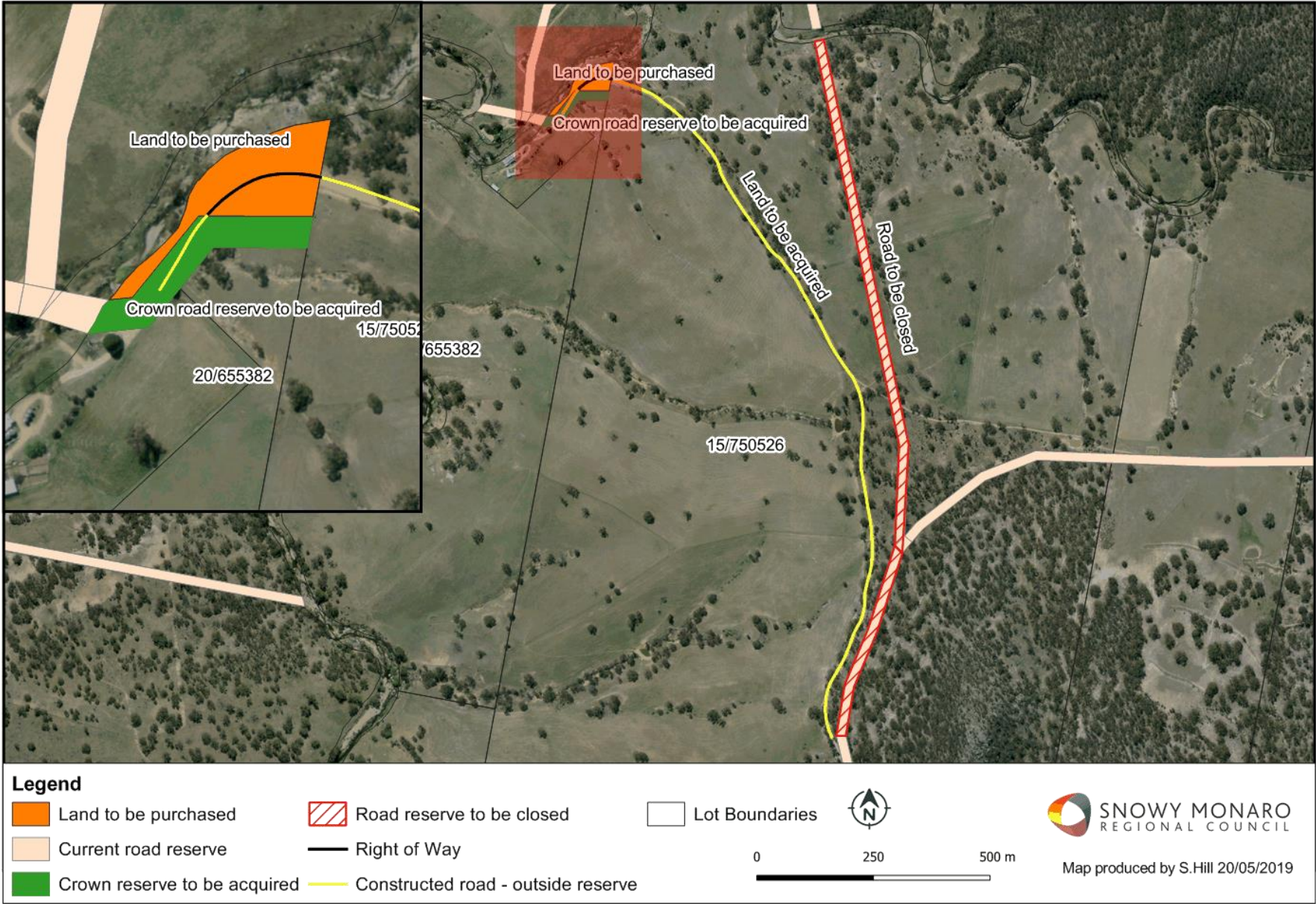
9.3.2 ESTABLISHMENT OF ACCESS TO LOT 10 DP 7505534 AND LOT 73 DP 750565 - SOUTHERN TABLELANDS 4 WHEEL DRIVE CLUB

Estimated Expenditure	Amount	Financial year	Ledger	Account string
Survey of constructed road	\$20,000	2020	PJ	tba
Legal costs for transfer of closed road in compensation	\$3,000.00	2020	PJ	tba
Transfer of Crown reserve road to Council	\$450.00	2020	PJ	tba
Acquisition of part lot 20 near creek	\$6,550	2020	PJ	tba
Construction of road over Crown road to be acquired and part lot 20	\$30,000	2020	PJ	tba
Funding (Income/reserves)	Amount		Ledger	Account string
Other Internal Reserves	\$60,000	2020	PJ	tba
	\$			
	\$			

4. Civic Leadership

Council ensures that Council public roads are within the road reserve and that they can be traversed safely. Realigning the road so that it is aligned with the bridge so as to provide a safe crossing over the bridge will reduce Council's risk of liability.

Bundarra Road



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9.3.3 SCFMPP-202 BOMBALA SHOWGROUND KIOSK

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Project Manager
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	8.2 Improve and maintain our public owned infrastructure and assets and facilities to a high standard
Delivery Program Objectives:	8.2.3 Stronger Communities fund project delivers improved community infrastructure and assets through the Major Projects Program (MPP)
Attachments:	1. SCFMPP Bombala Showground Kiosk Assesment (<i>Under Separate Cover</i>) - Confidential 2. SCFMPP Bombala Showground Kiosk - Pricing detail (<i>Under Separate Cover</i>) - Confidential
Cost Centre	SCFMPP-202 PJ100072
Project	Bombala Showground Kiosk
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The purpose of this report is to inform council of the design, development and tender evaluation process for the proposed new Bombala Showground Kiosk. This project is to replace the existing building as it has passed its usable lifespan and not fit for renovations.

Information in this report and attached documentation provide the breakdown of costs to complete the construction as designed.

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

OFFICER'S RECOMMENDATION

That Council review and award the packaged works contract as per attached PWA tender assessment and recommendation.

BACKGROUND

In May 2017, Council adopted the Stronger Communities Fund Major Projects Program consisting of 100 projects across the Region. PP-202 Bombala Showground Kiosk was selected out of the recommended projects.

PWA was engaged by SMRC to undertake design, development and manage the tender and procurement process using NSW Government policies and guidelines.

Community consultation meetings were held and feedback was incorporated into the final designs.

The project tender process was as follows.

Tender Open: Wednesday 29th June 2019

Tender Close: Wednesday 19th July 2019

PWA conducted the OPEN tender process via the Vender Panel with advertisements calling for submissions in all local print media as well the SMH.

Three (3) offers were received.

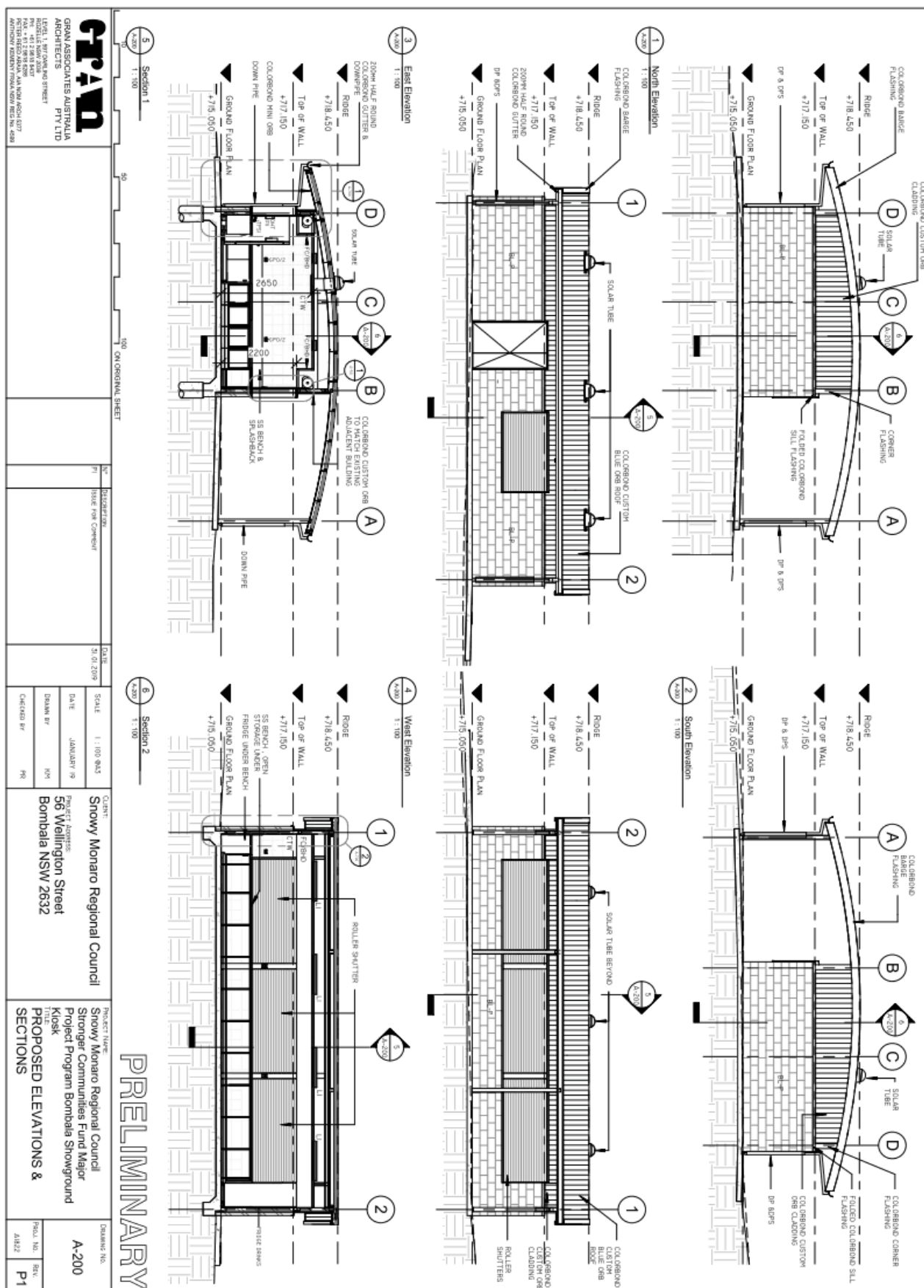
Attached is a copy of the **Tender Evaluation Report** (Confidential) of the tender submissions and a copy of the **Project Cost estimate and Budget** (Confidential).

Project Objective

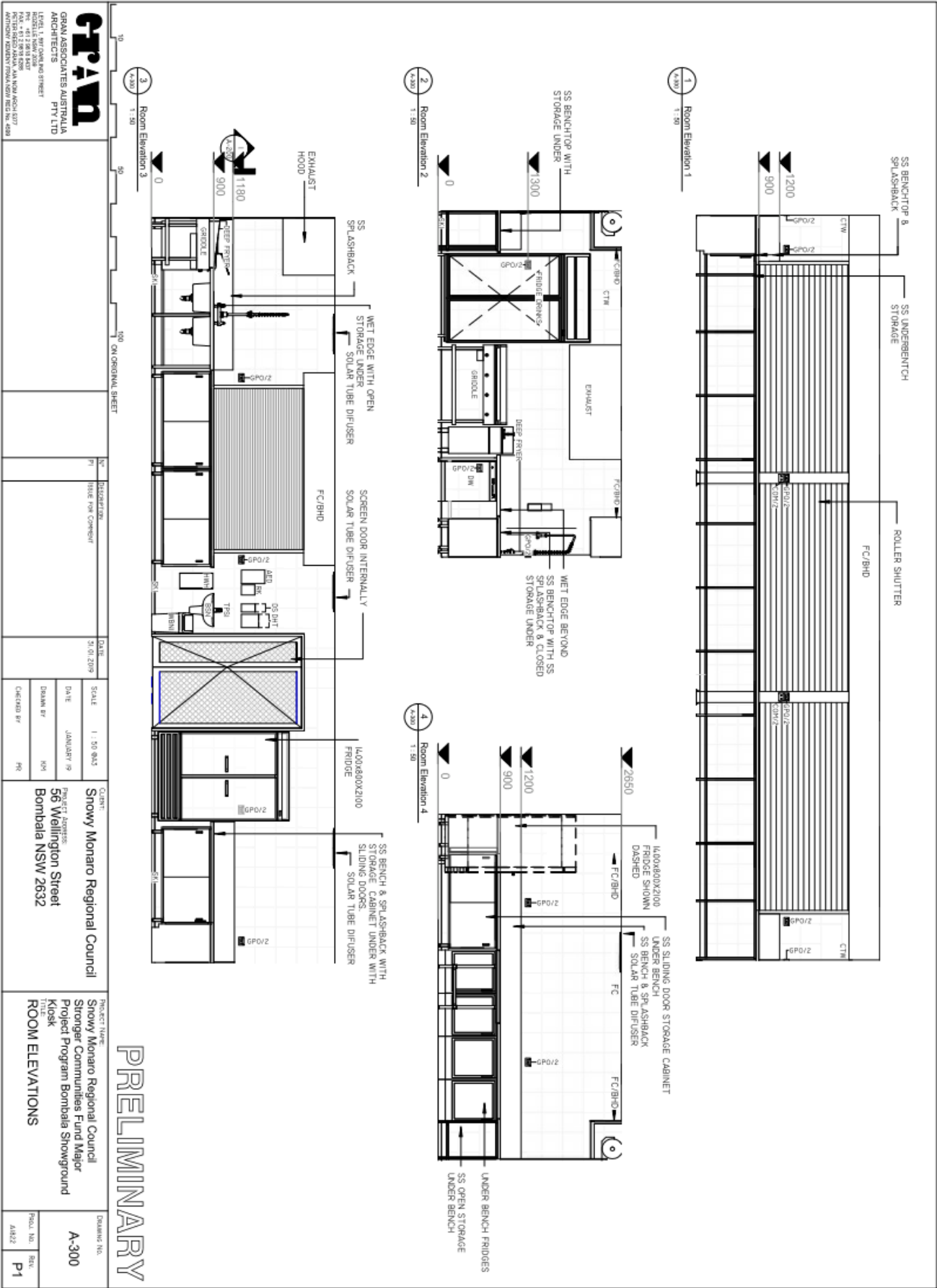
The objective of PP202 – Bombala Showground Kiosk project is to demolish the existing building and replace with a new modern design facility that compliments the existing showground change room building and is compliant with health and safety standards.

- Replace the existing facility to eliminate the current health and safety risk for community members allowing them to participate in sporting activities and increase the opportunities for socialisation within the community.
 - Create a modern kiosk facility to service sporting social events
 - Installation of new cooking and servery hardware and items
 - Upgrade of undercover area for improved weather protection of patrons
 - Improve security and access to the facility for sporting clubs and patrons
 - Seal and waterproof area
 - Installation of new heaters
 - New painting throughout to match other buildings in the precinct
-

9.3.3 SCFMPP-202 BOMBALA SHOWGROUND KIOSK



9.3.3 SCFMPP-202 BOMBALA SHOWGROUND KIOSK



QUADRUPLE BOTTOM LINE REPORTING

1. Social

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

Councils are to fund projects that deliver new or improved infrastructure or services to the community.

Projects that are prioritised for funding must meet the following criteria:

- have been through a community consultation process
- demonstrate social and/or economic benefits to the community
- consider issues of sustainability and equity across the broader community
- demonstrate project feasibility and value for money, including full lifecycle costs;
- did not have funds allocated by the former councils
- give consideration to the processes and procedures outlined in the capital expenditure review guidelines issued by the Office of Local Government.

2. Environmental

A compulsory component of the tender assessment is submission of a Schedule of Environmental Management. If the applicant did not meet this assessment criteria, they have not been considered. Council places a high emphasis on environmental impact and management.

3. Economic

The project is wholly grant funded by the Stronger Communities Fund.

Additional funding of approximately \$42,000 is required in addition to the nominated Project Budget. These funds will be transferred from the nominated Balancing Project within the former Bombala Council area.

Estimated Expenditure	Amount	Financial year	Ledger		Account string													
PP-202 Bombala Showground Kiosk	\$442,956.00	19/20	P	J	1	0	0	0	7	2								
Funding (Income/reserves)	Amount		Ledger		Account string													
PP-152 Bombala Heavy Vehicle Bypass – Balancing Project	\$42,000	19/20	P	J	1	0	0	1	4	3								

4. Civic Leadership

This project aligns with the NSW Premier's priorities of building infrastructure to provide high quality facilities that promote increased opportunities for participation in recreational activities.

Council has followed the NSW tendering regulations; guidelines; internal policies and procedures when issuing and evaluating this tender.

9.3.4 PROPOSED AMENDMENT TO THE SEWER PRICING AND BILLING POLICY

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Group Manager Water & Wastewater Services
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	7.2 Water, waste, sewer and stormwater management practices are contemporary and efficient
Delivery Program Objectives:	7.2.1 Water and sewer management services and operations meet legislative and quality requirements
Attachments:	1. Amended Sewerage Pricing and Billing Policy
Cost Centre	2110 – Sewer Management
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Harmonisation of water and sewer fees and charges for the region was completed in 2019 with the exception of the liquid trade waste (LTW). The LTW charges will be phased in as it requires the inspection of the premises to determine the charges that will apply to the different types of businesses. The implementation of LTW in Bombala, Cooma, Delegate and Nimmitabel will commence in mid July 2019.

Based on a charging regime adopted in the former Cooma-Monaro Shire Council area for multiunit dwellings, this report proposes adoption of an amendment to the Sewer Pricing and Billing Policy to enable the discount to apply region wide.

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

OFFICER'S RECOMMENDATION

That Council

- 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.

Add the following subclause 2.2.1 under the current clause 2.2 "Residential and Non-residential Strata, Flats, Dual Occupancies and Vacant Properties":-

2.2.1 – Discount on sewer access charges for multiunit properties with area under 35m²

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. 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:

- 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).

B. Approve the following amendment to the SMRC Sewerage Pricing and Billing Policy:-
All references in the current policy to the “Revenue Policy” to be amended to “Fees and Charges”.

BACKGROUND

Following a Councillor workshop in March 2018 to review the 2018/19 financial plan and the water and sewer pricing, the draft SMRC Sewerage Pricing and Billing Policy was placed on public exhibition. At the end of the consultation period and after a review of submissions received, the Sewerage Pricing and Billing Policy was adopted by Council on 7 June 2018 (Resolution 217/18). The adoption of the policy enabled the harmonisation of the non-residential sewer access charges region wide.

There was a 50% discount for sewer access charges applied to properties under 35 m² in the former Cooma-Monaro Shire Council. A customer who was impacted by this discount being removed by the harmonisation of the charges and the charging regimes, highlighted this issue.

This discount is considered to be fair for sewerage access charges as the impact on the sewer system from small units is not high. However, the water access charge will not be discounted as all users impact on the peak day demand for water.

The proposed amendment has been added to the current policy and is in the attachments. The amendments are shown in red font.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The consideration of fair charging regimes will ensure the community is not unfairly disadvantaged.

2. Environmental

The treatment and disposal of sewerage which meets the EPA licence requirements will ensure the pollution of the environment is minimised.

3. Economic

The setting of fees and charges is vital for the economic viability of the service provision and ensuring long term viability.

4. Civic Leadership

Adoption of amendments to policies which are fair and equitable to the community.

Previous resolution - 217/18 of 7 June 2018

Policy



Title of Policy	SMRC Sewerage Pricing and Billing		
Responsible Department	Operations & Infrastructure	Document Register ID	
Policy Owner	Group Manager Water and Wastewater	Review Date	
Date of Council Meeting		Resolution Number	
Legislation, Australian Standards, Code of Practice	a) Local Government Act 1993 b) Water Management Act 2000 c) Local Government (General) Regulation 2005 d) Best Practice Management Guidelines e) Water, Sewer and Trade Waste Pricing Guidelines Note: The most recent edition of the above documents shall apply to the policy		
Aim	To provide appropriate pricing signals that enable customers to balance the benefits and costs of using the sewerage services and promote efficient use of resources.		

1 Purpose

To implement Best-Practice sewerage pricing tariff that is a cost-reflective uniform sewerage bill per residential property and an appropriate sewerage and liquid trade waste pricing for non-residential customers which complies with IPART's 1996 Pricing Principles for Local Water Utilities, the COAG Strategic Framework for Water Reform and National Competition Policy.

To introduce appropriate pricing that reflects the cost of providing the service and to raise the annual income required for the long term financial sustainability of the water supply and sewerage business, including investments in new and replacement infrastructure

2 Policy Details

2.1 Sewer Pricing and Tariffs

To comply with Best Practice Pricing, Residential and Non-Residential tariffs will be different and is described in detail as follows:

2.1.1 Residential Customer's Sewer Tariff

The sewer tariff for residential properties will be a uniform sewerage charge per residential property. The IPART Pricing Principles indicate that pay-for-use sewerage pricing for residential customers was not warranted due to lack of net benefits from such charging. In particular, the cost of sewerage collection and transfer is largely driven by hydraulic capacity which is dependent on wet weather flow and the cost of

sewage treatment is driven by biological and suspended solids load which relate to the population served.

2.1.2 Non-Residential Customer's Sewer Tariff

The sewer tariff for non-residential properties shall be based on a cost reflective two part tariff with an access charge and a uniform sewerage usage charge per kL of water consumption adjusted by the discharge factor.

Access Charge - The Access Charge for non-residential customers will be based on the diameter of water supply connection. In accordance with Best-Practice Pricing Guidelines, the Access Charge for non-residential properties shall be proportional to the square of the size of the water supply service connection. The annual charge will be the charge as set in the Revenue Policy Fees and Charges for that particular year.

The charge is determined by the following formula:

$$AC = AC20 \times D^2 / 400$$

Where:

AC = Customer's Annual Access Charge (\$)

AC20 = Annual Access Charge for a 20mm diameter water supply service connection

D = Diameter of customer's water supply service connection (mm)

Usage Charge - The usage charge for non-residential customers is estimated using the customer's total water consumption multiplied by the sewer discharge factor.

Those properties with sewer meters will be charged the total volume recorded in the sewer meter as the total volume discharged into the sewage system is the volume recorded in the sewer meter.

The discharge factor applicable to water consumption data shall be as follows:

- a) 0.6 for all diameters

The charge per kL will be the charge as set in the annual fees and charges in the Revenue Policy for that particular year.

2.2 Residential and Non-residential Strata, Flats, Dual Occupancies and vacant properties.

Residential and non-residential - Each Strata Title, Flat, Dual Occupancy and Vacant Land shall be treated as a single assessment with a 20mm service connection and will be charged Access Charges.

Pursuant to S552 of the Local Government Act, all properties located less than 75m of a Council sewer and is within the catchments served by the drainage works shall be charged vacant Access Charges. Any land from which the sewage cannot be discharged into any sewer of the Council will not be charged for sewer.

The annual charge that will apply will be the charge as set in the annual Revenue Policy Fees and Charges for that particular year.

2.2.1 – Discount on sewer access charges for multiunit properties with area under 35m²

The sewer access charge for multiunit properties with 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

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:

- *All units are legal and considered habitable residential unit*
- *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).*

2.3 Liquid Trade Waste Pricing and Tariffs

Liquid Trade Waste charges shall apply to non-residential properties in accordance with the Liquid Trade Waste Policy.

The charges for liquid trade waste shall be as set in the annual Revenue Policy Fees and Charges for that particular year.

2.4 Sewer Accounts / Sewer Billing

The sewer accounts shall be sent out along with the water account in the one bill where applicable.

The sewer billing for residential shall be the annual flat rate charged pro-rata for the billing period.

Non-residential customers shall be charged an access charge relative to the diameter of water connection charged proportionally over the 3 billing periods. The usage charge per kL for non-residential properties without a sewer meter shall be based on the water meter readings adjusted by the discharge factor applicable to the diameter of connection.

The usage charge for those properties with sewer meters shall be the total kL as indicated in the sewer meter readings. The charge per kL shall apply without adjustments for discharge factors.

2.5 Sewer Accounts Applicable to Non Residential Strata Properties

The charging of non-residential strata properties shall be as follows:

- a) Reading of Main Meter/Parent meter only . When a group of strata units, flats, dual or occupancies are served by one parent water meter, Council will read the main parent meter only and all water that passes through this meter shall be billed to the Body Corporate / Owner along with the Access Charges for each strata unit. It is the responsibility of the Body Corporate to apportion the charges between the units.

2.6 Payments of Accounts and Interest Charges

Accounts must be paid on or before the due date or interest shall apply on overdue accounts. Recovery action will be taken in relation to overdue/outstanding accounts.

2.7 Hardship Relief

Requests for assistance by ratepayers citing hardship shall be made in writing to the General Manager in accordance with the Local Government Act 1993

2.8 Pensioner Rebates / Donations

Other than the subsidy payable by the Department of Local Government, no other financial assistance shall be given to pensioners.

Sewer charges exemptions or reduction of charges shall not apply and any requests for a reduction of charges (eg. Patients on dialysis machines), shall be made to Council in writing and treated as a donation which will be reviewed annually.

2.9 Broken Meters / Non Recording Meters

In the event of a sewer meter / water meter not operating or being broken at the time of reading, the charge for consumption will be calculated as follows:

- a) On the average pro-rata consumption for the previous three years for the relevant billing period eg. October, June or February readings.

Variation

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

9.3.5 ACQUISITION OF CROWN RESERVE ROAD AS COUNCIL PUBLIC ROAD

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Land & Property Officer
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.3 Advocate and work with other levels of government, community and industry to improve outcomes
Delivery Program Objectives:	10.3.1 Council connects, recognises, advocates and works in collaboration with all leaders across the community and beyond our boundaries
Attachments:	1. Maps of Crown Reserve Road between Polo Flat Road and Carlaminda Road 2. Letter from Snowy Hydro Limited Confirming Responsibility for Construction of Road following Gazettal to Council (<i>Under Separate Cover</i>) - Confidential
Cost Centre	1830 – Unsealed Rural Roads - Local

EXECUTIVE SUMMARY

Snowy Hydro has negotiated with the Crown to use Crown land (ID 15036917 lot 3 DP 863686) at Polo Flat for its operations while the Snowy 2.0 project is in progress. The Crown has agreed to this request on condition that Council agrees to have the Crown reserve road (approximately 780m) which passes through the land transferred to Council as a Council public road.

Snowy Hydro has confirmed (letter from Snowy Hydro attached) that it will be responsible for construction of the road following gazettal to Council.

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

OFFICER'S RECOMMENDATION

That Council

- A. Agrees to the request from Snowy Hydro 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; and
- B. Fund the Application Fee for the Gazettal of the Crown Reserve Road to Council from the General Fund.

BACKGROUND

Snowy Hydro has negotiated with the Crown to use Crown land at Polo Flat for its operations while the Snowy 2.0 project is in progress. The Crown has agreed to this request on condition that

Council agrees to have the Crown reserve road which passes through the land transferred to Council as a Council public road.

The Crown reserve road in question runs from Polo Flat Road to Carlaminda Road as demonstrated on the map attached to the report.

Snowy Hydro have confirmed that it will be responsible for construction of the road to Council road standard after it has been gazetted to Council as a Council public road. However, Council will be responsible for the ongoing maintenance.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Snowy Hydro 2.0 will have significant positive flow-on effects for the local community and Council should work collaboratively with local industry to ensure the best outcome for the community.

2. Environmental

Environmental impact will be addressed during the project.

