



SNOWY MONARO
REGIONAL COUNCIL

BUSINESS PAPER

PUBLIC EXHIBITION COPY

Ordinary Council Meeting
21 February 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 Bidhawal 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 COUNCIL CHAMBERS, 81 COMMISSIONER STREET, COOMA NSW
2630**

**ON THURSDAY 21 FEBRUARY 2019
COMMENCING AT 5.00PM**

BUSINESS PAPER

- 1. APOLOGIES/REQUESTS OF LEAVE OF ABSENCE**
- 2. CITIZENSHIP CEREMONY**
- 3. PRESENTATIONS**
 - 3.1 Brett Conibear, Wild Game Resources Australia – Culling and Processing of Wild Deer
- 4. PUBLIC FORUM**
- 5. DISCLOSURE OF INTEREST**

(Declarations also to be made prior to discussions on each item)
- 6. MATTERS DEALT WITH BY EXCEPTION**
- 7. ADOPTION OF MINUTES FROM PREVIOUS COUNCIL MEETING**
 - 7.1 Ordinary Council Meeting held on 7 February 2019
 - 7.2 Closed Session of the Ordinary Council Meeting held on 7 February 2019
- 8. DELEGATE'S REPORT (IF ANY)**
- 9. ADOPTION OF COMMITTEE MINUTES/RECOMMENDATIONS**
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<i>Item 19.1 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.</i>	
19.2 Cmunt Court Matters	
<i>Item 19.2 is confidential in accordance with s10(A)(2)(g) of the Local Government Act because it contains 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.</i>	
19.3 Tropic Asphalts Pty Ltd legal cases and update	
<i>Item 19.3 is confidential in accordance with s10(A)(2)(g) of the Local Government Act because it contains advice concerning litigation, or advice as comprises a discussion of</i>	

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.

19.4 Mr Norm Wilton - Bombala - Removal of Construction Spoil from Property

Item 19.4 is confidential in accordance with s10(A)(2)(g) of the Local Government Act because it contains 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.

19.5 Replacement of Council HR Water Cart

Item 19.5 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 discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

19.6 Approval for Controlled Discharge of Effluent into Bombala Sewerage System.

Item 19.6 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors), (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 (f) of the Local Government Act because it contains and details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

19.7 General Manager Contract

Item 19.7 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

19.8 Notice of Motion Cr Stewart

Item 19.8 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

DRAFT MINUTES

9.1 LOCAL TRAFFIC COMMITTEE MEETING - 24TH JANUARY 2019

Record No:

Responsible Officer: Director Operations & Infrastructure
Author: Roads Safety Officer
Attachments: 1. Minutes of the Local Traffic Committee Meeting held 24
January 2019

EXECUTIVE SUMMARY

The Local Traffic Committee met on 24 January 2019 in Jindabyne. The Committee's recommendations are presented for Council's consideration and adoption.

OFFICER'S RECOMMENDATION

That the recommendations of the meeting of the Local Traffic Committee held on 24 January 2019 be adopted.

RECOMMENDATION OF THE LOCAL TRAFFIC COMMITTEE – 24 JANUARY 2019

7.1 ANZAC DAY - BOMBALA

That Council approves the application from the RSL Sub-Branch, Bombala for temporary road closures associated with the ANZAC Day Commemorations on 25th April 2019, from 6:00 am to 6:20 am and 11:00 am to 11:20 am. The road affected are:

- Maybe Street from Caveat Street to Burton Street, and
- Forbes Street from Therry Street to Wellington Street.

7.2 BOMBALA SHOW - 2019

That Council approves the application from Bombala Exhibition Society Inc for temporary road closures associated with the Bombala Show from 7:00 am to 7:00 pm on Saturday 16th March 2019. The roads affected are:

- Forbes Street, between Mercy Street and Wellington Street, and
- Caveat Street, between Mercy Street and Wellington Street.

7.3 MONARO STAGES RALLY - NOTICE OF INTENTION

That Council notes the receipt of the Notice of Intention has been received from the organisers of the Monaro Stages Rally to conduct an event on Council roads on 19th October 2019. A full application will be lodged at a later date.

7.4 NIMMITABEL CHAMBER OF COMMERCE

That the committee receive and note the letter from the Nimmitabel Chamber of Commerce.

7.5 NIMMITABEL PUBLIC SCHOOL - SNOWY MONARO PRIMARY SCHOOLS SPORTS ASSOCIATION CROSS COUNTRY.

That Council approves the application from Nimmitabel Public school for temporary road closures associated with the Snowy Monaro Primary Schools Sports Association Cross Country event to be held on 3 April 2019 from 6:30 am to 3:00 pm, **subject to an approved Traffic Control Plan being provided.** The roads affected are:

- Miller Street from the Golf Course single entry gate to Wolfe Street,
- Wolfe Street, from Miller Street to the main entrance of Nimmitabel Public School, and
- Bentley Street from the intersection with Wolfe Street (to prevent vehicles using the tracks behind the school and accessing parts of the cross country course.)

7.1 AUSTRALIAN ALPINE ASCENT

That Council approve the application received from Elite Energy to conduct the Australian Alpine Ascent Ultra Festival to be held at Charlotte Pass Village on Saturday 23 March 2019.

7.2 MOUNT GLADSTONE HILLCLIMB

That Council approves the application from Comma Monaro Historic Automobile Club to conduct four Hill Climb events over 2019. The event will be held on Mount Gladstone Road Cooma between 7:30 am and 5:00 pm on:

- 24 March, 2019,
- 26 May, 2019
- 23 November, 2019 and
- 24 November 2019

with the following conditions:

- A. That the CAMS Permit 219/2311/01 be resubmitted with the correct date
- B. Access to Mount Gladstone Road from tracks at approximately 300 metres and 1015 metres from Snowy Mountains Highway be suitably blocked to prevent 4WD and pedestrian access.
- C. That the Road Occupancy Licence from the NSW RMS for the events on 23 and 24 of November, be forwarded to the Local Traffic Committee as soon as they are obtains.
- D. That any application for future events have an updated Traffic Management Plan (TMP) and an updated Traffic Control Plan (TCP)

7.3 ANZAC DAY 2019 - DELEGATE

That Council

- A. Approve the application from the Delegate RSL Sub-Branch for temporary road closures associated with the commemoration of ANZAC Day 25 April 2019. The roads involved will be:
 - Bombala Street, Delegate – from Victoria Parade to Church Street and
-

- Campbell Street, Delegate – from Bombala Street to William Street from 10:00 am to 12:00 pm; and
- B. Approve the request from the Delegate RSL Sub-Branch for Council to provide qualified SMRC staff to act as Traffic Controllers for this occasion.

8.1 SNOW TUNES - 2018 DEBRIEF

That Council receive and note the details of the “De-brief Session” for Snow Tunes 2018.

Snowtunes Event organiser, Josh Green, joined the meeting at 10.24am

Snowtunes Event organiser, Josh Green, de-briefed the committee on last year’s event. Overall it was the best operationally run event, which included a roving security team and cleaning team, the Night Buss and a private shuttle engaged to safely transport ticket holders to and from the event.

Mr Green informed the committee they do not intend to change anything, the current model works, however would be looking at some areas of improvement such as increasing shuttle busses from the event to shorten waiting times, and the length of the event. Mr Green invited feedback from the community and committee.

Snowtunes Event organiser, Josh Green, left the meeting at 10.41am



SNOWY MONARO
REGIONAL COUNCIL

Minutes

Local Traffic Committee Meeting

24 January 2019

**LOCAL TRAFFIC COMMITTEE MEETING
HELD IN SNOWY RIVER HEALTH CENTRE, THREDBO TERRACE, JINDABYNE, 2627
ON THURSDAY 24 JANUARY 2019**

MINUTES

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MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON THURSDAY 24 JANUARY 2019

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**MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING
HELD IN SNOWY RIVER HEALTH CENTRE, THREDBO TERRACE, JINDABYNE, 2627**

**ON THURSDAY, 24 JANUARY 2019
COMMENCING AT 9.30AM**

PRESENT: Graham Hope Chair, SMRC Road Safety Officer
Deputy Mayor Lynley Miners Council Representative
Const Glen Raymond NSW Police Force Representative (Cooma)
Mrs Judie Winter Local MP Representative
Mr Jesse Fogg Roads & Maritime Services (RMS) Representative
Erin Donnelly Secretary Council & Committees

1. OPENING OF THE MEETING

The Chair opened the meeting at 9.35AM

2. APOLOGIES

Nil

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil

4. ADOPTION OF MINUTES OF PREVIOUS MEETING

4.1 LOCAL TRAFFIC COMMITTEE MEETING 29 NOVEMBER 2018

COMMITTEE RECOMMENDATION	LTC1/19
THAT the minutes of the Local Traffic Committee Meeting held on 29 November 2018 are confirmed as a true and accurate record of proceedings, pending the following amendments: Page 10 Item 8.5 Brumbies Past Adaminaby Remove speed zones.	
Moved Mr Fogg	Seconded Ms Winter
	CARRIED

5. BUSINESS ARISING

Nil

MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON THURSDAY 24 JANUARY 2019

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6. ACTION SHEET

Item	Reference	Date	Action	Comments	Target Completion Date	Responsibility
1	LTC22/18	26/07/18	<p>Adoption of Minutes of Previous Meeting - Local Traffic Committee Meeting 31 May 2018</p> <p>THAT the minutes of the Local Traffic Committee Meeting held on 31 May 2018 are confirmed as a true and accurate record of proceedings.</p>	No Action Required	Aug 2018	SMRC
2	LTC23/18	26/07/18	<p>A proposal to install No Stopping signs in Bombala Street, Nimmitabel has been received to ensure other vehicles do not park at the designated mobile library stop area.</p> <p>THAT Council approves the installation of "No Stopping Thursday 12pm to 2pm Authorised Vehicles Only" in Bombala St, Nimmitabel as indicated on the plan, shown as attachment 1 to the report.</p>	Letter sent	Aug 2018	SMRC
3	LTC24/18	26/07/18	<p>Request for Council approval of the temporary road closures of Maybe and Forbes Streets, Bombala on 11th November 2018 to hold the Bombala Remembrance Day Commemoration 2018.</p> <p>That Council provides In Principle support of the regulatory signs for the Kalkite Street reconstruction project.</p>	Letter sent	Aug 2018	SMRC
4	LTC25/18	26/07/18	<p>Request from Light Car Club of Canberra to hold the Monaro Stages Rally under closed road conditions on 20 October 2018</p> <p>That Council approves the Monaro Stages Rally on public roads in accordance with the Monaro stages Traffic Management Plan (TMP).</p>	Letter sent	Aug 2018	SMRC

MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON THURSDAY 24 JANUARY 2019

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Item	Reference	Date	Action	Comments	Target Completion Date	Responsibility
5	LTC26/18	26/07/18	<p>Snowy Hydro Discovery Centre</p> <p>That Council approves the installation of NO STOPPING signs adjacent to the bus-turning area outside the Discovery Centre car park on the western side of Yulin Avenue, Cooma</p>	Letter sent	Aug 2018	SMRC
6	LTC27/18	26/07/18	<p>Request from Transport for NSW to Commence New Bus Route in Bombala.</p> <p>That Council approves Transport for NSW's request for a new bus route in Bombala along Bucky Springs, Rosehill and Rosemeath Roads with the following modifications and conditions:</p> <p>A. That the bus operator uses the U-turn bay located on Bucky Springs Road, approximately 250 metres past the intersection with Rosehill Road;</p> <p>B. A speed limit of 60 km/h be recommended on the bus operator while on Rosehill Road;</p> <p>C. That the bus size be limited to a Category 2 (15 – 28 seats); and</p> <p>D. That this approval be reviewed after 4 months of operation.</p>	Letter sent	Aug 2018	SMRC
7	LTC28/18	26/07/18	<p>Camping at the BP Jindabyne</p> <p>That Council installs 'No Stopping Area' signs from June to October long weekend on the lake foreshore at the BP service station exit driveway.</p>	Letter sent	Aug 2018	SMRC
8	LTC29/18	15/10/18	<p>Adoption of Minutes of Previous Meeting - Local Traffic Committee Meeting 27 September 2018</p> <p>THAT the minutes of the Local Traffic Committee Meeting held on 27 September 2018 are confirmed as a true and accurate record of proceedings.</p>	No Action Required	Nov 2018	

MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
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Item	Reference	Date	Action	Comments	Target Completion Date	Responsibility
9	LTC30/18	15/10/18	<p>Bombala Bike Show</p> <p>That Council approves the temporary road closure of FORBES STREET BOMBALA between WELLINGTON and MERCY STREETS on Friday 16 November from 12:00 pm until 6:00 pm and on Saturday 17 November from 8:00 am until 6:00 pm, subject to the updated TCP being provided.</p>	Letter sent	Nov 2018	
10	LTC31/18	15/10/18	<p>Kiah Avenue, Zalka Heights</p> <p>That Council approves:</p> <p>A. The installation of 50 km/h speed signs on Chapman Street (at the Snowy Mountains Hwy intersection), Kiah Avenue (at the Chapman Street intersection) and Karawatha Circuit (at the Chapman Street intersection) at Zalka heights (Cooma), subject to RMS approval;</p> <p>B. The installation of a Right Curve sign (W1-3) in Kiah Ave Zalka Heights (Cooma) approximately 250 metres from the intersection with Chapman Street; and</p> <p>C. Installation of Lane Edge marking from approximately 32 to 48 Kiah Avenue and 23 to 49 Kiah Avenue.</p>	Email sent to Roads Depot	Nov 2018	
11	LTC32/18	15/10/18	<p>Snow Goose Hotel - Snowy Mountains Trout Festival Presentation</p> <p>That Council approves the temporary road closures for the Snowy Mountains Trout Festival Presentations on 9 November 2018, from 10:00 am until 11:59 pm in the following streets:</p> <p>a) Denison Street south of Druitt Street.</p> <p>b) Entrance to Denison Street off the Snowy Mountains Highway, Adaminaby.</p> <p>c) Baker Street, Adaminaby, 30 metres east and west of the intersection of Denison Street.</p>	Letter sent	Nov 2018	

MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON THURSDAY 24 JANUARY 2019

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Item	Reference	Date	Action	Comments	Target Completion Date	Responsibility
12	LTC33/18	15/10/18	Snow Goose Hotel - Adaminaby Race Day After Meet That Council approves the temporary road closure of the north-bound lane of Denison Street, Adaminaby on 24 November 2018 from 10:00 am until 11:59 pm for the "Adaminaby Race Day After Meet" gathering.	Letter sent	Nov 2018	
13	LTC34/18	15/10/18	Kalkite Street, Jindabyne That the Local Traffic Committee notes the amended design to construction drawings for the Kalkite Street and Car Park upgrade in Jindabyne; and Defer the 'No Parking' item to the November Local Traffic Committee meeting, to discuss option with the school.	Letter sent	Nov 2018	
14	LTC35/18	15/10/18	L'Étape Parking Operations Plan That Council receives and notes the Parking Management Plan for L'Étape 2018.	No Action Required	Nov 2018	
15	LTC36/18	15/10/18	Parliament to Peak That Council agree to the Canberra to Thredbo Charity Ride "Parliament to Peak" to be held between Thursday 28 February and Friday 1 March 2019 with the following conditions: 10 to 12 riders per group staggered at 30 to 60 minute intervals.	Letter sent	Nov 2018	
16	LTC37/18	15/10/18	Hartley Cycling Challenge That Council approves the Hartley Lifecare Ability Cycle Challenge	Letter sent	Nov 2018	

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Item	Reference	Date	Action	Comments	Target Completion Date	Responsibility
			event from 23 November to 26 November 2018, subject to providing a Certificate of Currency for the event with a minimum of \$20 Million public liability insurance listing Snowy Monaro Regional Council as an interested party.			
17	LTC37/18	15/10/18	<p>Snowy Ride 2018</p> <p>That Council provides its approval of the Snowy Ride Check Points on the road reserve areas for the Snowy Ride on 2 and 3 November 2018, subject to the organisers providing a copy of an amended certificate of currency that includes Snowy Monaro Regional Council as an interested party.</p>	Letter sent	Nov 2018	
18	-	15/10/18	<p>Question from Councillor Sue Haslingden</p> <p>That Council approves the installation of SCHOOL BUS ROUTE warning signs (W6-205) at the following locations:</p> <p>A. Mittagang Road, Cooma North, adjacent to the Water Pumping Station and</p> <p>B. At the commencement of the sealed intersection of Shannons Flat Road and Jones Plain Road.</p>	Response supplied	Nov 2018	

MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
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7. CORRESPONDENCE

7.1 ANZAC DAY - BOMBALA

Record No:

Responsible Officer:	Roads Safety Officer
Key Theme:	1. Community Outcomes
CSP Community Strategy:	2.1 Our culturally diverse heritage is preserved and celebrated for the richness it brings to our regional identity
Delivery Program Objectives:	2.1.2 Council celebrates and enriches the heritage fabric throughout the region
Attachments:	1. ANZAC Day 2019 - Bombala
Cost Centre	1802 Transport Infrastructure (Operations)
Project	Snowy Monaro Local Traffic Committee

EXECUTIVE SUMMARY

An application has been received from the RSL Sub-Branch, Bombala for temporary road closures associated with the ANZAC Day Commemorations on 25th April 2019, from 6:00 am to 6:20 am and 11:00 am to 11:20 am. The road affected are:

- Maybe Street from Caveat Street to Burton Street, and
- Forbes Street from Therry Street to Wellington Street.

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

COMMITTEE RECOMMENDATION

LTC2/19

That Council approves the application from the RSL Sub-Branch, Bombala for temporary road closures associated with the ANZAC Day Commemorations on 25 April 2019, from 6:00 am to 6:20 am and 11:00 am to 11:20 am, subject to an updated TCP reflecting correct dates. The road affected are:

- Maybe Street from Caveat Street to Burton Street, and
- Forbes Street from Therry Street to Wellington Street.

Representative of the NSW Police

Representative of the NSW RMS

Representative of the State MP

Representative of the Council

The committee discussed the application from the RSL Sub-Branch, Bombala and agreed the TPC needs to include conditions for blocking roads with trucks to prevent vehicle attacks.

All TCP templates for ANZAC day events will be updated.

MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
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7.2 BOMBALA SHOW - 2019

Record No:

Responsible Officer: Roads Safety Officer

Key Theme: 1. Community Outcomes

CSP Community Strategy: 2.1 Our culturally diverse heritage is preserved and celebrated for the richness it brings to our regional identity

Delivery Program Objectives: 2.1.2 Council celebrates and enriches the heritage fabric throughout the region

Attachments: 1. Bombala Show - 2019

Cost Centre

Project

Further Operational Plan Actions:

EXECUTIVE SUMMARY

An application has been received from Bombala Exhibition Society Inc for temporary road closures associated with the Bombala Show from 7:00 am to 7:00 pm on Saturday 16th March 2019. The roads affected are:

Forbes Street, between Mercy Street and Wellington Street, and
Caveat Street, between Mercy Street and Wellington Street.

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

COMMITTEE RECOMMENDATION**LTC3/19**

That Council approves the application from Bombala Exhibition Society Inc, for temporary road closures associated with the Bombala Show from 7:00 am to 7:00 pm on Saturday 16 March 2019, subject to an updated TCP reflecting correct dates. The roads affected are:

- Forbes Street, between Mercy Street and Wellington Street, and
- Caveat Street, between Mercy Street and Wellington Street.

Representative of the NSW Police

Representative of the NSW RMS

Representative of the State MP

Representative of the Council

MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
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7.3 MONARO STAGES RALLY - NOTICE OF INTENTION

Record No:

Responsible Officer:	Roads Safety 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
Attachments:	1. Monaro Stages Rally - Notice of Intention
Cost Centre	1802 Transport Infrastructure (Operations)
Project	Snowy Monaro Local Traffic Committee

EXECUTIVE SUMMARY

A Notice of Intention has been received from the organisers of the Monaro Stages Rally to conduct an event on Council roads on 19th October 2019. A full application will be lodged at a later date.

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

COMMITTEE RECOMMENDATION

LTC4/19

That Council notes the receipt of the Notice of Intention has been received from the organisers of the Monaro Stages Rally to conduct an event on Council roads on 19th October 2019. A full application will be lodged at a later date.

Representative of the NSW Police

Representative of the NSW RMS

Representative of the State MP

Representative of the Council

MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
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7.4 NIMMITABEL CHAMBER OF COMMERCE

Record No:

Responsible Officer:	Roads Safety 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
Attachments:	1. Nimmitabel Chamber of Commerce 2. Tree Guards
Cost Centre	1802 Transport Infrastructure (Operations)
Project	Snowy Monaro Local Traffic Committee

EXECUTIVE SUMMARY

A letter has been received from the Nimmitabel Chamber of Commerce outlining a number of issues. These include:

Tree guards in parking bays,
Signed, off street and side road parking for heavier/longer vehicles, and
Lighting for the pedestrian refuge,

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

COMMITTEE RECOMMENDATION

LTC5/19

That the committee receive and note the letter from the Nimmitabel Chamber of Commerce.

Representative of the NSW Police

Representative of the NSW RMS

Representative of the State MP

Representative of the Council

The committee discussed the letter from the Nimmitabel Chamber of Commerce and the issues listed. A number of options and associated issues were discussed.

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7.5 NIMMITABEL PUBLIC SCHOOL - SNOWY MONARO PRIMARY SCHOOLS SPORTS ASSOCIATION CROSS COUNTRY.

Record No:

Responsible Officer:	Roads Safety 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
Attachments:	1. Nimmitabel Public School - Snowy Monaro PSSA Cross Country
Cost Centre	1802 Transport Infrastructure (Operations)
Project	Snowy Monaro Local Traffic Committee

EXECUTIVE SUMMARY

An application has been received from Nimmitabel Public school for temporary road closures associated with the Snowy Monaro Primary Schools Sports Association Cross Country event to be held on 3rd April 2019 from 6:30 am to 3:00 pm. The roads affected are:

- Miller Street from the Golf Course single entry gate to Wolfe Street,
- Wolfe Street, from Miller Street to the side entrance of Nimmitabel Public School, and
- Bentley Street from the intersection with Wolfe Street (to prevent vehicles using the tracks behind the school and accessing parts of the cross country course.)

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

COMMITTEE RECOMMENDATION

LTC6/19

That Council approves the application from Nimmitabel Public school for temporary road closures associated with the Snowy Monaro Primary Schools Sports Association Cross Country event to be held on 3 April 2019 from 6:30 am to 3:00 pm, **subject to an approved Traffic Control Plan being provided.**

The roads affected are:

- Miller Street from the Golf Course single entry gate to Wolfe Street,
- Wolfe Street, from Miller Street to the main entrance of Nimmitabel Public School, and
- Bentley Street from the intersection with Wolfe Street (to prevent vehicles using the tracks behind the school and accessing parts of the cross country course.)

Representative of the NSW Police

Representative of the NSW RMS

Representative of the State MP

Representative of the Council

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7.6 AUSTRALIAN ALPINE ASCENT

Record No:

Responsible Officer:	Roads Safety 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
Attachments:	1. Australian Alpine Ascent
Cost Centre	Transport Infrastructure (Operations)
Project	Snowy Monaro Local Traffic Committee

EXECUTIVE SUMMARY

An application has been received from Elite Energy to conduct the Australian Alpine Ascent Ultra Festival to be held at Charlotte Pass Village on Saturday 23 March 2019. This event comprises 3 events – 50 km, 25 km and 12 km. The 50 km and 25 km events will see competitors use the Summit Trail to reach Mount Kosciuszko and return to Charlotte Pass. The 50 km event will see competitors complete 2 laps.

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

COMMITTEE RECOMMENDATION

LTC7/19

That Council approve the application received from Elite Energy to conduct the Australian Alpine Ascent Ultra Festival to be held at Charlotte Pass Village on Saturday 23 March 2019.

Representative of the NSW Police

Representative of the NSW RMS

Representative of the State MP

Representative of the Council
7.7 MOUNT GLADSTONE HILLCLIMB

Record No:

Responsible Officer:	Roads Safety 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

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Delivery Program Objectives: 1.3.3 Council's recreational facilities, parks and public open spaces are safe, well managed and accessible

Attachments: 1. Hillclimb application 1
2. Hillclimb application 2

Cost Centre 1802 Transport Infrastructure (Operations)

Project Snowy Monaro Local Traffic Committee

EXECUTIVE SUMMARY

An application has been received from Comma Monaro Historic Automobile Club to conduct four Hill Climb events over 2019. The event will be held on Mount Gladstone Road Cooma between 7:30 am and 5:00 pm on:

24 March, 2019,

26 May, 2019

23 November, 2019 and

24 November 2019

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

COMMITTEE RECOMMENDATION

LTC8/19

That Council approves the application from Comma Monaro Historic Automobile Club to conduct four Hill Climb events over 2019. The event will be held on Mount Gladstone Road Cooma between 7:30 am and 5:00 pm on:

- 24 March, 2019,
- 26 May, 2019
- 23 November, 2019 and
- 24 November 2019

with the following conditions:

- A. That the CAMS Permit 219/2311/01 be resubmitted with the correct date
- B. Access to Mount Gladstone Road from tracks at approximately 300 metres and 1015 metres from Snowy Mountains Highway be suitably blocked to prevent 4WD and pedestrian access.
- C. That the Road Occupancy Licence from the NSW RMS for the events on 23 and 24 of November, be forwarded to the Local Traffic Committee as soon as they are obtains.
- D. That any application for future events have an updated Traffic Management Plan (TMP) and an updated Traffic Control Plan (TCP)

Representative of the NSW Police

Representative of the NSW RMS

Representative of the State MP

Representative of the Council

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7.8 ANZAC DAY 2019 - DELEGATE

Record No:

Responsible Officer:	Roads Safety Officer
Key Theme:	1. Community Outcomes
CSP Community Strategy:	2.1 Our culturally diverse heritage is preserved and celebrated for the richness it brings to our regional identity
Delivery Program Objectives:	2.1.2 Council celebrates and enriches the heritage fabric throughout the region
Attachments:	1. ANZAC Day 2019 - Delegate
Cost Centre	1802 Transport Infrastructure (Operations)
Project	Snowy Monaro Local Traffic Committee

EXECUTIVE SUMMARY

An application has been received from the Delegate RSL Sub-Branch for temporary road closures associated with the commemoration of ANZAC Day 25th April 2019. The roads involved will be:

- Bombala Street, Delegate – from Victoria Parade to Church Street and
- Campbell Street, Delegate – from Bombala Street to William Street

from 10:00 am to 12:00 pm

A request has also been received from the Delegate RSL Sub-Branch for Council to provide qualified SMRC staff to act as Traffic Controllers for this occasion.

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

COMMITTEE RECOMMENDATION

LTC9/19

That Council

- Approve the application from the Delegate RSL Sub-Branch for temporary road closures associated with the commemoration of ANZAC Day 25 April 2019. The roads involved will be:
 - Bombala Street, Delegate – from Victoria Parade to Church Street and
 - Campbell Street, Delegate – from Bombala Street to William Street from 10:00 am to 12:00 pm; and
- Approve the request from the Delegate RSL Sub-Branch for Council to provide qualified SMRC staff to act as Traffic Controllers for this occasion.