3. Economic

The economic impact for Council will be the cost of making the application to the Crown to have the road transferred to Council (approx.\$500) in addition to the ongoing maintenance of the road.

4. Civic Leadership

Council works collaboratively with community leaders and government bodies to achieve the best outcome for the community.

Created on Tuesday, 2 July 2019 by Exponare



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Important Notice!

This map is not a professional survey document. Assurances can only be determined by a survey on the ground. The information has been prepared for Council's internal purposes and for no other purpose. No statement is made about the accuracy or suitability of the information for use for any purpose (whether the purpose has been notified to Council or not). While every care is taken to ensure the accuracy of the data, neither the Snowy Monaro Regional Council nor its staff and Property Information makes any representation or warranty about its accuracy, reliability, completeness or suitability for any particular purpose and declines all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damages (including interest) or consequences (damages) and costs which you may incur as a result of the data being inaccurate or incomplete in any way and for any reason. (Land and Property Information 2019)
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True North, GDA North and Magnetic North are shown diagrammatically for the sake of the Snowy Monaro Local Government Area. Magnetic North is correct for 2019 moving westerly by 0.54° in about five years.

Important
 This map was produced on the GEODETIC DATUM OF AUSTRALIA 1984 (GDA84), which has superseded the Australian Geodetic Datum of 1984 (AGD84). Heights are referenced to the Australian Height Datum (AHD). For most practical purposes GDA84 coordinates and satellite derived (GPS) coordinates based on their own Geodetic Datum 1984 (GDS84) are the same.

Aerial

Photography:

Contour Interval:

Projection: MGA84 Zone 55

Coast:

Date: Tuesday, 2 July 2019

Drawn By: Exponare

Map Zoom: 1298 m

Map Scale: 1:6,833 at A4
 Map Zoom: 1298 m

ATTACHMENT 1 MAPS OF CROWN RESERVE ROAD BETWEEN POLO FLAT ROAD AND CARLAMINDA ROAD

9.3.6 BOMBALA AND DELEGATE STREETSCAPE PROJECTS

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Project Manager
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	8.2 Improve and maintain our public owned infrastructure and assets and facilities to a high standard
Delivery Program Objectives:	8.2.3 Stronger Communities fund project delivers improved community infrastructure and assets through the Major Projects Program (MPP)
Attachments:	1. SCFMPP Bombala & Delegate Streetscapes Tender Evaluation Report (<i>Under Separate Cover</i>) - Confidential 2. SCFMPP Bombala & Delegate Tender Price Assessment (<i>Under Separate Cover</i>) - Confidential 3. Financial Analysis (<i>Under Separate Cover</i>) - Confidential
Cost Centre	SCFMPP-113 PJ100142: Delegate Streetscapes SCFMPP-226 PJ100145: Bombala Streetscapes SCFMPP-154 PJ100152: Bombala Therry St Streetscape
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The purpose of this report is to inform council of the outcomes of the design, development and tender evaluation process for the proposed Bombala and Delegate Streetscape upgrade works package for approval and award. Information in the report and attached documentation provide the breakdown of costs to complete the construction as designed.

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

OFFICER'S RECOMMENDATION

That Council:

- A. Transfer the remaining budget from the Bombala Streetscape and Therry 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); and
 - C. Review and award the packaged works contract as per the tender assessment and recommendation attached.
-

BACKGROUND

In May 2017, Council adopted the Stronger Communities Fund Major Projects Program, consisting of 100 projects across the Region. PP-113 Delegate Streetscape Project, PP-226 Bombala Streetscape Project and PP-154 Bombala Therry Street Streetscape Project were selected out of the recommended projects.

Community consultation meetings were held and feedback was incorporated into the final designs.

The project tender process was as follows.

Tender Open: Wednesday 22 May 2019

Tender Close: Thursday 27 June 2019

SMRC conducted the OPEN tender process via the Vender Panel with advertisements calling for submissions in all local print media as well the SMH. In accordance with the Local Government (General) Regulation 2005 Clause 172 the tender period was extended to allow additional time to ensure meaningful tenders were received.

Three (3) offers were received. (2 Conforming and 1 Non-Conforming).

Attached is a copy of the **Tender Evaluation Report** (Confidential) of the tender submissions and a copy of the **Project Cost estimate and Budget** (Confidential).

Project Objective - PP-113 Delegate Streetscape

The objective of PP113 Delegate Streetscape is to upgrade the aged streetscape in order to improve the aesthetic, functionality, connectivity, pedestrian amenity and safety, traffic, guttering and drainage issues.

- Improve drainage adjacent to Memorial Park
- Provide delineated parking for amenities at Memorial Park
- Improve drainage and avoid water ponding at Church Street and Bombala Street Intersection
- Improve footpaths, including providing disable access
- Improve Bombala Street and Memorial Park aesthetic Streetscape

Figure 1 to 3 show overview and details from the proposed design.

9.3.6 BOMBALA AND DELEGATE STREETScape PROJECTS



Figure 1: Delegate Streetscape Overview

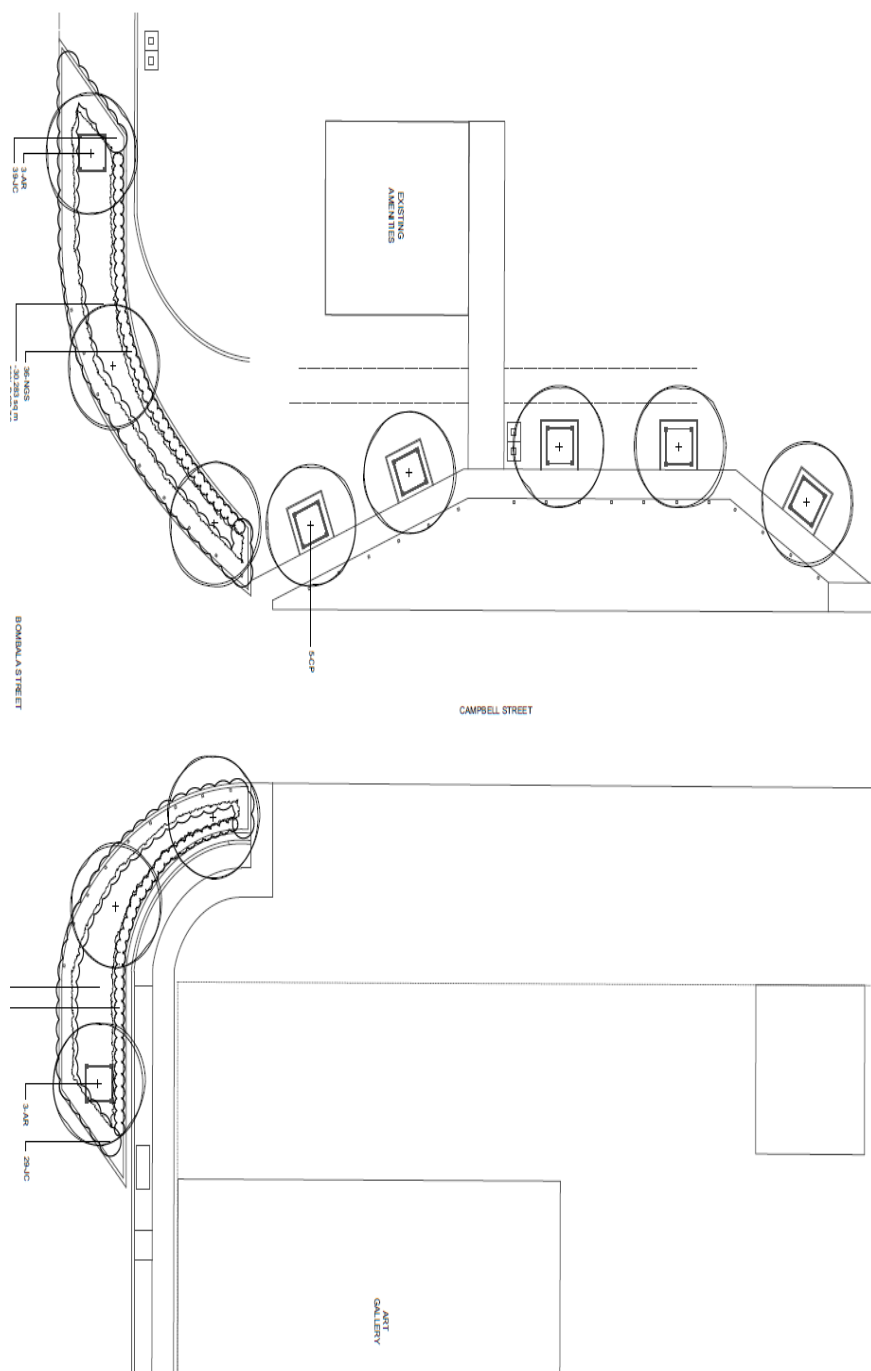


Figure 2: Delegate Memorial Park Planting



The objective of PP226 Bombala Streetscape and PP-154 Therry Street Streetscape is to upgrade the aged streetscape in order to improve the aesthetic, functionality, connectivity, pedestrian amenity and safety, traffic and guttering. Community consultation was undertaken to understand the community's priorities and specific scope.

9.3.6 BOMBALA AND DELEGATE STREETSCAPE PROJECTS

- Improve the visual amenity of the township;
- Improve Maybe Street, Forbes Street and Therry Street aesthetic Streetscape;
- Refresh Maybe Street blister planting;
- Therry Street Carpark function and aesthetic improvements;
- Heritage streetlight installation in roundabout on Maybe Street and Forbes Street;
- Improve Therry Street footpaths, including providing disable access; and
- Bombala River Rest Area improvements;

Figure 4 to 6 show overview and details from the proposed design.

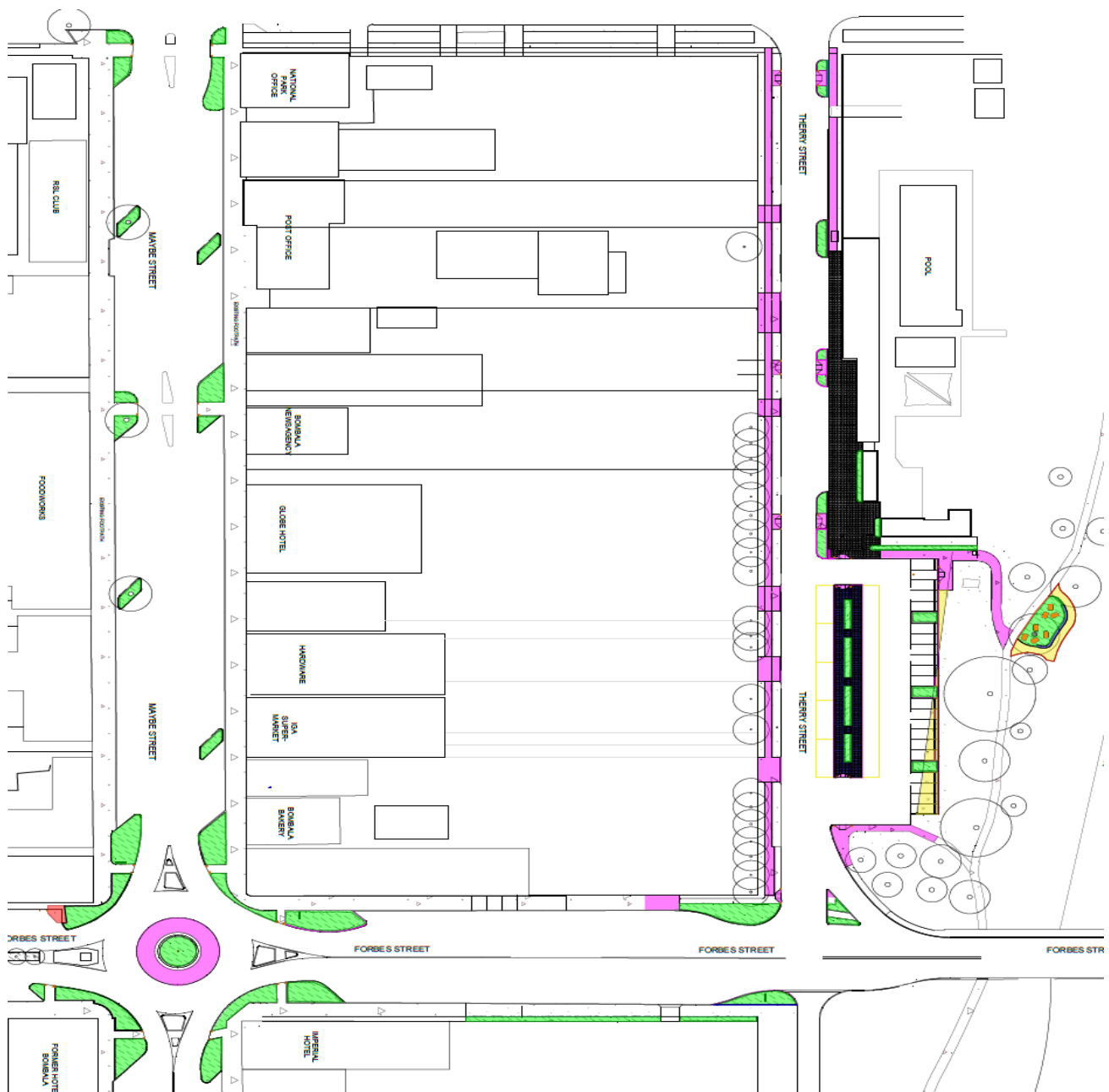


Figure 4: Bombala Streetscape Overview





QUADRUPLE BOTTOM LINE REPORTING

1. Social

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

Councils are to fund projects that deliver new or improved infrastructure or services to the community.

Projects that are prioritised for funding must meet the following criteria:

- have been through a community consultation process
- demonstrate social and/or economic benefits to the community
- consider issues of sustainability and equity across the broader community
- demonstrate project feasibility and value for money, including full lifecycle costs;
- did not have funds allocated by the former councils
- give consideration to the processes and procedures outlined in the capital expenditure review guidelines issued by the Office of Local Government.

2. Environmental

A compulsory component of the tender assessment is submission of a Schedule of Environmental Management. If the applicant did not meet this assessment criteria, they have not been considered. Council places a high emphasis on environmental impact and management.

3. Economic

Please refer to the attached financial analysis document of the projects.

The Delegate Streetscape project is over budget, and therefore two options have been considered: Reduction in the Scope of works or providing additional budget to support the completion.

4. Civic Leadership

This project aligns with the NSW Premier's priorities of building infrastructure to provide high quality facilities that promote increased opportunities for participation in recreational activities.

Council has followed the NSW tendering regulations; guidelines; internal policies and procedures when issuing and evaluating this tender.

9.3.7 WAIVER OF INTEREST CHARGES FOR DUAL OCCUPANCY CUSTOMERS ONLY IN THE FORMER SNOWY RIVER SHIRE COUNCIL AREA

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Water and Waste Engineer
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	12.2 Residents have access to timely, relevant and accurate information on issues that affect them
Delivery Program Objectives:	12.2.2 Council provide convenient ways for customers to engage with us and we respond appropriately
Attachments:	Nil
Cost Centre	13-2010
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

A new water billing policy was adopted by Council in June 2018 and has been implemented in all areas of Council. A few inconsistencies identified in former Councils were addressed through the new water billing policy.

Dual Occupancy charge was one of the inconsistent charge which wasn't charged in the former Snowy River Shire Council area. This charge has now been levied to all dual occupancy customers region wide.

This report is to address requests received to give relief to customers who have delayed paying the charges levied for dual occupancies by waiving the interest charges.

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

OFFICER'S RECOMMENDATION

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, Adaminaby, Dalgety, Kalkite and Berridale) until October 2019.

BACKGROUND

Council adopted a new water billing policy on 7 June 2018 in order to bring region wide uniformity and adopt the best practice guidelines in customer water billing. Subsequently, Council approved amendments to the pricing and water billing policy on 6 December 2019.

9.3.7 WAIVER OF INTEREST CHARGES FOR DUAL OCCUPANCY CUSTOMERS ONLY IN THE FORMER SNOWY RIVER SHIRE
COUNCIL AREA

Dual Occupancy charge was one of the inconsistent charge which wasn't charged in the former Snowy River Shire Council areas. This charge has been levied to all dual occupancy customers region wide through implementation of the new water pricing and billing policy.

A few customers have requested extension of time for the payment of the charges and have also requested waiving off interest charges accumulated on late payments.

Affected customers will appreciate the waiver of the interest payment resulting in positive customer relations with minimal financial impact. The anticipated financial loss is insignificant as there are only 58 customers who will benefit by the waiver of this charge.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

This will provide a positive impact on the community who have recently been charged with additional charges as per the water pricing and billing policy.

2. Environmental

Nil impact.

3. Economic

The financial impact is considered significantly less over this period.

4. Civic Leadership

This is a temporary approval for the former Snowy River Shire Council area until October 2019. This will be applicable to only dual occupancy customers in these areas.

Best practice pricing meets compliance with the COAG Strategic framework for Water Reform, National Competition Policy and the IPART principles. In addition best-practice pricing in accordance with the guidelines is a pre-requisite for financial assistance towards the capital cost of backlog water supply and sewerage infrastructure.

9.3.8 MINUTES OF THE RECREATIONAL FACILITIES COMMITTEE MEETING HELD ON 27 MAY 2019

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Open Space & Recreation Manager
Attachments:	1. Minutes of the Recreational Facilities Committee Meeting held on 27 May 2019

EXECUTIVE SUMMARY

The Recreational Facilities Committee meeting was held on the 27 May 2019 in the Cooma Council Chambers. The Committee's minutes and recommendations are presented for Council's consideration.

OFFICER'S RECOMMENDATION

That Council receive and note the minutes of the meeting of the Recreational Facilities Committee held on 27 May 2019.

Minutes



Recreational Facilities Committee

Date/Time Monday 27 May 2019 at 5.00pm
Location Council Chambers
Attendance

Member (Representing)	Present	Apology	Absent
John Rooney, Mayor SMRC	✓		
Rogan Corbett, Councillor SMRC	✓		
John Castellari, Councillor SMRC		✓	
James Ewart, Councillor SMRC (left at 6.20pm)		✓	
Sue Haslingden, Councillor SMRC (via phone)		✓	
Neroli O'Neill, Community Representative	✓		
Alannah Dickeson, Recreation Planner SMRC		✓	
Glen Hines, Group Manager Facilities	✓		
Jane Kanowski, Open Space & Recreation Manager		✓	
Suzanne Dunning, Community Representative		✓	
John Britton, Cooma Lions Club	✓		
Chris Reeks, Cooma Lions Club	✓		
Steve Aldous, Mountain Bike Club	✓		
Mathew Jamieson, Cooma Little Athletics		✓	
Louise Jenkins, Community Representative	✓		
Samuel Pevere (Monaro High School)	✓		

1 Apologies

As per above attendance table.

2 Confirmation of Previous Minutes – 18 March 2019

It was noted that the Minutes of the meeting held on 18 March 2019 were an accurate record of the meeting. **Moved:** Neroli O'Neill **Seconded:** John Britton

3 Business Arising from the Previous Minutes

3.1 Monaro Aquatics Presentation

Discussion regarding the main points from the presentation at the previous meeting and the main points of concern from the perspective of Monaro Aquatics are:

Snowy Monaro Regional Council

- Shade in the toddler pool area for spectators
- Upgrade of the plant room
- Lock on the back gate
- Input into the upgrade.

A project manager is to be appointed and Monaro Aquatics will be consulted appropriately as a stakeholder.

No further update to this item. Will remain as agenda item through to project delivery.

3.2 Mt Gladstone

Jane has contacted the Cooma Correctional Centre to arrange a meeting on site to discuss the walking trail extension from the southern viewing platform back around to the carpark on the eastern side of the communication towers. Rogan is also available to attend.

The increased usage of Mt Gladstone as a destination for Mountain Biking demonstrates a need to improve the existing facilities at the picnic area. The toilet facilities are inadequate and in poor condition. Funding for this was included in the Building Country Communities application but at this time has not been approved. Funding for additional MTB trails has been received - John Barilaro met with delegates on site to announce this project prior to Christmas.

Also maintenance is required to the fencing along the Greendale Rd boundary and also access improved to the picnic area at the Snowy Mountains Highway turnoff - Jane will follow up and schedule the work to be done.

Mayor Rooney has had a meeting with Wolfgang Zahlauer (Miss Heidi's Tea House) who has raised several issues including:

- Go-carts using the road at night which he believes is dangerous and has reported it to the police
- the toilet facilities being inadequate for the increased patronage
- Armco railing in sections where it is on both sides of the road is too narrow for bus access
- drainage in one section of the road - the stormwater pit blocks up
- timber sign at the bottom entry to the reserve from the highway has collapsed – needs to be replaced

Glen is to follow up with Graham Hope to investigate road and drainage issues that have been raised. Email sent by GH to Roads 26th Mar reporting armour rail and stormwater issues. No response as yet. GH to follow up. Jane to arrange repair of signage. Other items to be followed up

- funding for new amenities including water fill station – Rogan to touch base with Dep Premier Office
- Fencing and fire trail gate repairs (refer Pine Range design) – Jane
- Jane / Rogan met with Corrective Services – Vegetation clearing will be scheduled pending return of plant from Manus
- Steve reported increase usage and good user feedback for new trails and need for improved amenities

3.2 Norris Park

Works are completed on the toilet block – a disabled access and pathway from the car park in Crisp St to the walking path and toilets is being scoped.

- Chris – Directional signage to toilets required in middle of park

Snowy Monaro Regional Council

- Jane liaising with Jeanette Nassar regarding disability access path. Steve has scoped. Jeanette investigating funding options with Deputy Premier Office.

3.3 Southern Cloud Memorial & Cooma Showground fence

An order has been placed and we are still waiting on the contractor to complete the manufacture of the fence panels. Some tree pruning will be required prior to installation.

Chris asked if fencing could be installed in the areas that the Photinia hedge won't grow along the creek band at the Southern Cloud Park and also enquired about the feasibility of putting in an electric BBQ as it gets quite a bit of use.

The group discussed whether it would be worthwhile putting some interpretive signage relating to the creek.

- Tree pruning to be scheduled
- Cooma Steel is fabricating fence panes and have been requested to look at damage sections as well
- Other items raised included installation of Perspex (Lions), addressing gap in the hedge (Jane)

3.4 Lions Park Project

Funding has been received to continue with the development of the park. To include car parking, additional BBQ's and shelters, extension of walking path. Scoping and prioritising to be worked out. Chris asked if it would be possible for the Lions Club to manage this project – Glen to follow up to determine if this would be possible.

- Council unable to pass project management to Lions Club for SCCF upgrades. GH advised Project to be managed internally as resources become available. Lions club will be consulted.
- Lions club suggested they will met with GM on this matter

3.5 Badja Reserve Plan of Management

Work has incorporated with the Major Projects for the Reserve – asking for tenders at the present time.

Council have approved the recommendation to extend the 50km speed zones on the roads adjacent to the reserve – this recommendation to go to the traffic committee.

- No update this meeting

3.6 Multifunction Centre

Glen is preparing a scope of work so that a project manager can be engaged for this project. They will continue to liaise with stakeholders to determine the priorities and scope out the works prior to it going out to tender.

- Internal Project Manager being recruited
- Original user meeting suggestions have been passed to Linda
- Further consultation and scoping will occur following recruitment of Project Manager

Snowy Monaro Regional Council

3.7 Enclosing of Cooma and Bombala Pools & Upgrading of Jindabyne Pool

A project manager will be engaged for this project and will include input and consultation with stakeholders including the former S355 Bombala Swimming Pool Advisory Committee. Glen is investigating different styles and materials and talking to a couple of pool enclosure companies. Site visits to various indoor pool facilities is being planned.

- No update this meeting
- Assurance given that consultation will occur prior to commencement

3.8 Indoor Sporting Stadium

Mayor Rooney reported that the Deputy Premier had announced an election promise to fund the indoor sports stadium and athletics track. There were conflicting views last time as to where the stadium should be located – additional consultation would need to be undertaken.

- No update this meeting

3.9 Cooma Athletics funding

The installation of the discus nets is planned within the next month. Mat passed on thanks to staff for changing the mowing schedule and for the overall condition of Snowy Oval for the athletics season – it is in the best condition it has ever been.

- Samuel commented that new shed was a good addition, that up to 100 + participate in little athletics, would like to see more frequent marking of track – tends to fade. GH to speak with Rec Staff

3.10 Proposed Caravan Parking Area –Cooma

Glen is meeting with the Caravan and RV Association to determine if there are any suitable sites for them to establish a free camping site in Cooma. The establishment is to be at their cost to set up and to manage. Glen is preparing a report to go to the April Council meeting.

- Council provided in-principle support to the CMCA proposal including internal plant hire rates for establishment
- CMCA to scope in detail and advise if feasible to proceed

3.11 Time Walk

Maintenance issues include cleaning and patching is required. John is to provide an updated costing for this work. This is ongoing – the Committee discussed the possibility of painting the concrete surface with epoxy paint. The previous quote was for around \$4,500 – John is to send details to Jane.

- No update this meeting

4 Disclosure of Interest

Nil

5 General Business

5.1 Structure of the Recreational Facilities Committee

Glen reported that a survey is being developed and will be available in the coming months. This will collect data from sporting groups and from the general public relating to recreational facilities

Snowy Monaro Regional Council

throughout the region. It is hoped that this will assist in provision of appropriate sporting facilities and will highlight any areas that require additional ones. It will also allow Council to determine whether the existing ones are acceptable for the community and will hopefully identify emerging trends within the community.

Governance is reviewing all Section 355 committees and may be able to assist with the structuring of these across the Region.

- No further update

5.2 Men's Shed

The DA for the shed has been conditionally approved – an environmental assessment has to be completed due to contamination issues. Glen is working with a consultant to finalise this.

There are a variety of community groups including the Cooma Multicultural Group, Artists, U3A that require premises. The Mulach St site has adequate space to accommodate an additional shed that could be used by these groups to set up a Community precinct which may benefit them as they would be able to share the costs. The Deputy Premier has provided funding for a shed for these community groups – however both these groups and the Men's Shed are not keen on sharing of the site.

- Contamination Assessment complete, Awaiting final report

5.3 North Ridge Reserve (NRR)

Louise had intended to apply for Crown Land grant funding for trail extension works and markers, signage and car park development (Balli PI) for North Ridge. She has received a quote for interpretive signage for the Balli PI entry to the NRR – Jane to follow up with Louise regarding the sign and the markers as this may be able to be included in the current budget. Designs for signage are required. Further scoping and consultation is required.

- Update form Jane - Signage and track markers should be able to be provided from budget. We will need to undertake consultation with property owners regarding the formalisation of a car parking area as this may impact on them
- Louise to send scoping document to Staff to be used for grant applications if/when suitable opportunities arise

5.4 Cooma Creek and Cooma Back Creek Corridors

Clr Corbett is planning to set up a meeting with Suneil and the GM regarding putting in a submission to John Barilaro's office for funding to clean up the Back Creek.

Jane is to contact OEH to determine a contact person who will be able to provide clear direction as to what work is able to be undertaken within the creek corridors so that it can be progressed.

Update form Jane - I have met on site with Steve Watts from Crown Lands, Pam Vipond and Brett Jones (weeds) regarding the scope of works that may be able to be done along the creek. Steve said it is very unlikely that approval will be given to remove the native reeds from within the creek – and even if they were removed they would grow back quickly. He suggested that we concentrate on weed removal from the banks and also within the creek bed.