Representative of the NSW Police

Representative of the NSW RMS

Representative of the State MP

Representative of the Council

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8. GENERAL BUSINESS

8.1 SNOW TUNES - 2018 DEBRIEF

Record No:

Responsible Officer:	Roads Safety Officer
Key Theme:	1. Community Outcomes
CSP Community Strategy:	2.2 Support and promote the arts recognising the broad and diverse contribution it makes to community identity and wellbeing
Delivery Program Objectives:	2.2.1 A range of regional level arts and cultural activities are delivered and promoted in partnership with the community
Attachments:	Nil
Cost Centre	1802 Transport Infrastructure (Operations)
Project	Snowy Monaro Local Traffic Committee

EXECUTIVE SUMMARY

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

COMMITTEE RECOMMENDATION

LTC10/19

That Council receive and note the details of the "De-brief Session" for Snow Tunes 2018.

Representative of the NSW Police

Representative of the NSW RMS

Representative of the State MP

Representative of the Council

Snowtunes Event organiser, Josh Green, joined the meeting at 10.24am

Snowtunes Event organiser, Josh Green, de-briefed the committee on last year's event. Overall it was the best operationally run event, which included a roving security team and cleaning team, the Night Buss and a private shuttle engaged to safely transport ticket holders to and from the event.

Mr Green informed the committee they do not intend to change anything, the current model works, however would be looking at some areas of improvement such as increasing shuttle busses from the event to shorten waiting times, and the length of the event. Mr Green invited feedback form the community and committee.

Snowtunes Event organiser, Josh Green, left the meeting at 10.41am

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8.2 BOMBALA VISITOR CENTRE PARKING

Councillor Lynley Miners informed the committee of the communities concerns with the parking signage at the Bombala visitors Centre. There are no signs to refer drivers to parking at the back of the centre.
Mr Hope informed the committee the matter is being examined for signage options and location.

8.3 RV DUMP POINTS IN BOMBALA

Councillor Lynley Miners ask the committee if there are any RV dump points in Bombala, and if there were could there be signage.

8.4 NUMERALLA SPEED SIGN

Councillor Lynley Miners ask the committee if the 50km sign on the east side of the bridge in Numeralla could be moved to incorporate both Peak View Road and Warrens Corner Road. This is a Council road, however, RMS are responsible for speed zones.

RMS will respond to this inquiry

8.5 BOMBALA SCHOOL BUS ROUTE

Mr Graham Hope informed the committee the school bus operator in Bombala has asked the committee to consider splitting the bus route along Bucky Springs Road. The committee discussed the proposal and where happy to notify Transport NSW of their support.

9. MATTERS OF URGENCY

Nil

10. NEXT MEETING

Thursday 28 March 2019, in Cooma.

There being no further business the Chair declared the meeting closed at 11.08am

CHAIRPERSON



The above minutes of the Local Traffic Committee Meeting of Snowy Monaro Regional Council held on 24 January 2019 were confirmed by Committee at a duly convened meeting on at which meeting the signature hereon was subscribed.

**9.2 MINUTES OF THE RECREATIONAL FACILITIES SECTION 355 COMMITTEE MEETING HELD
21 JANUARY 2019**

Record No:

Responsible Officer: Director Operations & Infrastructure

Author: Open Space & Recreation Manager

Attachments: 1. Minutes - Recreational Facilities S355 Committee meeting held
21 January 2019

2. Monaro Aquatics Presentation

EXECUTIVE SUMMARY

The Recreational Facilities Committee met on 21 January 2019 in the Cooma Council Chambers.
The minutes from this meeting are attached for Council's information.

OFFICER'S RECOMMENDATION

That Council receive and note the Minutes of the meeting of the Recreational Facilities Section
355 Committee meeting held on 21 January 2019 and the attached presentation from Monaro
Aquatics. .

Minutes



Recreational Facilities Committee

Date/Time Monday 21 January 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	✓		
Michelle Thomas, Monaro Aquatics	✓		
Lorraine Alford, Monaro Aquatics	✓		

1 Apologies

As per above attendance table.

2 Confirmation of Previous Minutes – 19 November 2018

It was noted that the Minutes of the meeting held on 17 September 2018 were an accurate record of the meeting. **Moved:** Rogan Corbett **Seconded:** John Britton

Presentation from Monaro Aquatics regarding Cooma Pool (Information attached)

Michelle Thomas and Lorraine Alford from Monaro Aquatics provided information regarding the Cooma Festival Swimming Pool and requested that as part of the grant money that Council is to

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receive to enclose and upgrade the facility that the plant room be upgraded as the first priority as it is a WHS issue for staff.

They also raised the lack of direct access for staff to the toddler pool area as a safety issue for lifeguards and have asked if it would be possible for a set of stairs to be installed to facilitate faster access in an emergency.

There is an issue with the locks on the back gate as there is currently a few interlocked padlocks to enable access for a range of services – could be an issue in an emergency – Glen and Lorraine to follow up.

They also raised the issue of the lack of shade in the toddler pool area for parents. The shade cover was replaced but no additional shade for infants in strollers and for supervising adults has been provided – this area gets really hot and parents are unable to stay for long periods.

3 Business Arising from the Previous Minutes

3.1 Mt Gladstone

Jane is to follow up with the Cooma Correctional Centre regarding the walking trail work which has not progressed for some time. A meeting on site may be required due to staff changes. Rogan is available to attend as he is familiar with this project.

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 Mtns Highway turnoff as previously discussed with the Works section. Jane will follow up with the fencing repairs and schedule the work to be done.

3.2 Norris Park

Works are completed on the toilet block – access from carpark and to walking track require improvement as well as signage and additional fixtures. Thank you to the Lions Club volunteers.

3.3 Southern Cloud Memorial & Cooma Showground fence

An additional quote has been requested – waiting on this. Also a vehicle has hit the existing section of fencing.

3.4 Lions Park Project

Funding has been received to continue with the development of the park. To include carparking, additional BBQ's and shelters, extension of walking path. Scoping and prioritising to be worked out.

Snowy Monaro Regional Council

3.5 Badja Reserve Plan of Management

Work has incorporated with the Major Projects for the Reserve – asking for tenders at the present time.

The committee is in agreement that there is a need to extend the 50km speed zones so that they encompass the roads adjacent to the reserve.

Recommendation

That a recommendation be sent to the Traffic Committee to extend the 50km speed zones on Peak View Rd and Badja Rd so that the areas adjacent to the Badja Reserve are included for safety reasons.

3.6 Multifunction Centre

Council has received \$500,000 to upgrade the Multifunction Centre. Glen advised that a project manager will be engaged for this and other capital works as there is not sufficient staff resources to deliver these. Consultants will liaise with stakeholders to determine the priorities and scope out the works prior to it going out to tender.

3.8 Enclosing of Cooma and Bombala Pools & Upgrading of Jindabyne Pool

John Barilaro has announced the successful funding for these projects. Glen advised that a project manager would be engaged for this project and will include input and consultation with stakeholders. Clr Haslingden asked if it would be possible for the former S355 Bombala Swimming Pool Advisory Committee to reform - possibly as a sub-committee of the Recreation Facilities Committee – as they would be able to provide information relating to the Bombala pool upgrade.

3.9 Cooma Athletics funding

The construction of the shed has been completed. The Athletics club has also received funding to replace the existing discus cage. Mat is to liaise with Jane regarding the installation and possible assistance from Council.

3.10 SMEC Fluid Laboratory building

Ongoing negotiations are continuing between Council and SMEC. The feasibility study has been completed. Negotiations are ongoing regarding this. The Mayor reported that the General Manager has met with the Deputy Premier both parties have reservations regarding Council taking this on due to the ongoing costs that it will incur.

The committee had a discussion relating to the importance of preserving heritage buildings – from a tourism perspective Cooma could be marketed as the heritage centre for the region. Neroli suggested that rather than attempt to run the fluid lab and set up the models that it could be set up using a hologram to demonstrate the models. The committees that are involved with the SMEC lab are planning to develop a presentation/business case that can be presented to Council.

Snowy Monaro Regional Council

Clr Haslingden suggested that the committee contact Sydney Museum organisations. Chris suggested that it may be beneficial for them to contact the Power House Museum for advice as well.

Mayor Rooney also suggested that some of the engineering focused Universities may be able to provide some funding opportunities to enable the Fluid Lab to be restored/retained.

3.12 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. No further details at the time of the meeting.

A request has been passed on to both the Economic Development and Tourism and the Roads department to improve the signage relating to caravan parking in Cooma.

3.13 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. John Britton is to follow up with the costings.

4 Disclosure of Interest

Nil

5 General Business

5.1 Structure of the Recreational Facilities Committee

Discussion regarding the expansion of the committee to include all the areas within the Shire as it is currently only Cooma based. The committee's preference is that it remains as it is and if required then committees from the other areas be set up.

Recommendation

That Nola Brady is to be consulted in order to determine the best set up for a regionally focused committee.

5.2 Men's Shed

The Men's Shed has received funding from the NSW Government to erect a shed at the old Council depot site in Mulach St. Rogan reported that this is progressing.

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.

Mayor Rooney is to present a formal request to the Deputy Premier for this.

Snowy Monaro Regional Council

5.3 Cooma Town Entry

The Cooma town entry needs to be improved. The electronic sign display current displays WELCOME – advised that the temperature display would be great if it can be worked out how to get this done.

5.4 Snowy Sphere

Neroli had suggested that some information signs be erected at the sphere relating to provide information about the sculpture. Following discussion by the committee it was decided that there was to be not action taken at this time.

5.5 North Ridge Reserve

The previous North Ridge Reserve (NRR) Committee was made up of community members passionate about the preservation of the reserve. They worked closely with Council to apply for grant funds for weed control and construction of walking tracks throughout the reserve. NRR is a great asset for the community and there is a need to continue to build on what is already there. The committee is in agreeance that Louise and/or representatives from the former NRR committee be included as part of the Recreational Facilities committee so that the reserve

5.6 Rotary Cricket Nets

The Rotary Club funding has been approved for the installation of the cricket nets. Works are to commence in the coming weeks.

5.7 Cooma Creek and Cooma Back Creek Corridors

Steve Aldous queried if there is the possibility of planting trees along the levee banks of the cycleway in the Cooma Creek corridor. Jane to follow up regarding what is required given that this is a flood area. Clr Haslingden provided information relating to the order of creeks and the works that are allowed – there are constraints and regulations relating to works in riparian zones to protect the waterways.

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. This was raised with the Deputy Premier at the time of the funding announcement for the Cooma Creek cycleway project.

6 New Business

6.1 Funding received

Jane advised the committee of the successful funding from all areas.

7 Next Meeting

The next meeting will be held on Monday 18 March 2019 at 5.00pm in the Cooma Council Chambers.

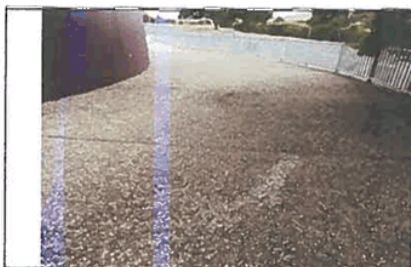
There being no further business the meeting closed at 6.43 pm.



Lorraine Alford 0407539631 & Michelle Thomas 0414880783

monaroaquatics@gmail.com




02 6452 1289







Main Entrance


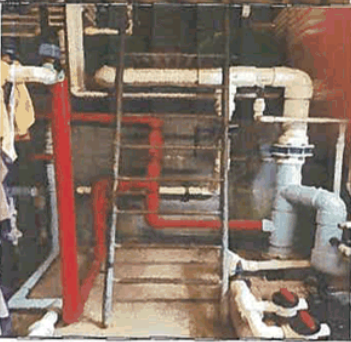
Walk way will need to be covered, during winter path will become slippery on frosty mornings or when it snows. Could be covered using clear panelling and lighting from the car park entrance to main entry.




Video/ Alarm Security system to all areas of the facility.



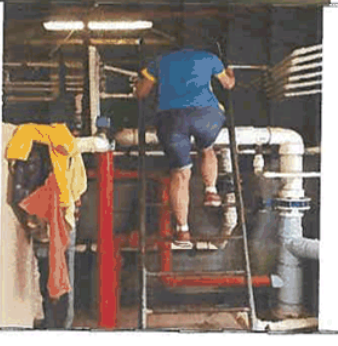
	<p><u>Pool Enclosure</u> Remote control clear doors which can be open fully during summer Ventilation/ air conditioning/ heating, costing to run will increase significantly need to look at cost efficient products</p>
	<p><u>Solar panels</u> on roof to offset electricity cost To reduce the use cost of having the lights on, installing clear panel's over some areas of the pool. We currently do have patrons that express how they enjoy swimming in the lanes that expose some sunlight</p>
	<p>Expand roof line up and further back to cater for spectators viewing the pool and more fixed seating</p>




	<p>This area becomes extremely hot in summer needs semi clear panelling</p>
	<p>Main Plant Room The main plant room currently does not comply with the NSW WH&S Regulations If able whole plant room should be re-configured so that it is all on one level</p>
	<p>Staff are not able to be seen from the plant room, as there is generally one staff member in the plant room this is unsafe for not only the staff member in the plant room but also the lifeguard on pool deck who may require their assistance.</p>




	<p>View blocked by pool fence.</p> <p>Windows in the plant room are fixed glass not able to be open for ventilation, could become serious if chemicals are spilt and staff member/s are overcome by toxic fumes</p>
	<p>Exposed sump in the main part of the plant room, Needs to covered securely with steel mesh to prevent staff from accidently falling in. Classified as a confined space.</p>




	<p>View blocked by fence Glass window sealed unable to be opened</p>
	<p>Ladder leading up to the sand filters. Staff members are required to move up and down this ladder in order to do backwashing of the filters. The treads do become slippery, this needs to have non-slip treads, hand rails and the ladder needs to be enclosed, preventing staff from slipping and falling backwards. The height of this ladder is 3mts. Fall from height danger present and not compliant under s78 & 79 WH&S Regs.</p>




	<p>2 commercial 3-phase Industrial pool pumps replacing the 10 domestic pumps, more efficient to produce greater turnaround of water through the pool and reduction of energy costs. Maintenance of the domestic pumps will not be easily achieved for pool operations working 24/7 all year round. Cost prohibitive for maintenance and repair as this is occurs very regularly during the summer season. Trisleys Hydraulic Services recommend Cooma Festival pool has at least 15 cubic metres of filtration area for the volume of water in the main pool. Currently the plant room only has 5 cubic metres of filtration area. Poor design does not allow for appropriate filtration of water to ensure water clarity for safe pool operations.</p>
	<p>Staff working on the sand filters are unable to exit the plant room safely if a chemical spills or fire occurs.</p> <p>Back flow valves located in awkward and difficult location to turn on and off during backwashing operations. Potential injuries may result. Poor design and not compliant to ensure the workplace are safe from injury to workers and visiting contractors. Note the piping has been installed and never coloured coded to identify filtered, unfiltered, heated and waste water location in the system and directional flows. This is a requirement stated by the GSPO. This plant room is not up to aquatic industry standard making maintenance difficult and potentially unsafe for any contractor working on the equipment. This is an unsafe environment when inducting visiting contractors.</p>
	<p>WH&S Issue- Cramped and dangerous for staff to place their bodies in awkward position when completing every backwash</p>

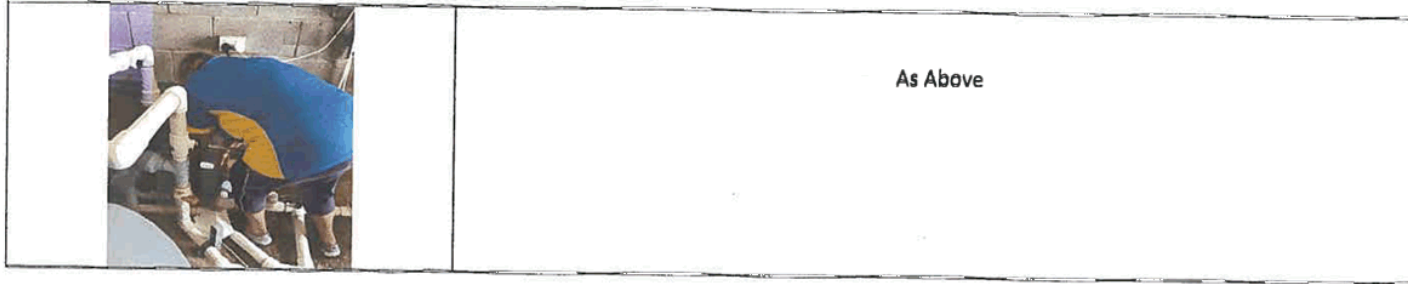
	<p>As Above</p>
	<p>Only way out for the staff, there is no ventilation at all in this area. All windows sealed and cannot be opened. Louvres in upper area near filters has cement fibre sheeting inserted as louvres. These are potentially asbestos containing material sheets. Never tested nor confirmed by council. Potential asbestos risk.</p>
	<p>Unsafe for staff required to climb the ladder 6 times in order to complete a full backwash, Ladder becomes slippery with wet feet.</p>

	<p>Awkward position when staff or contractors are required to access the heat filters.</p>
	<p>All heat pumps are exposed to all elements, during winter would need to be semi covered</p>
	<p>The Guidelines for Safe Pool Operations (GSPO) and WH&S Regulations, NSW States the following; <i>Bulk storage containers have bunding installed around it to contain any leaks or spills. The bunding must be of compound that is impervious to and compatible with the dangerous good stored in the container above it.</i></p>

	<p>As Above</p>
	<p>Rear Gate 4 locks on back gate with different keys, potentially an emergency response safety issue. Recommend 1 lock – by fold key system or similar to remove the confusion</p>
	<p>As Above</p>

	<p>Bins should be on concrete pads</p>
<p>TODDLERS POOL</p>	
	<p>Shading for parents is very minimal. During the warmer days the only small amount of shading is at the entrance to the Toddlers plant room. The entire area should cover, as we do promote Safe Sun Protection at the pool.</p>
	<p>Minimal shading for all parents and children</p>

	<p>As above</p>
	<p>Lifeguards if required to assist a swimmer in the water in an emergency either jump the fence or must run around the fence. A simple quick self-locking gate is required near the main facility entrance, installing steps or ramp, enabling the lifeguards quick safe emergency care</p>
<p>TODDLERS PLANT ROOM</p>	
	<p>Piping put in location blocking access to the pumps. Staff placing themselves in an awkward position when cleaning baskets or working on the pumps</p>



10.1 MONTHLY FUNDS MANAGEMENT REPORT - JANUARY 2019

Record No:

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

EXECUTIVE SUMMARY

The following report details the funds management position for the reporting period ending 31 January 2019.

Cash and Investments are \$83,337,383.

Certification

I, Matt Payne, Responsible Accounting Officer of Snowy Monaro Regional Council hereby certify, as required by Regulation 212 of the Local Government (General) Regulation 2005, that investments as detailed in 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 31 January 2019; and
- B. Receive and note the Certificate of the Responsible Accounting Officer.

BACKGROUND

Council's Cash and Investments 31 January 2019:

Cash at Bank	1,448,036
Investments	81,889,347
Total	83,337,383

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.

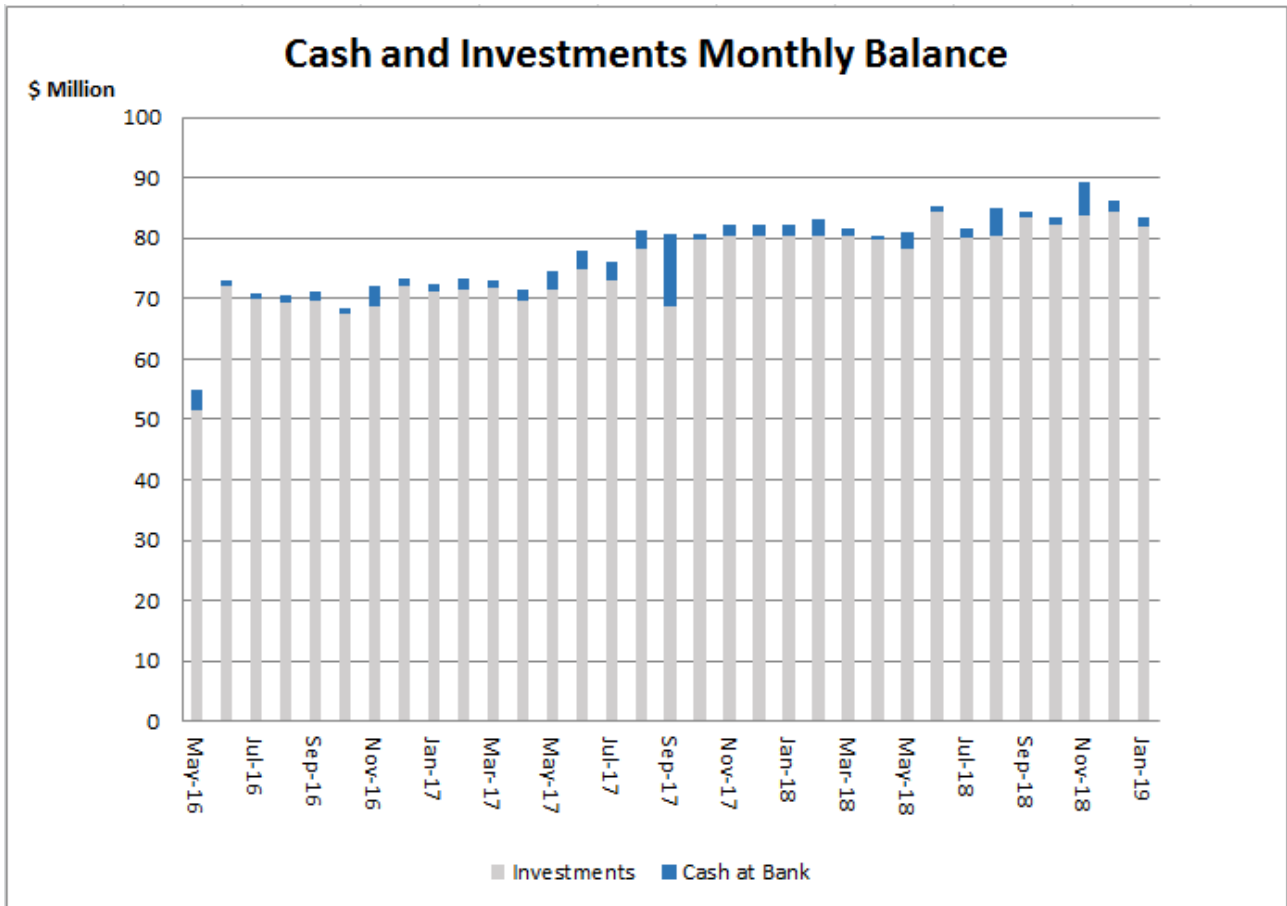
3. Economic

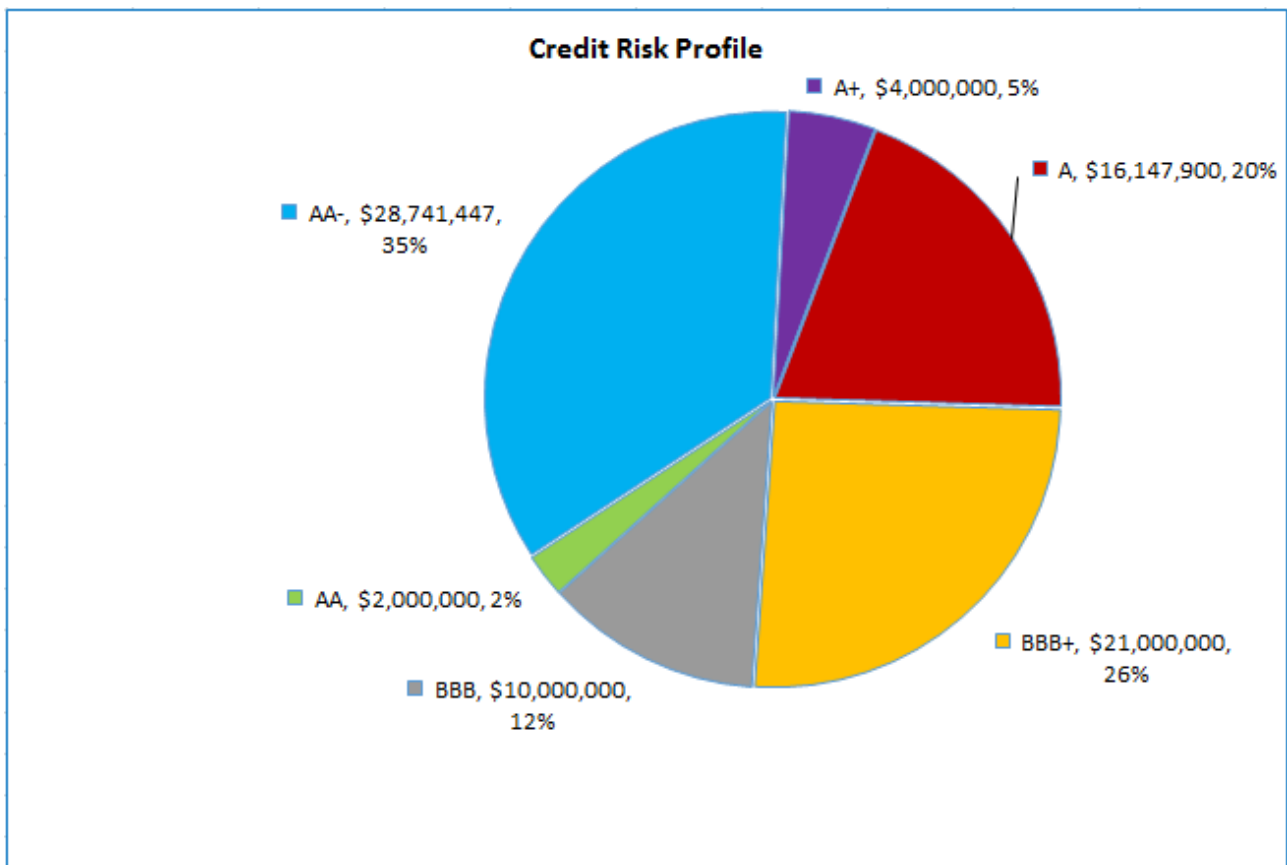
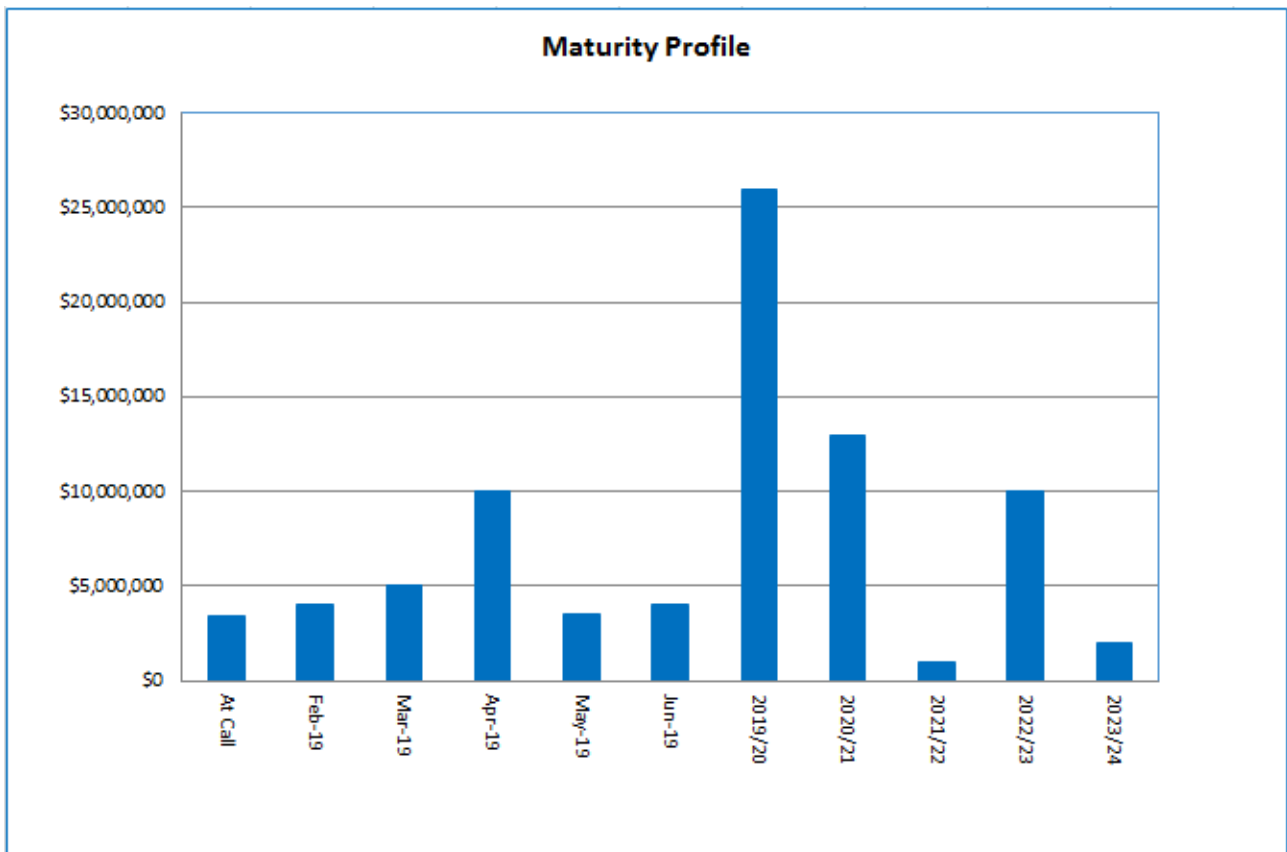
Total investments for Snowy Monaro Regional Council were \$81,889,347 on 31 January 2019.

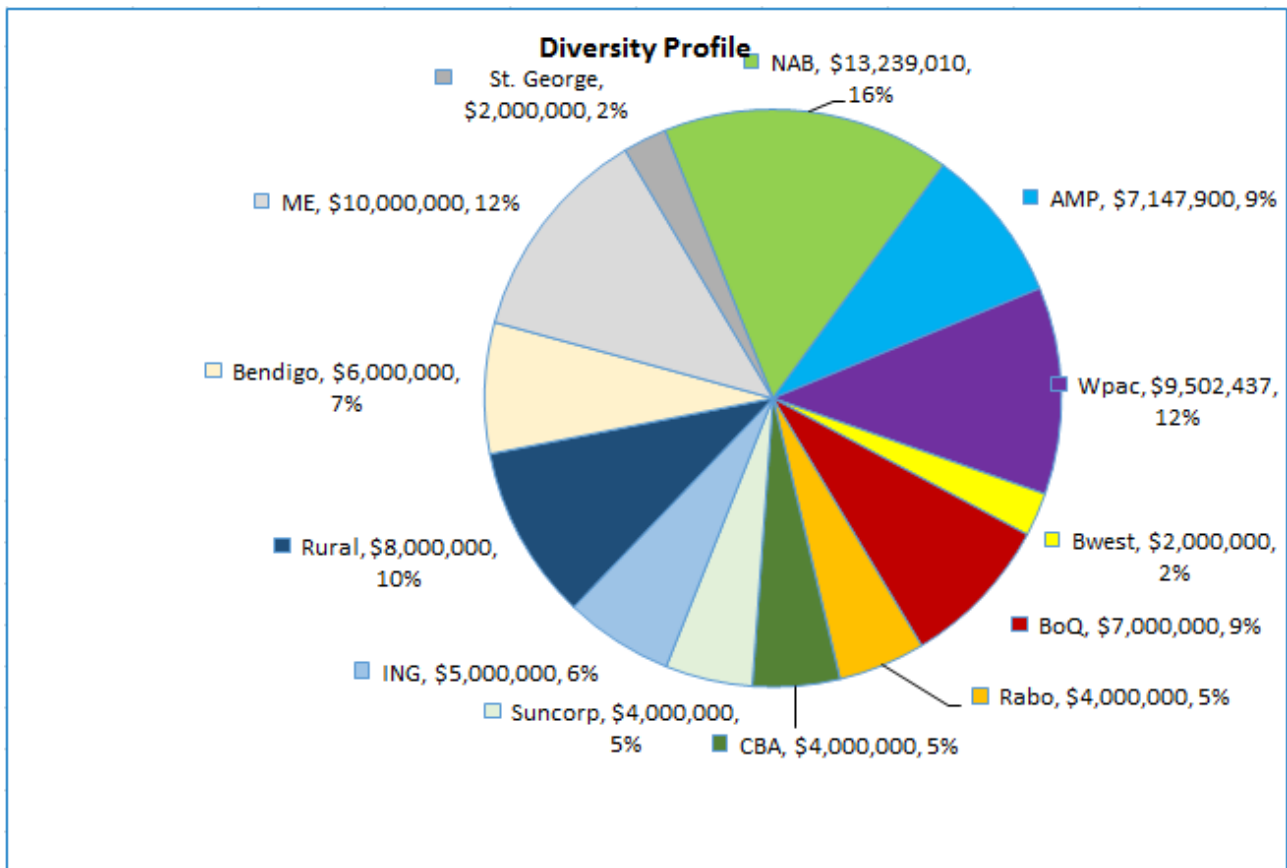
Investment Register – 31 January 2019:

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	1,909	1.10%	At Call
n/a	National Australia Bank - At Call*	A1+	AA-	At Call	1,737,101	1.10%	At Call
n/a	AMP Bank - At Call	A1	A	At Call	29,036	1.80%	At Call
n/a	Westpac Bank - At Call	A1+	AA-	At Call	502,437	0.70%	At Call
n/a	AMP Bank - 31 days Notice Account	A1	A	31 days	1,118,865	2.30%	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	3.18%	23-Jun-21
22-Feb-17	Westpac Bank	A1+	AA-	TD	2,000,000	2.80%	22-Feb-19
21-Mar-17	Bank of Queensland	A2	BBB+	TD	1,000,000	3.15%	20-Mar-20
09-Jun-17	Rural Bank Limited	A2	BBB+	TD	4,000,000	2.75%	07-Jun-19
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
28-Feb-18	Westpac Bank	A1+	AA-	TD	2,000,000	2.60%	28-Feb-19
06-Mar-18	ING Bank	A1	A	TD	1,000,000	2.86%	06-Mar-20
09-Mar-18	St. George Bank Limited	A1+	AA-	TD	2,000,000	2.60%	08-Mar-19
13-Mar-18	Rural Bank Limited	A2	BBB+	TD	4,000,000	2.80%	12-Mar-20
20-Mar-18	ME Bank	A2	BBB	TD	2,000,000	2.55%	20-Mar-19
10-Apr-18	Bankwest	A1+	AA	TD	1,000,000	2.65%	10-Apr-19
08-May-18	National Australia Bank	A1+	AA-	TD	1,000,000	2.65%	08-May-19
04-Jun-18	Suncorp Bank	A1	A+	TD	1,000,000	2.65%	01-Mar-19
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	A1	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	A1	A	TD	2,000,000	2.85%	14-Sep-20
17-Sep-18	National Australia Bank	A1+	AA-	TD	2,500,000	2.70%	15-May-19
02-Oct-18	Suncorp Bank	A1	A+	TD	1,000,000	2.70%	01-Apr-19
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	A1	A	TD	1,000,000	2.65%	21-May-20
26-Nov-18	AMP Bank	A1	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
14-Jan-19	ME Bank	A2	BBB	TD	8,000,000	2.70%	15-Apr-19
					81,889,347		

Cash and Investments Charts:







4. Civic Leadership

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

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

10.2 LEASE AGREEMENT RENEWAL - BORAL RESOURCES (COUNTRY) LIMITED - BOMBALA

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Property Officer
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:	<ol style="list-style-type: none">1. Map of Bombala Area2. Map of Bombala Pipe Depot and Boral Area3. Draft Lease Agreement SMRC and Boral Resources - Confidential4. Confidential Economic Information Boral Resources Lease - Confidential
Cost Centre	1560 Council Depots
Project	PJ300046 Leases and Licences
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

On 19 March 2014, the Former Bombala Council Resolved (54/14) to lease approximately 1.4 hectares (Lot 366, DP756819) in the Bombala Industrial area to Boral Resources (Country) Pty Ltd for a period of five years. The lease expires on 30 June 2019.

Boral Resources have advised that they would like to renew the Lease for a further five years.

Consultation with Group Manager Operations and Infrastructure confirmed there were no immediate plans to change the status quo.

Boral have always followed the requirements of the Lease and paid their rental fee on time.

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

OFFICER'S RECOMMENDATION

That Council

- A. Approve the renewal of a 5 year Lease to Boral Resources (Country) Pty Ltd; and
- B. Authorise the General Manager and Mayor to execute and Affix the Council Seal to the Lease.

BACKGROUND

The Former Bombala Council resolved to approve a Lease to Boral Resources on 19 March 2014 Resolution (54/14) for a further 5 years. (copy included in the Confidential Attachment for Economic Information).

During the lease period, Boral Resources have always followed the conditions and have maintained the building to a high standard.

The current use of the area consists of a Council Depot and Boral Resources utilise another area of the land. Group Manager Transport and Infrastructure (Operations) has advised a 5 year lease would have a positive outcome for Council.

Attached are maps of the area which Boral Resources have a lease over.

The option to negotiate for a further 5 years was removed from the current lease on 29 October 2014.

As this option to renew was removed, approval is now sought for the new Lease beginning on 1 July 2019 for a five (5) year period.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Council is consistent with economic, social and environmental objectives and securing an optimum mix of financial and other benefits for the community.

2. Environmental

The environmental laws covering water, land, air, noise pollution and waste management will be complied with by Boral Resources under their Lease Conditions.

3. Economic

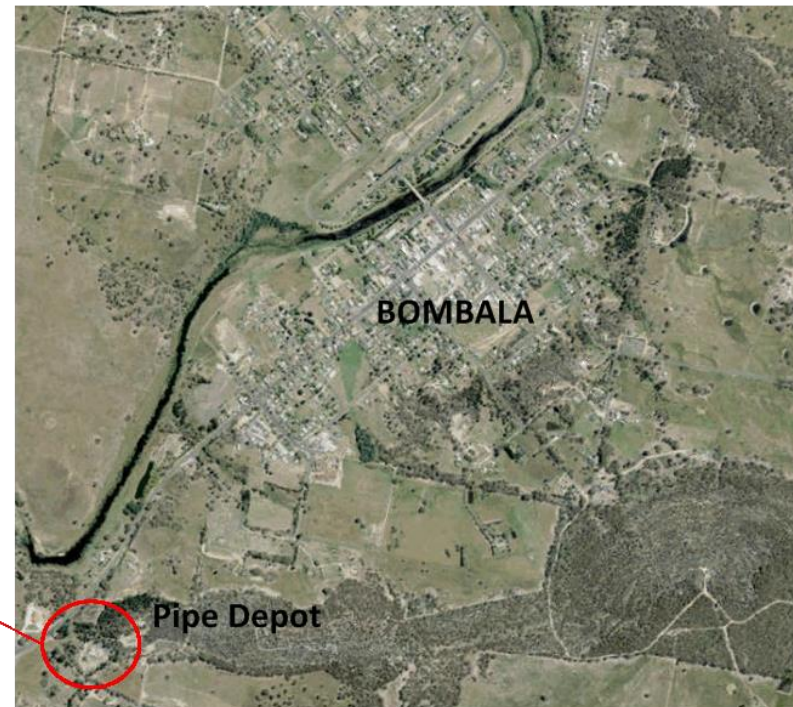
The yearly Lease fee is increased annually by the CPI increase released before the due date of the Lease.

The economic information for the Lease for the financial Year 2016/2017 and 2018/2019 are listed in the confidential attachment.

4. Civic Leadership

Council will be effectively managing Council assets in an efficient and sustainable way.

Bombala - Pipe Depot



Bombala Pipe Depot



10.3 SNOWY MOUNTAINS NEIGHBOURHOOD CENTRE INC. MEMORANDUM OF UNDERSTANDING

Record No:

Responsible Officer: Director Operations & Infrastructure
Author: Property Officer
Key Theme: 1. Community Outcomes
CSP Community 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
Delivery Program Objectives: 1.1.1 Regional health and wellbeing services have been planned through community consultation and partnerships with other levels of government
Attachments: 1. Draft Memorandum of Understanding Snowy Mountains Neighbourhood Centre Inc
Cost Centre 2420
Project
Further Operational Plan Actions:

EXECUTIVE SUMMARY

The current MOU for Snowy Mountains Neighbourhood Centre Inc. (SMNC) is due to expire on 17 March 2019.

SMNC is a community-based organisation which supports the well-being of people living in Jindabyne and surrounding areas. Incorporated in 2006, SMNC is a not for profit organisation managed by a volunteer committee and run by a coordinator and numerous volunteers.

With minimal services or community space located in or around the township of Jindabyne, the SMNC offers the local community much needed basic services. Under the terms of the agreement the SMNC is recognised as the primary occupant of the office space with provision made for other compatible organisations to use the premises.

Council has been an active advocate of and advisor to the Centre since it opened its doors over ten years ago.

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

OFFICER'S RECOMMENDATION

That Council

- A. Resolve to execute the Memorandum of Understanding (MOU) between Council and Snowy Mountains Neighbourhood Centre Inc. for non-exclusive use of Council space in Snowy River Avenue Jindabyne for a period of three (3) years.
 - B. Authorise the General Manager to execute the MOU.
-

BACKGROUND

A Memorandum of Understanding (MOU) between the Snowy Mountains Neighbourhood Centre (SMNC) and Council has been ongoing for over 10 years. This allows non-exclusive use of the Council office space at the rear of the National Park building in Snowy River Avenue Jindabyne.

The Snowy Mountains Neighbourhood Centre is located in Snowy River Ave, Jindabyne. It exists to bring people together, build community capacity and facilitate participation. They link residents, winter staff and visitors to opportunities and relevant services. Snowy Mountains Neighbourhood Centre is a community-based organisation which supports the well-being of people living in Jindabyne and surrounding areas. Incorporated in 2006, SMNC is a not for profit association managed by a volunteer committee, run by a coordinator and numerous volunteers.

The Centre currently receives no recurrent funding from any Government department. The Centre received a one off grant in 2018 from the NSW Government to allow the Centre to remain operational. This funding allows the organisation to pay a Coordinator for 12 hours per week. The Centre is open for a minimum of 27.5 hours per week over 5 days and this is achieved thanks to a dedicated team of local volunteers.

What they do best:

- Lobbying for improved and increased social services for our community.
 - Referrals to funded services and community groups including for practical support such as food, clothing and crisis accommodation
 - Providing a space for outreach services including St Vincent de Paul and the Salvation Army, Employment Plus.
 - Training for local volunteers to identify others in crisis, listen and make referrals. A space for the group 'Action for Suicide Awareness and Prevention' (ASAP) to meet and deliver programs.
 - Support and a space to meet for the Community Drug Action Team.
 - Providing a welcome kit for new community members.
 - Initiatives which respond to emerging community needs, such as "Toasty Tuesdays", providing a free meal for locals and seasonal staff throughout winter.
 - Providing a community space for local user groups such as French and German conversation classes, Jindy Jive for Under 5s, local study hub and an exam centre for those studying by distance education.
 - Coordinating a Winter Welcome with other local businesses to assist our temporary community members, and helping post season with staff whose job doesn't work out as expected.
 - Local library services available to the community including: Monaro Regional Libraries outreach services, 24 hour return chute, swappers library, and pamphlet resource (legal answers, health information, welfare services, drug and alcohol support, Centrelink etc.)
 - Tech Hub offering laptops and wifi available free for anyone to use.
-

- Office space and facilities like photocopying, laminating, scanning and printing available at minimal cost.
- Affordable office and room hire for visiting businesses, non-profits and community groups.

Through a MOU between Snowy Monaro Regional Council and SMNC, the staff and volunteers are able to use the small premises at the National Parks and Wildlife building in Jindabyne rent-free; however, SMNC in turn delivers library services to the Jindabyne community without charge to Council. Maintenance costs have been minimal to date.

Council offers no financial funding to the Centre, but Council has in the past approved for SMNC to utilise the small Council owned space behind the National Parks Building in Jindabyne to operate out of, free of charge.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The Snowy Mountains Neighbourhood Centre (SMNC) advocates to improve access to health and social services within our community, provides referral to existing services, and promotes fairness in the distribution of resources to those most in need. Run using mostly volunteers, the Centre builds the capacity of the community to identify and meet its own needs.

2. Environmental

There are no known negative environmental impacts arising from this work.

3. Economic

Through the MOU between Snowy Monaro Regional Council and SMNC, the staff and volunteers will be able to use the small premises at the National Parks and Wildlife building in Jindabyne rent-free to provide an important service to the community.

Maintenance costs have been minimal to date.

4. Civic Leadership

Collaborative arrangements with SMNC strengthen the establishment and promotion of a range of community groups and volunteering opportunities in the Region. Snowy Mountains Neighbourhood Centre provides a governance structure and logistical support that supports the continued growth of community-based activities.

The relationship demonstrates Council's leadership using a partnership and advisory approach. In addition, it demonstrates Council's collaboration with the community on initiatives aimed to increase the wellbeing of our residents. Subsequently, they build on the positive reputation of Council in the community.



MEMORANDUM OF UNDERSTANDING

SNOWY MONARO REGIONAL COUNCIL (SMRC)

AND

SNOWY MOUNTAINS NEIGHBOURGOOD CENTRE INC. (SMNC)

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10.3 SNOWY MOUNTAINS NEIGHBOURHOOD CENTRE INC. MEMORANDUM OF UNDERSTANDING

ATTACHMENT 1 DRAFT MEMORANDUM OF UNDERSTANDING SNOWY MOUNTAINS NEIGHBOURHOOD CENTRE INC

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1. Parties

Details

This Memorandum of Understanding (MOU) is made between Snowy Monaro Regional Council (SMRC) and Snowy Mountains Neighbourhood Centre Inc. (SMNC).

Interpretation – Definitions are at the end of the General Terms.

Parties	
Name	Snowy Monaro Regional Council
ABN	72 906 802 034
Address	PO Box 714 Cooma NSW 2630
Telephone	1300 345 345
Contact Person	Property Officer
Email Address	council@snowymonaro.nsw.gov.au
Name	Snowy Mountains Neighbourhood Centre
ABN	96713303347
Address	Rear Annex, NPWS Building 49 Kosciuszko Road Jindabyne NSW 2627
Telephone	02 6457 1044
Contact Person	Centre Coordinator
Email Address	coordinator@smnc.org.au

Governing Law	New South Wales
Date of Agreement	See Signage Page

2. Purpose

The purpose of this MOU is to allow the Snowy Mountains Neighbourhood Centre Inc. (SMNC) non-exclusive use of the Council office space at the rear of the National Park building in Snowy River Avenue Jindabyne.

It is the intention of this Agreement that SMNC will have primary use of the premises and may come to an agreement with other compatible organisations to use the premises for purposes of which promote the health and wellbeing of the community.

The Parties agree to work together in good faith.

3. Commencement and Operation

3.1 Commencement

This Agreement commences and becomes binding on the Parties when SMRC and SMNC execute this Agreement by both signing.

3.2 Period

The MOU will continue for a period of three (3) years or in accordance with Clause 10 ("Termination").

4. Roles and Responsibilities

4.1 Snowy Monaro Regional Council agrees to be responsible for

- a) The maintenance and upkeep of the premises, including dealings with NPWS in regard to air conditioning, fixtures, light fittings, general maintenance but excluding cleaning of the premises.
- b) External security of the premises and repair any damage to windows or doors.
- c) Supply of two sets of keys for the premises.

4.2 Snowy Mountains Neighbourhood Centre Inc. agrees

To maintain the premises in a clean and orderly manner.

- a) To maintain the premises in a clean and orderly manner.
 - b) To indemnify and keep indemnified SMRC against all actions, suits, claims, debts, obligations and other liabilities during the continuance of the MOU arising out of the carrying on of the permitted use or arising out of any default, neglect, act or failure to act by the SMNC its servants, agents and invitees in the performance and observance of the Terms and Conditions of this MOU. And further the SMNC shall effect with some reputable insurance office public risk insurance for a minimum coverage of \$10,000,000 for any one incident in upon or in respect to the premises and the permitted use shall produce evidence of such policy upon signing of this MOU and thereafter at the date of renewal of the policy in each succeeding year.
 - c) To keep safe the keys to the premises and return the keys to SMRC upon termination of this Agreement by either party.
 - d) Not to carry on nor to permit to be carried on any business or service in, on or from the premises except the permitted use.
 - e) Not to store or permit to be stored on the premises any flammable liquids, dangerous chemicals or other material which may become flammable or deteriorate to a toxic or dangerous state.
 - f) Not to allow any person to reside or sleep overnight in the premises.
-

- g) Not to do or permit to be done any act, matter or thing which would place at risk the safety of the public, staff, other users or occupants of the premises.
- h) Not to affix any fixtures or fittings to the walls, ceiling or floor of the premises without the prior written consent of the SMRC.
- i) To be responsible to maintain the premises in a clean and tidy manner at all times and to promptly empty bins and remove rubbish.
- j) To undertake basic and regular documented inspections to identify safety or maintenance issues as deemed appropriate by Council.
- k) To report in a timely manner to Council all identified maintenance or safety issues.
- l) At the time of vacating the premises the Snowy Mountains Neighbourhood Centre Inc. will leave the premises in the condition it was in at the commencement date.
- m) The premises shall not be used for any purpose other than to carry out the normal business of the Snowy Mountains Neighbourhood Centre.

5. Financial Arrangements

5.1 Expenses

A Party may not commit the other to any cost, expense or obligation without the written consent of that Party.

No financial arrangements are in place.

6. Membership

6.1 Contact Person

The SMNC must nominate one person as Council's point of contact for the purposes of executing this Agreement and will advise Council of any change to the person nominated as soon as practicable.

6.2 Relationship between Parties of this Agreement

This Agreement does not create a relationship of employment, trust agency or partnership between the Parties. Each party is responsible for its own obligations arising under this agreement and is not liable for any other Party's obligations.

7. Confidentiality

7.1 Disclosure of Confidential Information

No Confidential Information may be disclosed by either Party to any person except:

- a) Representatives of the recipient of the Confidential Information or its Related Entities requiring the information for the purposes of this agreement; or
 - b) with the consent of the Party who supplied the information which consent may be given or withheld in its absolute discretion; or
-

- c) if either Party is required to do so by law or by a stock exchange; or
- d) if either Party is required to do so in connection with legal proceedings relating to this agreement.

7.2 Use of Confidential Information

A Party who has received Confidential Information from another under this agreement must not use it except for the purpose of exercising its rights or performing its obligations under this agreement.

7.3 Return of Confidential Information

A Party who has received Confidential Information from another under this agreement must, on the request of the other Party, immediately deliver to that Party all documents or other materials containing or referring to that information which are in its possession, power or control or in the possession, power or control of persons who have received Confidential Information from it under clause 7.1(a) or (b) ("Disclosure of Confidential Information").

7.4 Termination

This clause 12 ("Confidentiality") will survive termination (for whatever reason) of this agreement.

8. Privacy

The parties agree, in respect of any personal information held or collected in connection with this agreement:

- a) To comply with the 12 Information Protection Principles (IPPs) in the *Privacy and Personal Information Act 1998* (PPIP Act).
- b) To comply with the 15 Health Privacy Principles (HPPs) in the *Health Records and Information Privacy Act 2002* (HRIP Act).
- c) To comply with the National Privacy Principles in the Privacy Act 1988 (Cth) and any other applicable law regarding privacy.
- d) To use that information only for the purposes of this agreement and the Project.

9. Dispute Resolution

9.1 Injunctive or Interim Relief

Nothing in this clause prevents a party seeking urgent injunctive or similar interim relief from a court.

9.2 Negotiation

Any Party ("*Initiating Party*") claiming that a Dispute has arisen must give the other Party ("*Recipient Party*") a notice setting out brief details of the Dispute ("*Dispute Notice*"). Within 5 Business Days of service of a Dispute Notice, the Recipient Party must give the Initiating Party a notice setting out brief details of the Recipient Party's position on the Dispute ("*Reply Notice*").

If Dispute and Reply Notices are given, the Parties must make representatives with authority to settle the Dispute available for the purpose of meeting in an effort to resolve the Dispute. At least one meeting of the authorised representatives must take place within [21] Business Days of service of a Reply Notice.

If the event the Recipient Party does not give a Reply Notice or make its authorised representatives available for a meeting within the time periods contained in this clause 16.2, the Initiating Party will be entitled to proceed immediately with resolving the Dispute in accordance with the remainder of this clause.

9.3 Mediation

If the Dispute is not resolved in accordance with clause 16.2 listed above under Section 9.2, the Parties must refer the Dispute for mediation.

9.4 Appointment of Mediator

The Parties will agree on the appointment of mediator. If the Parties do not agree on the mediator to be appointed within 10 Business Days of any Party referring the Dispute to mediation, then the mediator is to be appointed by lawyers engaged in alternative dispute resolution.

9.5 Location of Mediation

Any mediation is to be conducted in a township within the Snowy Monaro Regional Council LGA.

9.6 Termination of Mediation

The mediation process will terminate within [30] days of the appointment of the mediator, upon which any Party will be entitled commence court proceedings in relation to the Dispute.

10. Termination

10.1 Right to Terminate

Any Party has the right to terminate this agreement by notice in writing to the other parties if:

- a) any of the other parties become Insolvent;
- b) any of the other parties commit a breach of this agreement; and
 - (i) the breach is material and not capable of being cured; or
 - (ii) the breach is capable of being cured and the defaulting party fails to cure the breach within 20 Business Days of being notified in writing of the breach by the party giving the notice.

10.2 Notice

A notice given under clause 10.1 ("Right to terminate") must specify the event or events in relation to which the notice is given.

10.3 Termination by Consent

This agreement can be terminated at any time if mutually agreed in writing by the parties.

10.4 Survival of Obligations

The termination of this agreement with respect to any party does not affect:

- a) any obligation of that party which accrued prior to that termination and which remain unsatisfied; and
- b) clauses [7 and 8] and any provision of this agreement which is expressed to come into effect on, or continue in effect after, that termination.

11. General

11.1 Variation and Waiver

A provision of this agreement or a right created under it, may not be waived or varied except in writing, [signed/or duly executed] by the Party or Parties to be bound.

11.2 Notices

A notice, approval, consent or other communication in connection with this agreement must be:

- a) in writing, signed by the sender (if an individual) or an Authorised Officer of the sender; and marked for the attention of the person identified in the Details or, if the recipient has notified otherwise, then marked for attention in the way last notified; and
- b) left at the address set out or referred to in the Details, sent by prepaid ordinary post (airmail if appropriate) to the address referred to in the Details; or
- c) sent by email to the email address referred to in the Details.