Snowy Monaro Regional Council

Brett was supportive of this to be undertaken in spring. Then once the weeds have died then we will ask Corrective services to whipper snip along the banks where possible. Steve suggested that we then hydro-seed (grass) the banks for stabilisation. We will look at starting at the bridge and do the section behind Southern Cloud towards the Showground as the first stage. The section on the northern side of the bridge is privately owned so we have no jurisdiction over this area. Ongoing maintenance will involve follow up weed control and some whipper snipping – keeping in mind that this will not be able to be maintained in the same manner as the Cooma Creek corridor due to the availability of staff resources and the difficulty in accessing the banks with machinery. We will need to rely somewhat on the corrective services if they are willing to take this on. Jane will organise a meeting with them to discuss this.

6 New Business

- Steve provided pump track proposal for Nijong, to be consider by Council. GH to pass to Linda and request call back to Steve.

7 Next Meeting

The next meeting will be held on Monday 15th July 2019 at 5.00pm in the Cooma Council Chambers.

There being no further business the meeting closed at 6.25 pm.

9.4.1 WEBCASTING

Record No:

Responsible Officer:	Director Corporate and Community Services
Author:	Manager Information & Communications Technology
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	12.2 Residents have access to timely, relevant and accurate information on issues that affect them
Delivery Program Objectives:	12.2.2 Council provide convenient ways for customers to engage with us and we respond appropriately
Attachments:	Nil
Cost Centre	3110

EXECUTIVE SUMMARY

The Code of Meeting Practice adopted by Council at the Ordinary Council meeting held on 20 June 2019 has a mandatory requirement for all Council meetings to be webcast from 14 December 2019.

As Council currently rotates the location of Council meetings between multiple sites, additional webcasting equipment will be required to facilitate the multiple site requirement at those locations outside the Cooma office where fixed webcasting equipment is currently located. Given the locations of these meetings, a mobile, portable solution has been considered.

To maintain consistency, there are a number of options available through the existing webcasting service provider Interstream.

The recommended solution is a portable three camera webcasting solution that allows Council to webcast from any location at a low cost with no additional ongoing service charges.

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

OFFICER'S RECOMMENDATION

That Council

- A. Approve the acquisition of a portable three camera webcasting solution through Interstream; and
- B. Authorise the expenditure of \$28,038 allocated in the 2020 Financial Year Budget with funding to be provided from cost centre 3110.

BACKGROUND

In June 2017, Council resolved to begin webcasting Council meetings as a means to communicate information and the decision making processes to a wider geographical audience (Resolution No. 126/17).

A fixed three camera webcasting solution was installed at a cost of \$31,500 in the Cooma chambers in August 2017 and has been operating successfully, averaging 175 live views and 130 archive views per month.

The adopted Code of Meeting Practice requires Council to establish a meeting recording and publishing solution for all Council meetings by 14 December 2019.

To facilitate webcasting of all Council meetings the following four options have been considered with options one to three available via Council's existing webcast service provider Interstream.

1. Portable Three Camera Solution

Option 1 involves implementing a portable three camera webcasting solution that can be setup at any location utilising boundary microphones that are placed on the tables between meeting attendees.

The system consists of:

- A portable console rack case containing webcast streaming equipment.
- Three tripod mounted cameras
- A boundary microphone on each table
- A powered speaker facing the public gallery.
- Same 30+ seconds broadcast delay as the Cooma Chambers configuration.

This option can be implemented at a cost of \$28,038 (refer Table 1).

Benefits:

- Full video coverage of meeting attendees as the current set up in the Cooma Chambers.
- Allows viewers to clearly identify audio to the correct Council member.
- All Council members readily viewable front on.

Disadvantages:

- Setup complexity will require on-site IT support at each meeting to set up and monitor transmission.
- Mobile solutions have a degree of wear and tear from assembly, disassembly, and transportation and will incur maintenance expenses.

2. Portable Single Camera Solution

Option 2 involves implementing a portable single camera webcasting solution that can be setup at any location utilising Boundary microphones that are placed on the tables between meeting attendees.

The system consists of:

- A portable console rack case containing webcast streaming equipment.
 - A single camera mounted on a tripod
 - A boundary microphone on each table
 - A powered speaker facing the public gallery.
-

- Same 30+ seconds broadcast delay as the Cooma Chambers configuration.

This option can be implemented at a cost of \$18,128 (Refer Table 1).

Benefits:

- Less expensive than the Three Camera or Fixed Camera solutions.
- Slightly less complex and slightly faster to setup

Disadvantages:

- Setup Complexity will require on site IT support at each meeting to set up and monitor transmission.
- Mobile solutions have a degree of wear and tear from assembly, disassembly, and transportation and will incur maintenance expenses
- Limited single view only of attendees from one aspect and viewers may be unable to discern visually, who is talking.
- Councillors not readily identifiable from a single view perspective.

3. Fixed Camera Solution Installed At Each Council Meeting Site

Option 3 is to install a fixed camera solution at each Council meeting site. Given that the availability of remote sites is not always guaranteed, numerous sites would need to be fitted with equipment to meet the mandatory requirement. The cost of fixed camera solutions for one additional site is comparable with the cost of the 3 camera mobile solution which allows multiple site coverage. Additional fixed cameras at each Council meeting site is cost prohibitive and therefore not recommended.

4. Host and Webcast All Council Meetings From Cooma Office

Option 4 considers hosting all Council meetings at the Cooma office, where a fixed camera solution currently exists which would avoid major additional expenditure.

Benefits:

- Equipment is already installed and with the addition of a speaker (\$600) over the public gallery to enhance sound quality would require no significant additional expense.
- The installed fixed camera solution requires no IT resourcing to set up and monitor at the meeting.

Disadvantages:

- Council would not be holding the meetings across the region as resolved in 2017.
 - Access to the Council chambers is restrictive for attendance.
 - All public presentations would have to be made in Cooma
 - Staff and Councillors from outside of Cooma would be travelling for every meeting.
-

Table 1

ITEMS	3 CAMERA PORTABLE	1 CAMERA PORTABLE	WEBCAST ALL MEETINGS FROM COOMA
Video - Supply and Install Panasonic camera solution	17,060	7,150	0
Audio - Supply and install Audio system	7,678	7,678	0
Portable Case and Equipment	2,700	2,700	0
Powered Speaker for public Gallery	600	600	600
Cable and power installation	0	0	0
TOTAL	28,038	18,128	600

The implementation of any of these options will have no effect on the annual webcasting budget as the existing monthly processing services provided by Interstream cover any Council meeting locations.

RECOMMENDATION

If Council chooses to host and webcast from multiple locations, the following recommendation is proposed:

That Council implement Option 1 and acquire a portable three camera webcasting solution provided by Interstream at a cost of \$28,038, to meet the webcast requirements introduced by the Code of Meeting Practice.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The impacts to the community are increased access to information and the decision making process, allowing residents to gain a better understanding about the services and processes of Council.

2. Environmental

None anticipated.

3. Economic

The funding for the portable webcasting solution has been included in the 2020FY Budget. There will be no impact to annual ongoing service costs.

Budget expenditure from the 2020FY of \$28,038 will be required to implement the project recommendation. This does not include the cost to have ICT Support on site for all remote meetings for setup and duration of the meeting.

4. Civic Leadership

Webcasting of Council meetings demonstrates a commitment by Council to engage with its residents to provide greater access to the decision making process. It also provides a broader means of communication allowing greater access to information.

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9.4.2 ANSWERS TO QUESTIONS WITH NOTICE

Record No:

Responsible Officer:	Director Corporate and Community Services
Author:	Secretary Council and Committees
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.2 Sound governance practices direct Council business and decision making
Delivery Program Objectives:	10.2.2 Councillors are supported to make informed decisions in the best interest of the community and to advocate on behalf of the community
Attachments:	1. Version for Council Meeting - In Progress Questions with Notice - Updates to End of June 2019
Cost Centre	3120 Governance
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

In order to provide Councillors with updates on questions asked by Councillors, a report has been generated with a summary of questions that are current and have recently been completed, for the period ending June 2019.

The Councillor Questions In Progress for the period ending June 2019 is attached to this report.

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

OFFICER'S RECOMMENDATION

That Council receive and note the Councillor Questions In Progress report for the period ended June 2019.

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	02/07/2019 – GH Alternate options are being discussed at ELT. 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. 31 Aug 2018 - 12:49 PM - Glen Hines Price estimate for installation of wheel chair lift to public entry stairwell requested. Continuing EOI process for new civic centre	02/07/2019	N

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<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 Councillor John Castellari</p> <p>Question: Can Council please liaise with the Campervan and Motorhome Club of Australia (CMCA) to discuss the possibility of installing dump points in, initially in Jindabyne and elsewhere in the SMRC</p>	Group Manager Facilities Management	<p>1/7/2019 – GH</p> <p>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</p>	01/07/2019	N

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
			area?		<p>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. 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</p>		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>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 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>		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<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</p> <p>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</p> <p>No further progress on this. Meeting with Water</p> <p>/ Sewer requested 31/8</p> <p>02 Aug 2018 - 2:26 PM - Glen Hines</p> <p>Information is to be provided to CMCA regarding grant funding. A meeting is to be scheduled with</p> <p>Water and Sewer Group Manager on return from leave to consult with regards to impact on present infrastructure.</p> <p>23 Jul 2018 - 1:32 PM - Glen Hines</p> <p>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</p>		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>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>28 Jun 2018 - 1:53 PM - Glen Hines</p> <p>Contact made with CMCA Sean Constable for meeting late July in Cooma. Will discuss potential overnight sites as well as dump points</p> <p>23 May 2018 - 10:56 AM - Erin Donnelly</p> <p>Action reassigned to Glen Hines by: Erin Donnelly</p>		
42	18 Oct 2018	17.2	<p>Clr Corbett - Tree Stumps</p> <p>When will the three tree stumps be removed and new trees planted on the corner of Sharp St and Creek St, and gutters repaired in Sharp St west?</p>	Manager Open Space & Recreation	<p>01/07/2019 – JK</p> <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</p> <p>Ongoing. Preparation work completed.</p> <p>29 April 2019 – JK</p> <p>The kerb has been marked out. Currently coordinating with the contractor and staff to remove stumps.</p> <p>02 April 2019 – JK</p> <p>Requested stump grinding company to mark out the sections of kerb that require</p>	30/07/2019	N

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>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 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</p>		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					adjacent to the stumps, then the stumps ground and removed and the kerb repaired.		
57	15 Nov 2018	18.3	Delegate School of Arts, Drainage Councillor Anne Maslin What is the time frame for repair work to be done on gutters and downpipes to improve drainage at the Delegate School of Arts?	Group Manager Facilities Management	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. 03/06/2019 – GH Awaiting Building Inspection report. 02/05/2019 – GH 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 2/04/19 – GH Crown advised that owner is SMRC (former BSC) and this was not clear due to an administrative	01/07/2019	N

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>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 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><i>3/12/18 – Glen Hines</i></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</p>		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					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.		
98	21 March 2019	Note 36	Tabled Letter – Road Works on Perkins Road, Binjura	Group Manager Transport Infrastructure (Operations)	<p>28/06/2019 – GS Reported to council on 20 June 2019. <u>Resolution 221/19</u> - 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.</p> <p>29/05/2019 – GS Report on the future of Perkins Road is in the Business Paper for consideration at the 20 June 2019 Council meeting.</p> <p>01/05/2019 – GS Telephone conversation with Bill Griffiths agreed a report on the future of Perkins Road will be submitted to the June 2019 Council Meeting.</p> <p>03/04/2019 – Gary Shakespeare Letter sent to Jill Griffiths providing: <ul style="list-style-type: none"> Copy of the Plan of Subdivision showing Right of Carriageway along approximately 400m of Perkins Road. </p>	28/06/2019	Y

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<ul style="list-style-type: none"> Information on how to approach Council for a decision on any approach to Crown Lands to acquire Perkins Road as a Council Public Road. <p>01/04/2019 – Gary Shakespeare The issues raised by Kim Taylor in a letter dated 20 March 2019 regarding Mittagang Road are being investigated and a more detailed answer provided shortly.</p> <p>25/03/2019 – AS Sent letter tabled by Cllr Last to GS for review.</p>		
102	17 April 2019	12.3	A Mayoral Report to Councilors Councillor Peter Beer 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	Executive Assistant to GM, Mayor & Councilors/ General Manager	1/07/2019 – AS Spoke with EA to Mayor, no response received from Mayor as of 1/07/2019. 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.	01/07/2019	N
104	16 May 2019	13.2	Poplar Trees in Berridale Cllr Beer Question: Can an updated report be	Group Manager Facilities Management	1/7/19 – GH A preliminary inspection was carried out in June for immediate safety issues. A detailed	01/07/2019	Y

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
			provided to Council on the safety of the poplar trees along the main road that were to be removed by the former Snowy River Shire Council. Recently once such tree fell and some of the public are concerned regarding safety issues		risk inspection will be conducted in July. 3/6/19 – GH Staff instructed to undertake an inspection of the poplar trees along this section in June.		
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	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.	04/06/2019	N
107	20 June 2019	12.1	Local Traffic Committee Clr Haslingden Question: What happened to the proposed 80km speed zone for the southern entrance to Bombala, from Cann River and Delegate, due to the Mill and other traffic?	Roads Safety Officer	25/06/2019 – GS RMS is the Maintenance Authority for SH19 and currently do not support 80K proposal. Currently there is a bridge under construction on Delegate Road, and the RMS is investigating the suitability of the current SH19/Delegate Road intersection. Additional signage has also been proposed by the RMS. As each of these will impact on any assessment on the requirement for speed zone, this proposal will need to be re-visited upon completion of all projects.	26/06/2019	Y
108	20 June 2019	12.2	Skate Park Presentation Clr Haslingden Question: Can the region's skate parks become the responsibility of the Recreational Committee to ensure maintenance is ongoing?	Group Manager Facilities Management	1/7/19 – GH An item has been added for Skate Parks in the Recreation Facilities Committee Agenda for next meeting on 15 July. The Recreation Facilities Committee is an Advisory Committee and as such cannot take responsibility for	01/07/2019	Y

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					maintenance of facilities. It can however "advise" on Councils direction, strategy and improvement of recreational assets in line with community expectation.		
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	02/07/2019 – GA Draft Terms of Reference to be distributed before the Council Meeting.	02/07/2019	N
110	20 June 2019	12.4	RMS / Council Intersections Clr Miners Question: RMS has a requirement that Council's comply with basic left and right turns on and off their network. It is evident that they don't even comply with their own rules. i.e. Snowy Mountain Highway in Adaminaby – Front Bowling Club to Monaro Highway – Tom Groggin Road. How do we resolve this problem? It seems to be do as I say not as I do.	Group Manager Transport Infrastructure (Operations)	26/06/2019 GS The need to upgrade road formations and intersections is an ongoing issue. Many of the roads within the region both Council and RMS, are of considerable age, and were constructed to the standards relevant to the construction date. The RMS has upgraded several intersections with the highways and has provided funding to assist Council with others. I believe this program of intersection upgrading is (funded through RMS Network and Safety) is part of an ongoing program governed by available funds, and prioritisation of the intersections. Increasing traffic volumes and community usage, will continue to change the classification of roads, impacting on future maintenance standards and construction specifications. There will also be a need to identify, prioritise,	26/06/2019	Y

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					and provide funding to upgrade problem areas to meet current standards. With regards to Tom Groggin Road referenced, Council has been notified that as part of this process, this intersection is proposed for upgrading during July 2019.		
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 hole. Can we have an inspection of this with a view to bring it up to a more presentable area?	Group Manager Transport Infrastructure (Operations)	26/06/2019 GS Council staff have been assigned to inspect and report on the Adaminaby Parking area at the Fish.	26/06/2019	N
112	20 June 2019	12.6	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?	Group Manager Transport Infrastructure (Operations)	26/06/2019 GS 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 18 th June 2019 \$20 million to seal Bobeyan Road. It is expected that funding and conditions will follow shortly. 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.	26/06/2019	N

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
113	20 June 2019	12.7	<p>Campervans in the Claypits Carpark</p> <p>Clr Old</p> <p>Question: Campervans in the Claypits car park are becoming a huge problem. Caravans and RV's are parking outside the signs.</p>	Group Manager Transport Infrastructure (Operations)	<p>2/7/19 – GM:</p> <p>Currently, there is no restriction on this area as it is a car park with no timed parking. The timed “No Stopping” signage is along the leased foreshore area; that includes the Clay Pits precinct but not the car park. There have been a couple of enquiries to Council due to a number of campervans parking overnight, but no reports have been received from the police with antisocial behaviour etc. Given the toilets are now open 24/7, it has become attractive for campervans to pull up overnight. It is not enforceable at this point in time. Having people there actually deters graffiti and vandalism in the toilets.</p> <p>26/06/2019 GS</p> <p>Assessment of the Claypits is currently underway as part of a Stronger Communities Fund.</p> <p>The parking problems will be included as part of this assessment.</p> <p>The failure to comply with current Parking signage will be referred to Councils compliance staff.</p>	26/06/2019	Y

9.4.3 RESOLUTION ACTION SHEET UPDATE

Record No:

Responsible Officer:	Director Corporate and Community Services
Author:	Secretary Council and Committees
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.1.1.2 Council's leadership is based on ethics and integrity to enable informed and appropriate decisions in the community's best interest.
Operational Plan Action:	OP7.7 Provide timely, accurate and relevant information to Council to enable informed decision making.
Attachments:	1. In Progress Actions - Includes all Actions up to end of June 2019
Cost Centre	3120 Governance
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

In order to provide Councillors with updates on resolutions of Council, a report has been generated with a summary of action that are current and have recently been completed, for the period ending June 2019.

The In Progress Resolution Action Sheet for period ending June 2019 is attached to this report.

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

OFFICER'S RECOMMENDATION

That Council receive and note the In Progress Resolution Action Sheet Update for the period ending June 2019.

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>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 promise made should the National Party be re-elected.</p> <p>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. 20 December 2018 – Mark Adams Group Manager Economic Development and Tourism presented to the Councillors on 20 December 2018. The Project Reference Group met on 18 December</p>	19/03/2018	N