A notice, approval, consent or other communication takes effect from the time it is received unless a later time is specified in it.

11.3 Schedule for Inspections

Inspections will be carried out twice a year by the appropriate staff member of SMRC and a workplace inspection form is to be completed every three (3) months and sent to the Property Officer at SMRC for review and to ensure all maintenance and safety issues are addressed.

11.4 Insurance

Where required by law, the Parties will separately maintain insurance policies with respect to performance of their obligations under this agreement.

11.5 Governing Law

This agreement is governed by the law in force in the place specified in the Details.

11.6 Costs

Each Party is responsible for its own costs in connection with the negotiation and preparation of this agreement and completion of the transaction.

11.7 Entire Agreement

This agreement constitutes the entire agreement of the Parties about its subject matter and supersedes all previous agreements, understandings and negotiations on that subject matter.

12. Definitions

These meanings apply unless the contrary intention appears:

Authorised Officer	means a person appointed by a Party to act as an Authorised Officer for the purposes of this agreement
Business Day	means a day other than a Saturday, Sunday or public holiday in the place or places set out in the Details under “Business Day place(s)”
Confidential Information	means all confidential, non-public or proprietary information regardless of how the information is stored or delivered, exchanged between the parties before, on or after the date of this agreement relating to the business, technology or other affairs of the any Party.
Details	means the section of this agreement headed “Details”
Dispute	includes any dispute, controversy, difference or claim arising out of or in connection with this agreement or the subject matter of this agreement, including any question concerning its formation, validity, interpretation, performance, breach and termination.
Insolvent	A person is Insolvent if: (a) it is (or states that it is) an insolvent under administration or insolvent (each as defined in the Corporations Act); or (b) it has had a Controller appointed or is in liquidation, in provisional liquidation, under administration or wound up or has had a Receiver appointed to any part of its property; or (c) it is subject to any arrangement, assignment, moratorium or composition, protected from creditors under any statute or dissolved (in each case, other than to carry out a reconstruction or amalgamation while solvent on terms approved by the other parties to this agreement); or (d) an application or order has been made (and in the case of an application, it is not stayed, withdrawn or dismissed within 30 days), resolution passed, proposal put forward, or any other action taken, in each case in connection with that person, which is preparatory to or could result in any of (a), (b) or (c) above; or (e) it is taken (under section 459F(1) of the Corporations Act) to have failed to comply with a statutory demand; or (f) it is the subject of an event described in section 459C(2)(b) or section 585 of the Corporations Act (or it makes a statement from which another party to this agreement reasonably deduces it is so subject); or (g) it is otherwise unable to pay its debts when they fall due; or (h) something having a substantially similar effect to (a) to (g) happens in connection with that person under the law of any jurisdiction.
Receiver	Includes a receiver or receiver and manager

10.3 SNOWY MOUNTAINS NEIGHBOURHOOD CENTRE INC. MEMORANDUM OF UNDERSTANDING

ATTACHMENT 1 DRAFT MEMORANDUM OF UNDERSTANDING SNOWY MOUNTAINS NEIGHBOURHOOD CENTRE INC

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Representative	Of a party includes an employee, agent, officer, director, auditor, advisor, partner, consultant, joint venturer, contractor or sub-contractor of that party.
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12.1 Reference to Certain General Terms

Unless the contrary intention appears, a reference in this agreement to:

Law	Law means common law, principles of equity, and laws made by parliament (and laws made by parliament include State, Territory and Commonwealth laws and regulations and other instruments under them, and consolidations, amendments, re-enactments or replacements of any of them).
person	The word "person" includes an individual, a firm, a body corporate, a partnership, a joint venture, an unincorporated body or association, or any Government Agency.

12.2 Headings

Headings (including those in brackets at the beginning of paragraphs) are for convenience only and do not affect the interpretation of this agreement.

10.3 SNOWY MOUNTAINS NEIGHBOURHOOD CENTRE INC. MEMORANDUM OF UNDERSTANDING

ATTACHMENT 1 DRAFT MEMORANDUM OF UNDERSTANDING SNOWY MOUNTAINS NEIGHBOURHOOD CENTRE INC

EXECUTED as an agreement

SIGNED on behalf of

SNOWY MONARO REGIONAL COUNCIL

Signature

.....

Print Name

.....

Position

.....

Date

SIGNED on behalf of

SNOWY MOUNTAINS NEIGHBOURGOOD CENTRE INC.

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Signature

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Signature

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Print Name

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Print Name

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Position

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Position

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Date

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Date

10.4 DELEGATE PRESCHOOL AND DELEGATE SCHOOL OF ARTS

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Land & Property Officer
Key Theme:	1. Community Outcomes
CSP Community Strategy:	3.1 Develop, maintain and promote safe spaces and facilities that are enabling, accessible and inclusive for all
Delivery Program Objectives:	3.1.2 Preventative maintenance programs have been established across Council spaces and facilities that are compliant with current standards
Attachments:	1. External Access to Preshool toilets - access encroaches over boundary 2. Delegate School of Arts fence on boundary - easement for drainage to be acquired
Cost Centre	1510 – Property Management Services
Project	PJ150336 – Renewal of drainage system Delegate Preschool PJ150337 – Renewal of drainage system Delegate School of Arts

EXECUTIVE SUMMARY

Both Delegate Preschool and Delegate School of Arts are located on adjoining Crown land allotments. Delegate Preschool is located on lot 7 section 8 DP 758346 and the School of Arts is located on lot 11 section 8 DP 758346. A private residence is located on the far side of the School of Arts.

Both the Preschool and the School of Arts have significant drainage problems which are impacting the buildings. There are many non-compliant issues with the buildings and it is proposed to address the most urgent issue with the assistance of the Crown and to apply for grant funding to address the rest of the issues.

It is proposed to seek Council's consent to commence the process by using \$50,000 from the former Bombala reserves to fund project management and an independent building assessment. This assessment will be utilised to determine scope and costs and enable preparation of grant applications.

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

OFFICER'S RECOMMENDATION

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.

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.

BACKGROUND

Both Delegate Preschool and Delegate School of Arts are located on adjoining Crown land allotments. Delegate Preschool is located on lot 7 section 8 DP 758346 and the School of Arts is located on lot 11 section 8 DP 758346.

Delegate Preschool

Issue 1 – Shared Toilets with School of Arts

At present the Delegate Preschool is sharing their toilet facilities with the School of Arts with pre-schoolers able to access the building from inside and the public accessing the facilities from an external door into the same amenities.

At present there is apparently an agreement between the School of Arts and the Preschool that the School of Arts facility will not be used at the same time as the preschool is in session.

This situation is less than ideal as there is potential for the external door to the amenities to be accidentally left unlocked during preschool hours allowing potentially uncontrolled access to the pre-school by members of the public. Council's risk of liability is exceptionally high and this issue should be addressed as a matter of urgency.

Solution

Discussion with the Crown about this issue resulted in the Crown agreeing to assist Council to fund new amenities for the School of Arts in the amount of \$85,000 which it is estimated will purchase prefabricated all accessible male and female toilets including connection to water and sewer.

At present, whilst agreeing to assist, the Crown has not yet responded to a request for an update on the progress. Staff will continue to follow up with Crown representatives.

The Crown did stress that the toilets (if funded by the Crown) would need to be completed prior to 30 June 2019. It is proposed that Council SCFMPP Project Managers oversee this project

Issue 2 – Storm Water Drainage

The preschool has two sections of roof – old and new and drainage of stormwater presents some problems:

- The new section of roof shares the same street outlet as the School of Arts
- The old section is either not connected or may be connected to the sewer
- Stormwater is not discharged to Bombala Street
- There is no gutter protection from blockages.

- The front of the building floods during heavy rainfalls

Solution

- Engage the services of an independent Engineer to provide a Building Assessment report to include:
 - Building condition
 - Guttering and Drainage assessment
 - Groundwater run-off

This report will form the basis of the works for the Preschool and will be used to substantiate an application for grant funding from the Crown to complete the works.

Delegate School of Arts

Issue 1 – Stormwater Drainage

The School of Arts has had additions built onto it and the guttering has been fixed so that the guttering from each end of the building falls to the middle and then the stormwater pipe runs across under the building from one side to the other. The downpipes are too few to carry away the water efficiently and the stormwater management is generally very poor.

There are many issues as listed below:

- Overflow of gutters in heavy downpours
- Insufficient downpipes
- Almost level gutters
- Excessive surface water from surrounding properties
- Poor sub soil drainage
- Rising damp
- Poor subfloor ventilation
- Inappropriate access to shared amenities in preschool
- No gutter protection from blockages

Solution

To engage the services of an independent Engineer to provide a Building Assessment report to include:

- Building condition
- Guttering and Drainage assessment
- Groundwater run-off

This report will form the basis of the works for the School of Arts and will be used to substantiate an application for grant funding from the Crown to complete the works.

Issue 2 - Toilet Amenities

As above the School of Arts utilises the toilets in the adjacent pre-school.

Solution

To purchase a prefabricated all accessible toilet facility and place it on an elevated pad at the rear of the School of Arts with a compliant 1 in 14 gradient ramp. The sewer main runs along the rear of the block and there is a water line nearby so that connection to water and sewer will involve minor works. (The proposed location is the same as the old toilet amenities for the School of Arts). The elevation of the amenities will give sufficient fall to the sewer main.

Risk to Council

The risk of liability to Council with shared facilities between the School of Arts and the Preschool is extremely high.

Other risk issues involve:

- Excessive maintenance costs
- Long term damage from rising damp (paint, plaster etc.)
- Health risk from mould and mildew
- Equitable and safe access to toilet amenities

In order to address the many issues it is proposed to:

- Work with the Crown to have a separate toilet facility installed for the School of Arts with the Crown funding the works to the value of \$85,000.
- Request the Project Manager (SCFMPP) to manage the purchase and installation of the toilet facility for the School of Arts including the plumbing and drainage works.
- Request the Project Manager (SCFMPP) to engage the services of an independent Engineer to provide a Building Assessment report to include:
 - Building condition
 - Guttering and Drainage assessment
 - Groundwater run-off

Apply for grant funding to address the issues in accordance with the report through the Crown Reserves Improvement Fund.

Expectations for Stow Water and Drainage for Both Buildings

- That the roof and gutter system of both buildings conform to the BCA part 3.5.2
- And meet table 3.5.2.2 20 year/5mm rainfall intensity at Delegate of 155mm/hr
- Allow 60 sq/m of roof per downpipe (maximum 12m gutter served by any 1 downpipe) practicality suggests 6m centres
- Access/egress to amenities be compliant The Australian Disability Discrimination Act 1992
- Sub soil drainage meets requirements of BCA part 3.1.2

Currently

- The roof area of the School of Arts 430.10m² drainage design is non-compliant
- The roof area of the Preschool is 287.6m² drainage design is non-compliant
- Access/egress to shared amenities design is non-compliant
- Sub soil drainage design is non-compliant
- Cross flow ventilation to sub floor is poor

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The small community of Delegate relies on its Preschool and the School of Arts for education and social opportunities. The School of Arts is a heritage building and its preservation is important to the township and to Council.

The proposed works are critical to the preservation of the buildings and continuing community use.

The preschool cannot be expected to continue to operate under current conditions of sharing toilet facilities with the public. This a public risk issue.

2. Environmental

Environmental impact of the proposed works will be generally positive.

3. Economic

It is proposed to request that \$50,000 be funded from former Bombala reserves to fund project management to have the toilets installed at the School of Arts together with associated work and the cost of an independent building condition report. The report is essential to be able to acquire quotations to carry out the works identified in the report in readiness to apply for grant funding.

Grant applications open on 11 February and are due to close on 22 March. Time is now of the essence if Council is to apply for grant funding.

4. Civic Leadership

Council manages and protects heritage buildings and Crown assets in its Trusteeship within its budgetary constraints.

The proposal to seek grant funding through the Public Reserves Improvement Fund, if successful should see the issues outlined above in both the Preschool and the School of Arts remediated and the buildings will be compliant with current standards.





10.5 PROPOSED BOUNDARY ADJUSTMENT IMPACTING LEARNER BIKE TRACK PROJECT

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Project Specialist Innovation & Business Development
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
Attachments:	<ol style="list-style-type: none">1. 2019 02 08 Nijong Learner Bike Track - Cross boundary issue for proposed design - Final2. 2019 02 08 Nijong Learner Bike Track - Learner bike track over revised boundary adjustment_Final3. 2019 02 08 Nijong Learner Bike Track - Proposed boundary adjustment_Final
Cost Centre	C PP-025 Nijong Oval Improvements (PJ100108)
Project	Learner Bike Track
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

As part of the Stronger Communities Fund Major Projects Program (SCFMPP) the Learner Bike Track project was included for delivery within the package, PP-025 Nijong Oval Improvements. Additional grant funding was provided through Stronger Countries Communities Fund (SCCF).

The location identified as the preferred site is adjacent to Barrack Street, Cooma opposite the Nijong Oval playing fields. However, the Learner Bike Track design sits cross boundary between SMRC owned land and an SMRC road reserve.

It is recommended that Council consider a boundary adjustment necessitating a re-alignment of Lot 4 DP32321 and incorporate a section of the SMRC road reserve to ensure the project can proceed at the location selected.

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

OFFICER'S RECOMMENDATION

That Council approve the boundary adjustment for Lot 4 DP32321
--

BACKGROUND

As part of the Stronger Communities Fund Major Projects Program (SCFMPP) the Learner Bike Track project was included for delivery within the package, PP-025 Nijong Oval Improvements. Additional grant funding was provided through Stronger Countries Communities Fund (SCCF).

The location which has been determined as the preferred site is adjacent to Barrack Street, Cooma opposite the Nijong Oval playing fields. Fig 1 below clearly identifies the issue of the Learner Bike Track design being impacted by the current lot boundaries between SMRC owned land and an SMRC road reserve.

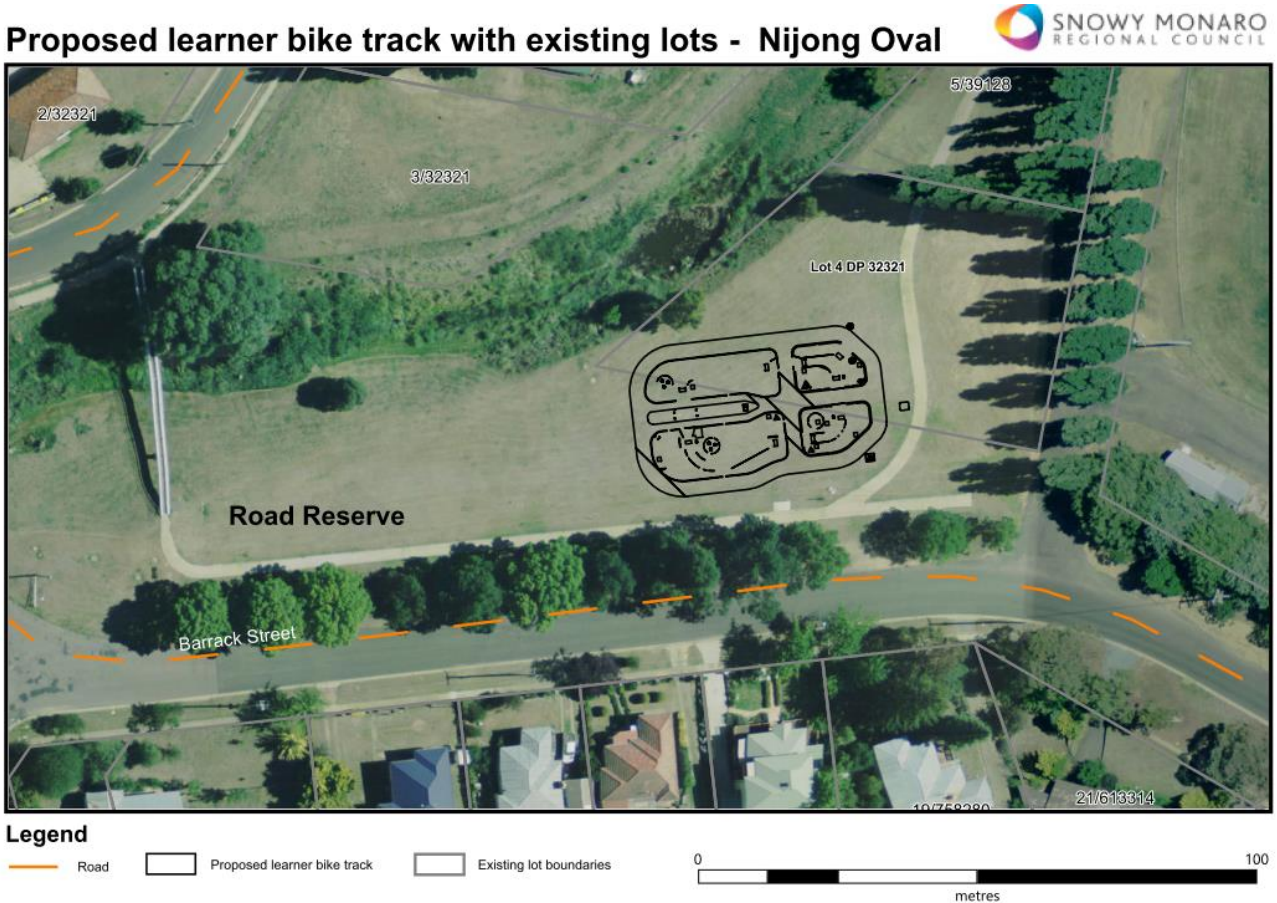


Fig 1. Learner Bike Track crossing boundaries

A boundary adjustment necessitating a re-alignment of Lot 4 DP32321 by incorporating a section of the SMRC road reserve is required. Fig 2 below shows the proposed boundary adjustment.

Boundary Adjustment Nijong Oval



Fig 2. Proposed boundary adjustment for Lot 4 DP32321

Once approved, the boundary adjustment of Lot 4 DP32321 will ensure the chosen design is suitable and the project can proceed at the location selected, ensuring no cross boundaries occur. Fig 3 below illustrates the Learner Bike Track sitting within the revised Lot 4 DP32321.

Proposed boundary with bike track - Nijong Oval

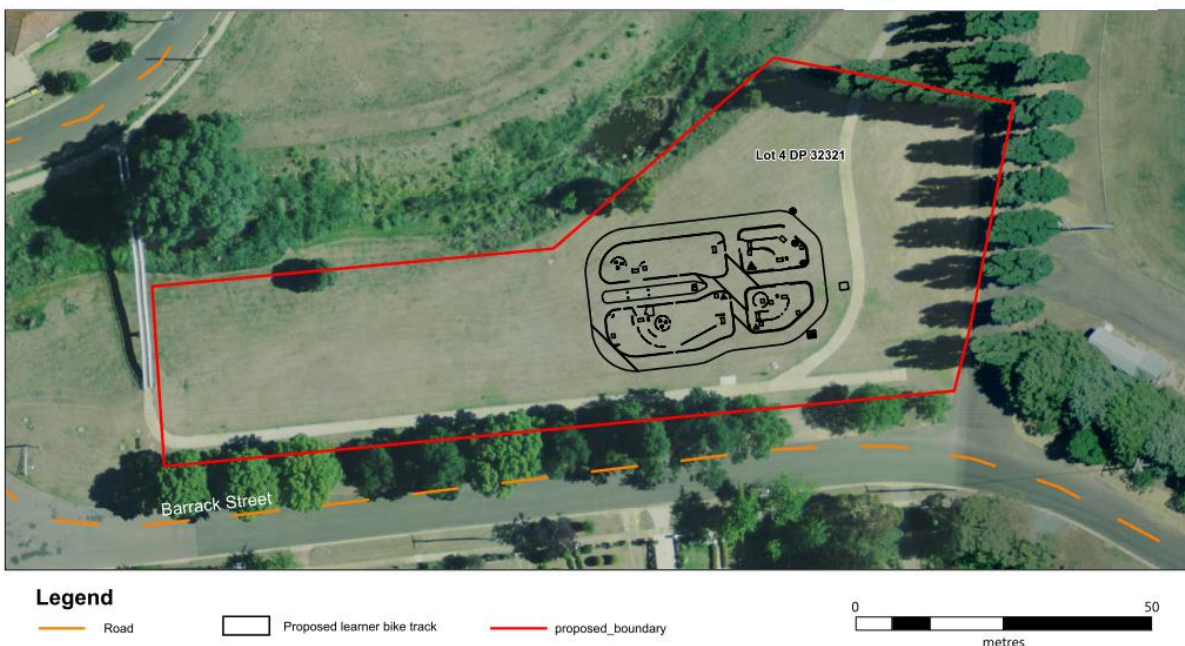


Fig 3. Learner Bike Track within Lot 4 DP32321

QUADRUPLE BOTTOM LINE REPORTING

1. Social

This Learner Bike Track is an important social and educational project for the community. The facility will provide opportunities for younger aged children to learn to ride in a safe and controlled environment.

2. Environmental

A Part 5 Environmental Assessment has been drafted for the site selected. No environmental impacts have been identified and is awaiting approval. The project will be delivered using sound environmental practices to ensure no negative environmental impact during the delivery.

3. Economic

The project is funded completely by SCFMPP and SCCF. It will be responsibly managed to ensure cost effective delivery will achieve the best value for money, during and after delivery.

4. Civic Leadership

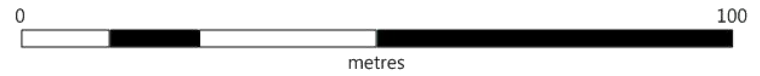
The location identified has the greatest benefit to the community with other facilities in close proximity. The proposed site is directly accessible from the existing concrete shared path, it is next to the new Nijong Ninja Park and located opposite the Nijong Oval playing fields.

Proposed learner bike track with existing lots - Nijong Oval

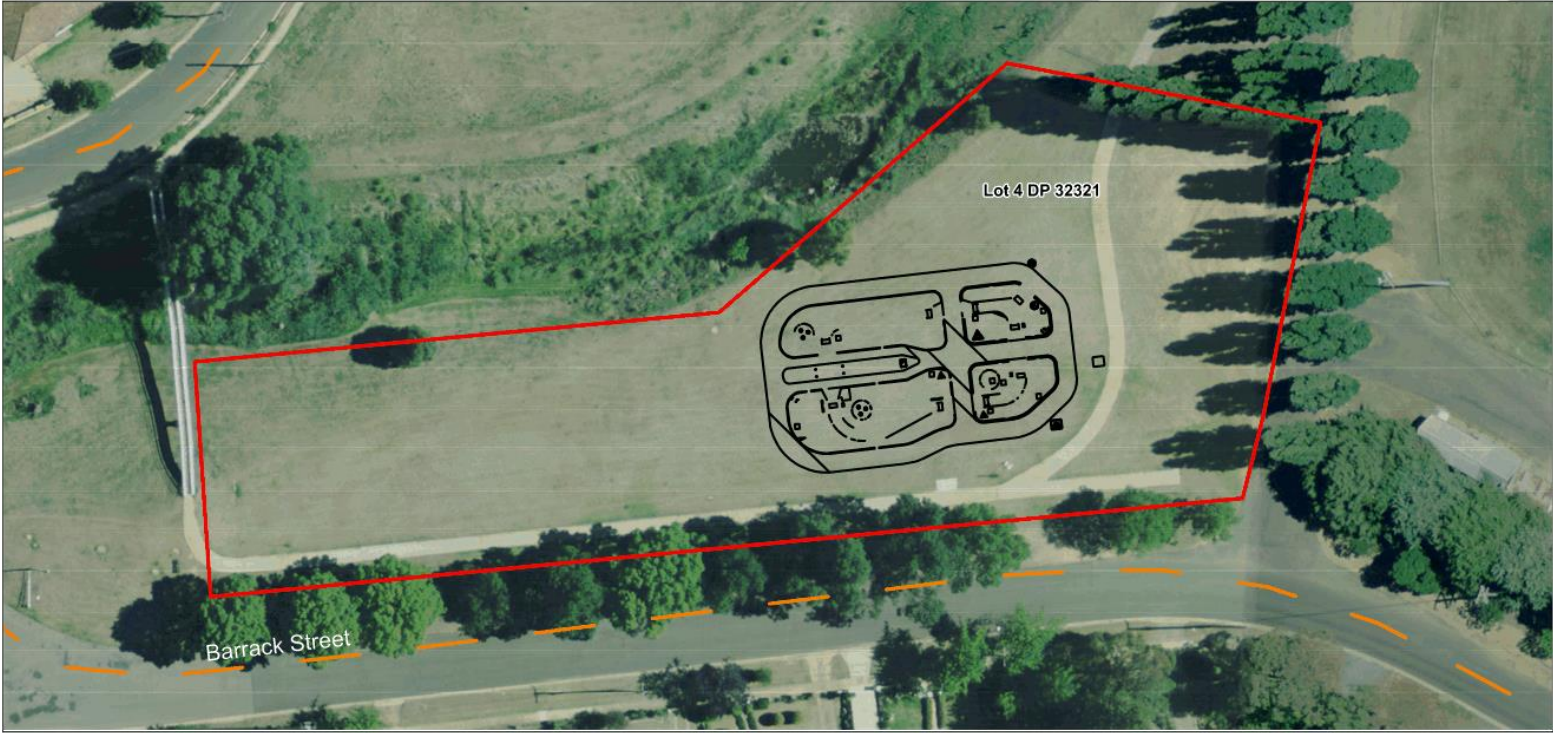


Legend

- Road
- Proposed learner bike track
- Existing lot boundaries

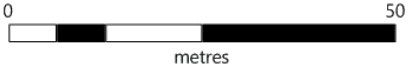


Proposed boundary with bike track - Nijong Oval



Legend

- Road
- Proposed learner bike track
- proposed_boundary



Boundary Adjustment Nijong Oval



Legend
— Road — proposed_boundary □ lot boundary



12.1 DEVELOPMENT APPLICATION - 10.2018.129.1

Record No:

Responsible Officer:	Director Environment & Sustainability
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. Plan Set 2. Draft Consent

Further Operational Plan Actions:

Applicant Number:	10.2018.129.1
Applicant:	Snowy Monaro Regional Council
Owner:	Snowy Monaro Regional Council
DA Registered:	7 th December 2018
Property Description:	Lot 11 DP 1244833
Property Number:	1004642
Area:	Bombala
Zone:	B2 – Local Centre
Current Use:	Vacant Land
Proposed Use:	New Public Amenities Building
Permitted in Zone:	Yes
Recommendation:	Approved

EXECUTIVE SUMMARY

The purpose of this report is to seek approval for a new public amenities building in the main street of Bombala. This proposed development falls under the Stronger Communities Program Major Projects fund run by Council.

The proposal is permissible through the provisions of the LEP, and is deemed suitable for the subject site.

The application is required to be determined at a Council meeting as the land is owned by Council.

It is recommended that the development application be approved with appropriate 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.

RECOMMENDATION

That

- A. Pursuant to section 4.16 of the *Environmental Planning and Assessment Act 1979* (as amended) approval for DA.10.2018.129.1 for Public Amenities Building on Lot: 11 DP: 1244833 142 Maybe Street BOMBALA , is granted subject to the conditions attached; and
- B. Any person who made a submission is notified according to the regulations.

BACKGROUND

This proposed development falls under the Stronger Communities Program Major Projects fund undertaken and managed by Council.