SMRC Resolution Action Sheet – In Progress

					<p>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.</p> <p>6 Dec 2018 The latest plans are to be presented to at the Councillor workshop on 20 December.</p> <p>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.</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>13 Sep 2018 - 4:56 PM - Katherine Miners 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> <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</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
						Interest for the Federal Regional Growth Fund. Awaiting outcomes		
12	15 March 2018	64/18		Creation of road reserve over Jerangle Road through lot 6 DP 754888 at Jerangle That Council A. Accept the quotation from Bradley Surveying and Design Pty Ltd in the amount of \$9,500 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. 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. 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. E. Gazette the entire length of Jerangle Road as a Council public road.	Property Officer	01/07/2019 - JH No further update from Solicitor. Staff will advise Council as soon as advice is received. 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. 30/4/2019 LB Waiting on discharge of mortgage. 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 –	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> <p>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;</p> <p>B. Engage the services of a land surveyor to provide a plan for the boundary adjustment;</p> <p>C. Authorise the General Manager to execute any documents necessary to complete the boundary adjustment and sale of the property;</p> <p>D. Readvertise the property on the open market for auction with an appropriate reserve; and</p> <p>E. Make the Report public once the matter is settled.</p>	Property Officer	<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. 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 made submissions advising of this. Documents have been prepared to close this council public road</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>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 the resumption issues have been resolved then the</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>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>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>	30/07/2019	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>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 Surveyor selected and work to progress shortly.</p> <p>07 Aug 2018 - 8:47 AM - Lyn Bottrill Revised Target Date changed by: Lyn Bottrill From: 06 Jun 2019 To: 31 Dec 2019</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>02 Aug 2018 - 1:55 PM - Lyn Bottrill Call for expressions of interest from local land surveyors. Submissions currently being considered.</p> <p>23 Jul 2018 - 3:38 PM - Lyn Bottrill 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</p> <p>11 Jul 2018 - 1:02 PM - Lyn Bottrill Specification sent to three surveyors requesting that they submit expressions of interest. Due by cob 13/7</p> <p>21 Jun 2018 - 10:14 AM - Lyn Bottrill Revised Target Date changed by: Lyn Bottrill From: 06 Jun 2018 To: 06 Jun 2019</p> <p>21 Jun 2018 - 10:05 AM - Lyn Bottrill Draft specification with Group Manager Transport and Infrastructure for approval.</p> <p>04 Jun 2018 - 8:15 AM - Lyn Bottrill 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.</p> <p>23 May 2018 - 10:29 AM - Lyn Bottrill 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> <p>B. Serve notice on the tenant to vacate the premises in accordance with the Residential Tenancy Act.</p>	<p>Water & Wastewater Manager</p> <p>Land & Property Officer</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</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>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>		<p>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 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.</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>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.</p> <p>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>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 real estate agents in order to select a real estate agent to place the properties on the open market. 07 Aug 2018 - 8:47 AM - Lyn Bottrill</p>	30/06/2019	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>Revised Target Date changed by: Lyn Bottrill From: 23 Jul 2018 To: 31 Oct 2018</p> <p>02 Aug 2018 - 1:53 PM - Lyn Bottrill</p> <p>Waiting on valuation of land from valuer.</p> <p>23 Jul 2018 - 3:52 PM - Lyn Bottrill</p> <p>Surveyor has been requested to produce plan for registration of lots 14, 15, and 16. Still waiting on valuation from valuer.</p> <p>11 Jul 2018 - 12:59 PM - Lyn Bottrill</p> <p>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</p> <p>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>26/06/19 – MS:</p> <p>No further updates however PCYC has been included in the Draft Youth Strategy.</p> <p>28/15/19 – MS:</p> <p>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> <p>Still progressing with new lead</p> <p>29/03/19 – 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>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> <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</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><i>draft a letter to the Youth Command and the local MP for support.</i></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> <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</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>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>		
41	02 August 2018	261/18	19.3	<p>Council's Property at 204 Maybe Street Bombala</p> <p>That Council</p> <p>A. Retain and approve the expenditure of \$ 46,848.90 in accordance with the quotations</p>	Acting Manager - Land & Property	<p>01/07/2019 – KH</p> <p>Balustrade is completed, cleaning has been done and the keys are with Fisk and Nagle in Cooma for tenancy.</p> <p>29/05/2019 – KH</p> <p>Oven and dishwasher are being installed today –</p>	01/07/2019	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>B. Approve an additional \$25,000 to paint the residence inside and out</p> <p>C. To authorise the General Manager to approve further funding for electrical works if the wiring is found to be non-compliant during the refurbishment.</p> <p>D. To authorise the expenditure and allocate \$72,000 to fund the works from the former Bombala LGA Reserves.</p>		<p>general clean to take place next week. Handrail supplier has advised they will be ready by 17 June.</p> <p>01/05/2019 – KH Carpets are to be cleaned this week. Blinds will be installed next week. The cleaner has commenced and the vinyl has been ordered for the kitchen</p> <p>26 March 2019 – KH The builder has submitted his request for completion payment. An inspection has revealed there are a number of items that need rectification prior to this final payment being processed. Staff and the builder are to meet early next week. Painting inside is almost complete.</p> <p>7 March 2019 – KH The builder is expecting the work to be completed by the end of March.</p> <p>29 January 2019 – Kelly Heffernan – Builder is making great progress with work almost completed on the kitchen and bathroom. Work has also commenced on the fascia/guttering and fence.</p> <p>19 December 2018 – Kelly Heffernan – Builder has engaged Contractor to make the new balustrade. Works will begin in the new year.</p> <p>4 December 2018 – Kelly Heffernan – The builder has collected the keys to start work on 204 Maybe Street.</p> <p>3 December 18 – Kelly Heffernan – Alan Walker</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>has been contacted and he has advised he will make a start on this property in early December with a majority of the work to be done after Christmas.</p> <p>29 Oct 18 Kelly Heffernan – Alan Walker was advised to commence with the quote he provided Council. A commencing date to be advised this week.</p> <p>Two quotes have now been received. A third quote has been promised by a local builder with no response after a number of reminders. The two quotes will be assessed and renovations will commence once this has been decided shortly</p> <p>21 Aug 2018 - 11:28 AM - Kelly Heffernan Arrangements have been made for a quote on Friday 24.8.2018</p> <p>09 Aug 2018 - 3:34 PM - Kelly Heffernan I have contacted the builder who provided the quote for \$46,848.90 to undertake the works. He will get back to me by Friday 10th August with a proposed start and finish date for this project.</p> <p>There are two painters who will be providing a quote for the painting inside and out following inspection over the coming weekend. A third is to be contacted over the coming days.</p> <p>09 Aug 2018 - 3:32 PM - Glen Hines Action reassigned to Kelly Heffernan by: Glen Hines</p>		
44	16 August 2018	276/18		Lease of Council Operational Land to Cooma Men's Shed That Council	Land & Property Officer	1/7/19 – LB Development Consent released. Council's solicitor currently preparing peppercorn lease.	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>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>D. H. That this project be funded from the former Cooma Monaro Shire Council reserve fund.</p>	Land & Property Officer	<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 Preliminary investigations are being carried out to commence the compulsory acquisition process.</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
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.	General Manager	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 & Environment for a Gateway Determination in accordance with	Senior Strategic Land Use Planner	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: Advice from Office of Environment and Heritage received – awaiting further clarification. 29/03/19 – AA: Staff are still awaiting advice from Office of Environment and Heritage.	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>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>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 Cannot be actioned until a determination is given.</p>		
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> <p>1. Council staff develop a Snowy Monaro Region Development Guide that also includes a rural and regional context;</p>	Group Manager Development & Building Certification	<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.</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>2. Increased promotion of pre-lodgement meetings with applicants and a media campaign be undertaken;</p> <p>3. Creation of a user friendly information portal on Council's website;</p> <p>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;</p> <p>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;</p> <p>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;</p> <p>7. Ensure that when the corporate IT platform is implemented it includes online tracking of applications and use of 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</p>		<p>5 – Review being undertaken as part of organisational redesign review. Completed.</p> <p>9 – Completed.</p> <p>3/5/19 – JG:</p> <p>1 - Being developed</p> <p>3 - Being developed</p> <p>5 - Waiting for structure</p> <p>6 - Report going to June meeting</p> <p>4/4/2019 – JG:</p> <p>1. Being developed</p> <p>2. Completed</p> <p>3. Being developed</p> <p>4. Completed</p> <p>5. To be provided in proposed structural review of organisation</p> <p>6. Completed</p> <p>7. Completed. Brief for corporate system incorporates use of mobile IT platforms and DA tracking</p> <p>8. Completed</p> <p>9. Report being compiled and to be reported to Council May 2019</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:</p> <p>Ongoing.</p> <p>1 February 2019 – John Gargett:</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>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>1. To be developed 2. Ongoing 3. To be developed 4. To be undertaken 5. To be undertaken 6. Lists have been and will be continued to be provided 7. Ongoing 8. Completed 9. To be undertaken 10. Ongoing 11. Ongoing 20 December 2018 – John Gargett No further update at this time</p> <p>6 Dec 2018 DA Best Practice Guideline and Processing Times is to be developed.</p>		
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>	Land & Property Officer	<p>1/7/19 – LB Still waiting on the plan of subdivision. Mr Luton contacted and situation explained.</p> <p>31/5/2019 – LB</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
				<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>		<p>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. 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>		
129	7 February 2019	29/19	10.1	<p>Draft Library Strategy and Community Transport Strategy</p> <p>That Council endorse the Draft Library Strategy and Community Transport Strategy to be placed on Public Exhibition for a period of 28 days commencing 13 February 2019.</p>	Group Manager Community Support Services & Aged Care	<p>26/06/2019 – BP A report will be presented to the Council Meeting on 18 July 2019.</p> <p>3/5/19 – BP A report will be presented to Council in June 2019.</p> <p>5/4/19 – Bianca Padbury: Feedback from the Public Exhibition of the Draft Library Strategy and Draft Community Transport Strategy are being considered. Once this task has</p>	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
						<p>been completed a report will be presented to Council seeking adoption of both Strategies.</p> <p>5/3/19 – Peter Cannizzaro Public Exhibition period ending 13 March 2019. A report will be prepared for Council following the closure of the Public Exhibition period and after any feedback has been considered.</p>		
139	7 February 2019	39/19	15.2	<p>Clr John Castellari - Support JERCs Approach to Snowy Hydro to Rezone Land</p> <p>That Council actively support through written submission and face to face meetings as appropriate, the proposal to Snowy Hydro being put forward by the Jindabyne East Residents' Committee (JERCs) concerning the future use of the Old Kosciusko Road land release, as detailed below.</p>	General Manager	<p>5/6/19 – Snowy Hydro aware of JERC's approach and Council's support.</p> <p>29/04/19 – Further meeting scheduled for 30 April.</p> <p>08/04/19 – Discussed at a meeting with Snowy Hydro staff 4 March</p>	03/07/2019	Y
151	21 February 2019	54/19	10.2	<p>Lease Agreement Renewal - Boral Resources (Country) Limited - Bombala</p> <p>That Council</p> <p>A. Approve the renewal of a 5 year Lease to Boral Resources (Country) Pty Ltd; and</p> <p>B. Authorise the General Manager and Mayor to execute and Affix the Council Seal to the Lease.</p>	Property Officer	<p>1/7/2019 - JH Boral advised they are seeking to complete asap.</p> <p>5/6/2019 JH Boral have advised the Lease Agreement is with the Directors for signing.</p> <p>30/4/2019 LB Still waiting on return of the lease.</p> <p>26/3/2019 JH The Lease Agreement is still being reviewed by Boral and should be returned by end of April.</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
						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.		
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 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.	Land & Property Officer	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. 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.	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
165	21 February 2019	68/19	13.9	<p>Parking in the laneway at the rear of the Jindabyne Town Centre That Council</p> <p>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.</p> <p>B. Receive a further report regarding the results of the public consultation and the proposed way forward together with detailed costings.</p>	Land & Property Officer	<p>1/7/19 – LB Council's Road Safety Officer is in discussion with RMS regarding the possibility of grant funding to progress this matter.</p> <p>31/5/2019 – LB This has been revised and a report will be prepared for the July 2019 Council meeting</p> <p>30/4/2019 – LB Public consultations were held and a report will be presented to the June meeting of Council.</p> <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>	31/12/2019	N
174	21 February 2019	78/19	19.5	<p>Replacement of Council HR Water Cart That Council approve the following:</p> <ol style="list-style-type: none"> To purchase the Fuso/All Quip combination from Hartwigs Trucks Pty Ltd for \$215,602 excluding GST Endorse sending plant 852 to Pickles Auctions with a reserve of \$40,000 which equates to a net purchasing price of \$175,602 (exc. GST) 	Manager Fleet & Plant	<p>27/06/2019 – SS Delivered. Staff induction on 20/06/2019.</p> <p>28/05/2019 – SS Ongoing.</p> <p>29/04/2019 – SS No changes - ongoing</p> <p>01/04/2019 SS No changes to progress – ongoing.</p>	June 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
				3. Approve additional funding of \$40,602 from plant reserves.		Purchase orders raised 25.2.19 PU021331 – Cab Chassis PU021344 – Water Cart		
194	21 March 2019	108/19	9.1.3	Lease Agreement Renewal - Renee Yvonne Pirozzi, Jeremy Christopher Fernando, Naomi June White and Adam John Woolacott trading as Snowy Mountains Physiotherapy That Council 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	Facility Officer - Snowy River Health Centre	01/07/19 – NW Lease now signed, requires registration. 29/05/2019 – NW Ongoing. 29/04/2019 - NW Facilities Officer progressing with paperwork . 26/03/2019 – NW Facility Officer to take steps to have lease renewal documents drawn up and prepared for execution.	30/07/2019	N
195	21 March 2019	109/19	9.1.4	Bombala Health Funding Agreement That Council 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 Approve a Deed of Agreement be prepared by Council's Solicitor expiring 30/06/2021	Property Officer	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. 5/6/2019 JH Documents have been prepared by Solicitor and are with Southern NSW Local Health District for signing. 30/4/2019 LB Waiting on Deed of Agreement from Council's solicitor. 26/3/2019 JH	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
						Notification of result given to Health NSW and Council Solicitor will be requested to prepare a Deed of Agreement.		
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 associated with the acquisition, survey, transfer fees, solicitors fees and LRS fees etc. prior to commencing the process</p>	Land & Property Officer	<p>1/7/19 - LB</p> <p>Further letter has been sent to landowner's solicitor.</p> <p>31/5/2019 – LB</p> <p>Waiting on landowner's Solicitor to respond to correspondence.</p> <p>30/4/2019 – LB</p> <p>Still waiting on the Deed of Agreement.</p> <p>27/03/19 – LB</p> <p>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
211	21 March 2019	127/19	13.2	<p>Delegate Disadvantaged Housing</p> <p>That Council continue with the current arrangement of Facilities staff managing the tenants and maintenance on the properties</p>	Acting Manager - Land & Property	<p>01/07/2019 – KH</p> <p>Ongoing.</p> <p>29/05/2019 – KH</p>	30/08/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				pending community consultation, and bring a report back to Council.		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.		
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; 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	Youth Development Officer	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 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		N
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	Facility Officer - Snowy River Health Centre	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.	30/10/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				B. Authorise the General Manager and Mayor to execute and Affix the Council Seal to the Lease when a suitable tenant is found		29/04/2019 - NW Facilities Officer preparing advertisement for lease of space.		
219	17 April 2019	143/19	9.1.4	Extension to Contract for Cleaning Jindabyne Council Offices, Jindabyne Memorial Hall and Level 1, Jindabyne GP Super Clinic - Extension to Contract for Cleaning of Berridale Facilities - Extension to Contract for Cleaning of Council Buildings Cooma That Council A. Extend the Contract for Cleaning Jindabyne Council Offices, Jindabyne Memorial Hall and Level 1, Snowy River Health Centre Jindabyne to 30 October 2019; B. Extend the Contract for cleaning of Berridale facilities to 30 October 2019; and C. Extend the Contract for cleaning of Council Buildings Cooma to 30 October 2019.	Property Officer	1/7/2019 - JH Contracts signed by both parties and completed. 5/6/2019 JH Contracts is being reviewed by staff to have a Contracts in place by end of October. 30/4/2019 LB Contracts have been extended as per the resolution. Contractors have agreed to extension.	30/10/2019	Y
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	Land & Property Officer	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.	30/09/2019	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. 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.</p> <p>B. Relinquish Licence LI 453017 for the use of the Cooma Visitors Centre when Lot 6 DP 758280 is added to Reserve 530002.</p>		<p>30/4/2019 – LB</p> <p>Email has been sent to the Crown requesting that they advise Council of the process on this matter.</p>		
241	17 April 2019	166/19	13.1	<p>Purchase of Part Lot 1 DP101714 and Part lot 1 DP 222016 in Commissioner Street Cooma - Flood Mitigation Works Stage 2</p> <p>That Council</p> <p>A. Rescind Resolution 39/14 of 10 February 2014;</p> <p>B. Offer to purchase lot 4 DP 1242464 \$9,650 ex GST;</p> <p>C. Offer to purchase lot 3 DP 1242464 for the sum of \$5,500 ex GST;</p> <p>D. Authorise the General Manager to negotiate with the owners of lots 3 and 4 to within 10% of the valuation;</p> <p>E. Calculate the apportionment of property rates from the date of registration of the plan of subdivision (17 December 2018);</p> <p>F. Classify both lots as operational land upon acquisition; and</p> <p>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.</p>	Land & Property Officer	<p>1/7/19 – LB</p> <p>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.</p> <p>31/5/2019 – LB</p> <p>Negotiations are ongoing.</p> <p>30/4/2019 – LB</p> <p>The resolution of Council has been sent to Council's solicitor so that negotiation can take place.</p>	30/06/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
246	16 May 2019	180/19	9.1.3	Proposed Non-Exclusive Deed of Licence Agreement - Monaro Equestrian Association - Berridale Reserve That Council A. Approve the proposal of a non-exclusive Licence for part of the Berridale Reserve Grounds to the Monaro Equestrian Association for a period of two (2) years with the option to Renew for a further three (3) year period; and B. Authorise the General Manager to Execute the Licence Agreement	Property Officer	1/7/2019 - JH Fully executed agreement received and in place. 5/6/2019 JH Licence Agreement is with the Monaro Equestrian Association for signing.	01/07/2019	Y
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 period of 12 months at the discretion of Council; and B. Authorise the General Manager to Execute the Deed of Licence.	Property Officer	1/7/2019 - JH 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.	31/07/2019	N
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	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	31/12/2019	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
						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.		
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
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	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: 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	Manager Fleet & Plant	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	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				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				
276	16 May 2019	211/19	14.5	Endorsement of General Manager's Performance Agreement That Council endorse the General Manager's Performance Agreement as recommended by Council's Performance Review Panel.	General Manager	03/07/19 PB: Half year review was completed 12 Jun 19. 5/6/19 – Peter Bascomb – Half year review scheduled for 12/6/19	12/06/2019	Y
277	20 June 2019	214/19	7.1	Ordinary Council Meeting 16 May 2019 THAT the minutes of the Ordinary Council Meeting held on 16 May 2019 are confirmed as a true and accurate record of proceedings.	Secretary Council & Committees	24/06/2019 – AS Noted - no further action required.	24/06/2019	Y
278	20 June 2019	215/19	7.2	Closed Session of the Ordinary Council Meeting 16 May 2019 THAT the minutes of the Closed Session of the Ordinary Council Meeting held on 16 May 2019 are confirmed as a true and accurate record of proceedings.	Secretary Council & Committees	24/06/2019 – AS Noted - no further action required.	24/06/2019	Y
279	20 June 2019	216/19	7.3	Ordinary Council Meeting 17 April 2019 That Council approve a change to the adopted Ordinary Council Meeting minutes of 17 April 2019, for Item 10.2 – SMEC Hydraulic Museum. To correct an error in the recorded voting for Clr Haslingden, to show accurate voting against the motion.	Secretary Council & Committees	24/6/19 – AS – Minutes have been updated with correct information and re-uploaded to SMRC website. No further action required.	24/06/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
280	20 June 2019	217/19	9.1.1	Monthly Funds Management Report - May 2019 That Council: A. Receive and note the report indicating Council's cash and investments position as at 31 May 2019, and B. Receive and note the Certificate of the Responsible Accounting Officer.	Finance Officer	26/06/2019 – MP Receive and note. No further action required.	20/06/2019	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 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	Community Development Planner & Support	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.	27/06/19	N
282	20 June 2019	219/19	9.1.3	May Youth Council Minute That the minutes of the meeting of the Snowy Monaro Youth Council be adopted.	Youth Development Officer	25/06/19 – KM: Minutes adopted. No further action required.	25/06/2019	Y
283	20 June 2019	220/19	9.1.4	Snowy Monaro Local Traffic Committee Report That the recommendations of the meeting of the Local Traffic Committee held on 30 May 2019 be adopted.	Road Safety Officer	01/07/2019 – GH Recommendations of the Local Traffic Committee were adopted. Resolution 220/19.	01/07/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
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	1/7/19 – LB Letter will be sent to the Crown this week seeking consent to maintain Perkins Road.	30/09/2019	N
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 investigate the feasibility of an additional grader purchase for Council's ongoing use	Group Manager Asset & Engineering	01/07/2019 - LN Specification for new grader underway, aim to have tender issued by end of July.	31/07/2019	N
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;	Group Manager Water & Wastewater	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.	24/07/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				B. Approve the following recommendations of the Committee: <ul style="list-style-type: none"> 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. 		III. The media release has been sent to the communications group to action.		
287	20 June 2019	224/19	9.3.4	Elm Trees adjacent to 59 Massie Street, Cooma That Council receive and note the Arborist report relating to the trees adjacent to 59 Massie Street Cooma, and adopt the recommendations outlined in this report.	Manager Open Space & Recreation	01/07/2019 – JK Report adopted by Council at 20 June meeting.	01/07/2019	Y
288	20 June 2019	225/19	9.3.5	Minutes of Waste Management Committee Meetings Held 12 April and 30 May 2019 That the recommendations of the meetings of the Waste Management Committee held on 12 April and 30 May 2019 be adopted.	Administration Support Resource & Waste	25/06/19 – KM: Minutes adopted. No further action required.	25/06/2019	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	1/7/19 – LB Letter has been sent to the Crown to transfer the Crown Reserve Road to Council.	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
				account 329418) to Council as a Council public road.				
290	20 June 2019	227/19	9.4.1	<p>Application to Crown Land to be appointed as Land Manager to Various Waste Management Sites</p> <p>That Council requests to be appointed as Land Manager of the following Reserves:</p> <p>A. Dalgety Landfill Lot 2 DP 837128, Reserve 88070 for Rubbish Depot under Crown control;</p> <p>B. Bombala Landfill Lot 123 DP 756819, Reserve 15472 for Night Soil Depot under Crown control;</p> <p>C. Bombala Landfill Lot 300 DP 756819, Reserve 49491 for Night Soil Depot under Crown control;</p> <p>D. Berridale Transfer Station Lot 178 DP 756837, Reserve 73609 for Sanitary Purpose under Crown control;</p> <p>E. Berridale Landfill Lot 153 DP 756694, Reserve 47391 for Rubbish Depot under Crown control; and</p> <p>Request the purpose of land be changed to Urban Services for Reserves 15472 & 49491</p>	Resource & Waste - Project Manager	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
291	20 June 2019	228/19	9.4.2	<p>Adoption of the 2020 Operational Plan and the 2020 Schedule of Fees and Charges</p> <p>That Council</p> <p>A. Note the amendments made to the 2020 Operational Plan and 2020</p>	Governance Officer	01/07/2019 – NB The Operational Plan and Fees and Charges adopted by Council have been published on the Internet and Intranet.	01/07/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<i>Schedule of Fees and Charges</i> following public exhibition; B. Adopt the Draft <i>2020 Operational Plan</i> which includes the Statement of Revenue Policy and Capital Works Program, in accordance with sections 402-406 of the <i>Local Government Act 1993</i> ; C. Adopt the Draft <i>2020 Schedule of Fees and Charges</i> , in accordance with section 608 of the <i>Local Government Act 1993</i> ; D. Adopt the Draft <i>2020 Operational Budget</i> with an \$8.5 million net operating result and \$5.4 million deficit before grants and contributions provided for capital purposes; E. Adopt the Draft <i>2020 Capital Works</i> expenditure budget of \$36.6 million; and F. Commend the Youth Council on their engagement, initiative and feedback.		The 2020 Budget and Capital Works Budget have been uploaded to the Financial system. OLG has been advised of the resolution by Council.		
292	20 June 2019	229/19	9.4.3	Records Management Policy and Framework That Council A. Receive and note the report; and B. Adopt the Draft Records Management Policy and Framework.	Team Leader Customer Service & Records	01/07/2019 – NB The Records Management Policy and Framework adopted by Council has been published on the Internet and Intranet	01/07/2019	Y
293	20 June 2019	230/19	9.4.4	Code of Meeting Practice That Council A. Receive and note this report;	Governance Officer	01/07/2019 – NB	01/07/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				B. Note that one submission was received during the public exhibition period; and C. Adopt the Policy - Code of Meeting Practice, with the amendments as voted.		The Code of Meeting Practice was updated with the amendments from Council and published on the Internet and Intranet		
294	20 June 2019	231/19	9.4.5	Enterprise Risk Management Policy That Council adopt the Enterprise Risk Management Policy	Risk Officer	26/06/2019 – PC Enterprise Risk Management Policy adopted on 20 June 2019 (Resolution No. 231/19). No further action required.	20/06/2019	Y
295	20 June 2019	232/19	9.4.6	Answers to Questions Without Notice That Council receive and note the Councillor Questions In Progress report for the period ended May 2019.	Secretary Council & Committees	25/06/2019 – AS Noted - no further action required.	25/06/2019	Y
296	20 June 2019	233/19	9.4.7	Resolution Action Sheet Update That Council receive and note the In Progress Resolution Action Sheet Update for the period ending May 2019.	Secretary Council & Committees	25/06/2019 – AS Noted - no further action required.	25/06/2019	Y
297	20 June 2019	235/19	9.4.8	Round 1 Donation and Sponsorship Submissions for the 2020 Financial Year That Council A. Authorise the payment of funds for the recurring donations category from the 2020 FY budget totalling \$18,200.00 from account 10.3120.1001.63159; and B. Determine the submissions to be approved for Round 1 Donation and Sponsorship submissions 2020FY; C. Authorise payment of the approved value from Round 1 Donation and	Group Manager Governance	01/07/2019 – PC A – Note and Receive. B – Note and Receive. C – Refer to Part D. D: a) Completed on 27 June 2019. b) Completed on 27 June 2019.	27/06/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				Sponsorship submissions 2020FY to be made from account 10.3120.1001.63160.				
298	20 June 2019	234/19	9.4.9	Emergency Services Levy Increase That Council: A. Notes: a) That last December 2018, the NSW Government enacted laws to provide better workers' compensation coverage for firefighters who are diagnosed with one of twelve specific work-related cancers. b) That in many areas of NSW, fire services are made up of elected and staff members of local government, and that local governments strongly support this expanded workers' compensation scheme. c) That as a result of these changes, the State Government has decided to implement the new scheme by charging local governments an increased Emergency Services Levy, without consultation. d) That the expected increase in costs to local governments will be \$19 million in the first year alone, and that there is little or	Director Corporate & Community Services	26/06/2019 – PC Actions Completed.	26/06/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<div>no time to enshrine this charge in Council's 2019/2020 budgets.</div> <div>e) That Local Government NSW has long advocated for the Emergency Services Levy to be significantly modified to ensure it is transparent, equitable and accountable.</div> <div>B. Supports Local Government NSW's calls for:<div>a) The NSW Government to cover the initial additional \$19 million increase to local governments for the first year, and</div><div>b) The NSW Government to work with NSW local governments to redesign the funding mechanism for the scheme to ensure fairness into the future.</div></div> <div>C. Requests the General Manager liaise with Local Government NSW to provide information on:<div>a) The impact on council budgets, and</div><div>b) Council advocacy actions undertaken.</div></div> <div>D. Requests the Mayor:<div>a) Write to the NSW Premier and NSW Interim Opposition Leader, NSW Minister for Customer</div></div>				

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>Services, NSW Minister for Emergency Services, Minister for Local Government and Shadow Minister for Local Government, and local state member/s to:</p> <p>i. Call upon the NSW Government to fund the 12 months of this extra cost rather than requiring councils to find the funds at short notice when budgets have already been allocated.</p> <p>ii. Explain how this sudden increase will impact council services / the local community.</p> <p>iii. Highlight that councils were not warned of the increased cost until May 2019, despite the new laws being passed in November 2018.</p> <p>iv. Explain that the poor planning and implementation of the increase is inconsistent with the Government's commitment to work in partnership with the sector.</p> <p>v. Ask the Government to work with local</p>				

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				governments to redesign the implementation of the scheme to ensure it is fairer for councils and communities into the future. b) Copy the above letters to Local Government NSW.				
299	20 June 2019	236/19	9.4.10	<p>Making of the 2020 Annual Rates and Charges That Council approves the making of the rates and charges separately for each category and sub-category in accordance with the approval of increased minimum rates by the Minister for Local Government.</p> <p>Making of the Levy of Ordinary Rates for the Bombala Region A. For the year 2019/20, in accordance with Section 515 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.006857 rate in the dollar on the land value. In accordance with Section 548 of the <i>Local Government Act 1993</i>, Council make a minimum amount of \$598.13 per assessment being 63.41% of the total amount payable on all rateable land</p>	Financial Accountant	26/06/2019 – MP Making of the 2020 Annual Rates and Charges adopted 20 June 2019 (Resolution No. 236/19). No further action required.	20/06/2019	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>categorised as Farmland. This rate is to be named Farmland.</p> <p>B. For the year 2019/20, in accordance with Section 516 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.017441 rate in the dollar on the land value. In accordance with Section 548 of the <i>Local Government Act 1993</i>, Council make a minimum amount of \$598.13 per assessment being 17.65% of the total amount payable on all rateable land categorised as Residential Bombala. This rate is to be named Residential Bombala.</p> <p>C. For the year 2019/20, in accordance with Section 518 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.023534 rate in the dollar on the land value. In accordance with Section 548 of the <i>Local Government Act 1993</i>, Council make a minimum amount of</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>\$598.13 per assessment being 4% of the total amount payable on all rateable land categorised as Business Bombala. This rate is to be named Business Bombala.</p> <p>D. For the year 2019/20, in accordance with Section 516 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.017021 rate in the dollar on the land value. In accordance with Section 548 of the <i>Local Government Act 1993</i>, Council make a minimum amount of \$439.67 per assessment being 1.78% of the total amount payable on all rateable land categorised as Residential Village. This rate is to be named Residential Village.</p> <p>E. For the year 2019/20, in accordance with Section 516 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.003939 rate in the dollar on the land value. In accordance</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>with Section 548 of the <i>Local Government Act 1993</i>, Council make a minimum amount of \$439.67 per assessment being 2.91% of the total amount payable on all rateable land categorised as Residential Delegate. This rate is to be named Residential Delegate.</p> <p>F. For the year 2019/20, in accordance with Section 516 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.007953 rate in the dollar on the land value. In accordance with Section 548 of the <i>Local Government Act 1993</i>, Council make a minimum amount of \$598.13 per assessment being 7.69% of the total amount payable on all rateable land categorised as Residential General. This rate is to be named Residential General.</p> <p>G. For the year 2019/20, in accordance with Section 518 of</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 <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.013444 rate in the dollar on the land value. In accordance with Section 548 of the <i>Local Government Act 1993</i>, Council make a minimum amount of \$454.80 per assessment being 0.33% of the total amount payable on all rateable land categorised as Business Delegate. This rate is to be named Business Delegate.</p> <p>H. For the year 2019/20, in accordance with Section 518 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.015129 rate in the dollar on the land value. In accordance with Section 548 of the <i>Local Government Act 1993</i>, Council make a minimum amount of \$598.13 per assessment being 2.16% of the total amount payable on all rateable land categorised as Business Other.</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>This rate is to be named Business Other.</p> <p>I. For the year 2019/20, in accordance with Section 517 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.007144 rate in the dollar on the land value. In accordance with Section 548 of the <i>Local Government Act 1993</i>, Council make a minimum amount of \$598.13 per assessment being 0% of the total amount payable on all rateable land categorised as Mining Ordinary. This rate is to be named Mining Ordinary.</p> <p>J. For the year 2019/20, in accordance with Section 518 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.007142 rate in the dollar on the land value. In accordance with Section 548 of the <i>Local Government Act 1993</i>, Council make a minimum amount of \$598.13 per assessment being</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>0.04% of the total amount payable on all rateable land categorised as Business – Golf Estate Bombala. This rate is to be named Business – Golf Estate Bombala.</p> <p>K. For the year 2019/20, in accordance with Section 518 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.007151 rate in the dollar on the land value. In accordance with Section 548 of the <i>Local Government Act 1993</i>, Council make a minimum amount of \$598.13 per assessment being 0.03% of the total amount payable on all rateable land categorised as Business – Golf Estate Delegate. This rate is to be named Business – Golf Estate Delegate.</p> <p>Making of the Levy of Ordinary Rates for the Cooma Region</p> <p>L. For the year 2019/20, in accordance with Section 516 of</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 <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.0063989 rate in the dollar on the land value. In accordance with Section 499 of the <i>Local Government Act 1993</i>, Council make a base amount of \$228.00 per assessment being 19.35% of the total amount payable on all rateable land categorised as Residential. This rate is to be named Residential.</p> <p>M. For the year 2019/20, in accordance with Section 516 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.0068027 rate in the dollar on the land value. In accordance with Section 499 of the <i>Local Government Act 1993</i>, Council make a base amount of \$401.00 per assessment being 37.00% of the total amount payable on all rateable land categorised as Residential Cooma. This rate is to be named Residential Cooma.</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>N. For the year 2019/20, in accordance with Section 515 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.0037130 rate in the dollar on the land value. In accordance with Section 499 of the <i>Local Government Act 1993</i>, Council make a base amount of \$565.00 per assessment being 27% of the total amount payable on all rateable land categorised as Farmland. This rate is to be named Farmland.</p> <p>O. For the year 2019/20, in accordance with Section 518 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.0056619 rate in the dollar on the land value. In accordance with Section 499 of the <i>Local Government Act 1993</i>, Council make a base amount of \$228.00 per assessment being 0.65% of the total amount payable on all rateable land categorised as</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>Business. This rate is to be named Business.</p> <p>P. For the year 2019/20, in accordance with Section 518 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.0174999 rate in the dollar on the land value. In accordance with Section 499 of the <i>Local Government Act 1993</i>, Council make a base amount of \$426.00 per assessment being 16% of the total amount payable on all rateable land categorised as Business Cooma. This rate is to be named Business Cooma.</p> <p>Q. For the year 2019/20, in accordance with Section 517 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.0056619 rate in the dollar on the land value. In accordance with Section 499 of the <i>Local Government Act 1993</i>, Council make a base amount of \$228.00 per assessment being 0% of the</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>total amount payable on all rateable land categorised as Mining. This rate is to be named Mining.</p> <p>R. For the year 2019/20, in accordance with Section 517 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.0174999 rate in the dollar on the land value. In accordance with Section 499 of the <i>Local Government Act 1993</i>, Council make a base amount of \$426.00 per assessment being 0% of the total amount payable on all rateable land categorised as Mining Metalliferous. This rate is to be named Mining Metalliferous.</p> <p>Making of the Levy of Ordinary Rates for the Snowy-River Region</p> <p>S. For the year 2019/20, in accordance with Section 516 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.004700 rate in the dollar on</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 land value. In accordance with Section 548 of the <i>Local Government Act 1993</i>, Council make a minimum amount of \$585.07 per assessment being 48.63% of the total amount payable on all rateable land categorised as Residential. This rate is to be named Residential.</p> <p>T. For the year 2019/20, in accordance with Section 516 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.007026 rate in the dollar on the land value. In accordance with Section 548 of the <i>Local Government Act 1993</i>, Council make a minimum amount of \$585.07 per assessment being 8.7% of the total amount payable on all rateable land categorised as Residential Rural. This rate is to be named Residential Rural.</p> <p>U. For the year 2019/20, in accordance with Section 518 of</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 <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.011232 rate in the dollar on the land value. In accordance with Section 548 of the <i>Local Government Act 1993</i>, Council make a minimum amount of \$585.07 per assessment being 10.65% of the total amount payable on all rateable land categorised as Business. This rate is to be named Business.</p> <p>V. For the year 2019/20, in accordance with Section 518 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.009071 rate in the dollar on the land value. In accordance with Section 548 of the <i>Local Government Act 1993</i>, Council make a minimum amount of \$585.07 per assessment being 6.91% of the total amount payable on all rateable land categorised as Business Electricity Generation. This rate</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>is to be named Business Electricity Generation.</p> <p>W. For the year 2019/20, in accordance with Section 515 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.005727 rate in the dollar on the land value. In accordance with Section 548 of the <i>Local Government Act 1993</i>, Council make a minimum amount of \$585.07 per assessment being 25.12% of the total amount payable on all rateable land categorised as Farmland. This rate is to be named Farmland.</p> <p>X. For the year 2019/20, In accordance with Section 517 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.011232 rate in the dollar on the land value. In accordance with Section 548 of the <i>Local Government Act 1993</i>, Council make a minimum amount of \$585.07 per assessment being</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>0% of the total amount payable on all rateable land categorised as Mining. This rate is to be named Mining.</p> <p>Y. Council resolves that for the year 2019/20, the minimum allowable interest rate of 7.5% be applied to all outstanding rates and charges.</p> <p>Levy of Rates</p> <p>Z. That the rates as made be levied for the 2019/20 year by service of a Rates and Charges Notice pursuant to section 546 of the <i>Local Government Act 1993</i>.</p> <p>ANNUAL CHARGES</p> <p><u>Waste Management</u></p> <p>That in accordance with Section 496, Section 501 and Section 502 of the <i>Local Government Act 1993</i>, Council</p>				