The site was acquired by Council in 2018 and is a vacant allotment.

The application is required to be determined at a Council meeting as the land is owned by Council.

ASSESSMENT

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

State Environment Planning Policies (SEPPs)	State Environmental Planning Policy (Infrastructure) 2008
Local Environmental Plan (LEP) (including draft LEPs)	Bombala Local Environment Plan 2012
Development Control Plans	Bombala Development Control Plan 2012

SECTION 79C

1.0 APPLICATION SUMMARY

Application:	10.2018.129.1
Officer:	<i>Penelope White</i>
Date:	31/01/2019
Development Proposal:	New Public Amenities Building
On Land Comprising:	Lot: 11 DP: 1244833
Applicant's details:	Snowy Monaro Regional Council
Owner's details:	Snowy Monaro Regional Council
Zone:	B2 – Local Centre
Notification/Advertising:	Adjoining Neighbour Notification

Type of Development:	Public Building
Integrated Approval Bodies	<input type="checkbox"/> Department of Planning <input type="checkbox"/> NSW Environmental Protection Agency <input type="checkbox"/> NSW Rural Fire Service <input type="checkbox"/> Roads and Maritime Services <input type="checkbox"/> Office of Environment and Heritage <input type="checkbox"/> Office of Water <input type="checkbox"/> Fisheries <p>Conditions of consent/reasons for refusal are attached to the file and included in the determination.</p>
External Referrals/Concurrence Authorities:	<input type="checkbox"/> Department of Planning <input type="checkbox"/> NSW Environmental Protection Agency <input type="checkbox"/> NSW Rural Fire Service <input type="checkbox"/> Roads and Maritime Services <input type="checkbox"/> Office of Environment and Heritage <input type="checkbox"/> Office of Water <p>Conditions of consent/reasons for refusal are attached to the file and included in the determination.</p>
Internal Referrals:	<input checked="" type="checkbox"/> Building Surveyor <input checked="" type="checkbox"/> Development Engineer <input checked="" type="checkbox"/> Water/Waste Engineer <input type="checkbox"/> Environmental Health Officer <input type="checkbox"/> Heritage Officer <input type="checkbox"/> Strategic Planner
Additional information submitted:	N/A
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:	<i>Penelope E White</i>

2.0 PROPOSED DEVELOPMENT IN DETAIL

New public amenities building, including separate Male and Female amenities, unisex combined accessible and parents facilities. The new amenities are proposed to be built to the side boundaries and will comply with the Building Code of Australia

3.0 ASSESSMENT UNDER SECTION 4.15 OF EP&A ACT

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

3.1 The suitability of the site for the development

Date of Site Inspection	15 January 2019
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 / building	generally acceptable having regard to constraints of the land
Streetscape	proposal generally compatible with adjoining development
Stormwater disposal	on-site via detention/dispersal or connected to Council's mains
Services	electricity / telephone / water/waste water
Views	nil impact to and from site
Contamination	nil identified
Bushfire	the subject site is not classified as bushfire prone
Flooding	nil impact – land is outside of mapped flood planning area in Bombala LEP 2012
Vehicular access	Not applicable
Aboriginal sites	nil identified on-site
Threatened species	nil identified on-site

Grasslands	nil identified on-site
Rivers/streams	not applicable
Effluent disposal	connection to Council's main
Prevailing winds	nil impact
Easements	nil affected by this proposal
Other matters	nil

Previous Development History

Vacant Land. Property was subdivided to enable purchase by Council for erection of amenities building.

3.2 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	Not relevant
SEPP (Affordable Rental Housing) 2009	Not relevant
SEPP - Housing for Seniors or People with a Disability - 2004	Not relevant
SEPP (Infrastructure) 2007	Applies – <i>Clause 101 Development with frontage to classified road</i>

	<p><i>(2) The consent authority must not grant consent to development on land that has a frontage to a classified road unless it is satisfied that:</i></p> <p><i>(a) where practicable and safe, vehicular access to the land is provided by a road other than the classified road, and</i></p> <p><i>(b) the safety, efficiency and ongoing operation of the classified road will not be adversely affected by the development as a result of:</i></p> <p><i>(i) the design of the vehicular access to the land, or</i></p> <p><i>(ii) the emission of smoke or dust from the development, or</i></p> <p><i>(iii) the nature, volume or frequency of vehicles using the classified road to gain access to the land, and</i></p> <p><i>(c) the development is of a type that is not sensitive to traffic noise or vehicle emissions, or is appropriately located and designed, or includes measures, to ameliorate potential traffic noise or vehicle emissions within the site of the development arising from the adjacent classified road.</i></p> <p>Comment: As the proposed development is for public restrooms only, no vehicle access is required to the site. Existing public carparks in the road reserve immediately in front of the development will provide parking/access to the facilities. The frequency of vehicles transiting the highway is not expected to change and although stopping of vehicles will increase it is not considered that any significant noise impacts will occur as a result of people using the facilities. The development will not emit any smoke and dust. The development is a Class 10 building and not sensitive to traffic noise or vehicle emissions.</p>
SEPP- Major Development - 2005	Not relevant
SEPP (Exempt and Complying Development Codes) 2008	Not relevant
SEPP (Rural Lands) 2008	Not relevant
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: B2 – Local Centre
- Definition of land usage under Bombala LEP 2012: Community Facilities
- The proposal is permissible with development consent from Council pursuant to Zone *B2 Local Centre* of the Bombala LEP 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 Bombala LEP 2012 are of relevance and have been assessed for compliance:

Provision	Response
PART 6 Additional local provisions	
Clause 6.1 Earthworks	<i>N/A – minimal required for foundations/slab</i>
Clause 6.2 Flood planning	<i>Development not in the mapped flood planning area.</i>

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

3.3 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.

3.4 Any Development Control Plan

Bombala Council 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
4 General Provisions – all zones	
4.1.1 Building design	<i>The proposed single storey amenity block has been designed to be sympathetic to the existing character of the adjoining buildings and heritage significance of the locality. Its design incorporates a finish and detail which will support and enhance the visual interest of the streetscape character.</i>
4.1.2 Energy efficiency	<i>Proposed development is a Class 10 structure and does not require a BASIX Certificate/commitments. However it is considered that the building design will facilitate efficient energy use.</i>
4.1.3 Stormwater management	<i>To be connected to Council stormwater infrastructure. AAA rated water efficient devices such as taps and toilet cisterns are to be installed</i>
4.1.4 Landscaping	<i>Nil required-existing street scaping to be maintained by Council</i>
4.1.5 Security	<p><i>Building will be positioned on the site to provide for natural surveillance of public areas.</i></p> <p><i>The entrance to the building is visible from the street with clear sight lines.</i></p> <p><i>The site has clear defined limits of private and public land</i></p> <p><i>There is no access between the adjoining buildings and the public facility. Access is only via public footpath in front of the development.</i></p>
4.1.6 Land contamination	<i>Nil identified</i>
4.1.7 Access driveways	<i>Nil required</i>
4.4 Business and industrial development	<p><i>Complies – the majority of performance criteria do not apply to this development. On merit the development is considered to have minimal impact on the surrounding properties and roads. The frequency of vehicles transiting the highway is not expected to change and although stopping of vehicles will increase it is not considered that any significant noise impacts will occur as a result of people using the facilities. The development will not emit any smoke and dust. The development is a Class 10 building and not sensitive to traffic noise or vehicle emissions.</i></p>
5.1 Parking	<p><i>The development will utilise existing on-street public parking. This is considered sufficient for the nature of development and</i></p>

	<i>expected utilisation of facilities. Parking to be in accordance with AS1428.1 and Councils DCP requirements.</i>
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The proposal has 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.

3.5 Planning Agreement

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

3.6 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

3.7 Impacts of the Development – Environmental, Social & Economic

Access, transport and traffic	The frequency of vehicles transiting the highway is not expected to change and although stopping of vehicles will increase it is not considered that any significant noise impacts will occur as a result of people using the facilities. The development will not emit any smoke and dust. The development is a Class 10 building and not sensitive to traffic noise or vehicle emissions.
Bushfire Assessment s4.14	<i>N/A</i>
Impacts on supply of utilities	The impact on the supply of utilities is expected to increase however the impacts are not considered to be significant and will be mitigated by being connected to reticulated water, sewer and power.
Heritage	Nil
Natural and other land resources	None identified
Water supply and potential impacts on surface and ground water	To be connected to reticulated town water. No impacts foreseen.
Soils	Minimal excavation required, no impacts foreseen.
Air quality, pollution and microclimate impacts (eg odour)	The proposed development is unlikely to have any significant impacts on the air quality of the site and the surrounding lots due to the nature of the development.
Flora and fauna & Consideration of Threatened Species	Vacant business lot in town. No threatened species or habitat identified and Biodiversity Thresholds will not be exceeded. No native vegetation required for removal as the site is previously impacted.
Waste facilities and controls	To be connected to Council reticulated waste water
Energy efficiency and greenhouse gas emissions	<i>N/A</i>
Noise and vibration	Some impacts expected during construction however these will be temporary. No ongoing impacts foreseen.
Safety, security and crime prevention	Complies with DCP controls. The building is designed to facilitate passive and activate surveillance.
Social impact in locality	The proposed development will benefit the town centre by providing modern public facilities for travellers and locals.
Economic impact in locality	None foreseen
Site and internal design issues	Nil

Impacts during construction	Temporary disruption to footpath movement to be managed through traffic management plan required and implemented as part of s138 process.
Cumulative impacts	Nil
Impact on pedestrian movements and safety	Temporary disruption to footpath movement to be managed through traffic management plan required and implemented as part of s138 process.
Mineral resources and/or deposits in the vicinity	None identified.
Impacts on aboriginal heritage	Nil identified onsite. Additionally the site is highly modified and contains no unique features, as such the likelihood of disturbing or damaging an Aboriginal object is considered low.
Health Impacts of High Voltage Power Lines	Nil

3.8 Public Submissions

Adjoining landowners were notified of the proposed development in accordance with the provisions of 1.4.2 of the Bombala Development Control Plan 2012 for a period of 14 days.

Summary of Submissions

Total Number of submissions	Nil
Number objecting	Nil
Number supporting	Nil

Submission – issues raised	Assessing Officer response
-	-

3.9 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.

4.0 OTHER MATTERS

Developer Contributions	S64 contributions in accordance with Bombala contributions plan to be applied as part of s68 application if required.
--------------------------------	---

Property Vegetation Plan (PVP)	N/A
Crown Land	Nil
Approvals under other Acts	S68 Local Government Act 1993
Internal Referrals	W&WW, Building and Engineering.- No issues raised.

Section 79C and EP&A Act Checklist:

The suitability of the site for the development:	The site is generally suitable for development.
The provisions of any environmental planning instrument and draft environmental planning instrument:	<p>The proposal has been assessed against the provisions of all relevant SEPP's and the development has been found to achieve an acceptable level of compliance.</p> <p>The proposal has been examined in detail against the provisions of Bombala LEP 2012 and has been found to achieve an acceptable level of compliance.</p>
The provision of any development control plan:	The application generally complies with the provisions of Council's relevant development control plans.
Any matters prescribed by the regulations:	The application generally complies with the <i>EP&A Regulation 2000</i> .
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. The cumulative impacts of the development negate any time, space, nibbling or synergistic effects.
Any submissions made in accordance with the EP&A Act or the regulations:	The application was notified. No submissions were received.
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.

SUBMISSIONS

The application was notified, in accordance with relevant DCP requirements and the relevant statutory regulations. Notification letters were sent out to adjoining landowners and exhibited for a period of 14 days.

No submissions were received in the notified period.

CONCLUSION

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

In conclusion, 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 Determination.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The proposal is deemed to be of positive outcome from a social perspective by offering additional amenities within the Bombala locality. Employment opportunities generated during the construction phase will be most welcome addition.

2. Environmental

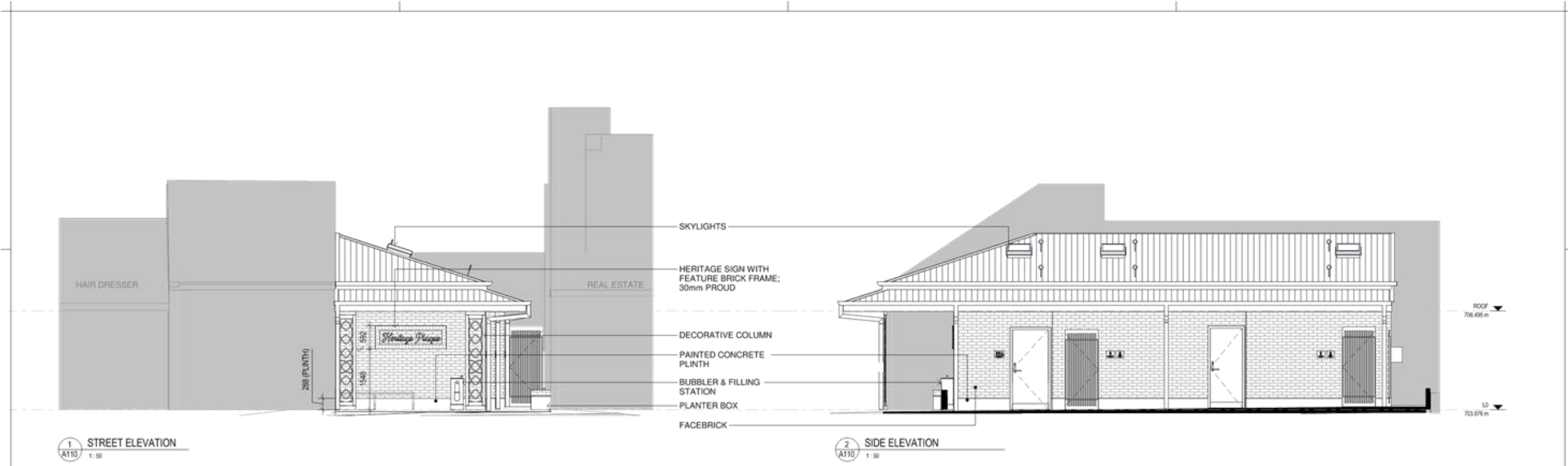
The applicant has satisfactorily taken into consideration the environmental impacts of the development.

3. Economic

The development will have no adverse economic impacts upon council services.

4. Civic Leadership

The application was notified and received zero submissions. It has been submitted to Council for determination in accordance with Council policy.



No.	Date	Description
1	07.11.18	DA & CC ISSUE
2	16.11.18	DA & CC ISSUE


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Public Works Advisory

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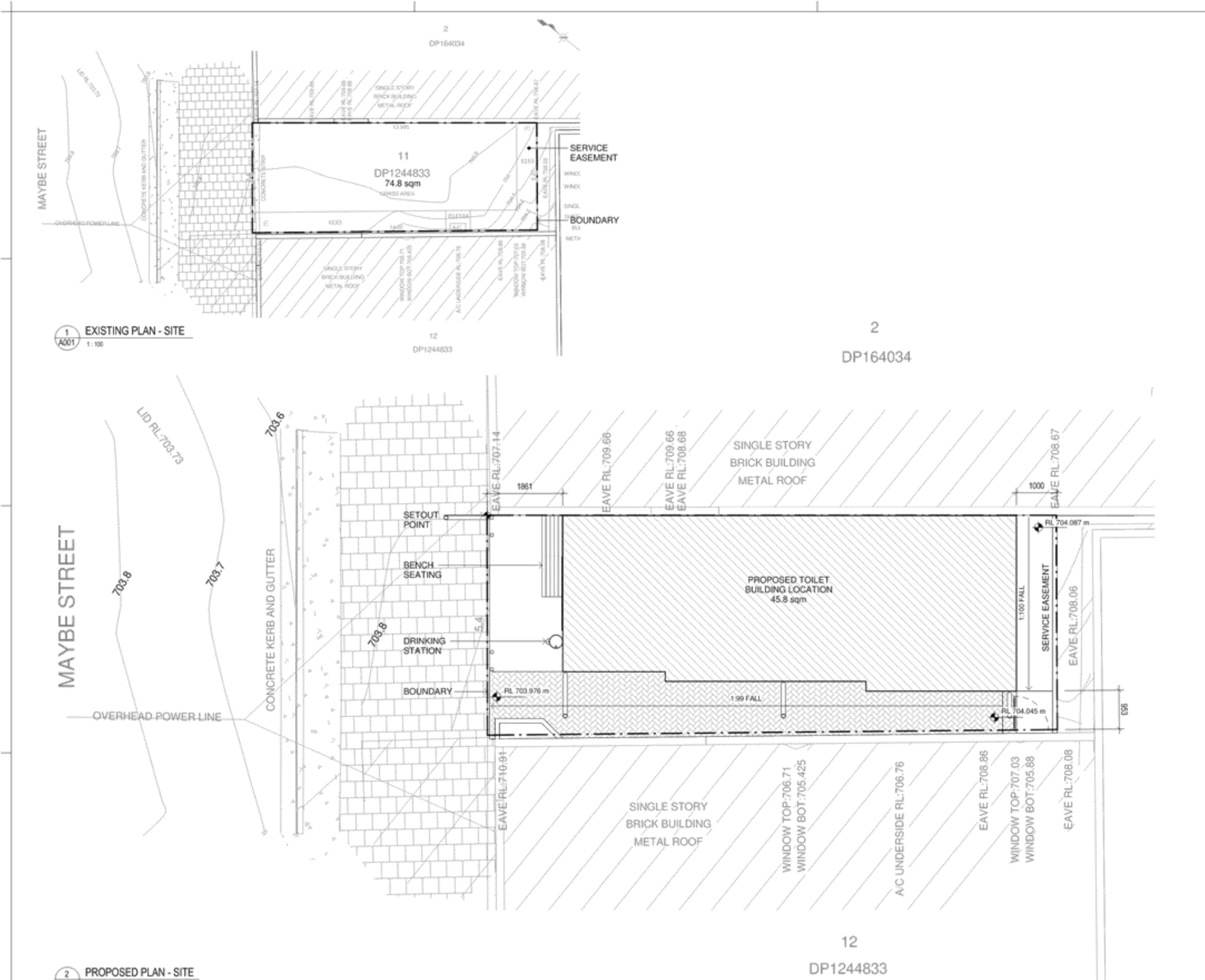
 sqca.com.au
 ARCHITECTURE ACCESS HERITAGE INTERIORS

Client: **SNOWY MONARO REGIONAL COUNCIL**
 Project Title: **BOMBALA PUBLIC TOILET BUILDING**
 All dimensions in millimetres. Do not scale drawing. All dimensions and levels to be verified on site by contractor before commencing work or preparation of shop drawings. Where provided, drawings must be read in conjunction with schedule of work or specification.

Project Status: **DEVELOPMENT APPROVAL & CONSTRUCTION CERTIFICATE**
 Project Address: **142 Maybe Street, Bombala NSW 2632**
 Deposited Plan: **DP 1244833** Lot: **11** Suburb: **Bombala**

Drawing Title: **BUILDING ELEVATIONS**
 Design Project Manager: **RS** Project Architect: **RS** Design Verifier: **RS**
 Scale: **1:50** Sheet Size: **A1** Drawn: **SE**
 Project No: **1807.01** Sheet No: **A300** Amendment: **2**
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- NOTES - SEDIMENT & EROSION CONTROL**
- SEDIMENT CONTROLS MUST BE IN PLACE PRIOR TO COMMENCEMENT OF ANY BUILDING WORKS & INSPECTED DAILY
 - SEDIMENT CONTROLS MUST BE RETAINED UNTIL RE-VEGETATION IS FULLY ESTABLISHED AFTER THE BUILDING COMPLETION
 - LOCATE STOCK PILES AWAY FROM DRAINAGE LINES & SURFACE FLOW PATHS. CONTOURED STRIATIONS OR FURROWS TO BE PROVIDED TO STOCK PILES TO MINIMISE EROSION
 - STABILISED CONSTRUCTION ENTRANCE TO BE CONSTRUCTED PRIOR TO ACCESS TO SITE BY CONSTRUCTION VEHICLES. AGGREGATE TO BE TURNED WHEN SEDIMENT BUILDS UP AND RENEWED WHEN REQUIRED
 - BUILDER IS TO ESTABLISH A MAINTENANCE PROGRAM FOR SEDIMENT & EROSION CONTROL DEVICES TO ENSURE INSPECTION AFTER SIGNIFICANT RAINFALL AND THAT ANY REPAIRS NECESSARY ARE QUICKLY ATTENDED TO.
 - ENVIRONMENT PROTECTION AGREEMENT TO BE TAKEN OUT BY BUILDING CONTRACTOR WITH ENVIRONMENT PROTECTION AUTHORITY
 - ALL NEW CONSTRUCTION WORK MUST BE CONTAINED WITHIN THE SITE EXCEPT FOR APPROVED SERVICE CONNECTIONS AND ROADWORKS.
 - LIMIT ACCESS TO SITE DURING AND IMMEDIATELY AFTER WET WEATHER
 - REGULARLY REMOVE ANY SOIL FROM ROADS ADJACENT TO THE SITE
 - NO STORAGE OF CONSTRUCTION MATERIALS, PARKING OF VEHICLES NOR EQUIPMENT PERMITTED OUTSIDE OF BLOCK WITHOUT THE LOCAL COUNCIL APPROVAL
 - NO SITE SHEDS, STORAGE SHEDS, SITE AMENITIES TO BE ERRECTED OUTSIDE OF BLOCK WITH THE LOCAL COUNCIL APPROVAL
 - PROVIDE KERBSIDE FILTER ROLL TO AFFECTED EXISTING SUMPS
 - KERBSIDE FILTER ROLL TO BE REMOVED, CLEANED & REINSTATED ON A WEEKLY BASIS AT A MINIMUM. TRAPPED SEDIMENT ABOUT SUMPS ALSO TO BE REMOVED. CLEANING IS ALSO TO TAKE PLACE IMMEDIATELY AFTER PERIODS OF RAINFALL DURING CONSTRUCTION
 - ALL SERVICE TRENCHES TO BE BACK FILLED WITH 24 HOURS OR INSPECTION
 - EXCESS SOIL IS TO BE DISPOSED AT THE LOCAL COUNCIL APPROVED LOCATION
 - THE SITE FOREMAN IS TO CONTACT THE LOCAL COUNCIL TO ARRANGE A SITRE INSPECTION & ENDORSEMENT OF SEDIMENT & EROSION CONTROL MEASURES PRIOR TO WORKS COMMENCING
 - THE SITE FOREMAN IS TO CONTACT THE LOCAL COUNCIL TO DISCUSS ANY PROPOSED MAJOR CHANGES TO THE SEDIMENT & EROSION CONTROLS ON SITE PRIOR TO IMPLEMENTING THE CHANGES
 - THE SITE FOREMAN WILL ENSURE CONTRACTORS ACCESS & EXIT THE SITE USING ONLY LOCAL COUNCIL APPROVED ACCESS/EXIT POINTS
 - ALL MEASURES TO COMPLY WITH THE BOMBALA DEVELOPMENT CONTROL PLAN 2012; CLAUSE 4.3.2. TO BE IN PLACE PRIOR TO COMMENCEMENT OF ANY BUILDING WORKS & CHECKED DAILY.

No.	Date	Description
1	01.11.18	DA & CC ISSUE
2	16.11.18	DA & CC ISSUE

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Client: SNOWY MONARO REGIONAL COUNCIL

Project Title: BOMBALA PUBLIC TOILET BUILDING

All dimensions in millimetres. Do not scale drawing. All dimensions and levels to be verified on site by contractor before commencing work or preparation of shop drawings. Where provided, drawings must be read in conjunction with schedule of work or specification.

Project Status: DEVELOPMENT APPROVAL & CONSTRUCTION CERTIFICATE

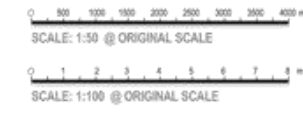
Project Address: 142 Maybe Street, Bombala NSW 2632

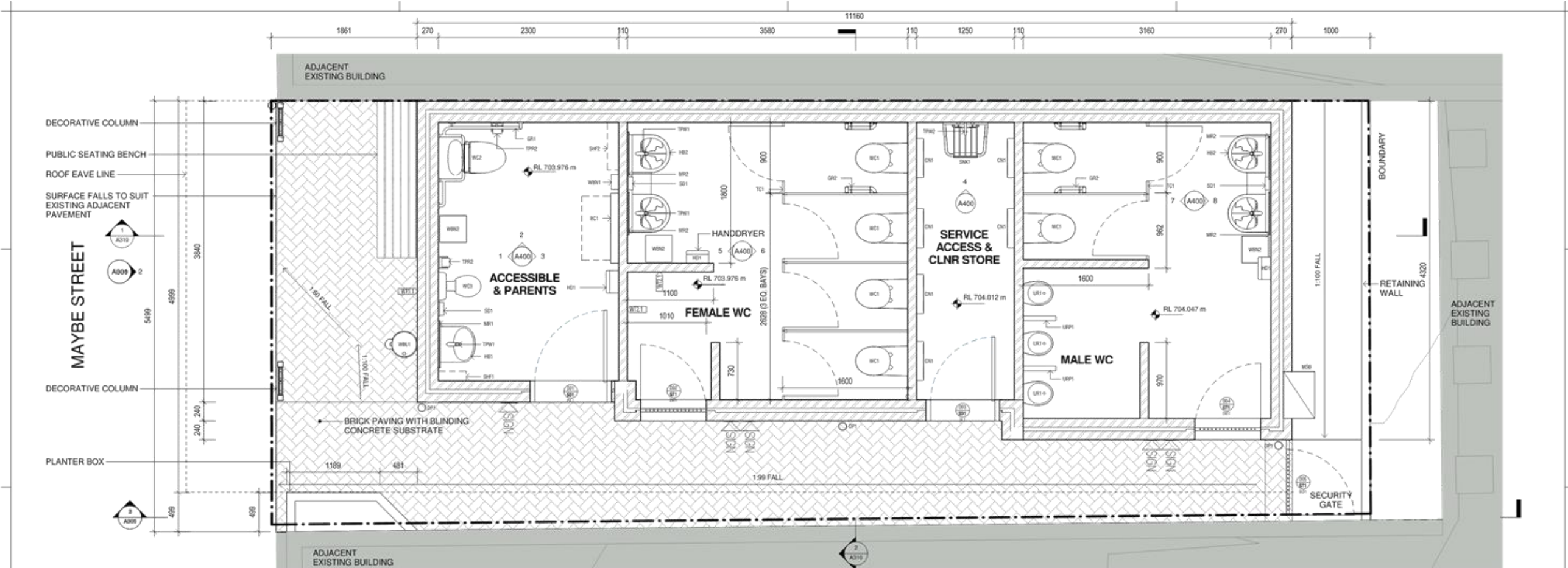
Deposited Plan: DP 1244833 **Lot: 11** **Suburb: Bombala**

Drawing Title: SITE PLAN, SEDIMENT & EROSION CONTROL

Design Project Manager: RS	Project Architect: RS	Design Verifier: RS
Scale: As indicated	Sheet Size: A1	Drawn:
Project No: 1807.01	Sheet No: A020	Amendment: 2

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LEGEND- PROPOSED- FLOOR PLAN	
ABC	ANNOTATION ABBREVIATION. REFER KEYNOTES FOR DESCRIPTION
	NEW DOOR MARK. REFER 710 FOR SCHEDULE
	DOOR TYPE. REFER A700
	LOCK FUNCTION. REFER DOOR SCHEDULE
	NEW WINDOW MARK. REFER A711 FOR SCHEDULE
	WINDOW TYPE. REFER A700
	MATERIAL KEYNOTE. REFER KEYNOTES LEGEND FOR DESCRIPTION
	WALL TAG. REFER WALL CONSTRUCTION SCHEDULE

NOTES	
GENERAL NOTES	
• ALLOW 50mm SETDOWN FOR SCREED TO WET AREAS	
• 3 BRICK COARSE HIGH CONCRETE HOB TO ALL EXTERNAL & INTERNAL WALLS; CLASS A FINISH	
• COVED EPOXY INTERNALLY	

LEGEND- KEYNOTES DESCRIPTIONS	
KEYNOTE	DESCRIPTION
BC1	BABY CHANGE STATION. REFER FF&E SCHEDULE
CN1	CISTERN & BUTTON. REFER FF&E SCHEDULE
DP1	DOWNPIPE. REFER ARCHITECTURAL SPECIFICATION
GR1	ACCESSIBLE TOILET GRABRAIL. REFER FF&E SCHEDULE
GR2	AMBULANT CUBICLE GRABRAIL. REFER FF&E SCHEDULE
HB1	ACCESSIBLE TOILET HAND BASIN. REFER FF&E SCHEDULE
HB2	DUAL HAND BASIN. REFER FF&E SCHEDULE
HD1	HAND DRYER. REFER FF&E SCHEDULE
MR1	ACCESSIBLE TOILET MIRROR. REFER FF&E SCHEDULE
MR2	MIRROR. REFER FF&E SCHEDULE
MSB	MAIN SWITCHBOARD. REFER ELECTRICAL ENGINEER DOCUMENTS
SD1	SOAP DISPENSER. REFER FF&E SCHEDULE
SHF1	SHELF FOR ACCESSIBLE HB. REFER FF&E SCHEDULE
SHF2	SHELF. REFER FF&E SCHEDULE
SNK1	CLEANER SINK. REFER FF&E SCHEDULE
TC1	TOILET CUBICLE PARTITION. REFER FF&E SCHEDULE
TPR2	VANDAL RESISTANT TOILET PAPER ROLL HOLDER. REFER FF&E SCHEDULE
TPW1	TAPWARE. REFER FF&E SCHEDULE

LEGEND- KEYNOTES DESCRIPTIONS	
KEYNOTE	DESCRIPTION
TPW2	CLEANER SINK TAPWARE. REFER FF&E SCHEDULE
UR1	URINAL. REFER FF&E SCHEDULE
URP1	URINAL PRIVACY PANEL. REFER FF&E SCHEDULE
WBL1	WATER BUBBLER & FILLING STATION. REFER FF&E SCHEDULE
WBN1	WASTE NAPPY BIN. REFER FF&E SCHEDULE
WBN2	WASTE BIN. REFER FF&E SCHEDULE
WC1	STAINLESS STEEL PAN. REFER FF&E SCHEDULE
WC2	STAINLESS STEEL PAN & CISTERN. REFER FF&E SCHEDULE
WC3	JUNIOR PAN SUITE. REFER FF&E SCHEDULE

WALL CONSTRUCTION SCHEDULE	
WALL TAG	WALL CONSTRUCTION DESCRIPTION
WT1.1	DOUBLE BRICK WALL WITH 50mm CAVITY WITH CONCRETE HOB BASE
WT2.1	SINGLE BRICK WALL WITH CONCRETE HOB BASE
WT3.1	90mm METAL STUD WITH 13mm PB LINING TO EXPOSED SIDE



No.	Date	Description
1	07.11.18	DA & CC ISSUE
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Client: **SNOWY MONARO REGIONAL COUNCIL**

Project Title: **BOMBALA PUBLIC TOILET BUILDING**

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Project Status: **DEVELOPMENT APPROVAL & CONSTRUCTION CERTIFICATE**

Project Address: **142 Maybe Street, Bombala NSW 2632**

Deposited Plan: **DP 1244833** Lot: **11** Suburb: **Bombala**

Drawing Title: **PROPOSED FLOOR PLAN**

Design Project Manager: RS	Project Architect: RS	Design Verifier: RS
Scale: As indicated	Sheet Size: A1	Drawn:
Project No: 1807.01	Sheet No: A110	Amendment: 2

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Enquiries Bombala Office
Penny White

Our Ref 10.2018.129.1

Snowy Monaro Regional Council
PO Box 714
COOMA NSW 2630

DRAFT - Notice of Determination and Statement of Reasons

Issued under the *Environmental Planning and Assessment Act 1979* (the 'Act')

Application Number	10.2018.129.1
Legal Description	Lot 11 DP 1244833
Property Address	142 Maybe Street Bombala NSW 2632
Development Description	New Public Amenities Building
Estimated Cost	\$350,000

Determination

Pursuant to Section 4.16 (1)(a) of the *Act*

Notice is hereby given of the determination by Snowy Monaro Regional Council of Development Application **10.2018.129.1** relating to the land described above.

The Development Application has been **APPROVED** subject to the Conditions specified in this Notice.

Authority:	Council,
Determination Date:	To be determined
Consent to Operate from:	To be determined
Consent will Lapse on:	To be determined

Reasons for Decision

Pursuant to Schedule 1 cl 20(2)

The reasons for the decision were:

1. The proposal adequately satisfies the application provisions and objectives of the Bombala Council LEP 2012 and the Bombala Council DCP 2012.
2. The proposed development adequately satisfies the relevant State Environment Planning Policies including SEPP 55 – Remediation of Land, SEPP (infrastructure) 2007, SEPP 64 Advertising and Signage.
3. The proposed development, subject to the conditions below, will have no unacceptable adverse impacts on the natural or built environments including the nearby local heritage items, the local waterways or drainage systems or the operation of the local road system. Further it is considered that developments of the subject site does not prevent future reasonable development of adjoining allotments In consideration of conclusions 1 – 3 above it is

considered the proposed development is a suitable and planned use of the site and approval of the proposal is in the public interest.

Conditions

ADMINISTRATIVE CONDITIONS

Approved Plans and Documentation

1. The developer is to ensure that the development complies fully with DA.10.2018.129.1 as submitted to Council on the 7TH December 2018 with supporting documentation including, but not limited to the development plans being:

Reference/Dwg No	Title/Description	Prepared By	Date/s
A050	Visualisation	Public Works Advisory	16/11/2018
A010	Location Plan	Public Works Advisory	16/11/2018
A020	Site Plan, Sediment and Erosion control	Public Works Advisory	16/11/2018
A300	Building Elevations	Public Works Advisory	16/11/2018
A110	Proposed Floor Plan	Public Works Advisory	16/11/2018

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

Inconsistency between documents

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

Prescribed Conditions

3. The developer shall comply with any relevant prescribed conditions of development consent under clause 98 of the Environmental Planning and Assessment Regulation. For the purposes of section 4.17(11) of the Environmental Planning and Assessment Act, the following conditions are prescribed in relation to a development consent for development that involves any building work:

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

- Residential building work within the meaning of the ***Home Building Act 1989*** must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the following information:

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

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

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

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

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

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

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

OTHER APPROVALS

4. Sewer Connection

An application, pursuant to Section 68 of the Local Government Act 1993, to connect to Council's sewer or carry out plumbing and drainage works, together with any prescribed fees including inspection fees, is to be submitted to and approved by Council prior to the commencement of Works.

5. Water Supply Connection

The developer shall make arrangements with Council for the provision of an appropriately sized water meter service with a gate valve and approved backflow prevention device to the proposed development. A s68 application to connect to Council's water supply network

shall be submitted to and approved by Council prior to commencement of Works. All works shall be carried out to the satisfaction of Council and at no cost to Council.

6. Water and Sewer Developer Contributions

The developer shall submit to Council a Section 305 Compliance application (Water and Sewer Contributions) under Section 305 of the Water Management Act 2000 prior to the approval of any construction certificate. The developer must obtain a Compliance Certificate under Section 307 of the Water Management Act 2000 prior to the approval of any construction certificate.

PRIOR TO THE COMMENCEMENT OF WORKS

Construction Certificate

7. The developer is to ensure no site works, construction or building works are to commence without first obtaining a Construction Certificate.

Appointment of Principal Certifying Authority and Notice of Commencement

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

Temporary Benchmark

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

Site Notice

10. Before commencement of any work, a sign must be erected in a prominent, visible position:
 - (a) stating that unauthorised entry to the work site is not permitted;
 - (b) showing the name, address and telephone number of the Principal Certifying Authority for the work; and
 - (c) showing the name and address of the principal contractor in charge of the work site and a telephone number at which that person can be contacted at any time for business purposes.

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

Temporary Sanitary Facilities

11. Toilet facilities are to be provided at or in the vicinity of the work site on which work involved in the erection or demolition of a building is being carried out at the rate of one toilet for every 20 persons or part of 20 persons employed at the site.

Each toilet provided must be:

- (a) a standard flushing toilet; and
- (b) connected to either: an accredited sewage management facility or an approved chemical closet.

The toilet facilities shall be provided on-site, prior to the commencement of any works.

Termite Control

12. Prior to the commencement of works, the Applicant will submit to the satisfaction of the PCA (i.e. Council or Private Certifier) documentation confirming the building will be protected from termite attack in accordance with the provisions of Australian Standard AS 3660.1. The submitted documentation will include:

- (a) details of the proposed methods to be used; and
- (b) certification of works performed;

13. A durable notice must be permanently fixed to the building in a prominent location, such as in the electrical meter box indicating:

- (a) the method of protection;
-

- (b) the date of installation;
- (c) where a chemical barrier is used, its life expectancy as listed on the National
- (d) Registration Authority label; and.
- (e) the need to maintain and inspect the system on a regular basis.

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

Commencement of Works Notice

14. At least 2 days prior to commencement of works on-site, a notice of commencement (refer attached form) is to be submitted to Council in accordance with the provisions of section 81(2)(c) of the Environmental Planning & Assessment Act 1979. Failure to notify Council prior to commencement may lead to the instigation of legal action.

DURING WORKS

Approved Plans to be On-site

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

Erosion & Sediment Control

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

banks or bed of the watercourse and to minimise adverse impacts on aquatic and riparian environments.

All-weather Access

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

Public Property

21. The developer shall ensure that no trees on public property (footpaths, roads, reserves, etc.) are removed or damaged during works including the erection of any fences, hoardings or other temporary works.

Site Management

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

Trade Waste

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

Use of Explosives

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

Use of Power Tools - Residential and Village Areas

25. The developer is to ensure that work on the development site by all persons using power tools and equipment is limited to the following hours:
- | | |
|--|------------------|
| Mon - Fri | 7.00am to 6.00pm |
| Saturday | 8.00am to 5.00pm |
| No work to occur on Sundays or Public Holidays | |
-

Inspection Notification

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

Public Access and Site Security

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

Excavation

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

An **allotment of land** includes a public road and any other public place.

32. The developer is to ensure that the toe of any embankment to a site excavation is a minimum 900mm from the external walls and graded to drain all surface water away from the building. The ground level adjacent to the building is to be no less than 150mm below the top of the reinforced concrete floor slab.

Plumbing & Draining

33. The developer is to ensure that prior to any plumbing work being commenced

the licensed plumber / drainer must lodge with Council a Notice of Work two (2) working days prior to commencement of the work.

AND

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

AND

Within two (2) working days of the final inspection being completed the Licensed Plumber & Drainer is to provide to the Council and the property owner:- A Certificate of Compliance to AS3500. A sewer service diagram.
Notes:- The Plumbing and Drainage Act 2011 has substantial fines for non-compliance.

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

Hot Water Installation

36. All new heated water installations shall deliver heated water at the outlet of sanitary fixtures used primarily for personal hygiene purposes at a temperature not exceeding:-
 - (a) 45°C for aged, the sick, children or people with disabilities in healthcare or aged care buildings, early childcare centres, primary & secondary schools & nursing homes or similar facilities for the aged, the sick, children or people with disabilities, and
 - (b) 50°C for all other situations.

A certificate certifying compliance with the above is to be submitted by the licensed plumber on completion of the works.

Retaining Walls

37. All retaining walls in excess of 1.0 metres in height must be certified by a qualified structural engineer. In this regard, a engineer must also verify the structural integrity of the retaining wall after construction and a copy of this certification is provided to Council prior to release of Occupancy Certificate.

Revegetation Works

38. The developer is to ensure that at the completion of site works the following landscaping works are carried out:
 - (a) topsoil is spread over all disturbed areas* with priority given to cut and fill

batters;

- (b) all disturbed areas* are re-vegetated using drylands grass mix with a complete fertiliser;
- (c) all disturbed areas* are to be weed free hay mulched. The hay mulching is to be undertaken by a suitable contractor in accordance with Snowy River Development Control Plan 1998 – Circular R3 Revegetation works.

(* including all footpath areas and adjoining properties where applicable)

PRIOR TO OCCUPATION OR COMMENCEMENT OF USE

Occupation Certificates

- 40. An Occupation Certificate must be issued by the Principal Certifying Authority prior to occupation or use of the development. In issuing an Occupation Certificate, the Principal Certifying Authority must be satisfied that the requirements of Section 109H of the Environmental Planning and Assessment Act 1997 have been complied with as well as all of the conditions of the Development Consent.
- 41. Prior to the issue of an Occupation Certificate all carparking requirements of the development must meet Clause 5.1.1 Bombala DCP 2012.

USE OF SITE

External Finishes

- 42. Any outbuildings or other ancillary structures are to be finished in colours and materials of natural earthy tones and low reflective quality to blend with the surroundings.
- 43. The developer shall ensure that the materials and colours of external features of any building, driveways, walkways or large paved areas shall be in colours that blend with the surrounding natural materials (e.g. olive or mist green, light or slate grey, light browns) and shall be non-reflective.

Services

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

The reasons for the imposition of the conditions are:

- 1 To minimise any likely adverse environmental impact of the proposed development.
 - 2 To ensure the protection of the amenity and character of land adjoining and in the locality.
 - 3 To ensure the proposed development satisfies the relevant statutory requirements.
 - 4 To ensure the development does not conflict with the public interest.
 - 5 To ensure development proceeds in accordance with approved plans.
-

Advice to Applicant

1. Council wishes to advise that it is the responsibility of the owner and/or applicant to determine if site security and/or safety fencing is required to be provided in accordance with clause 235 of the *Occupational Health and Safety 2001 and Work Cover Authority* requirements. Failure to comply with these requirements may result in penalties being imposed upon the owner and/or applicant.
2. Underground assets may exist in the area that is subject to your application. In the interest of health and safety and in order to protect damage to third party assets please contact *Dial Before You Dig* at www.1100.com.au or telephone 1100 before excavating or erecting structures. This is the law in NSW. If alterations are required to the configuration, size, form and design of the development upon contacting the *Dial Before You Dig* service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plants or assets. It is the individual's responsibility to anticipate and request the nominal location of plant and assets on the relevant property via contacting the *Dial Before You Dig* service in advance of any construction or planning activities.

Note: Under the *Telecommunications Act 1997 (Commonwealth)*. Telstra (and its authorised contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the *Criminal Code Act 1995 (Cth)* and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact Telstra's Network Integrity Team on 1800 810 443.

3. It is the responsibility of the applicant to check, understand and seek assistance where needed so as to ensure full compliance with the conditions of this Development Consent. Please contact Planning on (02) 6451 1550 if there is any difficulty in understanding or complying with any of the above conditions.

Notes

1. Section 8.2, 8.3, 8.4 and 8.5 of the *Environmental Planning and Assessment Act 1979* confers on an applicant who is dissatisfied with the determination of a consent authority a right to request the consent authority to review the determination. The request for review must be made within six (6) months after the date on which the applicant received the notice of determination and must be accompanied by the fee set by the Regulations; it does not apply to an application in respect of Designated Development or Integrated Development.
2. Section 8.7 and 8.10 of the *Environmental Planning and Assessment Act 1979* confers on an applicant who is dissatisfied with the determination of a consent authority a right of appeal to

the Land and Environment Court exercisable within six (6) months from the date of receipt of this notice.

3. In this consent the developer means the applicant for development consent and any person or corporation who carries out the development pursuant to that consent.
4. The applicant is solely responsible for ensuring that all additional consents, permits and/or agreements are obtained from other authorities, as relevant.
5. Headings are for convenience only and do not affect the interpretation of any condition of this development consent.

On behalf of the above Council:

Signature: _____

12.2 DA10.2018.1280.1 - TO ERECT A SHED (MEN'S SHED)

Record No:

Responsible Officer:	Director Environment & Sustainability
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. Plan Set 2. Submissions (White Out Copy) 3. Draft Consent

Further Operational Plan Actions:

Applicant Number:	10.2018.1280.1
Applicant:	Rick Harris
Owner:	Snowy Monaro Regional Council
DA Registered:	14/11/2018
Property Description:	Lot: 3 DP: 537242
Property Number:	10060630
Area:	Cooma
Zone:	R2 – Low Density Residential
Current Use:	Vacant land
Proposed Use:	Community Facility – Men's Shed
Permitted in Zone:	Yes
Recommendation:	Approval

EXECUTIVE SUMMARY

The purpose of this report is to seek approval for a new Community Facility to be purposed as a Men's Shed.

The Australian Men's Shed Association defines Men's Sheds as any community-based, non-profit, non-commercial organization that is accessible to all men and whose primary activity is the provision of a safe and friendly environment where men are able to work on meaningful projects at their own pace in their own time in the company of other men.

The proposal is permissible through the provisions of the LEP, and is deemed suitable for the subject site.

12.2 DA10.2018.1280.1 - TO ERECT A SHED (MEN'S SHED)

The application is required to be determined at a Council meeting as the land is owned by Council. It is recommended that the development application be approved with appropriate 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.

RECOMMENDATION

That

- A. Pursuant to section 4.16 of the *Environmental Planning and Assessment Act 1979 (as amended)* approval is granted for DA 10.2018.1280.1 to Erect a Shed (Men's Shed) on Lot: 3 DP: 537242 Mulach Street COOMA 2630, subject to the conditions attached;
- B. Any person who made a submission is notified according to the regulations.

BACKGROUND

The lease was terminated at the existing location of the Cooma Men's Shed. As such Council was approached by the Cooma Men's Shed members to explore the possibility of leasing a site from Council and building a new shed with funding from the Stronger Communities Fund 2018 Allocation. The Mulach Street site was identified and an application was lodged with Council for the new shed.

The subject site is declared operational land (1994) and forms part of a former Council Works Depot. A subdivision for the purpose of drainage easement creation was registered in 1969. A proposal for sale of land and subdivision was presented to Council by Fugen in April 2005 but not pursued.

ASSESSMENT

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

State Environment Planning Policies (SEPPs)	<i>State Environmental Planning Policy No 55— Remediation of Land</i>
Local Environmental Plan (LEP) (including draft LEPs)	<i>Cooma Monaro Local Environmental Plan 2013</i>
Development Control Plans	<i>Cooma Monaro Shire Development Control Plan 2014 (Amendment 1)</i>

SECTION 4.15 (FORMERLY SECTION 79C)

1.0 APPLICATION SUMMARY

Application:	10.2018.1280.1
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Officer:	Timothy Pepperell
Date:	8/02/2019
Development Proposal:	To erect a shed (Cooma Men's Shed)
On Land Comprising:	Mulach Street COOMA 2630 Lot: 3 DP: 537242
Applicant's details:	Rick Harris
Owner's details:	Snowy Monaro Regional Council
Zone:	R2 - Low Density Residential
Notification/Advertising:	14 Days
Type of Development:	Community Facility
Integrated Approval Bodies	<input type="checkbox"/> Department of Planning <input type="checkbox"/> NSW Environmental Protection Agency <input type="checkbox"/> NSW Rural Fire Service <input type="checkbox"/> Roads and Maritime Services <input type="checkbox"/> Office of Environment and Heritage <input type="checkbox"/> Office of Water <input type="checkbox"/> Fisheries Conditions of consent/reasons for refusal are attached to the file and included in the determination.
External Referrals/Concurrence Authorities:	<input type="checkbox"/> Department of Planning <input type="checkbox"/> NSW Environmental Protection Agency <input type="checkbox"/> NSW Rural Fire Service <input type="checkbox"/> Roads and Maritime Services <input type="checkbox"/> Office of Environment and Heritage <input type="checkbox"/> Office of Water Conditions of consent/reasons for refusal are attached to the file and included in the determination.
Internal Referrals:	<input checked="" type="checkbox"/> Building Surveyor <input checked="" type="checkbox"/> Development Engineer <input checked="" type="checkbox"/> Water/Waste Engineer <input type="checkbox"/> Environmental Health Officer <input type="checkbox"/> Heritage Officer <input type="checkbox"/> Strategic Planner
Additional information	Additional Site Plan showing location of stormwater rubble pit

submitted:	submitted 05/02/2019.
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:	Tim Pepperell

2.0 PROPOSED DEVELOPMENT IN DETAIL

The proposed development involves the construction of a 120m² shed with kitchen and bathroom facilities with an attached 24m² covered area. Also proposed is a 12m² garden shed and 20ft shipping container. The proposed development is for the purposes of Community Facilities as a Men's Shed.

The Australian Men's Shed Association defines Men's Sheds as any community-based, non-profit, non-commercial organization that is accessible to all men and whose primary activity is the provision of a safe and friendly environment where men are able to work on meaningful projects at their own pace in their own time in the company of other men.

The estimated cost of the proposal according to the applicant is \$150,000.00. This is considered a reasonable estimate.

3.0 ASSESSMENT UNDER SECTION 4.15 OF EP&A ACT

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

3.1 The suitability of the site for the development

The Subject Site



Date of Site Inspection	24/05/2018, 20/11/2018 and 05/02/2019
Slope	Gentle slope exists – no impediment to development exists
Significant vegetation	nil on-site evident
Adjoining development	Residential on surrounding lots – Residential flats to the south approx. 80m and single residences to the north and west approx. 70m minimum. Bracher Timbers (industrial site) is also situated in the locality on Mulach Street approx. 400m south of the proposed development. SMRC Animal pound is located approx. 750m to the north.
Suitability of proposed works / building	Generally acceptable having regard to constraints of the land
Streetscape	Proposal generally compatible with adjoining development. Although the shed is relatively large (120m ²) it is in keeping with many of the larger domestic and commercial sheds already existing in the locality.
Stormwater disposal	On-site via detention/dispersal
Services	electricity / telephone / water / waste water
Views	nil impact to and from site as formally impacted site
Contamination	Former Council Works Depot site with potential for contaminated land due to previous land use.
Bushfire	The subject site is classified as bushfire prone
Flooding	The lot is subject to flooding however development is sited above the 1 in 100 area of flood 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	The rear of the lot adjoins Cooma Creek, however development will only occur over 100m from the top bank.
Effluent disposal	Connection to Council's main
Prevailing winds	nil impact
Easements	nil affected by this proposal
Other matters	nil

Previous Development History

The site is classified as operational land (1994) and forms part of former Council Works Depot. A subdivision for the purpose of drainage easement creation was registered in 1969. A proposal for sale of land and subdivision was presented to Council by Fugen in April 2005 but not pursued.

Council holds no other relevant records associated with the site.

3.2 The provisions of any environmental planning instrument

State Environmental Planning Policies

The proposal has been assessed against the provisions of 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
<i>SEPP No. 55 - Remediation of Land</i>	Complies - The proposed development site is listed in Council's Contaminated Land Register due to the previous use of the site as a Council Works Depot. As such Clause 7(1) of the SEPP requires consideration for the purposes of the proposed development. This clause reads as follows:

7 Contamination and remediation to be considered in determining development application

(1) A consent authority must not consent to the carrying out of any development on land unless:

(a) it has considered whether the land is contaminated, and

(b) if the land is contaminated, it is satisfied that the land is suitable in its contaminated state (or will be suitable, after remediation) for the purpose for which the development is proposed to be carried out, and

(c) if the land requires remediation to be made suitable for the purpose for which the development is proposed to be carried out, it is satisfied that the land will be remediated before the land is used for that purpose.

The site is considered potentially contaminated as it was formerly used as a Depot and potentially included processes such as vehicle maintenance, chemical storage and fuel (petrol, diesel) storage. As such the site is listed on the Council's contaminated lands register. There are no contamination reports prepared for the site and remediation works are not known to have occurred. However based on site inspections conducted the site appears to have been remediated to an acceptable condition (visually).

The proposed development will cause minimal disturbance of the soil and the majority of the site will remain undeveloped following the completion of the proposed development.

Although some area may be disturbed by the proposed development, accounting for the extent of completed remediation and the time that has elapsed since, it is not considered a concern for non-residential development. Hydrocarbons are known to break down over time periods such as the years that have elapsed between the use of the site and the present application. An inspection of the site noted no remaining visible areas of contaminated ground.

As such it is considered that the land is suitable in its present state for the proposed development and that no further remediation works are required in this regard.

	A condition has been included in the draft consent in the unlikely event that site works expose any contaminants.
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	Not relevant
SEPP (Affordable Rental Housing) 2009	Not relevant
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
SEPP (Rural Lands) 2008	Not relevant
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

Cooma Monaro LEP 2013

- The subject land is zoned: R2 – Low Density Residential
- Definition of land usage under CMLEP 2013: Community Facility
- The proposal is permissible with development consent from Council pursuant to Zone R2 of the CMLEP 2013.

community facility means a building or place:

- (a) owned or controlled by a public authority or non-profit community organisation, and
- (b) used for the physical, social, cultural or intellectual development or welfare of the community,
- but does not include an educational establishment, hospital, retail premises, place of public worship or residential accommodation.

The proposed development is permissible in the R2 zoning. As per the CMLEP 2013 community facilities are permitted with consent. The proposed development meets the objectives of the zone especially in relation to providing facilities or services to meet the needs of residents and to integrate new development with the established settlement pattern and character of the locality. The site has good accessibility and is easily accessed by either car or walking, located approximately 1.5km from the CBD in an area where there are a large number of domestic residences.

- 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 CMLEP 2013 are of relevance and have been assessed for compliance:

Provision	Response
PART 4 Principal development standards	
Clause 4.3 Height of building	Complies – Max. height 4.3m approx.
Clause 4.4 Floor space ratio	Complies – 0.016:1
PART 6 Additional local provisions	
Clause 6.1 Earthworks	Complies – The proposed development may involve some minor earthworks (under 600mm) for the purposes of slab construction and therefore Clause 6.1 of the CMLEP 2013 must be considered. It is noted that as the site is almost entirely flat it is unlikely there will be any significant earthworks required or any significant resultant impacts.
Clause 6.2 Flood planning	Whilst the site has been identified as falling within the Probable Maximum Flood (PMF) level the provisions of Clause 6.2 of the CMLEP 2013 do not apply to the proposed development as it does not fall within the 1:100 ARI (average recurrent interval) flood event.
Clause 6.3 Terrestrial biodiversity	Complies – Nil identified. No clearing proposed and Biodiversity Threshold of 0.25ha will not be exceeded. As such it is considered unnecessary to conduct any further assessment under Section 7 of the Biodiversity Conservation Act 2016.
Clause 6.6 Riparian land and watercourses	Complies – The rear of the lot adjoins Cooma Creek, however development is proposed at approximately 100m from the top bank, well outside the 40m buffer for a minor waterway.
Clause 6.10 Essential Services	Complies – All services available

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

3.3 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.