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				make an Annual Charge for Waste Management Services.				
				Waste Management Charge				
				Domestic Waste Collection Service				
				Domestic Waste Collection – Upsize to 2				
				Domestic Recycling Collection Service				
				Domestic Food and Garden Organic Collection (Monaro Region ONLY)				
				Domestic Waste Vacant Land Charge				
				Bank of Bins Charge				
				Wheel Out/Wheel In Service				
				Commercial Waste Management				
				Adaminaby/Bredbo/Bombala/Derby Michelago Areas (If Kerbside Collection provided)				
				240L Bin				
				360L Bin				
				Commercial Recycling Management				

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				Adaminaby/Bredbo/Bombala/Delegate/Nimmitabel/Michelago Areas (If Kerbside Collection Services are provided)		\$197.00		
				Commercial Food and Garden Organic Management				
				Cooma-Monaro Region		\$140.00		
				<u>Liquid Trade Waste</u> That in accordance with Section 501 of the <i>Local Government Act 1993</i> , Council make an annual Liquid Trade Waste Charge per annum for where the program exists.				
				Classification “A” Charging Category 1 –				
				Classification “B” Charging Category 1 –				
				Classification “A” Charging Category 2 –				
				Classification “B” Charging Category 2 –				
				Classification “S” Charging Category 2 –				
				Classification “B” Charging Category 1 –				
				<u>Stormwater management</u> In accordance with Section 496A of the <i>Local Government Act 1993</i> , Council				

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>levy an annual Stormwater Management Charge of \$25 per annum for each parcel of rateable (occupied) land for which the service is available within the former Bombala Council area.</p> <p><u>Onsite Sewer Management System</u> This renewal fee will apply to all onsite sewage management systems and will be charged on the annual rates notice. The 2019/20 fee will be \$25.00.</p> <p><u>Residential Water and Sewer</u> That in accordance with section 501 and 502 of the <i>Local Government Act 1993</i>, Council make and annual Residential Water Access Charge of \$264.00 per annum, connected or unconnected.</p> <p><u>Water</u> Residential Usage Charge - \$3.14 per Kilolitre per annum</p> <p><u>Sewer</u> That in accordance with Section 501 and 502 of the <i>Local Government Act 1993</i>, Council make an annual Residential Sewer Access Charge of</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>\$924.00 per annum, connected or unconnected.</p> <p><u>Non-Residential Water and Sewer</u> That in accordance with Best Practice Guidelines for Water, Council make an annual Water Access Charge for non-residential properties based on meter size.</p> <table><tr><th colspan="5">Water Annual Access Charge – Non Residential</th></tr><tr><th>Meter Size</th><th>Vacant</th><th>20mm</th><th>25mm</th><th>32mm</th></tr><tr><td>2020</td><td>\$265</td><td>\$265</td><td>\$413</td><td>\$678</td></tr></table> <p><u>Water Usage Charge – Non Residential</u> Non-Residential Usage Charge - \$3.14 per Kilolitre per annum</p> <p>That in accordance with Best Practice Guidelines for Water, Council make an annual Sewer Access Charge for Non-residential properties based on meter size.</p> <table><tr><th colspan="5">Sewer Annual Access Charge – Non Residential</th></tr><tr><th>Meter Size</th><th>Vacant</th><th>20mm</th><th>25mm</th><th>32mm</th></tr></table>	Water Annual Access Charge – Non Residential					Meter Size	Vacant	20mm	25mm	32mm	2020	\$265	\$265	\$413	\$678	Sewer Annual Access Charge – Non Residential					Meter Size	Vacant	20mm	25mm	32mm				
Water Annual Access Charge – Non Residential																																	
Meter Size	Vacant	20mm	25mm	32mm																													
2020	\$265	\$265	\$413	\$678																													
Sewer Annual Access Charge – Non Residential																																	
Meter Size	Vacant	20mm	25mm	32mm																													

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<div> <div>2020</div> <div>\$924</div> <div>\$924</div> <div>\$1,445</div> <div>\$2,366</div> <div>\$3,697</div> <div>\$5,777</div> <div>\$9,764</div> <div>\$13,002</div> <div>\$14,789</div> <div>\$23,108</div> <div>\$51,992</div> </div> <p><u>Sewer Usage Charge – Non Residential</u> Non-Residential Usage Charge - \$1.03 with discharge factor of 0.6 based on water meter readings multiplied by the discharge factor. Where the reading is taken directly from a Sewer Flow Meter, the discharge factor shall not apply.</p> <p><u>Pipes, Rails and Structures</u> That in accordance with the provisions of Section 611 of the <i>Local Government Act 1993</i>, Council may make an Annual Charge for any rail, pipe, wire, pole, cable, tunnel or structure laid, erected, suspended, constructed or placed on, under or over a public place.</p> <p>The annual charge for 2020 shall be:</p> <ol style="list-style-type: none"> Under a public place \$742 per kilometre On or over a public place \$154 per pole or structure 				

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/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 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	Property Officer	1/7/2019 - JH Survey report requested for Boundary Adjustment.	01/09/2019	N
301	20 June 2019	239/19	13.2	Legal Actions and Potential Claims Against SMRC as at 31 May 2019 That Council receive and note the information in the Legal Actions and Potential Claims Against SMRC as at 31 May 2019 report	Executive Assistant to Director Corporate & Community Services	26/06/2019 – SM Receive and note. No further action required.	20/06/2019	Y
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.	Group Manager Facilities Management	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	Manager W&WW Strategic Planning & Compliance	27/06/2019 RP Tender will be awarded to the contractor in July 2019.	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
				amount of \$987,613 (Incl. GST) based on the tender evaluation recommendations without the Bombala WTP fluoride dosing system.				
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	27/06/2019 RP Investigation will commence.	31/07/2019	N

9.4.4 SCHEDULING OF THE SNOWY MONARO REGIONAL COUNCIL MAYOR AND DEPUTY MAYOR ELECTION

Record No:

Responsible Officer:	Director Corporate and Community Services
Author:	Group Manager Governance
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.2 Sound governance practices direct Council business and decision making
Delivery Program Objectives:	10.2.2 Councillors are supported to make informed decisions in the best interest of the community and to advocate on behalf of the community
Attachments:	Nil
Cost Centre	3110

EXECUTIVE SUMMARY

Under section 230(1) of the *Local Government Act 1993*, Mayors elected by Councillors now hold office for 2 years.

As advised by the Office of Local Government in *Circular 18-23*, on 5 September 2018, Councils that held delayed ordinary elections or first elections (following the creation of a new council) in September 2017 will hold their next Mayoral elections in September 2019 if their Mayor is elected by Councillors. This election will be for a term of 1 year to realign to Council ordinary elections in September 2020.

To meet these requirements Council will be required to hold an extraordinary Council meeting in September 2019 prior to the scheduled ordinary Council meeting.

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

OFFICER'S RECOMMENDATION

That Council approves the scheduling of an extraordinary Council meeting be held at 5pm on Thursday 5 September 2019 for the election of the Mayor and Deputy Mayor for the period of September 2019 to September 2020, in accordance with *Section 255 of the Local Government Act 1993*.

BACKGROUND

The Mayor of Snowy Monaro Regional Council is to be elected by the Councillors. This election is to be scheduled in September 2019 according to *Section 290 (1) (b) of the Local Government Act 1993* which states:

"if it is not that first election or an election to fill a casual vacancy—during the month of September,"

The election of Mayor and Deputy Mayor is also covered by the provisions of *Schedule 7* of the *Local Government (General) Regulation 2005*.

The key points from Schedule 7 are:

- The General Manager (or a person appointed by the General Manager) is the Returning Officer.
- Nominations are to be announced and elections are to be conducted at the same Council meeting

Mayor and Deputy Mayor Election.

- A nomination is to be made in writing by two or more Councillors, one of whom may be the nominee.
- The nominee must indicate consent to the nomination in writing. If more than one nomination is received the Council must resolve that the election proceed by preferential ballot, ordinary ballot or open voting.
- Preferential ballot and ordinary ballot will be secret ballots.

The Election Procedures are as follows: -

1. Councillors will be called upon by the Returning Officer (General Manager) to submit their written nomination papers.
2. The nominations received will then be announced to the Meeting by the Returning Officer who will request each nominee to confirm his/her acceptance or otherwise.
3. If only one Councillor is nominated and accepts nomination, that Councillor is elected.
4. If there are more candidates than one contesting the Mayoral election, the provisions of Clause 3(2), Schedule 7 of the Local Government (General) Regulation 2005 will take effect.
5. The Council must resolve which method of election will be used, i.e. by preferential ballot, by ordinary ballot (secret ballot) or by open voting (show of hands) and the election must be held at the Council Meeting at which the Council resolves on the method of voting.
6. If an election by ballot is necessary, the Council will be asked to adjourn for a short time to allow the preparation of ballot papers.
 - (i) When the ballot papers have been prepared, the meeting will be resumed and the ballot papers will be distributed to Councillors for marking.
 - (ii) Upon completion of marking of the ballot papers by Councillors, the papers will be collected by or on behalf of the Returning Officer and a short adjournment will again be necessary to enable the counting of votes.
7. When all voting and the counting has been completed, and the result has been obtained, the Returning Officer will declare the result to the meeting.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Council understands the importance of providing effective and accountable civic leadership from elected leaders. The election of a Mayor is necessary for Council to function. The election of a Deputy Mayor will see that the role of Mayor is fulfilled should the Mayor be unavailable.

2. Environmental

Election of the Mayor and Deputy Mayor will not have a negative impact on environmental sustainability.

3. Economic

No additional funding will be required arising out of this report.

4. Civic Leadership

The *Local Government Act 1993* details the roles of the Mayor, Deputy Mayor and Councillors in the effective running of Council.

Section 226 of the Local Government Act 1993 states:-

The role of the Mayor is as follows:

- (a) to be the leader of the Council and a leader in the local community,*
- (b) to advance community cohesion and promote civic awareness,*
- (c) to be the principal member and spokesperson of the governing body, including representing the views of the Council as to its local priorities,*
- (d) to exercise, in cases of necessity, the policy-making functions of the governing body of the Council between meetings of the Council,*
- (e) to preside at meetings of the Council,*
- (f) to ensure that meetings of the Council are conducted efficiently, effectively and in accordance with this Act,*
- (g) to ensure the timely development and adoption of the strategic plans, programs and policies of the Council,*
- (h) to promote the effective and consistent implementation of the strategic plans, programs and policies of the Council,*
- (i) to promote partnerships between the Council and key stakeholders,*
- (j) to advise, consult with and provide strategic direction to the general manager in relation to the implementation of the strategic plans and policies of the Council,*
- (k) in conjunction with the General Manager, to ensure adequate opportunities and mechanisms for engagement between the Council and the local community,*
- (l) to carry out the civic and ceremonial functions of the Mayoral office,*
- (m) to represent the Council on regional organisations and at inter-governmental forums at regional, State and Commonwealth level,*
- (n) in consultation with the Councillors, to lead performance appraisals of the General Manager,*
- (o) to exercise any other functions of the Council that the Council determines.*

Section 231 of the Local Government Act 1993 states:-

The role of a Deputy Mayor:

- (1) The Councillors may elect a person from among their number to be the Deputy Mayor.*
- (2) The person may be elected for the Mayoral term or a shorter term.*
- (3) The deputy Mayor may exercise any function of the Mayor at the request of the Mayor or if the Mayor is prevented by illness, absence or otherwise from exercising the function or if there is a casual vacancy in the office of Mayor.*
- (4) The Councillors may elect a person from among their number to act as Deputy Mayor if the Deputy Mayor is prevented by illness, absence or otherwise from exercising a function under this section, or if no deputy mayor has been elected.*

Section 232 of the Local Government Act 1993 states:-

The role of a Councillor

- (1) *The role of a Councillor is as follows:*
- (a) to be an active and contributing member of the governing body,*
 - (b) to make considered and well informed decisions as a member of the governing body,*
 - (c) to participate in the development of the integrated planning and reporting framework,*
 - (d) to represent the collective interests of residents, ratepayers and the local community,*
 - (e) to facilitate communication between the local community and the governing body,*
 - (f) to uphold and represent accurately the policies and decisions of the governing body,*
 - (g) to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a Councillor.*
- (2) *A Councillor is accountable to the local community for the performance of the Council.*
-

9.4.5 DETERMINATION OF THE NUMBER OF COUNCILLORS

Record No:

Responsible Officer:	Director Corporate and Community Services
Author:	Group Manager Governance
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.2 Sound governance practices direct Council business and decision making
Delivery Program Objectives:	10.2.2 Councillors are supported to make informed decisions in the best interest of the community and to advocate on behalf of the community
Attachments:	Nil
Cost Centre	3110

EXECUTIVE SUMMARY

Council is required by Section 224(2) of the *Local Government Act 1993* (the Act), to determine the number of Councillors.

Under the provisions of the Act, Council is unable to change the number of Councillors without first obtaining approval at a constitutional referendum.

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

OFFICER'S RECOMMENDATION

That Council resolves:

- A. Pursuant to Section 224(2) of the *Local Government Act 1993*, that Council will comprise of seven (7) Councillors, including the Mayor from 2024; and
- B. That a constitutional referendum be held at the September 2020 election, and the determined number of seven (7) Councillors would apply from 2024.

BACKGROUND

The purpose of this report is for Council to determine the number of Councillors from 2024, under Section 224(2) of the *Local Government Act 1993* (the Act).

Section 224 of the Act states as follows:

- (1) A council must have at least 5 and not more than 15 councillors (one of whom is the mayor).
 - (2) Not less than 12 months before the next ordinary election, the council must determine the number, in accordance with subsection (1), of its councillors for the following term of office.
 - (3) If the council proposes to change the number of councillors, it must, before determining the number, obtain approval for the change at a constitutional referendum.
-

9.4.5 DETERMINATION OF THE NUMBER OF COUNCILLORS

Under the provisions of the *Act*, Council is unable to change the number of Councillors without first obtaining approval at a constitutional referendum.

Council can still comply with the *Act* by resolving to retain the current structure and number of Councillors.

The following table provides a comparison of the number of Councillors at other Councils, sourced from both the Office of Local Government *Time Series Data 2016/17* and other Council websites.

Table 1

Council	Number of Councillors	Population	Area (km ²)	Population per Councillor	Area (km ²) per Councillor
Snowy Monaro Regional	11	20,733	15,158	1,885	1,378
Snowy Valleys	9	14,532	8,960	1,615	996
Bega Valley Shire	9	34,348	6,279	3,816	698
Eurobodalla Shire	9	38,288	3,428	4,254	381
Queanbeyan Palerang Council	11	59,959	5,319	5,451	484
Yass Valley	9	16,953	4,000	1,884	444
Hilltops	11	18,782	7,139	1,707	649

Currently SMRC has a population per Councillor of 1,885. For the Council classification of Regional Town / City, which includes 37 NSW Councils, the average population per Councillor is 5,898.

For Councils over 8,000 km² in area size, which includes 6 in NSW, SMRC still has the lowest ratio of Councillors / population by 32% to the next Council ratio.

The table below captures the estimated costs for SMRC for the 2019 FY for 11 Councillors. It does not include accommodation costs, Council meal costs, printing and equipment costs or training and averages the Councillor expenses based on claims submitted in the last 12 month period.

Table 2

2019FY	Per Councillor	11 Councillors	9 Councillors	7 Councillors
Councillor Fee	\$19,790 per Councillor	\$217,690	\$178,110	\$138,530
Mayoral Fee	\$43,170	\$43,170	\$43,170	\$43,170
Vehicle, Phone and Internet expenses	\$5,076 average per Councillor for a 12 month period.	\$55,845	\$45,684	\$35,532
Total for 12 month period		\$316,705	\$266,964	\$217,232
Economic Benefit		No Change	-\$49,741	-\$99,473

A reduction in the number of Councillors from 11 to 7 would deliver an economic benefit of approximately \$100,000 per year, and a reduction to 9 would deliver an economic benefit of approximately \$50,000 per year based on the 2019FY expense data.

The preferred number of Councillors is seven (7), although the composition of nine (9) Councillors is an acceptable complement.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

There are no perceived social implications in the development of this report.

2. Environmental

There are no perceived environmental implications in the development of this report.

3. Economic

Table 2 of this report identifies relative costs for models of 11, 9 or 7 Councillors. Included in this amount are Councillor communication expenses, vehicle travel and the Councillor and Mayoral allowance.

4. Civic Leadership

Council considers the implications of Section 224 of the *Act* to ensure that it is demonstrating leadership to the community and providing an effective and efficient governing body structure to the community.

224 How many councillors does a council have?

- (1) A council must have at least 5 and not more than 15 councillors (one of whom is the mayor).*
 - (2) Not less than 12 months before the next ordinary election, the council must determine the number, in accordance with subsection (1), of its councillors for the following term of office.*
 - (3) If the council proposes to change the number of councillors, it must, before determining the number, obtain approval for the change at a constitutional referendum.*
-

9.4.6 PROPOSED CLOSURE AND SALE OF PUBLIC PATHWAY IN KALKITE

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Land & Property Officer
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	8.2 Improve and maintain our public owned infrastructure and assets and facilities to a high standard
Delivery Program Objectives:	8.2.6 Council's infrastructure is maintained to meet compliance standards and to deliver high level services
Attachments:	1. Email from landowners of lot 39 in Gardenia Court Kalkite (<i>Under Separate Cover</i>) - Confidential 2. Aerial map showing lots 38, 39 and Council Land being Lot 5 in Kalkite (<i>Under Separate Cover</i>) - Confidential
Cost Centre	1830 – Unsealed rural roads - local

EXECUTIVE SUMMARY

Over a period of two and a half years, Council has considered the request from landowners to close and sell the public pathway which runs between lots 38 and 39 DP 260285 in Gardenia Court, Kalkite.

The latest resolution was made on 18 May 2018 when Council resolved to postpone further consideration of this matter until both parties had confirmed in writing their intention to purchase 50% each of the pathway between their properties.

Recently the owners of lot 38 wrote to Council asking why this matter was not progressing and that they were willing to purchase the whole of the pathway for \$20,000 including GST. Council contacted the owners of lot 39 to enquire if they were still interested and received an email reply to say that they could only purchase half the pathway if they could make arrangements to pay for the land through a “special rate” to be paid in conjunction with their land rates.

This matter has been unresolved since 2015 and the owners of lots 38 and 39 D 260285 are continuing to disagree on the boundary adjustment, asking price etc.

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

OFFICER’S RECOMMENDATION

That Council:

- A. Withdraw the pathway from sale and continue to maintain it as a public asset; and
- B. Notify both parties of the resolution to withdraw the pathway from sale

OR

- C. Agree to close the pathway and sell the land 50% to each adjoining landowner for \$10,000 including GST each;

- 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;
- E. Apply to the Crown to close the public pathway;
- 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);
- G. Engage the services of a solicitor to draw up contracts for the sale of the land; and
- H. Authorise the General Manager to execute the documents for the sale of the property.

BACKGROUND

In September 2015 Council received an enquiry from the owners of 4 Gardenia Court, Kalkite (lot 38 DP 260285) requesting that Council sell the public footpath (3.5m wide) adjoining their property to them and their neighbour at 2 Gardenia Court (lot 39 DP 260285). There is a Council public footway which divides the properties running from Gardenia Court to Council land at the rear of the properties although the footway does not facilitate the only access to the foreshore.

On 23 May 2016 Council wrote to the owners of lot 38 and lot 39 setting out a summary of the process for closing the footpath and the subsequent sale together with estimates of costs involved. It was pointed out in the letter that the purchaser would be responsible for all costs associated with the process and that the purchase price including the costs incurred would be determined by Council. The interested parties were asked to respond in writing to confirm that they were still interested in purchasing the footpath.

On 8 July, 2016 solicitors acting for the owners of lot 38 confirmed in writing that they were still interested in purchasing the footpath but no response was received from the owners of lot 39.

Negotiations have been ongoing and delays have been experienced because the owners of lot 39 have not responded to correspondence although they explained that they collect their mail from the Service Station at East Jindabyne and often find that their mail has gone astray.

On 8 August 2016 Council resolved (res. 17/16) as follows:

- A. *“Approve the proposal to apply to the Minister to close the pathway between lots 38 and 39 DP 260285 at Kalkite*
- B. *Engage the services of a surveyor to provide a plan to create a lot and DP number for the closed pathway including the proposed easement to drain sewerage.*
- C. *Engage the services of Council’s solicitor to provide an 88B Instrument for drainage of sewer across the rear of the pathway and contract for sale.*
- D. *If there are no objections to the road closure, agree to sell the closed pathway to the owners of lot 38 for a purchase price of \$22,280.00 plus GST to include all costs.*
- E. *In consideration of Council’s Policy GOV 025 and that the pathway would not benefit anyone other than an adjoining neighbour and if no objections were received to the proposal to close the pathway, to dispose of the pathway to the adjoining owner through the process of private treaty.*
- F. *If objections to the proposal to close the road (pathway) are received, to bring another report to Council.*

- G. Authorise the General Manager to execute the Contract, 88B Instrument and Transfer of Title on behalf of Council in addition to any other legal documents in connection with the road closing and sale of the pathway.*

All the landowners were notified of Council's decision and later in December 2016 and an alternate offer of \$20,000 including GST (inclusive of all administrative costs) was made by the owners of lot 38 through their solicitor. Council continued to attempt to contact the owners of lot 39 before placing the alternative offer before Council.

In December 2017 Council rescinded resolution 17/16 and resolved as follows:

- A. "Rescind resolution 17/16 of the Administrator Delegations dated 8 August, 2016.*
- B. Approve the proposal to apply to the Minister to close the pathway between lots 38 and 39 DP 260285 at Kalkite.*
- C. Engage the services of Council's solicitor to provide an 88B Instrument for the easement over the sewer main*
- D. Engage the services of Council's solicitor to provide an 88B Instrument for the easement over the sewer main*
- E. Accept the offer to purchase the land within the closed pathway, 50% to the owners of lot 38 and 50% to the owners of lot 39 for the sum of \$10,000 including GST each with the purchasers to pay their own legal costs.*
- F. To sell the land via the process of private treaty as it would only benefit the adjoining landowners who have expressed an interest in purchasing the land.*
- G. Authorise the general Manager to execute the Contract, 88B Instrument and transfer of Title on behalf of Council in addition to any other legal documents in connection with the road closing and sale of the pathway.*

Both parties indicated that they were keen to proceed but further attempts to contact the owners of lot 39 failed.

On 18 May 2018 a further report to Council outlined the difficulties in progressing this matter because the owners of lot 39 were not responding to letters seeking their agreement in writing. Council resolved (res. 202/18) *"That Council postpone any further consideration of this matter until written confirmation of acceptance of the terms of the sale of the pathway is received from the owners of lot 39.*

On 21 June 2019 the owner of lot 39 contacted Council in response to an email asking him to confirm in writing if he was still interested in purchasing 50% of the pathway.

On 27 June the owner of lot 39 emailed Council to say that he disagreed with the asking price of \$20,000 including GST which was to be divided equally between the properties adjoining the pathway. The owners of lot 38 agreed to either pay \$20,000 including GST for the entire pathway or to purchase half the pathway for \$10,000 including GST. The owners of lot 39 objected strongly to the entire pathway being sold to the owners of lot 38.

The asking price of \$20,000 including GST was set based on the costs of closing the pathway, creating a first title, survey fees, legal fees, subdivision fees etc.

The owner of lot 39 has stated that he is unable to fund the acquisition of half the pathway at present and has requested that he be allowed to pay for the land via a “special rate” to be paid in conjunction with his land rates.

The owner of lot 39 alluded to the current fence on the boundary of lot 38 encroaching onto the pathway. If Council proceeds to sell the pathway the owners of lot 38 and 39 will need to address this matter as it is a dispute between neighbours and does not concern Council.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

In response to a request from the landowners of lots 38 and 39 DP 260285 in Gardenia Court, Kalkite Council agreed to close the pathway between their properties and sell the land to them. The land is surplus to Council needs as the public can access the foreshore from Kalkite Road through lot 5 DP 1154645 which is owned by Council being the Kalkite Waste Water Pump Station.

2. Environmental

There will be no environmental impact.

3. Economic

The sale of the land will generate income of \$20,000 including GST. It is estimated that the cost of fee for application for road closing, survey and subdivision of the pathway, legal fees, Land Registry Services fees will be \$18,000.

Whilst Council will achieve little, if any, income from the sale of the land it will not be responsible for a pathway which only leads to Council owned land leading to the foreshore. Lot 5 is a battle-axe block which can be accessed from Kalkite Road.

4. Civic Leadership

Council disposes of assets which are surplus to both Council and the public needs. The proposal to close and sell the pathway was advertised, the neighbours were notified and there were no objections received.

9.4.7 AUDIT, RISK AND IMPROVEMENT COMMITTEE - MINUTES OF MEETING AND REMUNERATION REVIEW

Record No:

Responsible Officer:	General Manager
Author:	Senior Internal Auditor
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.2 Sound governance practices direct Council business and decision making
Delivery Program Objectives:	10.2.1 Independent audit and risk framework drives accountability
Attachments:	1. 2019 06 14 - Audit, Risk and Improvement Committee - DRAFT Minutes of Meeting 2. 2019 06 14 - Audit, Risk and Improvement Committee - DRAFT Chair's Discussion Summary of Meeting
Cost Centre	3136 - Internal Audit

EXECUTIVE SUMMARY

The Audit, Risk and Improvement Committee met on 14 June 2019 in Committee Room, Cooma. The DRAFT minutes of meeting and Chair's discussion summary are presented for Council's information.

Council to consider an increase in remuneration, to the members of the Audit, Risk and Improvement Committee, as per Office of Local Government (OLG) Council Circular 19-07 2019/20 Determination of the Local Government Remuneration Tribunal. The circular determines an increase of 2.5% to mayoral and councillor fees for the 2019/20 financial year, with effect from 1 July 2019. It is considered appropriate that the same percentage increase be applied to the independent members of the Audit, Risk and Improvement Committee.

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

OFFICER'S RECOMMENDATION

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; and
 - C. Adopt the recommended remuneration as Chair: \$7,687.50 per annum (ex GST) and Member: \$1,025 per scheduled meeting (ex GST).
-

BACKGROUND

The Snowy Monaro Regional Council Audit, Risk and Improvement Committee (Committee) was established in June 2016. The current charter was adopted by Council on 17 April 2019. The Committee comprises four independent members and one councillor.