3.4 Any Development Control Plan

Cooma-Monaro Development Control Plan 2014

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

Chapter 2 of the Cooma-Monaro Development Control Plan (DCP) 2014 provides generic development controls that need to be considered when assessing this development application. It is noted that the majority of the development controls outlined in Chapter 2 do not apply to the proposed use of the site as a community facility. It is also noted that Chapter 2.10 does not outline any specific off-street car parking requirements for community facilities. The proposed development meets all the required setbacks for R2 zone.

As the site is identified as being flood prone land the provisions of Chapter 6.4 of the DCP 2014 applies to the proposed development. In particular Chapter 6.4.2.4 outlines specific requirements for non-residential/commercial developments.

6.4.2.4 Design – other development

- *Controls applicable to other forms of development other than contained in 6.4.2.2 and 6.4.2.3 above are set out in Appendix 10 – Flood Planning Control Matrix*

For minor development within the PMF level Appendix 10 stipulates that:

Restrictions to be placed on title advising of the minimum floor levels required in relation to the flood level.

In this regard the proposed development complies with the relevant provisions of the DCP 2014.

The proposal has 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.

3.5 Planning Agreement

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

3.6 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
© 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

3.7 Impacts of the Development – Environmental, Social & Economic

Access, transport and traffic	Direct access to Mulach St, there is no likelihood of traffic related impacts due to scale of proposed development. Council engineers have determined Mulach St. suitable in current condition for the expected additional vehicle load.
Bushfire Assessment s4.14	A Bushfire Hazard Assessment Report by an accredited assessor was lodged with the DA. The determined BAL is 12.5. Council concurs with this assessment. Standard conditions of consent for BAL 12.5 and bushfire safety will be applied to any consent issued.
Impacts on supply of utilities	Due to the nature of the development increased demand on utilities would be minimal. No issues raised by Council's W&WW officers.
Heritage	N/A
Natural and other land resources	Nil in local vicinity

<p>Water supply and potential impacts on surface and ground water</p>	<p>It is considered unlikely that the proposed development will have any significant impact to water supply or surface and ground water. On-site storm water detention system is proposed.</p> <p>In accordance with cl 2.6.3.1.2 of Cooma Monaro Shire DCP 2014 Amendment 1 as the development is proposed within a R2 zone a soil analysis must be submitted with drainage calculations which justify the use of an on-site absorption system on the site. The report shall include calculations demonstrating the absorption of stormwater into the soil can occur at a rate which does not result in impacts on the proposed building, adjoining properties or Council' infrastructure for a 1% AEP rainfall event.</p> <p>An alternative option may be to discharge the overflow to the kerb and gutter in Mulach Street. An assessment of this proposal would need to be submitted to ensure that there is sufficient head pressure to allow for water to flow to the kerb and gutter stormwater system.</p> <p>A condition will be applied to any consent issued that requires a report detailing a soil analysis and drainage calculations for the site, to be lodged with Council prior to issue of Construction Certificate</p>
<p>Air quality, pollution and microclimate impacts (eg odour)</p>	<p>The proposed development is unlikely to have any significant impact on the air quality of the site and its surrounding properties due to the nature of the development.</p>
<p>Flora and fauna & Consideration of Threatened Species</p>	<p>The proposed development is not foreseen to have significant impact on flora and fauna. Proposed development is in an urban locality on a previously heavily impacted site. No significant vegetation identified in the building envelope area.</p>
<p>Waste facilities and controls</p>	<p>To be connected to Council waste water.</p>
<p>Energy efficiency and greenhouse gas emissions</p>	<p>Due to the nature of the proposed development it is unlikely that the development will have any impact on energy efficiency or greenhouse gas emissions. No BASIX was required for the development.</p>

<p>Noise and vibration</p>	<p>Some noise will result from the site preparation and installation of the proposed development; however, such noise would be temporary and have no lasting impact.</p> <p>Some noise is expected to occur from the activities undertaken by the patrons of the proposed Men's Shed however it is not considered the noise levels will exceed those normally expected in a domestic environment. The equipment typically in use in Men's Sheds are items of non-commercial use. This includes items commonly found in residential garages such as angle grinders, power saws, jointing machinery, power drills, circular saws, and power sanders.</p> <p>Conditions will be applied to any consent to ensure that noise is kept to a minimum as this facility is located in a residential area. Use of power tools will be restricted to the operating hours of 8.00am to 6pm Monday to Friday and 9am to 5.00pm on weekends to reduce disruption to the neighbouring properties.</p> <p>The lease will be monitored on a regular basis to ensure they are complying with the conditions set out in their lease and the DA conditions of any consent issued. Any noise resulting from tenants utilising the community facility will be dealt as per a normal noise complaint. Any serious breach will lead to compliance action by Council.</p>
<p>Safety, security and crime prevention</p>	<p>The proposed development is unlikely to alter the existing safety and security of the area.</p>
<p>Social impact in locality</p>	<p>The proposed development is unlikely to result in any negative social impacts within the locality of the development.</p>
<p>Economic impact in locality</p>	<p>The proposed development is unlikely to result in any economic impact within the locality of the development.</p>
<p>Site and internal design issues</p>	<p>Nil</p>
<p>Impacts during construction</p>	<p>None foreseen</p>
<p>Cumulative impacts</p>	<p>Nil</p>
<p>Impact on pedestrian movements and safety</p>	<p>Nil</p>
<p>Mineral resources and/or deposits in the vicinity</p>	<p>None identified</p>

Impacts on aboriginal heritage	A basic AHIMS search identified no known sites of Aboriginal cultural heritage significance within the site. It is considered unlikely that any such sites would be disturbed as the result of the proposed development. Additionally Council holds no records that would indicate the presence of any items or places of Aboriginal Cultural Heritage on the site.
Environmental impacts as a consequence of the development (whether direct or indirect)	Environmental impacts are not anticipated to be more significant than would be expected for other residential development. Aspects are outlined above.
Health Impacts of High Voltage Power Lines	Nil

3.8 Public Submissions

The proposed development was placed on public exhibition and adjoining landowners were notified in accordance with the provisions of Chapter 8 of the Cooma-Monaro Development Control Plan 2014 for a period of 14 days.

Summary of Submissions

Total Number of submissions	5 + petition
Number objecting	5 + petition
Number supporting	0

Submission – issues raised	Assessing Officer response
Location is not suitable for a shed and Residential zoning does not allow proposed development plus the site was never to be built on. Should be located at Polo Flat.	<p>The land is zoned residential not industrial and <i>Cooma-Monaro Local Environmental Plan 2013</i> allows Community Facilities in R2 zones.</p> <p>Zone R2 Low Density Residential</p> <p>3 Permitted with consent</p> <p>Bed and breakfast accommodation; Boarding houses; Car parks; Caravan parks; Centre-based child care facilities; Community facilities; Dual occupancies; Dwelling houses; Environmental facilities; Exhibition homes; Group homes; Home occupations (sex services); Neighbourhood shops; Places of public worship; Plant nurseries; Recreation areas; Recreation facilities (indoor);</p>

	<p>Recreation facilities (outdoor); Respite day care centres; Roads; Seniors housing; Signage; Water supply systems</p> <p>There are no records on Council files that reflect a decision to never build on the site of the former Council Works Depot.</p> <p>Considering the existing commercial and infrastructure land uses along Mulach Steet, it is not considered there will be a significant change to the culture of the locality.</p> <p>The application before Council is for the use of the Mulach Street site. If a suitable site was located at Polo Flat it would be subject to assessment under a separate Development Application.</p>
<p>Impact to visual amenity of surrounding neighbours and will cause reduction in property values.</p>	<p>Although the shed is relatively large (120m²) it is in keeping with many of the larger domestic and commercial sheds already existing in the locality. The shed will not be cut into any hillside or situated on any ridgeline. The shed facades are proposed to be neutral colours which will aid in blending into the back ground. In addition there are established trees on the site which will aid in screening the proposed shed from several directions.</p> <p>No supporting evidence has been provided to support claims of impact to property values in the area and it is not considered there are any precedents set that correlate this claim. Men's Sheds are a common occurrence in residential zones throughout Australia and Council is not aware of any studies that indicate a loss of value arising from the location of these types of community facilities. In the absence of more solid data from the objectors, it would be a major call for the Council to oppose such a small development on the basis of its economic impact on the locality. Essentially the community facility will have the same impact on the economy as large multiple tenant residential developments in the locality.</p> <p>It is also considered that leaving the site vacant creates a higher risk of antisocial behaviour which may also correlate to impacts on property values.</p>

<p>Noise pollution</p>	<p>Some noise is expected to occur from the activities undertaken by the patrons of the proposed Men's Shed however it is not considered the noise levels will exceed those normally expected in a domestic environment. The equipment typically in use in Men's Sheds includes items of non-commercial use, being items commonly found in residential garages such as angle grinders, power saws, jointing machinery, power drills, circular saws, and power sanders.</p> <p>Conditions will be applied to any consent to ensure that noise is kept to a minimum as this facility is located in a residential area. Use of power tools will be restricted to the operating hours of 7am to 6pm Monday to Friday and 8am to 5.00pm on Saturday/Sunday/Public Holidays to reduce disruption to the neighbouring properties.</p> <p>The applicant has advised that on days the members meet and other normal days it is for approximately 3-4 hours within normal business hours.</p> <p>The lease will be monitored on a regular basis to ensure they are complying with the conditions set out in their lease and the DA conditions of any consent issued. Any noise resulting from tenants utilising the community facility will be dealt as per a normal noise compliant. Any serious breach will lead to compliance action by Council.</p> <p>The provisions of the <i>Protection of the Environment Operations Act</i> can also be used to address any potential future 'offensive noise' issues.</p>
<p>Increased traffic on Mulach St.</p>	<p>The applicant is proposing that approx. 10 cars a day will visit the shed this equates to 20 movements a day which is well within the capability of a local access road to encompass. Even if the maximum number of members were greater (e.g. 30), this would still not be considered an unreasonable increase of traffic volume on Mulach St. For example if the blocks were sold and developed into residences/town houses/flats it would result in a similar or greater increase in traffic.</p>
<p>Pedestrian and cyclist safety</p>	<p>As stated there are no footpaths along Mulach St.</p>

	and as such the road is also utilised for pedestrian use. Common sense dictates general road safety when using or crossing a public road. All traffic rules apply to road users and breaches of such are a matter for the local police. In addition the impact of a small community facility is not considered to significantly affect the issues surrounding the safety of road users on Mulach St. The matter is outside the scope of this DA assessment and if it is considered a problem should be addressed by the Local Traffic Committee, a Council resolution and/or part of Council's Infrastructure Delivery Plan.
Car parking (parking on the street causes further issues with road safety) and Truck congestion (Bracher Timbers deliveries)	All car-parking for the proposed development is to be provided on-site with sufficient overflow parking areas to be included. The issue with truck and heavy vehicle movements on Mulach St. is a separate issue to the subject application and as such outside the scope of this assessment. It is noted that as the area is further developed traffic management and upgrades to Mulach St. may need investigating.
Flooding issues in area	The proposed development is situated above the 1:100 annual exceedance probability flood levels on the lot. The development is not commercial or residential. Conditions will be included on any consent regarding flood awareness requirements.

3.9 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. Issues raised in submissions have been considered as part of the application assessment.

4.0 OTHER MATTERS

Developer Contributions	S64 Contributions may apply. To be determined as part of s68 application.
Property Vegetation Plan (PVP)	N/A
Crown Land	Nil
Approvals under other Acts	S138 and s68 applications required for driveway entrance and W&WW connections.

Internal Referrals	Water, Building, Property, Engineering - no significant issues raised.
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Section 4.15 and EP&A Act Checklist:

The suitability of the site for the development:	The site is generally suitable for development.
The provisions of any environmental planning instrument and draft environmental planning instrument:	The proposal has been assessed against the provisions of all relevant SEPP's and the development has been found to achieve an acceptable level of compliance. The proposal has been examined in detail against the provisions of CMLEP 2013 and has been found to achieve an acceptable level of compliance.
The provision of any development control plan:	The application generally complies with the provisions of Council's relevant development control plans.
Any matters prescribed by the regulations:	The application generally complies with the <i>EP&A Regulation 2000</i> .
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. Details of notification and submissions received are discussed above.
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. Issues raised in submissions have been addressed as part of this assessment.

SUBMISSIONS

The application was notified, in accordance with relevant DCP requirements and the relevant statutory regulations. Notification letters were sent out to adjoining landowners and exhibited for a period of 14 days.

Please see **Part 3.8 Public Submissions** in included Section 4.15 Assessment for a summary of the public submissions and Council responses.

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.

In conclusion, 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 Determination.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The proposal is deemed to be of positive outcome from a social perspective by offering an important Community Facility within the Cooma locality which supports mental health and well-being, in addition to employment opportunities during the construction phase.

2. Environmental

The applicant has satisfactorily taken into consideration the environmental impacts of the development. Matters raised in submissions have been addressed as part of the application assessment. The proposed development is considered to be of minimal environmental impact.

3. Economic

The development will have no adverse economic impacts upon council services. The road network that services the site is considered to be acceptable for the purpose of the development.

4. Civic Leadership

The application has been submitted to Council for determination in accordance with Council policy.

The application was notified and received 5 submissions, and a petition containing 21 signatures (under Council's policy 'Referral of Development Applications to Council' adopted on 15 February 2018, petition or pro-forma submissions are counted as one (1) submission).

The application is also for development on land owned by Council.



Received
Snowy Monaro Regional Council
13/11/2018

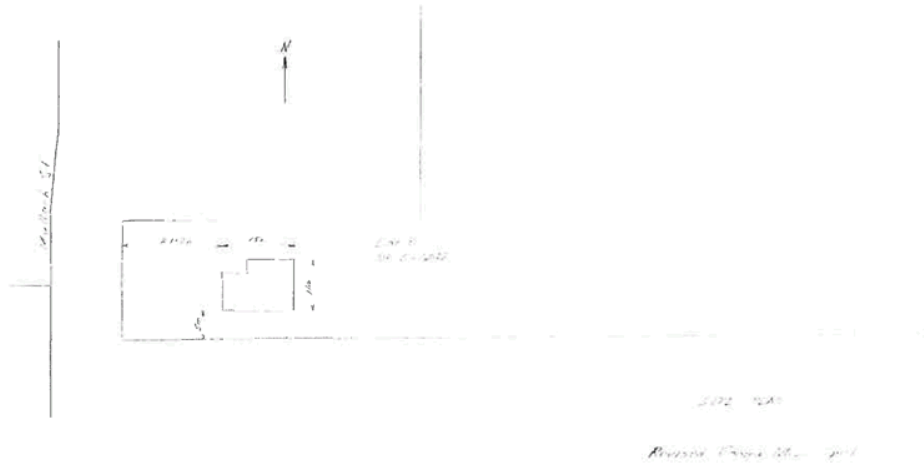
STATEMENT OF ENVIRONMENTAL EFFECTS

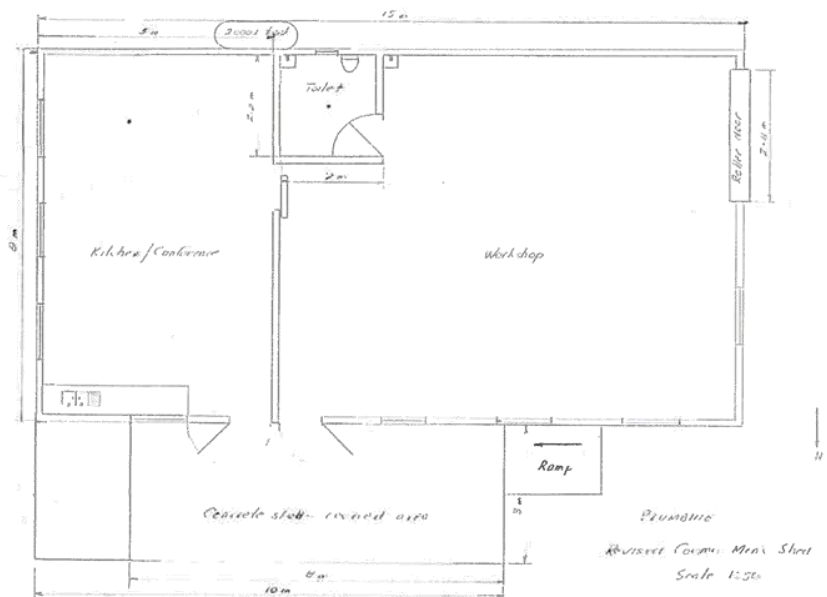
- **Cooma Men's Shed**

72 Mulach Street
Lot 3 DP537242
Cooma NSW 2630

November 2018.

THE PROPOSAL





Proposed Floor Plan





SITE ANALYSIS



Property Address:	72 Mulach Street Cooma
Lot/DP/SP:	Lot 3 DP537242
Site area (m ² /ha)	8839m ² approx.

Existing vegetation cover	The construction of the proposed Men's shed will not impact on the existing vegetation
Existing structures	No existing structures are on the site.
Existing access arrangements	Access if proposed from Murlach street.
Describe how water is supplied to the site	Water will be supplied from the councils reticulated water supply system.
Describe how effluent is currently managed	Effluent will be disposed to council sewerage system.
Describe how stormwater is currently managed	Stormwater will be directed from the roof to a rainwater tank. Overflow from the tank will be diverted to a rubble pit.
Describe how electricity and/or gas is supplied to the site	Electricity and gas will provided from the local infrastructure.

Machinery involved in activity:	It is proposed to utilise had tools and small machinery such as lathes and bench saws for short period of time
Type of items sold from site directly to public:	It is proposed from time to time good produced within the mens shed will be sold in stalls direct to the public
Proposed seating:	No seating is proposed.
Describe any signage/advertisement proposed:	A small building identification sign will be provided.
Opening hours:	It is proposed the shed will operate predominantly 3-4hrs weekdays.
Proposed parking arrangements:	Parking will be provided on site.
Type and extent of landscaping proposed:	The site will be hay mulched and seeded upon completion of construction.
Number of buildings proposed:	1
Area of proposed building (m ²):	120
Proposed number of rooms:	2
Proposed number of storeys:	1


Proposed materials:	External wall finishes	Pale Eucalypt
	Roof finishes	Pale Eucalypt
	Internal driveways/parking	Decomposed granite
	Fences/privacy screens	none
	Other	

Environmental Impacts

Traffic & Utility Services

Describe how the development will gain legal vehicular access	Access to the property will be via the front boundary. Approximately 10 vehicle movements on the days of operation.
Describe the number and size of deliveries expected per day	minimal
Describe how water will be supplied to the development	Hot water system.
Describe how effluent associated with the development will be managed	Connection to council infrastructure.
Describe how stormwater associated with the development will be managed	Rainwater tank
Describe how electricity and/or gas will be supplied to the development	Main infrastructure grid.

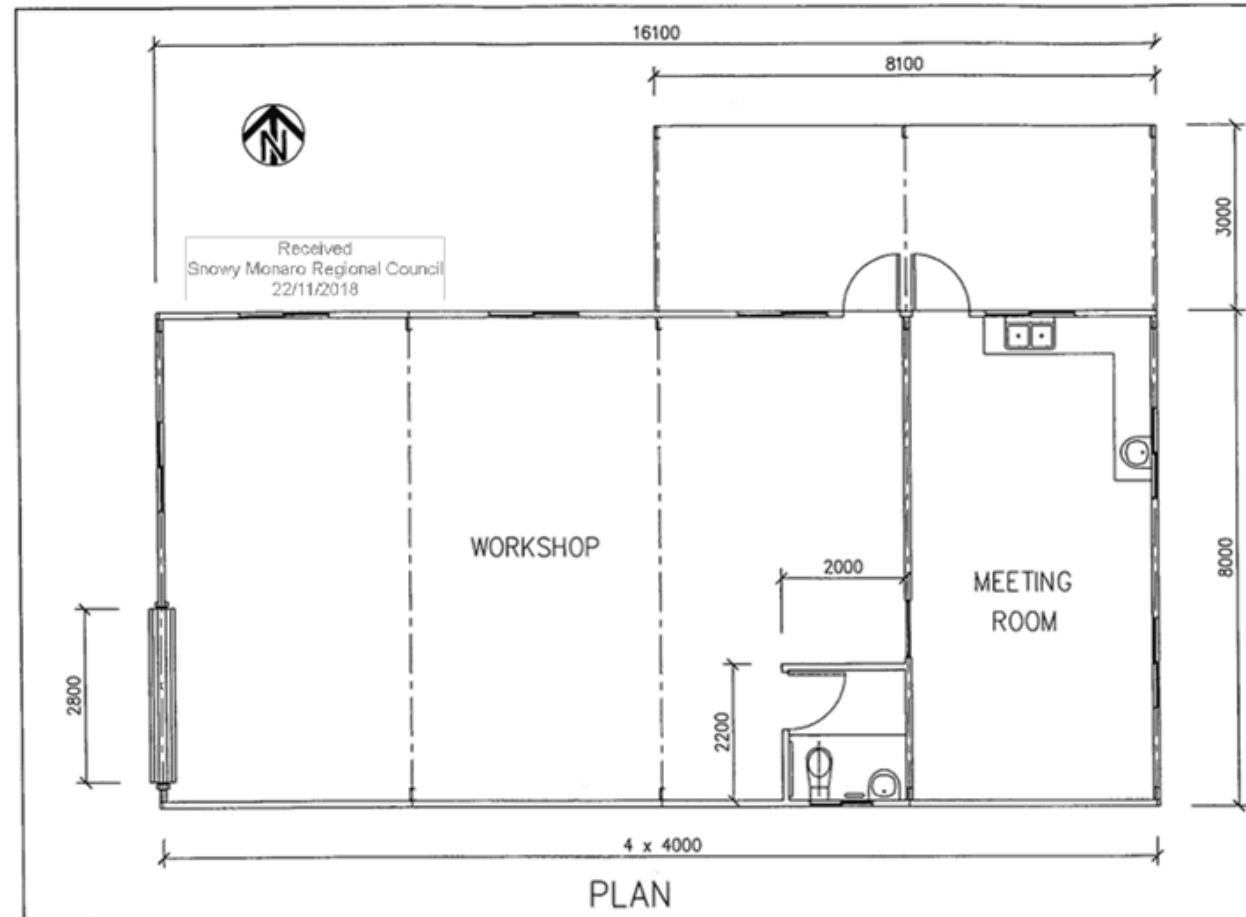
Local Amenity

<p>Describe proposed measures to minimise any conflicts between nearby residential development (ie fencing/privacy screens, landscaping etc)</p>	<p>Significant front setbacks from residential properties</p>
	
<p>If applicable describe how items for sale will be displayed to public areas</p>	<p>n/a</p>
<p>Describe proposed measures to ensure any signage will not result in safety issues for public roads (light glare, traffic distraction etc)</p>	<p>Building identification signs will not create safety issues.</p>
<p>Describe any proposed measures to minimise any impacts on footpaths (ie outdoor dining, signage, goods displayed etc)</p>	<p>The building will not impact on adjoining footpaths.</p>
<p>Describe any proposed measures to minimise any emissions (gases, odours, noise etc) associated with the development</p>	<p>An energy efficiency report will be provided with the construction approval.</p>

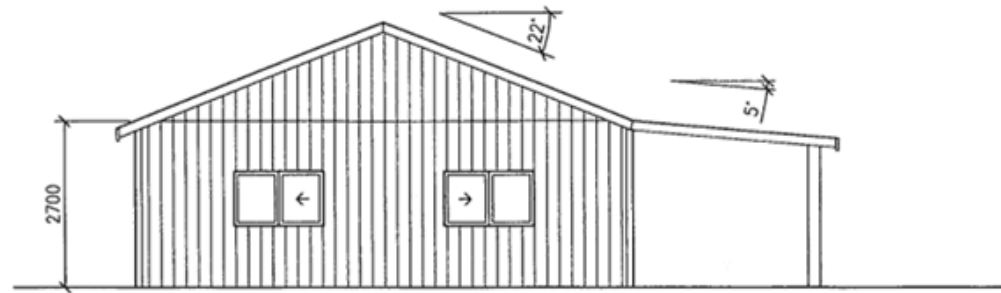
Describe how the proposed development will address the existing streetscape (ie front fences, landscaping, building facade etc)	The building has been designed to blend into the surrounding environment, landscaping will be provided in due course to soften the building from the street.
If applicable describe how development will complement the existing Heritage items or conservation area	No heritage affected.

Natural Environment

Outline proposed measures to minimise any impacts on natural waterways (ie diversion banks, separation etc)	The proposed development is approximately 130m from the watercourse.
Outline proposed measures to minimise any potential contamination (ie storage of chemicals, bunded areas etc)	The proposed development will not cause potential contamination issues on the surrounding area.
If applicable outline the levels of excavation/fill associated with the development	Minimal cut/fill proposed. A cut to level the site for the concrete slab of about 600mm will be provided.
If applicable/appropriate describe how the development will manage flood waters (levy banks, construction etc)	The proposed development is far enough away from the adjoining watercourse to not cause adverse impacts.
If applicable/appropriate describe how the development will manage bushfire events (asset protection zones, construction etc)	The proposed development is bushfire affected. A separate bushfire report will be lodged with the DA.