The Committee provides independent assurance and assistance to Council in respect to risk management, the control framework, legislative compliance, internal audit and external accountability responsibilities. The Committee relies on the work of the internal audit to provide more in-depth assessment of the council's risk and control environment.

The Committee members are currently remunerated as per Council's Resolution [163/17] on 30 August 2017 as follows:

COUNCIL RESOLUTION

163/17

That Council

- A. Receive and note the report regarding remuneration to the Audit, Risk and Improvement Committee.
- B. Adopt the recommended remuneration for Audit, Risk and Improvement Committee External Members as:
 - (a) Chair: \$7,500.00 per annum (ex GST) - all inclusive includes travel, accommodation and any sustenance, attendance to at least 75% of all scheduled Audit, Risk and Improvement Committee meetings; development of Audit, Risk and Improvement Committee annual report; attendance to at least one Council meeting to present to Councillors, meetings with Internal Auditor and Senior Staff and to maintain currency of information to support the internal audit function. Any requests from Council for the Chair to attend for example Local Government Internal Audit Forum or the Audit Office Chairs meeting or any other meeting shall be remunerated separately as determined by the General Manager / Internal Auditor on a case by case basis.
 - (b) External Members: \$1,000.00 per scheduled Audit, Risk and Improvement Committee meeting attended (ex GST) - all inclusive includes travel, accommodation and any sustenance; responses to Chair or Internal Audit as an out of session request and to maintain currency of information to support the internal audit function. Any requests from Council for an External member to attend for example Local Government Internal Audit Forum shall be remunerated separately as determined by General Manager / Internal Auditor on a case by case basis.
 - (c) Forward a letter to each of the current external members of the Audit, Risk and Improvement Committee advising them of the increase in the remuneration and to clarify the expectations that Council has for the External member role.

Approved by Administrator Lynch

OLG Council Circular 19-07 - 2019-20 Determination of the Local Government Remuneration states:

- The Local Government Remuneration Tribunal (the Tribunal) has determined an increase of 2.5% to mayoral and councillor fees for the 2019/20 financial year, with effect from 1 July 2019.
- Sections 248 and 249 of the Local Government Act 1993 require councils to fix and pay an annual fee based on the Tribunal's determination of 2.5% for the 2019/20 financial year.

It is considered appropriate that the same percentage increase be applied to the independent members of the Audit, Risk and Improvement Committee.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Advantages to the community from the Audit, Risk and Improvement Committee result in independent oversight of controls and operations, giving assurance to the Community that Council is systematically addressing risk, ensuring compliance and providing best practice.

2. Environmental

It is not expected that there will be any impact on the environment through the actions of the Audit, Risk and Improvement Committee.

3. Economic

Costs for the operations of the Audit, Risk and Improvement Committee are met in the budget as set.

4. Civic Leadership

An effective Audit, Risk and Improvement Committee has the potential to strengthen the control environment (of which it is part) and assist the General Manager and council to fulfil their stewardship, leadership and control responsibilities. The Audit, Risk and Improvement Committee has its own Charter which is resolved by Council. The Audit, Risk and Improvement Committee Charter outlines the authority, role and responsibility of the Audit, Risk and Improvement Committee.



DRAFT Minutes

Audit, Risk and Improvement Committee Meeting

14 June 2019

**AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING
HELD IN COMMITTEE ROOM, 81 COMMISSIONER STREET, COOMA NSW 2630**

ON FRIDAY 14 JUNE 2019

MINUTES

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**MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING
HELD IN COMMITTEE ROOM, 81 COMMISSIONER STREET, COOMA NSW 2630**

**ON FRIDAY, 14 JUNE 2019
COMMENCING AT 10AM**

PRESENT:

Voting Attendees:

Max Shanahan, Chair
Miles Pearson, External Member
John Barbeler, External Member
Adam Vine, External Member (over Video Conference)
Councillor Anne Maslin, Council Member

Non-Voting Attendees:

Peter Bascomb, General Managers
Tarang Kamath, Senior Internal Auditor
Marg Nicholls, Acting Organisational Risk Officer

Guests:

Iliada Bolton, Executive Manager Innovation and Business Development
Matt Payne, Chief Financial Officer
Peter Cannizzaro, Director Corporate and Community Services
Susan Loane, Performance Audit Leader - Audit Office of NSW
Linda Nicholson, Group Manager Asset Management and Engineering
Services

Secretariat:

Lisa McKenzie, IBD Administration Officer

1. OPENING OF THE MEETING

The Chair opened the meeting at 10:03am with Acknowledgement of Country and showing respect to the First Custodians of Snowy Monaro Lands.

2. APOLOGIES

Nil

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil

MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
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4. ADOPTION OF MINUTES OF PREVIOUS MEETING

4.1 AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING 6 MARCH 2019

COMMITTEE RECOMMENDATION	ARIC21/19
THAT the minutes of the Audit, Risk and Improvement Committee Meeting held on 06 March 2019 are confirmed as a true and accurate record of proceedings.	
Moved Mr Pearson	Seconded Mr Barbeler
	CARRIED

5. BUSINESS ARISING

5.1 AUDIT, RISK AND IMPROVEMENT COMMITTEE RECOMMENDATIONS

Record No:

Responsible Officer:	Executive Manager Innovation & Business Development
Author:	Senior Internal Auditor
Key Direction:	4. Leadership Outcomes
Delivery Plan Strategy:	10.2 Sound governance practices direct Council business and decision making
Operational Plan Action:	10.2.1 Independent audit and risk framework drives accountability
Attachments:	1. 2019 06 14 - Audit, Risk and Improvement Committee Recommendations
Cost Centre	3136 – Internal Audit

EXECUTIVE SUMMARY

The Audit, Risk and Improvement Committee (Committee) makes resolutions in relation to the reports presented at its meetings. This paper serves to provide a report on the progress of the Committee recommendations.

The following officer's recommendation is submitted for the Audit, Risk and Improvement Committee consideration.

COMMITTEE RECOMMENDATION	ARIC22/19
That the Audit, Risk and Improvement Committee note the progress report on Committee recommendations from the meetings of this Committee.	
	CARRIED

6. PRESENTATIONS

Nil

MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
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7. SPECIAL AGENDA ITEMS

7.1 FRAUD AND CORRUPTION CONTROL

Record No:

Responsible Officer: General Manager
Author: Senior Internal Auditor
Key Direction: 4. Leadership Outcomes
Delivery Plan Strategy: 10.2 Sound governance practices direct Council business and decision making
Operational Plan Action: 10.2.1 Independent audit and risk framework drives accountability
Cost Centre 3136 – Internal Audit

EXECUTIVE SUMMARY

Fraud and Corruption Control activities is a standard item on the Audit, Risk and Improvement Committee Agenda. The report advises the Committee of any allegations of fraudulent or corrupt conduct reported to the General Manager or to an external body such as ICAC.

The following officer's recommendation is submitted for Audit, Risk and Improvement Committee consideration.

COMMITTEE RECOMMENDATION

ARIC23/19

That the Audit, Risk and Improvement Committee note the General Manager's verbal report on Fraud and Corruption Control.

CARRIED

7.2 GENERAL MANAGER REPORT

Record No:

Responsible Officer: General Manager
Author: Senior Internal Auditor
Key Theme: 4. Leadership Outcomes
CSP Community Strategy: 10.2 Sound governance practices direct Council business and decision making
Delivery Program Objectives: 10.2.1 Independent audit and risk framework drives accountability
Cost Centre 3136 – Internal Audit

EXECUTIVE SUMMARY

The Audit, Risk and Improvement Committee, at its meeting on 5 December 2018, requested (Resolution No. ARIC97/18) *that a verbal report by the General Manager regarding Council plans and direction be included in all meetings as a standard agenda item.*

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

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COMMITTEE RECOMMENDATION

ARIC24/19

That the Audit, Risk and Improvement Committee receive and note the information in the verbal report provided by the General Manager.

CARRIED

Attendance of Executive Manager Innovation and Business Development

Executive Manager Innovation and Business Development joined the meeting at 10:34am during Item 7.2 General Manager Report.

7.3 STATUS REPORT - RISK MANAGEMENT - MARCH TO MAY 2019

Record No:

Responsible Officer: Executive Manager Innovation & Business Development
Author: Acting Organisational Risk Officer
Key Direction: 4. Leadership Outcomes
Delivery Plan Strategy: 10.2 Sound governance practices direct Council business and decision making
Operational Plan Action: 10.2.1 Independent audit and risk framework drives accountability
Attachments: 1. Action and Task Progress Report - Enterprise Risk
Cost Centre 3135 – Risk Management
Project Operational Report

EXECUTIVE SUMMARY

This status report provides an update on the activities relating to Enterprise Risk for the period March to May 2019.

The position of Organisation Risk Coordinator is vacant and a seconded part time resource is undertaking some of the critical work while recruitment is underway.

The following officer's recommendation is submitted for the ARIC Committee's consideration.

COMMITTEE RECOMMENDATION

ARIC25/19

That the Audit, Risk and Improvement Committee receive and note the information in the risk management status report for the period March to May 2019.

CARRIED

Attendance of Senior Internal Auditor

Senior Internal Auditor was absent from the meeting from 10:55am during Item 7.3 Status Report - Risk Management - March to May 2019 returning at 10:57am during same Item.

Attendance of Chief Financial Officer

Chief Financial Officer joined the meeting at 11am during Item 7.3 Status Report - Risk Management - March to May 2019.

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Attendance of Director Corporate and Community Services

Director Corporate and Community Services joined the meeting at 11:02am during Item 7.3 Status Report - Risk Management - March to May 2019.

Attendance of Executive Manager Innovation and Business Development

Executive Manager Innovation and Business Development left the meeting at 11:05am at the conclusion of Item 7.3 Status Report - Risk Management - March to May 2019.

7.4 QUARTERLY BUDGET REVIEW STATEMENT (QBR) TO MARCH 2019

Record No:

Responsible Officer:	Director Corporate and Community Services
Author:	Chief Financial Officer
Key Direction:	4. Leadership Outcomes
Delivery Plan Strategy:	11.2 Council utilises sound fiscal management practices, pursues and attracts other sources of income
Operational Plan Action:	11.2.2 Provision of statutory reporting enables our leaders to make decisions on Council's financial sustainability
Attachments:	1. Quarterly Budget Review - March 2019
Cost Centre	4010 Financial Services

EXECUTIVE SUMMARY

Council adopted its 2019 Operational Plan on the 28 June 2018, including details of Estimated Income and Expenditure. The September 2018 Quarterly Budget Review Statement (QBR) was adopted by council on 6 December 2018, the December 2018 QBR was adopted on 21 February 2019 and the March 2019 QBR was adopted on 16 May 2019.

The following officer's recommendation is submitted for the Audit Risk and Improvement Committee's consideration.

COMMITTEE RECOMMENDATION

ARIC26/19

That Audit, Risk and Improvement Committee

- A. Receive and note the Council adopted March 2019 Quarterly Budget Review Statement.
- B. Recommend that an up-to-date Financial Statement Preparation Plan with progress tracking is circulated out of session.

Moved Chair Shanahan

Seconded Mr Pearson

CARRIED

9.1 LANDFILL LEGACY SITE REMEDIATION COST ESTIMATE AND FORECASTING

Record No:

This item is classified CONFIDENTIAL in accordance with Section 10A(2)(dii and diii) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to information that would, if disclosed, confer a commercial advantage on a competitor of the council and information that would, if disclosed, reveal a trade secret.

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Responsible Officer:	Director Environment & Sustainability
Authors:	Resource & Waste Administration Officer Group Manager Resource & Waste Management
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	7.1 Protect, value and enhance the existing natural environment
Delivery Program Objectives:	7.1.1 The Region's natural environment remains protected through delivery of a range of Council programs and regulatory compliance
Attachments:	1. Landfill Remediation Cost Estimate and Forecasting - Confidential

EXECUTIVE SUMMARY

At the ELT Meeting on 6 September 2018, the Resource and Waste Management Department presented the results of the Legacy Site Project which included a desktop cost estimate to rehabilitate legacy and operational landfills. The project found fifteen legacy sites (former landfills), six of which are currently operated as transfer stations. ELT recommended ELT447/18(A) *a revised report and attachments to be presented to the Waste Committee recommending adoption, including the recommendations contained in the Landfill Legacy Site Project.*

Last year Meinhardt Infrastructure & Environment Pty Ltd were engaged to provide an independent assessment of the costs associated with rehabilitating fifteen legacy sites and three operational landfill sites. The results of this work have been provided in attachment 1: Landfill Remediation Cost Estimate Forecasting. Meinhardt have identified that it will costs \$31,350,000 (Excluding GST) to rehabilitate the identified Landfill Legacy Sites and an additional \$20,760,000 (Excluding GST) to rehabilitate Councils three operational landfills.

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

COMMITTEE RECOMMENDATION

ARIC27/19

That the Audit, Risk and Improvement Committee receive and note the report Landfill Legacy Site Remediation Cost Estimate and Forecasting.

CARRIED

7.5 EXTERNAL PROVIDER RECOMMENDATIONS

Record No:

Responsible Officer:	Executive Manager Innovation & Business Development
Author:	Senior Internal Auditor
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.2 Sound governance practices direct Council business and decision making
Delivery Program Objectives:	10.2.1 Independent audit and risk framework drives accountability
Attachments:	1. Audit Office NSW - Final Management Letter 2016-2017 - Recommendations Progress Report

MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
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2. Audit Office NSW - Interim Management Letter 2017-2018 -
Recommendations Progress Report

3. Audit Office NSW - Final Management Letter 2017-2018 -
Recommendations Progress Report

Cost Centre

3136 – Internal Audit

EXECUTIVE SUMMARY

External Audits are performed at Snowy Monaro Regional Council for various stakeholders. This report serves to inform the Audit, Risk and Improvement Committee (the Committee) of the results of audits performed, progress on recommendations of the audits and relevant information provided by the stakeholders.

The following officer's recommendation is submitted for Audit, Risk and Improvement Committee's consideration.

COMMITTEE RECOMMENDATION

ARIC28/19

That the Audit, Risk and Improvement Committee note the progress reports on recommendations from the Audit Office of New South Wales

- A. Final Management Letter 2016-2017
- B. Interim Management Letter 2017-2018
- C. Final Management Letter 2017-2018

CARRIED

Attendance of General Manager, Director Corporate and Community Services and Chief Financial Officer

General Manager, Director Corporate and Community Services and Chief Financial Officer left the meeting at 11:55am at the conclusion of Item 7.5 External Provider Recommendations.

Adjournment of Meeting

At 11:55am the meeting adjourned

Resumption of Meeting

The meeting resumed at 12:07pm

7.6 AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING DATES FOR FINANCIAL YEAR 2019/2020

Record No:

Responsible Officer:	General Manager
Author:	Senior Internal Auditor
Key Direction:	4. Leadership Outcomes
Delivery Plan Strategy:	10.2 Sound governance practices direct Council business and decision making
Operational Plan Action:	10.2.1 Independent audit and risk framework drives accountability
Attachments:	1. ARIC Members' Convenient Meeting Dates 2019-20
Cost Centre	3136 – Internal Audit

MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
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EXECUTIVE SUMMARY

To confirm the meeting schedule for the Audit, Risk and Improvement Committee for the Financial Year 2019/2020.

The following officer's recommendation is submitted for the Committee's consideration.

COMMITTEE RECOMMENDATION ARIC29/19

That the Audit, Risk and Improvement Committee confirm meeting dates for the Financial Year 2019/2020 as below:

- A. Thursday, 12 September 2019
- B. Wednesday, 23 October 2019
- C. Thursday, 5 December 2019
- D. Wednesday, 4 March 2020
- E. Friday, 19 June 2020

Moved Chair Shanahan

Seconded Mr Pearson

CARRIED

Attendance of Performance Audit Leader - Audit Office of NSW

Performance Audit Leader - Audit Office of NSW joined the meeting over video conference at 12:18pm at the beginning of Item 7.7 Audit Office of NSW - Performance Audit - Workforce reform in three amalgamated councils.

7.7 AUDIT OFFICE OF NSW - PERFORMANCE AUDIT - WORKFORCE REFORM IN THREE AMALGAMATED COUNCILS

Record No:

Responsible Officer: General Manager
Author: Senior Internal Auditor
Key Theme: 4. Leadership Outcomes
CSP Community Strategy: 10.2 Sound governance practices direct Council business and decision making
Delivery Program Objectives: 10.2.1 Independent audit and risk framework drives accountability
Attachments: 1. Workforce reform in three amalgamated councils
Cost Centre 3136 - Internal Audit

EXECUTIVE SUMMARY

The Audit Office would like to present the findings of its Performance Audit on workforce reform in three amalgamated councils. Snowy Monaro Regional Council was one of the three selected Councils for this audit.

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

MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
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COMMITTEE RECOMMENDATION

ARIC30/19

That Audit, Risk and Improvement Committee

- A. Receive and note the information presented by the Audit Office of NSW and in the attached report on workforce reform in three amalgamated councils.
- B. Request that a progress report against the implementation plan (including consideration of project governance and risks) of the Corporate Information System project be presented to the Committee at each meeting by the project manager.

Moved Mr Vine

Seconded Mr Barbeler

CARRIED

Attendance of IBD Administration Officer

IBD Administration Officer was absent from the meeting from 12:23pm during Item 7.7 Audit Office of NSW - Performance Audit - Workforce reform in three amalgamated councils returning at 12:25pm during same Item.

Attendance of Performance Audit Leader - Audit Office of NSW

Performance Audit Leader - Audit Office of NSW left the meeting at 12:35pm during Item 7.7 Audit Office of NSW - Performance Audit - Workforce reform in three amalgamated councils.

Attendance of Group Manager Asset Management and Engineering Services

Group Manager Asset Management and Engineering Services joined the meeting at 12:46pm during Item 7.7 Audit Office of NSW - Performance Audit - Workforce reform in three amalgamated councils.

7.8 INTERNAL AUDIT RECOMMENDATIONS

Record No:

Responsible Officer: Executive Manager Innovation & Business Development
Author: Senior Internal Auditor
Key Direction: 4. Leadership Outcomes
Delivery Plan Strategy: 10.2 Sound governance practices direct Council business and decision making
Operational Plan Action: 10.2.1 Independent audit and risk framework drives accountability
Attachments: 1. Audit 16-02 - Fraud Control Health Check - Recommendations Progress Report
2. Audit 16-04 - Governance Health Check - Recommendations Progress Report
3. Audit 18-19_02 - Payroll Management - Recommendations Progress Report
4. Audit 18-19_03 - Investments made by Council - Recommendations Progress Report
5. MIR 18-19_01 - Review of Suspicious Vendor Transactions - Recommendations Progress Report
Cost Centre 3136 – Internal Audit

EXECUTIVE SUMMARY

Progress to date on internal audit recommendations is updated by responsible officers in the CAMMS

MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
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global collaboration system. Internal Audit uses this system to monitor, follow-up and validate progress on recommendations. Prior to each meeting, Internal Audit extracts and prepares a report for the Audit, Risk and Improvement Committee. There are two recommendations that have been completed since the last meeting, 28 recommendations that are not due and three recommendations that are overdue.

The following officer's recommendation is submitted for the Audit, Risk and Improvement Committee's consideration.

COMMITTEE RECOMMENDATION		ARIC31/19
That the Audit, Risk and Improvement Committee		
A. Receive and note the report on internal audit recommendations		
B. Receive and note the recommendation progress reports		
(a) Audit 16-02 - Fraud Control Health Check (SMRC)		
(b) Audit 16-04 - Governance Health Check		
(c) Audit 18-19_02 - Payroll Management		
(d) Audit 18-19_03 - Investments made by Council		
(e) MIR 18-19_01 - Review of Suspicious Vendor Transactions		
C. Approve extension to recommendation		
(a) Audit 16-02 Fraud Control Health Check		
i. Recommendation 10.2.1.26 Resolution number: 16/02-09 - From 31 May 2019 to 31 May 2020		
D. Request interim assurance on maintaining consistency of asset valuation, acquisition, modification and disposal procedures.		
Moved Mr Pearson	Seconded Mr Barbeler	CARRIED

Attendance of Group Manager Asset Management and Engineering Services

Group Manager Asset Management and Engineering Services left the meeting at 1pm during Item 7.8 Internal Audit Recommendations.

Adjournment of Meeting

At 1:01pm the meeting adjourned for lunch

Resumption of Meeting

The meeting resumed at 1:16pm

8. REPORTS

8.1 INTERNAL AUDIT ACTIVITIES - MARCH TO MAY 2019

Record No:

Responsible Officer:	Executive Manager Innovation & Business Development
Author:	Senior Internal Auditor
Key Direction:	4. Leadership Outcomes
Delivery Plan Strategy:	10.2 Sound governance practices direct Council business and decision making
Operational Plan Action:	10.2.1 Independent audit and risk framework drives accountability
Attachments:	1. DRAFT Internal Audit Strategic Plan 2019-2022

MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL

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2. Audit 18-19_02 - Payroll Management - New Internal Audit Report Format
3. SMRC ARIC Performance Self-Assessment Results
4. Audit 18-19_02 - Payroll Management - Final Internal Audit Report
5. Audit 18-19_03 - Investments made by Council - Final Internal Audit Report
6. MIR 18-19_01 - Review of Suspicious Vendor Transactions - Executive Summary
7. Audit, Risk and Improvement Committee (ARIC) Charter - Resolved by Council on 17 April 2019 (160/19)

Cost Centre

3136 – Internal Audit

EXECUTIVE SUMMARY

This report serves to inform the Audit, Risk and Improvement Committee (the Committee) of the Internal Audit activities for the period March to May 2019.

The following officer's recommendation is submitted for the Committee's consideration.

COMMITTEE RECOMMENDATION

ARIC32/19

That the Audit, Risk and Improvement Committee

- A. Receive and note the information in the report Internal Audit activities for the period March to May 2019.
- B. Approve the draft documents:
 - (a) Internal Audit Strategic Plan 2019-2022
 - (b) New Internal Audit Report Format - Audit 18-19_02 - Payroll Management
- C. Receive and note the results of the Audit, Risk and Improvement Committee Performance Self-Assessment
- D. Receive and note the Internal Audit Reports:
 - (a) Audit 18-19_02 - Payroll Management - Final Internal Audit Report
 - (b) Audit 18-19_03 - Investments made by Council - Final Internal Audit Report
 - (c) MIR 18-19_01 - Review of Suspicious Vendor Transactions - Executive Summary
- E. Receive and note the Audit, Risk and Improvement Committee Charter approved by Council on 17 April 2019 (Resolution Number 160/19).
- F. Recommend that Internal Audit be actively involved in a project assurance role and, as appropriate, be included as an observer in steering committee meetings of the Corporate Information Systems project.
- G. Recommend that Internal Audit provide the Committee with regular assessment of progress and risks on the Corporate Information Systems project.
- H. Recommend that the Investment Policy and report to Council should include equity investment and any other type of investments.
- I. Request information on any other investments of Council, if any.
- J. Request that the reviewed policy and new procedure as recommended in *Audit 18-19_03 - Investments made by Council* once completed be provided to the Committee.

Moved Mr Barbeler

Seconded Councillor Maslin

CARRIED

Attendance of Organisational Risk Officer

Organisational Risk Officer left the meeting at 2:10pm during Item 8.1 Internal Audit Activities - March to May 2019.

MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL
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Attendance of External Member

Mr Vine left the meeting at 2:32pm during Item 8.1 Internal Audit Activities - March to May 2019.

8.2 AUDIT, RISK AND IMPROVEMENT COMMITTEE SCHEDULE OF REVIEW

Record No:

Responsible Officer: General Manager
Author: Senior Internal Auditor
Key Direction: 4. Leadership Outcomes
Delivery Plan Strategy: 10.2 Sound governance practices direct Council business and decision making
Operational Plan Action: 10.2.1 Independent audit and risk framework drives accountability
Attachments: 1. SMRC ARIC Schedule of Review 2017 to 2021
Cost Centre 3136 – Internal Audit

EXECUTIVE SUMMARY

Attached the Schedule of Review for the Audit, Risk and Improvement Committee for information.

The following officer's recommendation is submitted for the Audit, Risk and Improvement Committee information.

COMMITTEE RECOMMENDATION

ARIC33/19

That the Audit, Risk and Improvement Committee note the information contained in the Schedule of Review for the coming periods.

CARRIED

9. GENERAL BUSINESS

Nil

10. NEXT MEETING

Thursday, 12 September 2019

There being no further business the Chair declared the meeting closed at 3:19pm.

CHAIRPERSON

The above minutes of the Audit, Risk And Improvement Committee Meeting of Snowy Monaro Regional Council held on 14 June 2019 were confirmed by Committee at a duly convened meeting on 12 September 2019 at which meeting the signature hereon was subscribed.

Snowy Monaro Regional Council
Audit, Risk and Improvement Committee
14 June 2019
DRAFT Chair's Discussion Summary

	Summary of Committee Discussion
5.	BUSINESS ARISING
5.1	Audit, Risk and Improvement Committee Recommendations
	<p>The committee reviewed the progress status report noting that some of the outstanding items were addressed in the meeting papers.</p> <p>The committee requested that committee recommendation ARIC 88/18 is kept on the Committee's recommendations progress report until the completion of the risk management workshops.</p> <p>The Committee noted that committee feedback had been provided concerning ARIC5/19 and that the drafts would be appropriately amended and go forward for approval.</p> <p>The committee noted that a revised financial statement checklist had been provided (ARIC10/19) with scheduled dates but expressed concern that progress against the schedule was not provided at this meeting.</p> <p>The committee noted that the presentation by Group Manager Transport Infrastructure (ARIC 20/19) would be delayed.</p>
6	Presentations
	Nil
7	Special Agenda Items
7.1	Fraud and Corruption Control
	<p>The General Manager reported that the independent investigation in a previously reported potential fraud had been complete. There were three code of conduct breaches and one potential fraud. The Committees sought information on the actions taken and were informed that:</p> <ul style="list-style-type: none"> • No legal action had been taken on police advice that the amount was below the recommended threshold. • No internal disciplinary action had been taken because the officer involved had resigned before any internal action could be taken. <p>The committee was informed that one concern was that senior staff responsible for the area were not aware that a longstanding conflict of interest existed. Preventative measures have now been put in place and training on the issue had been reinforced.</p>
7.2	General Managers report
	The General Manager reported that the organisation was undertaking an organisation redesign, an external contractor had been employed to consider options. He noted that the organization had difficulties in recruitment, and this would be an issue considered as part of the redesign.
7.3	Status Report- Risk Management-March to May 2019
	The committee commented positively on the progress made regarding BCP and completion of risk profiles. The committee was briefed on the decision to use CAMMS for risk management. They asked that they are kept informed on progress with the Online Incident reporting as well as on the results of the insurance review.

Snowy Monaro Regional Council
Audit, Risk and Improvement Committee
14 June 2019
DRAFT Chair's Discussion Summary

	The Chair asked that the risk audit and maturity assessment be updated and provided to the committee.
7.4	Quarterly Budget Review Statement (QBRs) December 2018
	<p>The committee discussed the quarterly budget review statement. They noted the overall risk associated with the continued net operating loss and discussed the implication of continued net operating loss, noting the proposed remedial action. The committee indicated that it would monitor this issue.</p> <p>The committee noted the deferral of the capital grants linked to water and sewerage,</p> <p>The committee expressed concerned that they had not been provided with an update on the financial statement plan, particularly since the date of the interim audit had changed. The CFO indicated that he was not aware that an update was required.</p>
9.1	Landfill Legacy Site Remediation Cost Estimate and Forecasting
	The committee noted that Asset Remediation provision was an ongoing issue and sought advice on the accounting treatment. They were informed that this was still being resolved with the Audit office.
7.5	External Provider Recommendations
	<p>The Committee was briefed on progress with the new CIS. The contract has been signed and a project plan should be available in 2-3 weeks. This will enable the implementation of a single assets register, although management confidence in the data is low and this will have to be addressed.</p> <p>The committee was briefed on crown land register, noting it was shown as at 10% complete, with a completion of 30 June 2019. They were informed that this more complete than that and that progress would be updated.</p>
7.6	ARIC Meeting dates for 2019/20
	Future meeting dates were discussed and agreed. In respect to the October meeting, the Chair indicated that it was important that John Barbeler be present at the meeting, and if the Chair is overseas on the planned date, he will dial into the meeting.
7.7	NSW Audit Office's Performance Audit Workforce reform in three amalgamated councils
	The committee was briefed on the NSW Audit Office Workforce Reform audit. The committee later discussed whether Councils was keeping people informed and decided that this should be a topic for later considerations.
7.8	Internal Audit Recommendations
	The Audit, Risk and Improvement Committee noted progress with audit recommendations. The committee noted that updates were not provided for some recommendations by the responsible business area.
8	Reports
8.1	Internal Audit Activities – March to May 2019
	The Senior Internal Auditor presented a report on his activities. The committee congratulated him on completing his probation period and his ongoing work in engaging with council staff.

Snowy Monaro Regional Council
Audit, Risk and Improvement Committee
14 June 2019
DRAFT Chair's Discussion Summary

	<p>The committee discussed and approved the strategic audit plan.</p> <p>The committee request that any planned audits that are deferred must be brought to the Committee for approval.</p> <p>In discussing 2019-2022 strategic audit plan, the committee asked that Internal Audit be actively involved in a project assurance role of the Corporate Information Systems project and provide regular assurance reports to the committee. The committee discussed whether the auditor should be a member of the steering committee but decided for independence should be an observer only.</p> <p>The committee noted that the committee's performance self-assessment indicated satisfaction from Committee members with the structure and approach to ARIC meetings and felt the necessary skill sets were provided through the combined skill sets of committee members. No further action was proposed.</p> <p>The committee noted the report on investments made by the council. They were informed that the Investment Policy did not include equity investment and requested that it do so in the future. The requested that revised policy as recommended once completed be provided to the Committee.</p> <p>The committee noted the proposed new format for audit reports and supported the Senior Internal Auditor improvements in presentation format.</p> <p>The committee expressed its appreciation for the summary of local government circulars that were provided.</p>
8.2	ARIC schedule of review
	Noted

Max Shanahan
Chair, Audit, Risk and Improvement Committee
September 2019

9.4.8 GRANT APPLICATIONS - ACTIVITY AS AT 30 JUNE 2019

Record No:

Responsible Officer:	Chief Financial Officer
Author:	Grants Officer
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	11.2 Council utilises sound fiscal management practices, pursues and attracts other sources of income
Delivery Program Objectives:	11.2.3 Alternative sources of revenue to rating income are identified and maximised
Attachments:	Nil
Cost Centre	4010
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

This report provides an update on Grants activity for the quarter ended 30 June 2019.

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

OFFICER'S RECOMMENDATION

That Council receive and note the information related to Grants activity for the quarter ending 30 June 2019.

BACKGROUND

This report provides an update on Grants activity as at 30 June 2019.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Council receives recurrent funding for some operations including the Financial Assistance Grant, RFS subsidies, Library Funding, Community Services and Aged Care, and Roads (Regional and Roads to Recovery).

2. Environmental

A number of grants provide environmental benefits. Example: Council's Biosecurity Management endeavours and Green Team aims have benefited from additional grant funding.

3. Economic

All Community Strategic Plan (CSP) key themes benefit from collaboration, advocacy and the seeking of additional funding streams. A concerted approach to advocating and identifying

appropriate grant funding opportunities for Council initiatives improves the financial sustainability of Council.

Grant Applications 2018-19 Financial Year:

Please note: For reference ease, a few key developments are indicated by light shading below.

Grant Applications – Successful

Funding Program & Origin	Grant Request	Project Details	Grant Awarded
Traffic Route Lighting Subsidy Scheme (TRLSS) 2018-19 - STATE	\$47,000 <i>RMS allocative annual</i>	TRLSS payment is based on state wide review of eligible street lighting inventory. RMS rationale - Approximately 50% of costs on basis of utility region benchmark.	\$47,000
Wage Subsidy – Road Safety Officer (RSO) - STATE	\$64,600 <i>per annum, capped & variable</i>	Performance Funding Agreement with RMS - Expires 30 June 2021 Linked to LG Road Safety Action Plan delivery. <i>Note: State has indicated that transition to a 4 year funding cycle will follow.</i>	\$64,600 <i>per annum, capped & variable</i>
Local Government Road Safety Program Project - RSO Related - STATE	\$41,998	Equipment – Variable message sign (2) purchase	\$41,998
Local Government Road Safety Program Project - RSO Related - STATE	\$811	Operational - Heavy Vehicle Forum event facilitation	\$811
Local Land Services WAP Partners Small Grants Program 2019-20 - STATE	\$25 729	Operational - Pilot project for high resolution remote sensing & mapping of invasive weeds. Reference: SE02913	\$25 729
Tech Savvy Seniors NSW 2019-20 - STATE	\$1,610	Operational - 'Tech Savvy Seniors Program' via 7 x sessions; Library related	\$1,610
Rural and Regional Youth Participation Grants - STATE	\$1,500	Operational - Youth participation activities & events to be held in period Jun-Dec 2019. Reference: RRY19-026	\$1,500
Local Government Heritage Advisors 2019-21 - STATE	\$10,000 <i>per annum</i>	Operational - Snowy Monaro service delivery across 2 years. Reference: LG026-19-21HA015.	\$7,000 <i>per annum; maximum claimable</i>
Local Government Small Heritage Grants Program 2019-21 - STATE	\$10,000 <i>per annum</i>	Operational – Facilitate delivery of 'Snowy Monaro Regional Council Local Heritage Grants' program across a 2 year span. Reference: LG026-19-21SHG018	\$6,250 <i>per annum; maximum claimable</i>
Stronger Communities Fund 2019 (SCF) - STATE	\$200,000 NIL	Capital - 1 x SMRC project: - Completion of a New Shared Community Facility in Cooma \$200,000. 3 x External Recipient Group Projects: SCF2019-1 Dalgety Show Society Showground Upgrade Works \$30,000;	\$200,000 \$139,000

Funding Program & Origin	Grant Request	Project Details	Grant Awarded
		SCF2019-2 Snowy Alpine Heritage Assoc. – Jindabyne Heritage Centre Planning \$95,000; SCF2019-3 Monaro FM Community Radio – New Roof \$14,000	
Safe & Secure Water Program (SSWP) - STATE	\$40,000	Scoping Study- Snowy Monaro Villages Water Safety Program (Bredbo, Nimmitabel, Kalkite, Eucumbene Cove & Adaminaby). EOI secured an invitation to submit a detailed application - SSWP146. March 2019 - Migrated to approval stage by State Government under the transition process towards new program parameters for SSWP. Funding capped at \$40,000 being 50% of estimated TPC for scoping phase.	\$40,000
Safe & Secure Water Program (SSWP) - STATE	\$35,000	Scoping Study - Jindabyne and East Jindabyne Water Treatment Plant; EOI secured an invitation to submit a detailed application - SSWP075 Detailed Application submitted 24/4/18. Funding capped at \$35,000 being 50% of estimated TPC for scoping phase.	\$35,000
Aged Care Approvals Round 2018-19 - Part B Capital Grant - COMMONWEALTH	\$4,000,000	Capital - Expansion of Yallambee Lodge; 8 beds to cater for challenging behaviour plus 8 beds for rural & remote residents.	\$4,000,000
Youth Week 2019 - STATE	\$1,861	Operational - Youth Week (10-18 April 2019), funding total includes a transport subsidy element (\$400). YW2019-107	\$1,861
Safe and Secure Water Program - STATE	\$15,000,000	Capital - Upgrade of the Bombala and Delegate Water Supply Systems. *Approval letter received by SMRC 11th January 2019. ECM DSI # 3129823 Background: October 2018 - Business Case lodged under the Regional Communities Development Fund (STATE) \$14,680,068.	\$15,000,000
New Council Implementation Fund 2018 (NCIF) - STATE	\$5,300,000	Post-merger operational. Background: Direct Ministerial Request – Additional Funding Sought for New Council Implementation Purposes.	\$3,500,000
Stronger Communities Fund 2018 (SCF) - STATE	\$961,093	Capital – 3 x SMRC projects: <ul style="list-style-type: none">- Cooma Multi-Function Centre Upgrade \$500,000;- Jindabyne Playground (Banjo Paterson Park) - Flying Fox \$100,000;	\$961,093

Funding Program & Origin	Grant Request	Project Details	Grant Awarded
	NIL	<ul style="list-style-type: none"> - Cooma Truck Wash Facility Upgrade (Balance of funds) \$361,093. Background: Direct Ministerial Request - Balance of funds to deliver the full scope of works due to partial offer (\$600,000) under the Fixing Country Truck Wash (FCTW) program. NOTE 1) Funding delivered by State under SCF 2018. NOTE 2) RNSW1166 Funding agreement execution 25th January 2019 - \$600 000 via FCTW Program. <p>12 x External Recipient Groups Projects:</p> <p>SCF2018-1 Cooma North PS \$100,000;</p> <p>SCF2018-2 Cooma Rotary Club \$2,000;</p> <p>SCF2018-3 Monaro Family Support Service \$120,000;</p> <p>SCF2018-4 Berridale PS P&C \$10,000;</p> <p>SCF2018-5 Cooma Men's Shed \$150,000;</p> <p>SCF2018-6 Bombala & District BCC \$250,000;</p> <p>SCF2018-7 Snowy Mountains Neighbourhood Centre \$60,000;</p> <p>SCF2018-8 Monaro Air Rifle Club \$25,000;</p> <p>SCF2018-9 Delegate Progress Association \$11,200;</p> <p>SCF2018-10 Cooma Pony Club \$35,000;</p> <p>SCF2018-11 Adaminaby PS \$23,000;</p> <p>SCF2018-12 St Patrick's Parish School \$3,500.</p>	\$789,700
Regional Growth Fund - Regional Cultural Fund Round 2 - STATE	\$3,000,000	Capital - Construction of the Jindabyne Community Library and Innovation Hub; Involves partnership with the Department of Education. RCF18A093	\$3,000,000
Regional Growth Fund – Stronger Country Communities Fund Round 2 (SCCF2) - STATE	\$10,762,531	<p>Capital – Seven (7) projects encompassing 14 individual capital project elements to be delivered by Council.</p> <p>SCCF2-0349 SMRC Boating Facility Upgrade Program \$550,000</p> <ul style="list-style-type: none"> - Lake Jindabyne Boat Ramp \$250,000; Lake Eucumbene Boat Ramp (Old Adaminaby) 	\$6,158,227

Funding Program & Origin	Grant Request	Project Details	Grant Awarded
		<p>\$300,000</p> <p>SCCF2-0357 SMRC Public Facility Upgrade Program \$207,430</p> <ul style="list-style-type: none"> - Bombala Arts & Innovation Centre Building Upgrade \$207,430 <p>SCCF2-0664 SMRC Shared Trails Upgrade Program \$500,000</p> <ul style="list-style-type: none"> - Tyrolean to East Jindabyne \$350,000; Mt Gladstone \$150,000 <p>SCCF2-0665 SMRC Town Centre Upgrade Program \$414,900</p> <ul style="list-style-type: none"> - Lions Park (Cooma) \$414,900 <p>SCCF2-0666 SMRC Pool Upgrade Program \$3,052,000</p> <ul style="list-style-type: none"> - Bombala Pool Upgrade \$1,483,360.50; Cooma Pool Upgrade \$1,568,639.50 <p>SCCF2-0977 SMRC Sporting Facilities Upgrade Program \$960 000</p> <ul style="list-style-type: none"> - Jindabyne Sports Ground Upgrade \$450,000; Nijong Oval Learn to Ride Bike Path \$210,000; Bombala Showground \$80,000; Dalgety Showground \$100,000; and Delegate Showground Irrigation \$120,000 <p>SCCF2-0996 SMRC Town Centre Upgrade Program \$473,897</p> <ul style="list-style-type: none"> - Cooma Creek Beautification \$473,897 <p>Background: 14 x Applications for 29 project elements; Council Resolution 146/18 link. Submitted 4/5/18</p>	
2019 NSW Seniors Festival Grants Program (Category 2) - STATE	\$2,250	Operational - 'Mountain Muster'; Seniors focused outings and workshops in February 2019.	\$1,800
Community Safety Fund 2018 STATE	\$125,406	Capital - 'Lighten Up Snowy' project, safety lighting infrastructure (44 locations across 8 site areas, including skate parks and library locations). CSF19057	\$108,680
Heritage Near Me – Strategic Grants Program - STATE	\$83,600	Capital – Auspice for Imperial Hotel Bombala site. Ref: HNMSTR1600289	\$83,600
Crown Land Plan of Management Funding - STATE	\$81,688	Operational – Development of SMRC Crown Land Plan of Management	\$81,688

Funding Program & Origin	Grant Request	Project Details	Grant Awarded
Restoration & Rehabilitation Grant - Environmental Trust - STATE	\$74,525	Operational - Vegetation/Environmental Management – Hawkweed Monitoring (UAV/Drone related); 2018/SL/0038	\$74,525
SES Unit Building Grant - STATE	\$5,471	Capital - Bombala SES Building; Automated roller doors (2).	\$5,471
Direct Ministerial Request – Funding Approved by Department of Premier & Cabinet - STATE	\$200,000 (Maximum claim)	Capital - Options Study for Bombala & Delegate Water Systems.	\$200,000
Local Government Road Safety Program Project – RSO Related - STATE	\$1,500	Operational - Australasian Road Safety Conference 2018 Registration.	\$1,500
Recycling Relief Fund - EPA STATE	\$51,033 *January 2019 EPA confirmed amount	Operational - Offset price rises associated with increased recycling costs as a result of China's National Sword policy. RRF/0022	\$46,549*
Be Connected - Get Online Week - PHILANTHROPIC/COMMONWEALTH	\$1,500	Operational - Get Online Week event; Library related.	\$1,500
Be Connected - Activation Grant - PHILANTHROPIC/COMMONWEALTH	\$2,000	Operational - Digital support for older Australians; Library related.	\$2,000

Grant Applications – Unsuccessful

Funding Program & Origin	Grant Request	Project Details
Aged Care Approvals Round 2018-19 - Part B Capital Grant - COMMONWEALTH	\$8,000,000	Capital - Establishment of a residential aged care facility in Jindabyne (new service).
Safer Communities Fund - Round 3 Infrastructure - COMMONWEALTH	\$10,399	Capital – Installation of CCTV cameras at Cooma & Bombala library sites.
Safer Communities Fund - Round 3 Infrastructure - COMMONWEALTH	\$110,808	Capital - Jindabyne Township Safety Lighting project; CPTED related.
Saving our Species Contestable Grants - Environmental Trust - STATE	\$299,044	Operational - Biosecurity 8 year project; Vegetation & environmental identification, mapping and conservation. 2018/SSC/0042
Fixing Country Truck Washes - STATE	\$796,902	Bombala Truck Wash Upgrade. Lodged 18/12/18.
2019 Women's Week Event Grant Program - STATE	\$1,000	Operational – Women's Day in Delegate. November 2018 Reference: WWG2019168
Music NSW – Indent Event Development Grant - STATE	\$2,500	Operational - 'Regional Sundown Tour'; Youth Council related, event platform for young regional musicians.
Aged Care Regional, Rural & Remote Infrastructure - COMMONWEALTH	\$488,455	Capital – Yallambee Lodge Upgrade. October 2018 Reference: WWQ5SZL
Aged Care Regional, Rural & Remote Infrastructure - COMMONWEALTH	\$465,718	Capital – Snowy River Hostel Upgrade. October Reference: R7K8N7K
Aged Care Regional, Rural & Remote	\$152,069	Capital – Werri Nina Centre Kitchen Upgrade.

9.4.8 GRANT APPLICATIONS - ACTIVITY AS AT 30 JUNE 2019

Infrastructure - COMMONWEALTH		October 2018 Reference: 8G22VML
Building Better Regions Fund Round 2 - COMMONWEALTH	\$3,500,000	Capital - Adaminaby STP Upgrade (50% of Total Project Cost).
Safe & Secure Water Program - STATE	\$3,193,000	Capital - Adaminaby STP Upgrade (Balance - 50% of construction phase cost); EOI secured an invitation to submit a detailed application: SSWP058 Detailed Application Lodged 20/7/2018

Grant Applications – Lodgements Pending Outcome

Funding Program & Origin	Grant Request	Project Details
My Community Project - STATE	\$19,257	Capital – Solar heating at Adaminaby Pool. Reference: MCP19-01222
My Community Project - STATE	\$155,550	Tree planting - Natural shade provision Snowy Monaro Recreational Facilities (17+ sites). Reference: MCP19-03134
My Community Project - STATE	\$87,974	Capital - Heating & cooling upgrade at Jindabyne Community Memorial Hall. Reference: MCP19-02929
Art of Ageing 2020-21 - STATE	Priceless - Exhibition	Exhibition at the Cooma Library. Related to the NSW Ageing Strategy. Reference: AOA2020-00025
South Eastern NSW PHN Community Grants - COMMONWEALTH	\$9,880	Operational – ‘Yoga for Seniors’ in Cooma & Berridale Aged Care facilities
Crown Reserve Improvement Fund Program (CRIFP) 2019-20 - STATE	\$15,477	Capital - Solar system, inverter & smart metering at Snowy River Holiday Park – Dalgety CP Trust.
Crown Reserve Improvement Fund Program (CRIFP) 2019-20 - STATE	\$149,676	Capital - Apex Park (Bombala Caravan Park) electrical and drainage upgrades.
Crown Reserve Improvement Fund Program (CRIFP) 2019-20 - STATE	\$20,000	Operational - Michelago Cemetery. General upgrade works related to treefall risk mitigation.
Crown Reserve Improvement Fund Program (CRIFP) 2019-20 - STATE	\$194,547	34 x Operational - Vegetation Management projects. Noxious weed control on Crown land.
Landfill Consolidation and Environmental Improvements (Stream 1) - STATE	\$200,000	Delegate Landfill – Partial capping and closure. Reference: 2018-LC1-0017
Regional Growth Fund - Growing Local Economies Fund (GLE) - STATE	\$12,939,350	Capital - Lake Jindabyne Shared Trail Project; Project migrated for consideration under GLE with the support of Department of Premier & Cabinet. As at 2019 - Negotiations continue with the DPC, with capital cost estimates in review.
Safe & Secure Water Program (SSWP) - STATE	\$60,000	Scoping Study - Michelago Water and Sewage Infrastructure; EOI secured an invitation to submit a detailed application - SSWP147 March 2019 : Negotiations with Dept. of Industry to migrate project to the revised SSWP.

Grant Opportunities – Upcoming

Funding Program & Origin	Fund Basics	Project Considerations	Close Date
Youth Opportunities 2019-20 - STATE	One-off, time-limited grants between \$10,000 and \$50,000 to not-for-profit organisations and local councils for youth-led and youth-driven community projects that have a positive youth development focus.	Youth Team investigating an Indigenous youth leadership project nomination.	16 th July 2019
Community Resilience Innovation Program (CRIP) - STATE	Designed to increase all hazard disaster preparedness and build community capacity and resilience.	Community led project focus, with Operational Teams reviewing options	23 rd July 2019
Country Arts Support Program 2020 - STATE	CASP is an annual small grants program administered by Regional Arts NSW (RANSW).	Youth & Community Development and Library Teams reviewing options.	29 th July 2019
Seniors Festival Grants - STATE	Three funding categories are available to distribute \$200,000 across NSW.	Category 1: Up to \$1,000 for small-scale local community events and activities. Category 2: \$1,001 – \$5,000 for larger local community events and activities. Category 3: \$5,001 - \$10,000 for large scale community and regional events and activities	9 th August 2019
Community Building Partnership - STATE	Grants for infrastructure projects that deliver positive social, environmental and recreational outcomes, while promoting community participation, inclusion and cohesion.	Updated 2019 Guidelines due for release in August 2019.	27 th September 2019
Regional Growth Fund - Stronger Country Communities Fund Round 3 (SCCF) - STATE	Funding pool for our LGA: \$2,351,586. Youth focus means 50% of the available funding will be allocated to projects supporting young people (12-24 years). Minimum grant request amount is \$50,000. *Grant requests of over \$1 million, require 25% of the grant request amount in mandatory co-contribution.	Other groups besides Council are eligible to apply for funding directly under SCCF Round 3. Expanded to include some program & event delivery, not restricted to capital infrastructure as in previous rounds	27 th September 2019
2019-21 Country Passenger Transport Infrastructure Grant Scheme (CPTIGS) - STATE	Provides subsidies to support the construction or upgrade of bus stop infrastructure generally owned and maintained by local councils	Open to Local governments (councils & joint regional organisations); Transport providers (including	30 th September 2019

Funding Program & Origin	Fund Basics	Project Considerations	Close Date
	across country NSW. Proposals that improve safety and accessibility are higher priority than those which enhance passenger comfort.	private bus operators); and Incorporated community organisations.	
Safe & Secure Water Program - STATE	The SSWP will co-fund eligible water and sewerage projects in regional NSW through improvements to public health, water security, environmental outcomes and/or social benefits.	The program is transitioning to a revised criteria; eligible applications remain open under the former guidelines for submit by 1 April 2019. Progressive review of Water & Waste Water project options.	To Be Confirmed
Fixing Country Roads 2019 (FCR) - STATE	Competitive program with capped funding levels. Various streams under the FCR banner including Roads and Bridges Construction Stream; Bridge and Route Load Assessment Stream; Truck Washes Stream; and Fixing Country Rail. New FCR Guidelines and forms soon to be released.	Roads and Facilities Teams reviewing suitable projects. Solid business case development required, with clearly articulated freight benefits.	Ongoing

4. Civic Leadership

A proactive grant sourcing approach aligns strongly with the role and responsibilities of Council.

9.4.9 RATES HARMONISATION - DETERMINATION OF PREFERRED OPTION

Record No:

Responsible Officer:	Director Corporate and Community Services
Author:	Chief Financial Officer
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	11.2 Council utilises sound fiscal management practices, pursues and attracts other sources of income
Delivery Program Objectives:	11.2.1 Councils has best practice management for financial sustainability
Attachments:	1. Local Government Amendment Bill 2019 2. Local Government Act 1993 - Section 218CB
Cost Centre	Financial Services
Project	Rates Harmonisation
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The recent *Local Government Amendment Bill 2019 (NSW)* has introduced an amendment to section 218CB of the *Local Government Act 1993* to change the rating years from 3 rating years to 4 rating years.

Accordingly, this provides merged councils the choice of delaying rates harmonisation for a further 12 months to allow for further community consultation.

Accordingly, merged councils have two options for timing the implementation of their new rating structures from 1 July 2020, or 1 July 2021.

The Office of Local Government have requested a resolution be passed by Council confirming which option that Snowy Monaro Regional Council will adopt.

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

OFFICER'S RECOMMENDATION

That Council determine the preferred option for rates harmonisation from:

A. Option 1 - Implementation from 1 July 2020;

OR

B. Option 2 - Implementation from 1 July 2021

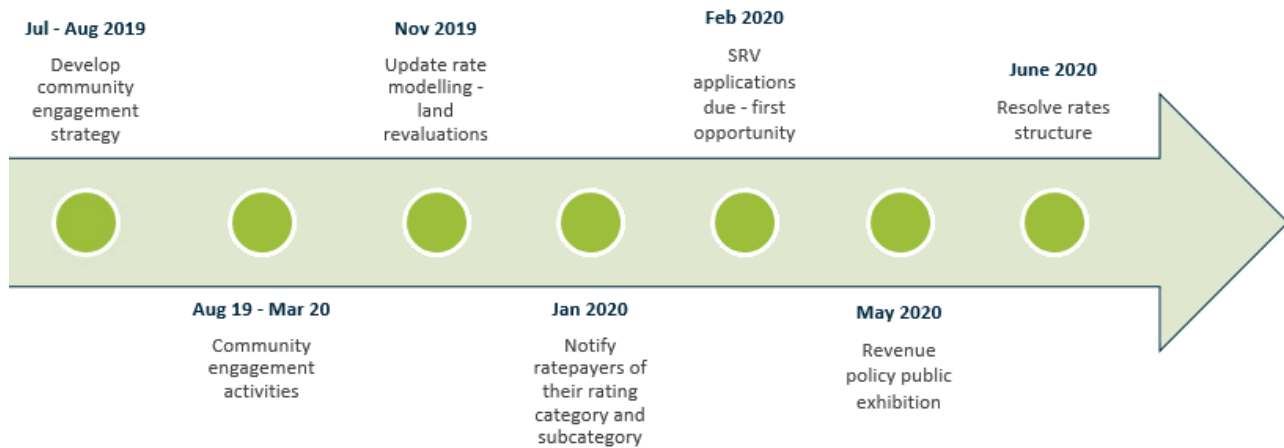
BACKGROUND

Council commenced the rates harmonisation project in April 2019 and has been working on planning, data analysis and rates modelling.

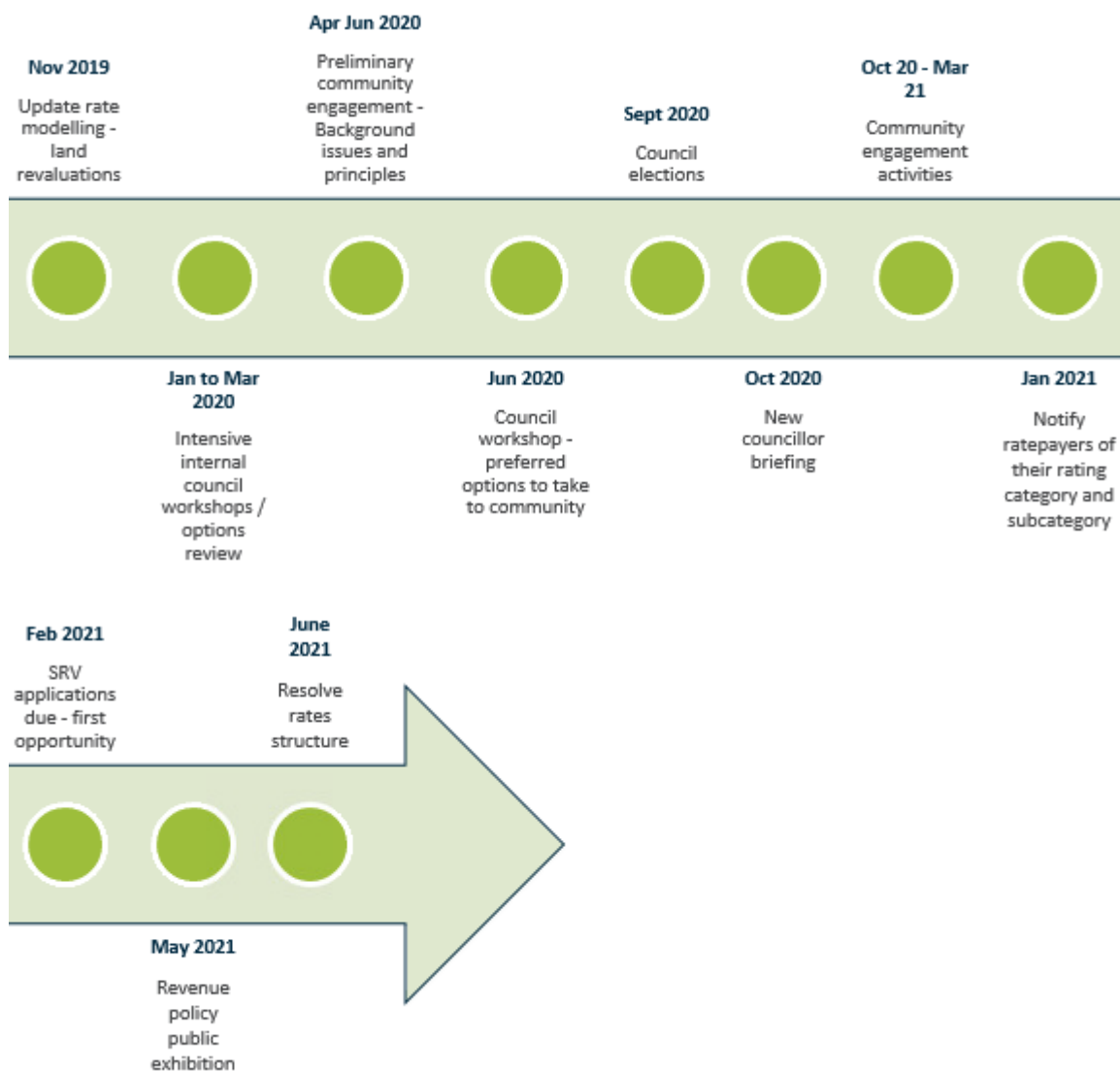
9.4.9 RATES HARMONISATION - DETERMINATION OF PREFERRED OPTION

The action plan following the initial workshops and modelling under each option are outlined below;

Option 1 - implementation from 1 July 2020



Option 2 - implementation from 1 July 2021



QUADRUPLE BOTTOM LINE REPORTING

1. Social

To assist with the decision the table below summarises the pros and cons of Option 2 - implementation from 1 July 2021;

Pros (+)	Cons (-)
Decision delayed until after September 2020 Local Government Elections	Inequitable rating structure remains in place for an additional year and increases the correction gap further
More time for amalgamation of data and system implementation	Creates wrong community messaging (don't yet have all systems operating as one Council)
Learn from early adopters	Inefficiency of operating three rating systems
More time to advocate for legislative improvements	Process not complete ready for newly elected Council
More time for Council to consider the issues and implications internally	Potential for large rate changes in consecutive years when effect of land revaluations and harmonised rating structure aren't dealt with together
Opportunity for extended and more detailed community engagement	Community engagement period happens during the election year (potential for rates harmonisation to become an election issue)
Clearly separates rates changes caused by land revaluations (2020), from changes caused by rates harmonisation (2021)	Prevents a Special Rate Variation (SRV) application for another year during the "rates freeze"

2. Environmental

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

3. Economic

The economic impact will not be significant under either option. The harmonisation process is a rationalisation and redistribution of rating yield between categories. A key impact of the delayed implementation option is the additional one year that council will not be permitted to apply for a Special Rate Variation. However, given the timeline of work that is being undertaken on asset condition assessments and service level reviews, Council would not be in a position to apply for a Special Rate Variation before February 2021 under either option.

4. Civic Leadership

Refer to the pros and cons table under "1. Social".

Refer to the attachments regarding the *Local Government Amendment Bill 2019*.

Passed by both Houses



New South Wales

Local Government Amendment Bill 2019

Contents

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1 Name of Act	2
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I certify that this public bill, which originated in the Legislative Assembly, has finally passed the Legislative Council and the Legislative Assembly of New South Wales.

*Clerk of the Legislative Assembly.
Legislative Assembly,
Sydney, , 2019*



New South Wales

Local Government Amendment Bill 2019

Act No , 2019

An Act to amend the *Local Government Act 1993* with respect to rates, tendering requirements, election planning, mutual recognition of approvals and other regulatory matters; and for other purposes.

I have examined this bill and find it to correspond in all respects with the bill as finally passed by both Houses.

Assistant Speaker of the Legislative Assembly.

Local Government Amendment Bill 2019 [NSW]

The Legislature of New South Wales enacts:

1 Name of Act

This Act is the *Local Government Amendment Act 2019*.

2 Commencement

- (1) This Act commences on the date of assent to this Act, except as provided by subsection (2).
- (2) Schedule 1 [4], [15]–[20] and Schedule 2.2 commence on a day or days to be appointed by proclamation.

Local Government Amendment Bill 2019 [NSW]
Schedule 1 Amendment of Local Government Act 1993 No 30

Schedule 1 Amendment of Local Government Act 1993 No 30

[1] Section 55 Requirements for tendering

Omit “at a rate not exceeding the rate so specified” from section 55 (3) (a) and (g) wherever occurring.

Insert instead “, if a rate is so specified, at a rate not exceeding the rate so specified”.

[2] Section 55 (3) (n)

Omit the paragraph. Insert instead:

- (n) a contract involving an estimated expenditure or receipt of an amount of:
 - (i) less than \$250,000 or another amount as may be prescribed by the regulations, or
 - (ii) less than \$150,000 or another amount as may be prescribed by the regulations for a contract involving the provision of services where those services are, at the time of entering the contract, being provided by employees of the council,

[3] Section 55 (3) (q)

Insert after section 55 (3) (p):

- (q) a contract made with a person or body approved as a disability employment organisation under the *Public Works and Procurement Act 1912* for the purchase of goods or services in relation to which the person or body is so approved.

Note. Despite the person or body being approved under the *Public Works and Procurement Act 1912*, that Act does not otherwise apply to the procurement of goods and services by or for a council.

[4] Section 178A

Insert after section 178:

178A Appeals relating to mutual recognition of approvals

- (1) The regulations may make provision for or with respect to appeals to the Land and Environment Court by applicants or approval holders who are dissatisfied with a determination of a council under a scheme prescribed by the regulations for the mutual recognition of approvals.
- (2) The regulations may also confer on the Land and Environment Court a discretion to award compensation, that is payable by a council, in circumstances of a kind referred to in section 179.

[5] Section 218CB Transitional provision for maintenance of pre-amalgamation rate paths

Omit “3 rating years” from section 218CB (2). Insert instead “4 rating years”.

[6] Sections 296AA (1) (b), 296 (1) and 298 (3)

Omit “the general manager of the council” wherever occurring.

Insert instead “an electoral services provider engaged by the council”.

[7] Section 296AA (2)

Omit the subsection. Insert instead:

Local Government Amendment Bill 2019 [NSW]
Schedule 1 Amendment of Local Government Act 1993 No 30

- (2) A resolution referred to in subsection (1) (b) must include the following information:
 - (a) whether the general manager has identified an electoral services provider to be engaged for the next ordinary election of councillors and, if so, the name of that provider,
 - (b) any other information required by the regulations.

[8] Section 296AA Councils to plan for administration of elections

Insert after section 296AA (4):

- (5) Despite the other provisions of this section, a council may make a resolution under subsection (1) on or before 1 October 2019 for the purposes of an arrangement that includes the ordinary election of councillors in 2020.

[9] Section 296 How elections are to be administered

Insert after section 296 (5):

- (5A) Without limiting subsection (5), an election arrangement for the Electoral Commissioner to administer all elections of a council that is to include the ordinary election of councillors in 2020, or to administer that particular election, may be entered into if:
 - (a) the council resolves on or before 1 October 2019 that an arrangement is to be entered into, and
 - (b) the arrangement is entered into on or before 1 January 2020.

[10] Section 296A Elections administered by an electoral services provider

Omit “the general manager of a council” from section 296A (1).

Insert instead “an electoral services provider engaged by a council”.

[11] Section 296A (2) and (7)

Omit “general manager” wherever occurring.

Insert instead “electoral services provider”.

[12] Section 298 (5)

Omit “A general manager of”.

Insert instead “An electoral services provider engaged by”.

[13] Sections 299 (3), 300 (3) and 317 (1) (c)

Omit “the general manager” wherever occurring.

Insert instead “an electoral services provider”.

[14] Section 313 Check on double-voting and failure to vote

Omit “a general manager” from section 313 (2).

Insert instead “an electoral services provider engaged by a council”.

[15] Section 379 Delegation of regulatory functions

Insert at the end of section 379 (1) (d):

- , or
- (e) another council.

Local Government Amendment Bill 2019 [NSW]
Schedule 1 Amendment of Local Government Act 1993 No 30

[16] Section 379 (2B)–(2D)

Insert after section 379 (2A):

- (2B) A council may delegate a regulatory function to another council only with the approval, by resolution, of the other council.
- (2C) The regulations may prescribe regulatory functions that must not be delegated by a council to another council under this section or limit the circumstances in which a regulatory function may be delegated by a council to another council under this section.
- (2D) A council may delegate a regulatory function to a joint organisation under a provision of this section whether or not the council is a member council of the joint organisation.

[17] Section 379 (3) (c)

Insert “a committee of the board of the joint organisation or” before “the executive officer” where firstly occurring.

[18] Section 379 (3) (d)

Insert at the end of section 379 (3) (c):

- , or
- (d) a regulatory function is delegated to another council, the function may be delegated to:
 - (i) a committee of the other council of which all the members are councillors or of which all the members are either councillors or employees of the other council, or
 - (ii) the general manager of the other council and by the general manager to an employee of the other council.

[19] Chapter 15, Part 10, Division 5

Insert after Division 4 of Part 10 of Chapter 15:

Division 5 Exemption from regulatory requirements for fees

612 Regulations may exempt certain fees from regulatory requirements

- (1) Regulations may be made for or with respect to exempting fees that are charged by a council in connection with a commercial activity specified by the regulations from all or any of the requirements of this Act relating to public notification of council fees or the determination of fees in accordance with a pricing methodology.
- (2) An exemption made by or under the regulations for the purposes of this section may be unconditional or subject to conditions.
- (3) A regulation made under this section may validate a fee that was charged by a council before the making of the regulation if the fee would, if charged after the regulation commenced, have been validly imposed.

[20] Schedule 6 Regulations

Insert after item 8:

- 8AA** A scheme for mutual recognition by councils of approvals under Part 1 of Chapter 7
- Examples.** Model policies for councils relating to mutual recognition

Local Government Amendment Bill 2019 [NSW]
Schedule 1 Amendment of Local Government Act 1993 No 30

Policies of councils relating to mutual recognition
Arrangements between councils for mutual recognition
Approval of mutual recognition arrangements
Effect of recognition of approvals
Modification and revocation of recognised approvals and conditions of approvals
Compensation by councils for modification or revocation of recognised approvals
Procedures (including applications and payment of fees) for recognition of approvals granted by other councils
Records of recognised approvals
Exchange of information relating to recognised approvals
Notice to other councils of recognised approvals
Enforcement of recognised approvals by councils

[21] Schedule 8 Savings, transitional and other provisions consequent on the enactment of other Acts

Insert at the end of the Schedule, with appropriate Part and clause numbering:

Part Provision consequent on enactment of Local Government Amendment Act 2019

Rate freeze for previously amalgamated councils

Section 218CB (2), as amended by the *Local Government Amendment Act 2019*, extends to a determination made by the Minister before the commencement of that amendment and in force on that commencement.

Local Government Amendment Bill 2019 [NSW]
Schedule 2 Amendment of other legislation

Schedule 2 Amendment of other legislation

2.1 Government Sector Finance Legislation (Repeal and Amendment) Act 2018 No 70

Schedule 4.89, item [3], proposed section 31 (2)

Insert “or for a local authority under the *Local Government Act 1993*” after “*Government Sector Finance Act 2018*”.

2.2 Land and Environment Court Act 1979 No 204

Section 18 Class 2—local government and miscellaneous appeals and applications

Insert “, and regulations made under section 178A of,” after “611 of” in section 18 (a).

2.3 Local Government (General) Regulation 2005

Clause 163 Application of Part

Omit clause 163 (2).

2.4 Public Interest Disclosures Act 1994 No 92

[1] Section 31 Reports to Parliament by public authorities

Omit section 31 (2). Insert instead:

- (2) An annual report under this section must be tabled in each House of Parliament by the relevant Minister as soon as practicable after it is prepared unless it is included in an annual report prepared for the purposes of:
 - (a) the *Annual Reports (Departments) Act 1985*, or
 - (b) the *Annual Reports (Statutory Bodies) Act 1984*, or
 - (c) the *Local Government Act 1993*.

[2] Schedule 2 Savings, transitional and other provisions

Insert at the end of the Schedule, with appropriate Part and clause numbering:

Part Provision consequent on enactment of Local Government Amendment Act 2019

Application of amendment to local authorities

Section 31 (2) (c), as inserted by the *Local Government Amendment Act 2019*, applies to and in respect of a local authority on and from 1 July next following the substitution of the provision.



New South Wales Consolidated Acts

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LOCAL GOVERNMENT ACT 1993 - SECT 218CB

Transitional provision for maintenance of pre-amalgamation rate paths

218CB Transitional provision for maintenance of pre-amalgamation rate paths

(1) The Minister may make a determination for the purpose of requiring a new council, in levying rates for land, to maintain the rate path last applied for the land by the relevant former council.

(2) A determination applies to the levying of rates by the new council for the 3 rating years immediately following the rating year for which the relevant proclamation makes provision for the levying of rates (the "relevant period").

(3) Without limiting the content of a determination, a determination is to set out the methodology that the new council is to apply when setting rates for land for the relevant period, including in relation to the following:

- (a) the structure of rates,
- (b) the categorisation or subcategorisation of land for rating purposes,
- (c) the calculation of the new council's notional general income for rating purposes,
- (d) the treatment of any variation of a former council's notional general income under Part 2 of Chapter 15 that would have been applicable, had the amalgamation effected by the relevant proclamation not occurred, to the determination of rates and charges for land within the new area.

(4) A determination must be published in the Gazette and may be revoked or varied only by a further determination of the Minister published in the Gazette.

(5) While a determination is in force, the provisions of this Act that apply in relation to rates are modified to the extent necessary to give effect to the determination.

(6) This section does not apply to a new council constituted before 12 May 2016.

(7) This section does not affect any power to make a proclamation under this Part relating to rates.

(8) Nothing in this section prevents Mid-Coast Council from making an application under section 508A during the relevant period.

(9) A determination under this section is to take into account a determination under section 508A made on an application referred to in subsection (8).

(10) A determination under section 508A made on an application referred to in subsection (8) has effect despite subsection (5).

(11) Any prohibition that expressly prevents any new council from making an application under section 508A that is contained in the guidelines made under that section does not apply to Mid-

7/4/2019

LOCAL GOVERNMENT ACT 1993 - SECT 218CB Transitional provision for maintenance of pre-amalgamation rate paths

Coast Council.

(12) In this section:

"former council" , in relation to a new council, means a council of a former area.

"new area" means the area constituted by the amalgamation of areas (**"former areas"**) by the relevant proclamation.

"new council" means the council of a new area constituted by section 219.

"relevant proclamation" means the proclamation made pursuant to Part 1 of Chapter 9 that amalgamates former areas into the new area and constitutes the new council.

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9.4.10 STATUTORY UPDATES TO 2020 FEES AND CHARGES

Record No:

Responsible Officer:	Director Corporate and Community Services
Author:	Chief Financial Officer
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	11.2 Council utilises sound fiscal management practices, pursues and attracts other sources of income
Delivery Program Objectives:	11.2.3 Alternative sources of revenue to rating income are identified and maximised
Attachments:	1. OLG Circular - Companion Animals Registration Fee Increase 2. 2020 Fees And Charges - Animal Management
Cost Centre	4010 Financial Services
Project	2020 Fees and Charges
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Council received notification for the CPI increase to fees set under the *Companion Animals Regulation 2018* via the Office of Local Government Circular on 12 June 2019 (Attachment 1). The published version of the 2020 Fees and Charges has been updated to reflect the revised fees (Attachment 2).

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

OFFICER'S RECOMMENDATION

That Council receive and note the updated fees and charges for companion animals registration fees set by the *Companion Animals Regulation 2018*.

BACKGROUND

Council received notification for the CPI increase to fees set under the *Companion Animals Regulation 2018* via the Office of Local Government Circular on 12 June 2019 (Attachment 1). The published version of the 2020 Fees and Charges has been updated to reflect the revised fees (Attachment 2).

Council fees that are statutory in nature, which are externally set by another Government body and therefore are subject to control outside of Council, will be brought to Council's attention by way of a Council report for notation and adoption throughout the year if these externally set fees change. These externally set fees will not be advertised in advance for 28 days in accordance with the Local Government Act 1993 since Council cannot determine the amount of the fee.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The change does not impose a material impact to staff or the community.

2. Environmental

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

3. Economic

The budget assumed the same CPI level increase for these fees so there is no impact to the 2020 adopted 2020 Operational Plan.

4. Civic Leadership

Council resolved to place the Draft 2020 Fees and Charges on public exhibition on 17 April 2019 (Resolution 161/19)

Council resolved to adopt the Draft 2020 Schedule of Fees and Charges on 20 June 2019 (Resolution 228/19)



Office of
Local Government

Circular to Councils

Circular Details	19-09 / 12 June 2019 / A647951
Previous Circular	18-16, 13-54
Who should read this	Councillors / General Managers / Council finance staff / Companion Animal Enforcement and Administration Officers
Contact	Program Delivery Team – (02) 4428 4100 or 1300 134 460 pets@olg.nsw.gov.au
Action required	Council to Implement

Increase to companion animal registration fees in line with CPI

What's new or changing

- From 1 July 2019 cat and dog lifetime registration fees will increase in line with the Consumer Price Index as required by the *Companion Animals Regulation 2018* and outlined in Circular to Councils 13-54.

What this will mean for your council

- The new fees are:
 - Desexed animal: **\$58** (from \$57)
 - Breeder (Recognised) concession: **\$58** (from \$57)
 - Pensioner concession (desexed animal only): **\$25** (from \$24)
 - Pound/Shelter animal 50% discount (desexed): **\$29** (from \$28.50)
 - If the registration fee has not been paid 28 days after the date on which the animal is required to be registered, a late fee of **\$16** (\$15)
- If the companion animal has not been desexed by the relevant desexing age and is not kept by a recognised breeder for breeding purposes, an additional fee of **\$152** (from \$150) is payable in addition to the applicable registration fee listed above.

Key points

- A notice under the *Companion Animals Regulation 2018* specifying the new fees has been issued – see the Notification-Gazette for the week beginning 3 June 2019.
- The Companion Animals Register has been modified to allow councils to apply the new lifetime registration fees from 1 July 2019.
- The NSW Pet Registry has also been updated to include the new fees for online registration fee payments made by pet owners from 1 July 2019.
- Both the old and new fee structures will be maintained on the Companion Animals Register to allow councils to correct registration details for existing records and catch up on data entry backlogs (i.e. where fees have been receipted before 1 July 2019 but not entered on the Register).
- The current R2 – Lifetime Registration form can still be used as the references to the fee amounts were previously removed.
- Further information about annual permits will be provided separately.

Where to go for further information

- Information relating to the processing of registration fees is available in the Guideline on the Exercise of Functions under the *Companion Animals Act 1998*, which can be downloaded from the Office of Local Government's website at www.olg.nsw.gov.au.



Tim Hurst
Chief Executive

Name	Year 18/19 Fee (incl. GST)	Year 19/20 Fee (incl. GST)	Unit	Statutory	GST
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Application Fee for Approval to Operate – Caravan Parks

Annual Fee to Operate Caravan Park	\$7.00	\$7.00	per site	N	N
This fee includes annual compliance inspection					
Annual Fee to Operate a Manufactured Home Estate	\$10.00	\$10.00	per site	N	N
This fee includes annual compliance inspection					
Inspections	\$200.00	\$205.00	per annum	N	Y

Improvement Notice and Prohibition Orders

Food Act and Regulation – Improvement Notice	\$330.00	\$330.00	per notice	Y	N
Public Health Act and Regulations – Improvement Notice and Prohibition Order – Regulated Systems	\$560.00	\$560.00	per notice	Y	N
Public Health Act and Regulations – Improvement Notice and Prohibition Order – Un-Regulated Systems	\$270.00	\$270.00	per notice	Y	N
Protection of the Environment Operations Act and Regulations – Notice to Clean-up/Prevention/Noise Control	\$550.00	\$550.00	per notice	Y	N

On-Site Sewage Management (OSSM)

OSSM Renewal Charge	\$25.00	\$25.00	per renewal	N	N
To be charged on Rate Notice					
Application to Install/modify an Onsite Sewerage Management Facility – Non Domestic	\$580.00	\$595.00	per approval	N	N
Application to Install/modify an Onsite Sewerage Management Facility – Domestic	\$315.00	\$325.00	per approval	N	N
Reissue operating approval for conveyancing purposes	\$70.00	\$70.00	per inspection	N	N
Inspection OSSM – Domestic	\$200.00	\$205.00	per inspection	N	N
Inspection OSSM – Non Domestic	\$315.00	\$325.00	per inspection	N	N
Transfer of Ownership – Application to operate a OSSM	\$70.00	\$70.00	per application	N	N
Initial Application to Operate an Onsite Sewerage Management Facility	\$70.00	\$70.00	per application	N	N

Animal Management

Companion Animal Act Fees, Inspection and Registration & Control Registration

Non-De-sexed Companion Animal (over 6 months of age)	\$207.00	\$210.00	per animal	Y	N
De-sexed Companion Animal	\$57.00	\$58.00	per animal	Y	N
Registration is for Companion Animals lifetime Vet Certificate Required or Statutory Declaration					

Name	Year 18/19 Fee (incl. GST)	Year 19/20 Fee (incl. GST)	Unit	Statutory	GST
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Companion Animal Act Fees, Inspection and Registration & Control Registration [continued]

Animal not de-sexed under 6 months of age	\$57.00	\$58.00	per animal	Y	N
If the companion animal has not been desexed by the relevant desexing age and is not kept by a recognised breeder for breeding purposes, an additional fee of \$152.00 is payable in addition to the applicable registration fee listed above.					
Registered Breeder	\$57.00	\$58.00	per animal	Y	N
De-sexed Companion Animal – Pensioner* Rate	\$24.00	\$25.00	per animal	Y	N
*An eligible pensioner is a person in receipt of the aged pension, war widow pension or disability pension.					
De-sexed Companion Animal – Acquired from Pound or Shelter	\$28.50	\$29.00	per animal	Y	N
(50% discount applied)					
Working Dog	No charge			Y	N
A working dog is a dog used primarily for the purpose of droving, tending, working or protecting stock and must be kept on property categorised as Farmland					
Assistance Companion Animal	No charge			Y	N
An Assistance Animal includes a guide dog, a dog trained to assist a person in activities where hearing is required or any other animal trained to assist a person to alleviate the effect of a disability. Assistance Companion Animal does not include therapy animals.					
Dog in the Service of the State, eg Police dog	No charge			Y	N
Greyhound currently registered under the Greyhound Racing Act 2009	No Charge			Y	N
Late payment of Registration	\$15.00	\$31.00		Y	N
Companion Animal Act Penalty Notices	As prescribed under the Act			Y	N
Compliance Inspection – Menacing/Dangerous/Restricted Dog enclosures	\$150.00	\$150.00	per animal	Y	N
As per the Companion Animals Act & Regulations					

Companion Animal General and Pound Fees

Surrendered Companion Animal	\$100.00	\$50.00	per animal	N	N
Adoption of Companion Animal	\$110.00	\$115.00	per animal	N	N
Adoption of animal from pound includes microchipping but not registration fees. Applies for both de-sexed and non-de-sexed animals					
Destruction of dog or cat	\$85.00	\$85.00	per animal	N	N
Sustenance (dog/cat) – Registered	\$55.00	\$55.00	per day	N	N
Sustenance (dog/cat) – Unregistered	\$95.00	\$100.00	per day	N	N

Release of animal from pound

Release fee – Registered Animal	\$30.00	\$30.00	per animal	N	N
Release fee – Unregistered Animal	\$30.00	\$30.00	per animal	N	N
Plus registration and micro chipping charges as necessary					

9.4.11 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2019

Record No:

Responsible Officer:	General Manager
Author:	Executive Assistant Mayor & Councillors
Key Direction:	4. Leadership Outcomes
Delivery Plan Strategy:	10.3 Advocate and work with other levels of government, community and industry to improve outcomes
Operational Plan Action:	10.3.1 Council connects, recognises, advocates and works in collaboration with all leaders across the community and beyond our boundaries
Attachments:	Nil
Cost Centre	3020
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Council has been invited to attend the Local Government NSW (LGNSW) Annual Conference which will be held from Monday 14 October to Wednesday 16 October 2019 at the William Inglis Hotel, Warwick Farm.

This conference is the main policy making event for the local government sector. Voting delegates must be registered to attend the Conference and must be registered as a voting delegate. Snowy Monaro Regional Council must have 3 voting delegates in attendance for voting and motions during formal business sessions.

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

OFFICER'S RECOMMENDATION

That Council

- A. Authorise the Mayor and the General Manager to attend the Local Government NSW Annual Conference in October 2019;
- B. Authorise two nominated Councillors 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; and
- D. Determine whether Council wishes to submit any strategic motions that impact the broader local government sector.

BACKGROUND

This Conference is the annual policy-making event for NSW general-purpose councils and our associate members.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

It is the pre-eminent event of the local government year where local councillors come together to share ideas and debate issues that shape the way we are governed.

2. Environmental

There is no environmental impact.

3. Economic

The following costs are estimates based on previous year expenditure.

Estimated Expenditure	Amount	Financial year	Ledger		Account string															
Registration x 3	\$3000.00	2019	G	L	3	1	1	0	6	0	0	5	2							
Forums	\$ 500.00	2019	G	L	3	1	1	0	6	0	0	5	2							
State of the Regionals Report	\$ 260.00	2019	G	L	3	1	1	0	6	0	0	5	2							
Networking Dinner – Mayor & GM	\$ 200.00	2019	G	L	3	1	1	0	6	1	0	0	4							
General Assembly Dinner – Mayor & GM	\$ 260.00	2019	G	L	3	1	1	0	6	1	0	0	4							
Accommodation x 3 for 3 nights	\$2500.00	2019	G	L	3	1	1	0	6	0	0	5	2							

4. Civic Leadership

By Council attending the Annual Conference this can help to develop policy and to influence the future direction of our councils and our committees.

13. CONFIDENTIAL MATTERS

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

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

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

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

RECOMMENDATION

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

13.1 Australian Tourist Park Management - NRMA - Caravan Park Jindabyne

Item 13.1 is confidential in accordance with s10(A)(2)(diii) of the Local Government Act because it contains information that would, if disclosed, reveal a trade secret and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.2 Request for licence over Council carpark

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

13.3 Legal Actions and Potential Claims Against SMRC as at 30 June 2019

Item 13.3 is confidential in accordance with s10(A)(2)(e) of the Local Government Act because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.4 Code of Conduct

Item 13.4 is confidential in accordance with s10(A)(2)(i) of the Local Government Act

because it contains alleged contraventions of any code of conduct requirements applicable under section 440 and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.5 Contract 039/2018 Green waste processing variation request

Item 13.5 is confidential in accordance with s10(A)(2)(di) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and (g) of the Local Government Act because it contains and advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

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