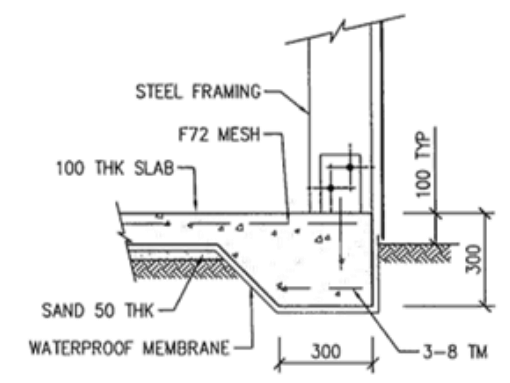
PLAN



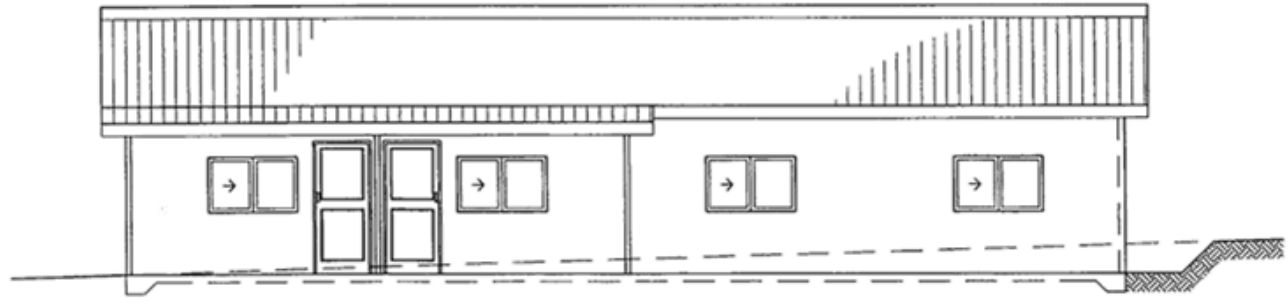
EAST ELEVATION



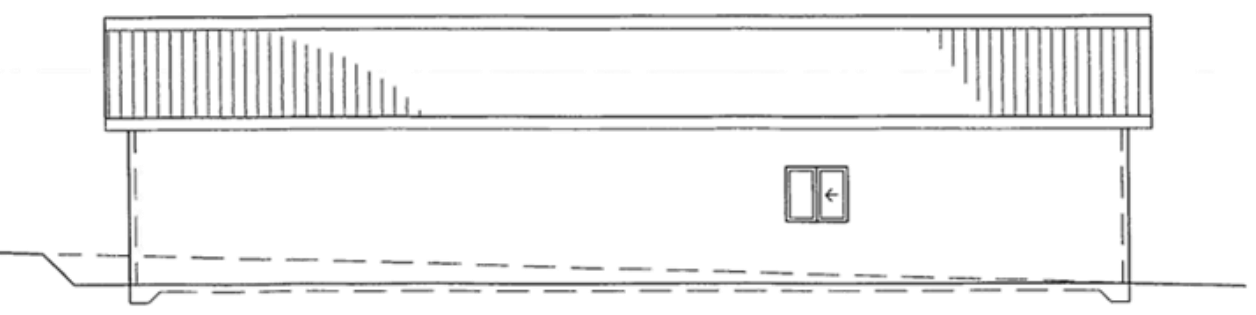
LOCALITY PLAN



FOOTING DETAIL



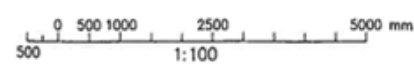
NORTH ELEVATION



SOUTH ELEVATION

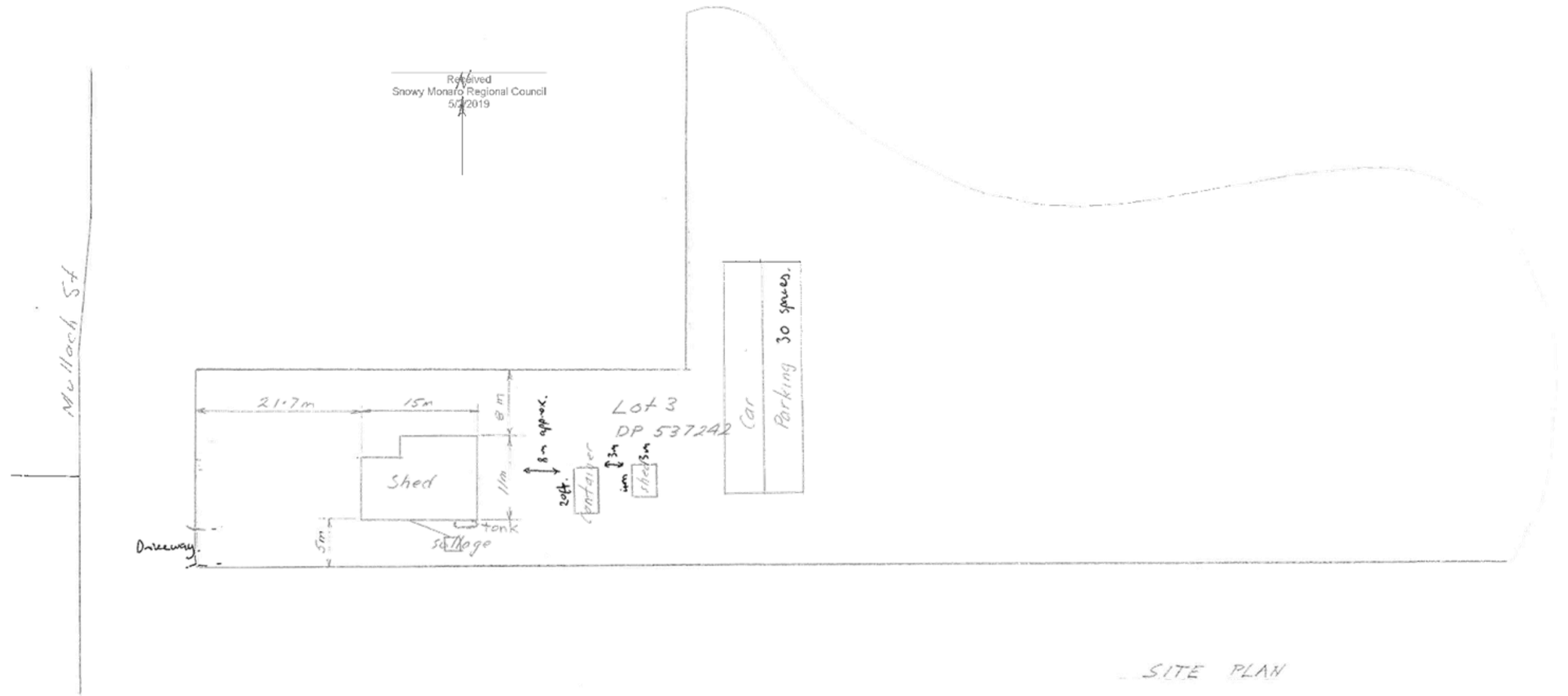
NOTES

1. THE CONSTRUCTION DETAILS FOR THE STEEL FRAMING TO BE SUPPLIED BY THE MANUFACTURER/SUPPLIER
2. IN THE MEETING ROOM THE INTERNAL WALL SURFACES TO BE CLADED WITH 'GYPROCK' AND A SUSPENDED CEILING TO BE INSTALLED.



		COOMA MEN'S SHED	
		CONTACT: R. HARRIS TEL: 0497 875 538	
DRAWN	P. SCHWARZ	PROPOSED NEW SHED MULACH STREET COOMA	
DATE	OCT. 2018	SCALE	1:100
REV		A3	DRG No. 2018 09 001

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SITE PLAN

Revised Cooma Men's Shed

Scale \approx 1:50

1 container, 2 small sheds
to located later

25.10.18

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23/10/18

To whom it may concern,

I am writing in regard to the building of the Men's Shed in Mulach St in Cooma.

Firstly let me state that I think that the Men's Shed is a fabulous idea and it is very important to many of our male residents.

Our issue with it being built in Mulach St is more for safety reasons.

- Increased traffic along Mulach St will increase. The Men's Shed has roughly 28 members so each week if all members attend the shed twice per week this increases traffic to 56 cars along the street.
- Mulach St does not have footpaths. This is an issue as it is connected to the town walk and people are forced to walk on the road.
- Families walking with prams along the street and people riding bikes. As there is no path also parts of the street are not wide enough then to walk/ride off the road if traffic is approaching.
- When cars are parked along the road this narrows the street even more.
- There are trucks parked along the street making deliveries and turning around during the day which also narrows the street.

On a personal level when we look outside our lounge room window we will look down onto the roof of the building. If they are to build could it be more towards the back of the block and not the front of the block that has been given to them please.

Please could I receive a response to this letter as acknowledgement of having received it?

Thank you for taking the time to view my letter.

Regards.

19.11.2018

Cooma Council
Environmental Services Dept.

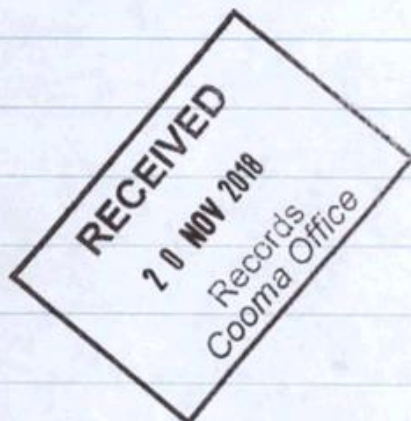
(1) Re Cooma's Men Shed.

(2) It was never to be built on.

(3) This is a Residential Area.

(4) ~~IN~~ Heavy Rains (& Flood Waters)
The Canal between 55 & 57 M/LACT
is impassible. the water floods over
to the road & to where you have
pegged out. you cannot get past ^{No} 55'

(5) plus The noise & Heavy Traffic.



Yours
Faithfully

Enquiries Sharon Thompson
Cooma Office
Our Ref 10.2018.1280.1
Your Ref



SNOWY MONAR
REGIONAL COUNCIL
Stronger together Better tog

14 November 2018

Dear Sir/Madam

Public Notification – New Proposal

Proposed Development	To erect a shed (Cooma Men's Shed) Local Development
Property Description	Mulach Street COOMA 2630 Lot: 3 DP: 537242
Applicant's Name	Cooma Men's Shed Inc.
Application Number	10.2018.1280.1

Council is in receipt of an application for the above proposal.

The attached documentation is enclosed for your information. If desired you may inspect the full Application at Council's Environmental Services Division at 81 Commissioner Street, Cooma during normal business hours or view online using Council's Application Tracking Tool. You can find the Tool via Council's website or at dat.cooma.nsw.gov.au.



Your input is not mandatory, however should you wish to make a written submission of support or objection, you should ensure that your submission complies with the guidelines detailed on the back of this page. Your submission must reach Council by close of business 28/11/2018. Any submissions received in accordance with the guidelines will be considered during the assessment of the application.

Should you have any queries regarding this Application please contact Town Planning on (02) 6455 1915.

Yours sincerely

A blue rectangular box redacting the signature of Sharon Thompson.

Sharon Thompson
Administration Assistant Building Certification

Sharon Thompson

From:
Sent: Tuesday, 20 November 2018 11:37 AM
To: Records Snowy Monaro Regional Council
Subject: The General Manager Mr Bascomb

Dear Sir

My name is and I live at Am I to believe that you have gave permission to build a Men's shed in Mulach St Cooma. I cant believe you are considering putting a shed in a suburban street and not out at Polo Flat where sheds belong. Why have us home owners not been notified. We have enough traffic in our street already, including all the semi trailers that make delivers to Brachers timbers that have to turn around up past Lambie Lane.
Please tell me that this project will not go ahead in our tiny street.

-----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.

Snowy Monaro Regional Council
PO Box 714
Cooma NSW 2630

Attention Building Certification

Dear Sir/Madam

Development Application 10.2018.1280.1 - Cooma Men's Shed Inc

Reference is made to your letters of 14 November
relating to the abovementioned development application.

In response we wish to lodge an objection to the application based on the following points:

1. The development is for industrial use in a generally residential area and as such is more appropriate for designated industrial areas. It's appearance will not fit in with the aesthetics of the existing residential and open space area. If approved it may result in the reduction of housing values in the adjacent properties, and give way to possible further industrial development in the area.
2. The development will result in increased traffic along Mulach Street and in particular increased traffic and parking in the development area which adjoins a heavy vehicle turning area and is opposite to Mulach Lane access.

Yours sincerely

20 November 2018



Firstly, we would like to say this letter, and the issues raised, are not directed at the Men's Shed, or the men who regularly attend. We believe that the Men's Shed is invaluable in our community. It creates a space and a time for men to be of service to each other and to our community.

What we do not agree with is the proposed location of the new Men's Shed: that is, where it is most likely going to be built, if the current plans go ahead.

There are many areas at Polo Flat that could be used for the Men's Shed. Polo Flat area is zoned industrial, and the daily activities of Polo Flat Industrial Estate are in line with this zoning. Everyone is aware of the nature of that precinct. There is no pedestrian traffic that is not linked to a business. There should be no residences. Noise would not be an issue.

Unfortunately, there is already a safety issue for pedestrians using Mulach St. Mulach Street is mostly residential. There are no footpaths which is forcing people to use the road when walking or pushing prams. Increased traffic will increase the risk for residents who choose to walk. Riding bikes for younger children will also be of concern if traffic numbers increase. There is the added factor of the large numbers of people that use the town walk. The town walk is an established feature of the Cooma townscape. Its viability may be reduced if the traffic in Mulach Street becomes a problem as a result of the Men's' Shed.

At no point when any resident purchased their houses, in some cases many years ago, were we informed by anyone, including solicitors, that this area was zoned industrial or going to be changed to an industrial zoning. Residents would not have bought in this area, had this been the case. We were not informed that there is an industrial zoning of this area. Is it indeed, zoned industrial? If not, why is a shed being given permission to be built? If it is, when did it become industrial?

If one (1) shed is allowed to be constructed then what is stopping further sheds/businesses from being built in this area? Again, this would increase traffic and would also increase the size of the vehicles that use the street. The current pedestrians are aware of the environmental risks that exist in our street as a result of no paving but this increased risk is unconscionable for our older, and our youngest, residents.

There is a potential problem with the increase in noise. The increased noise would not only be associated with the activities at the Men's' Shed, through the use of the machinery, but also through the increased traffic in this built up area.

Further distressing factors are the change to the culture of the street and the decrease in the value of all surrounding properties.

The majority of these problems would not exist if the Shed were to be situated in Polo Flat. If Council were to give the men property in this area, there would be no need for Council to address the issues of no footpaths, increases in noise and traffic, industrializing a mostly residential area and the potential for others to also construct sheds. As stated at the beginning of this letter we are not opposed to the Men's' Shed we are opposed to the location of its construction.

Dear Sharon,

I am writing to you about the proposed new Men's Shed on council land at 72 Mulach St.
I am a nearby resident

The reason I am submitting on this matter is because a neighbour reported to me that a group of several large poplar trees in the lot proposed for use by the Men's Shed is to be cut down. I have no idea if there is any truth in this report.

I have looked at the Statement of Environmental Effects and the Bushfire Hazard Assessment Report for the proposed development of the Men's Shed at 72 Mulach St. I could see no references to removal of trees in either of these documents.

However I am writing to urge planners in the most definite terms not to consider removing these trees. Trees are important to the liveability of the street and there are not very many trees in Mulach Street, and probably will be fewer after upcoming electricity company pruning. Properties that overlook the proposed Men's Shed lot such as that of my neighbours at 49 Mulach St would have the amenity of their outlook greatly reduced if these poplars were to be removed, and the general attractiveness of a town is always detracted from by the removal of large trees.

I realize that I am writing to you on the basis of community talk rather than anything concrete that is to be found in the Statement of Environmental Effects and Bushfire Hazard Assessment Report. But if there is any proposal to remove trees, again I strongly urge that it is instantly rejected.

The development in general I consider to be a good proposal.

Yours sincerely,

28/11/2018.

To whom it may concern,

Please find attached a petition regarding the proposed site of the New Men's Shed.

Property Description: Mulach St Coma 2630

Lot: 3 DP: 537242

Applicant's Name: Cooma Men's Shed.

Application number: 10.2018.1280.1

The signed people have verbally stated they have not donated or gifted towards the council.

Thank you taking the time to view our concerns.

As stated at the start of the petition this is NOT against the Men's Shed it is against the proposed location.



RECEIVED
28 NOV 2018
Snowy Monaro Regional Council
Cooma Office

Firstly, we would like to say this letter, and the issues raised, are not directed at the Men's Shed, or the men who regularly attend. We believe that the Men's Shed is invaluable in our community. It creates a space and a time for men to be of service to each other and to our community.

What we do not agree with is the proposed location of the new Men's Shed: that is, where it is most likely going to be built, if the current plans go ahead.

There are many areas at Polo Flat that could be used for the Men's Shed. Polo Flat area is zoned industrial, and the daily activities of Polo Flat Industrial Estate are in line with this zoning. Everyone is aware of the nature of that precinct. There is no pedestrian traffic that is not linked to a business. There should be no residences. Noise would not be an issue.

Unfortunately, there is already a safety issue for pedestrians using Mulach St. Mulach Street is mostly residential. There are no footpaths which is forcing people to use the road when walking or pushing prams. Increased traffic will increase the risk for residents who choose to walk. Riding bikes for younger children will also be of concern if traffic numbers increase. There is the added factor of the large numbers of people that use the town walk. The town walk is an established feature of the Cooma townscape. Its viability may be reduced if the traffic in Mulach Street becomes a problem as a result of the Men's' Shed.

At no point when any resident purchased their houses, in some cases many years ago, were we informed by anyone, including solicitors, that this area was zoned industrial or going to be changed to an industrial zoning. Residents would not have bought in this area, had this been the case. We were not informed that there is an industrial zoning of this area. Is it indeed, zoned industrial? If not, why is a shed being given permission to be built? If it is, when did it become industrial?

If one (1) shed is allowed to be constructed then what is stopping further sheds/businesses from being built in this area? Again, this would increase traffic and would also increase the size of the vehicles that use the street. The current pedestrians are aware of the environmental risks that exist in our street as a result of no paving but this increased risk is unconscionable for our older, and our youngest, residents.

There is a potential problem with the increase in noise. The increased noise would not only be associated with the activities at the Men's' Shed, through the use of the machinery, but also through the increased traffic in this built up area.

Further distressing factors are the change to the culture of the street and the decrease in the value of all surrounding properties.


The majority of these problems would not exist if the Shed were to be situated in Polo Flat. If Council were to give the men property in this area, there would be no need for Council to address the issues of no footpaths, increases in noise and traffic, industrializing a mostly residential area and the potential for others to also construct sheds. As stated at the beginning of this letter we are not opposed to the Men's' Shed we are opposed to the location of its construction.

A Petition to ask Snowy Regional Council to move the proposed site of the Men's Shed

- This is not directed at the Men's Shed, or the men who regularly attend. The Men's Shed is an excellent community resource.
- We do NOT agree with is the **proposed location** of the new Men's Shed in Mulach Street..
- There are many areas at Polo Flat that could be used for the Men's Shed. Polo Flat area is zoned industrial.
- There are safety issues for pedestrians because footpaths do not exist, in Mulach Street. Increased traffic, from a Men's Shed, will increase the risk.
- There is the added factor of the use of the town walk. The town walk is an established feature of the Cooma townscape. More traffic, less persons using the town walk.
- Is Mulach Street zoned residential or industrial? If industrial, no purchaser of land or houses has been informed of this pre purchase.
- If one (1) shed is allowed to be constructed then what is stopping further sheds/businesses from being built in this area
- There is an increase in noise. The noise will be through activities at the Shed and through traffic noise.
- There will be a change to the culture of the street.
- There will be a decrease in the value of all surrounding properties.

The majority of these problems would not exist if the Shed were to be situated in Polo Flat.

We, the undersigned, respectfully request that the Council reassess the proposed positioning of the Men's Shed and allocate a space at Polo Flat instead.

Name (Printed) and phone number	Address	Signature
Sandra Wassink 0488594870	61 Mulach St Cooma	
TERRY EDWARDS 0407 987 097	49 MULACH ST COOMA.	
ANTHONY EDWARDS 0490146803	49 MULACH ST COOMA	

Mare Duggan	51 Mulach St Cooma	
Debbie Thomas	67 Mulach St Cooma	
Corey Thomas	67 Mulach St Cooma	
Blayne Thomas	67 Mulach st Cooma	
GORDON COR	67 MULACH ST COOMA	
BERYL DONNELLY	71 MULACH ST COOMA	
Jackson Ward	75 mulach st	
JULIE HOLLATE	74A MULACH ST	
KEN STANGLIER	35 MULACH ST	
Laura Mould	55 mulach St	
Joan Broughton	57 MULACH. St	
FRANK CANN	53 MULACH ST	
Tom WARRICK	61 MULACH ST	
Jann Venables	78 Mulach St.	
LLOYD VENABLES	78 Mulach St	

Enquiries Timothy Pepperell
Cooma Office
Our Ref 10.2018.1280.1
Your Ref

Cooma Men's Shed Inc.
PO Box 1115
COOMA NSW 2630

Notice of Determination of a Development Application

Issued under the *Environmental Planning and Assessment Act 1979* (the 'Act')

Application Number	10.2018.1280.1
Property Description	Mulach Street COOMA 2630 Lot: 3 DP: 537242
Development Description	To erect a shed (Cooma Men's Shed)
Classification	MAN

Determination

Pursuant to Section 80(1)(a) of the Act

Notice is hereby given of the determination by Snowy Monaro Regional Council of Development Application **10.2018.1280.1** relating to the land described above.

The Development Application has been **APPROVED** subject to the Conditions specified in this Notice.

Authority:	Council
Determination Date:	TBD
Consent to Operate from:	TBD
Consent will Lapse on:	TBD

Integrated Approval Bodies

Pursuant to Section 93 of the Act

The development application proposal was not Integrated Development. INT_01

Conditions

General

1. The development being carried out in accordance with the approved documents/plans listed in the Schedule below and development application except where amended by the conditions of this Consent as set out in the following conditions or by any subsequently approved Section 96 modification.

Document/Plan Schedule			
Ref	Description	Prepared/Drawn By	Received
-	Statement of Environmental Effects	Applicant	13/11/2018
-	Floor Plan & Elevations	P. Schwarz	22/11/2018
-	Site Plan	Applicant	05/02/2019

Reason: Requirement that the development is completed in accordance with Council's consent. P_1_01

2. All asset protection zones required by this consent are to be created and maintained in accordance with the NSW Rural Fires Service's Standards for Asset Protection Zones and are not to be implemented through a process of clear felling.

Note: This document emphasises the importance of maintaining groundcover and non-threatening vegetation as a means of preventing soil erosion.

Reason: To ensure that proposed bushfire protection measures do not result in any additional environmental impacts. BF_1_08

3. Reflective materials such as zincalume are not to be used on structure facades or roof.

Reason: To comply with Cooma-Monaro Development Control Plan (Amendment 1) 2014 clause 2.1.2 P_0_01

4. All erosion and sedimentation control devices shall be maintained until the site has been adequately revegetated and no soil remains exposed. Revegetation or stabilisation of disturbed areas shall be commenced as soon as possible on all sites. This includes turfing, seeding, bitumen straw mulching, and landscape planting.

Reason: To establish site stability as soon as possible following earthworks. P_5_01

5. Prior to the installation of the shipping container on the site the container must be painted in a low reflective neutral colour to blend in with the surrounding natural environment and built structures. The proposed Colour is to be approved by Council in writing prior to the Container's installation on the site.

Reason: To ensure compliance with the requirements of the Cooma-Monaro Development Control Plan 2014. P_6_01

6. The placement of the shipping container on the site is limited to (*Insert Date of Consent*) or two (2) years from the date of installation (whichever occurs first). Immediately beyond this date the shipping container must be removed from the site unless further development consent has been obtained.

Once the shipping container has been removed from the site, revegetation or stabilisation of disturbed areas shall be commenced as soon as possible.

Reason: To ensure compliance with the requirements of the *Cooma Monaro Shire Development Control Plan 2014*.

Design Related Conditions

7. Construction shall comply with Section 5 (BAL 12.5) of Australian Standard AS 3959-2009 "Construction of buildings in bush fire prone-areas" and section A3.7 Addendum Appendix 3 of *Planning for Bushfire Protection*.

Reason: To minimise the risk of bushfire attack and provide protection for emergency services personnel, residents and others assisting fire fighting activities. BF_1_05

Required Works

8. The carparking area/s shall be constructed in accordance with *Cooma-Monaro Shire Council Development Control Plan 2014* and *AS 2890.1 – Off Street Car Parking*.
- The applicant shall provide a plan of the proposed carpark for Councils consideration. A Construction Certificate will not be issued until the parking plan is approved.
 - The plan shall allow for 10 car parking spaces including 2 disabled spaces.
 - The plan shall address how stormwater from the access road and carpark will be controlled.

Construction standards to be as follows:

- The access road and the carpark shall have a 100mm compacted gravel pavement
- The parking bays shall be delineated with raised pavement markers.

Reason: To provide car parking in accordance with Council Standards. R_11_01

Conditions to be met prior to commencement of work

9. The applicant shall, prior to commencement of works, obtain a Section 138 (Roads Act 1993) consent from Council for the following works:

- a) Vehicular footpath crossing
- b) Removal of the existing layback kerb and the construction of a new layback crossing in accordance with Councils plan B163 and D243

The applicant shall make application to Council for approval under Section 138 of the Roads Act 1993 using the Application for Works within a Road Reserve form. All works shall be in accordance with *Cooma-Monaro Shire Council Development Control Plan 2014*, *Specification for Engineering Works and Conditions of this Consent*.

All works shall be carried out in accordance with the Section 138 Approval.

Reason: In accordance with Roads Act 1993. R_1_02

10. The application under Section 138 of the Roads Act is to include the following details:
- Design details of the proposed vehicular footpath crossing complying with Council Drawing B 163 and D 243
 - A design long section of the driveway
 - Satisfactory evidence of the currency of public liability insurance of not less than \$20 million, specifically indemnifying Council against all claims arising from the execution of the works.
 - A plan for the safe management of pedestrians past the site during the construction works.

Reason: To ensure compliance with Cooma Monaro Shire Development Control plan 2014

11. NO WORK IS TO COMMENCE until a Construction Certificate is issued by Council or a private Principal Certifying Authority.

Reason: Requirement of the *Environmental Planning and Assessment Act and Regulations*. B_1_02

12. Before commencing any work a sign MUST be erected on the land, visible from the road and indicating:

- a) The owner's name and contact number (including after-hours contact number).
- b) Allotment number
- c) Construction Certificate number.
- d) Principal Contractor's name and contact number.
- e) Principal Certifying Authority's name, address and contact number.

Note: Where Council is the Principal Certifying Authority list details as:

<p>Snowy Monaro Regional Council 81 Commissioner Street, Cooma Phone 1300 345 345</p>

The sign must also state 'Unauthorised entry to the work site is prohibited'.

The sign must be maintained while building works are carried out and must be removed once works are completed.

Reason: Prescribed condition in accordance with clause 98A(2) of the *Environmental Planning and Assessment Regulations*. B_2_01

13. Where earthworks are undertaken to accommodate a new building, precautionary measures must be undertaken to ensure soil mixed in with run-off is contained on the site. It is an offence to allow soil

and other runoff to escape from the building site. On-the-spot fines may be issued for offences.

Reason: To minimise erosion of land and siltation of waterways, and a requirement of the *Protection of the Environment Operations Act*. B_2_08

14. Prior to commencement of work and throughout the construction process silt fences are to be installed on the down slope side of the construction area. Such fences are to be installed in accordance with the provisions of Appendix 8 of the *Cooma-Monaro Development Control Plan 2014*.

Reason: To ensure that all sediment material is appropriately contained on site. P_5_02

Conditions to be met prior to release of Construction Certificate

15. All development or structures shall be a minimum 5 metres clear of a wastewater rising main.

Reason: To ensure the integrity of the rising main is not compromised. WW_1_05

16. The structure proposed to be erected adjacent to the Council's wastewater drainage main shall comply with *Cooma-Monaro Shire Council Wastewater Development Standard*. Structure is to be no closer than 1.5m of existing manhole assets to allow unobstructed access. Details are to be provided in plans submitted for the Construction Certificate.

Reason: To ensure the integrity of the pipeline and access to the pipeline is not compromised. WW_1_07

17. Notwithstanding the issue of this development consent, separate approval from Council under section 68 of the Local Government Act 1993 is required for the carrying out of any Plumbing, Drainage, Water and Stormwater works. An application for assessment under section 68 LGA 1993 must be submitted on Council's standard application form and be accompanied by the required information and appropriate fees prior to the release of Construction Certificate.

Reason: To ensure compliance with the Local Government Act 1993.

18. Prior to issue of Construction Certificate a soil analysis must be submitted with drainage calculations which justify the use of an on-site absorption system on the site. The report shall include calculations demonstrating the absorption of stormwater into the soil can occur at a rate which does not result in impacts on the proposed building, adjoining properties or Council' infrastructure for a 1% AEP rainfall event.

An alternative option may be to discharge the overflow to the kerb and gutter in Mulach Street. An assessment of this proposal would need to be submitted prior to issue of Construction Certificate to ensure that there is sufficient head pressure to allow for water to flow to the kerb and gutter stormwater system.

Reason: To ensure appropriate stormwater management controls are implemented. P_0_01

Conditions to be met during Construction

19. Council's existing wastewater infrastructure including rising mains, trunk, drainage pipelines and access chambers (SMH) which are exposed, accidentally or deliberately during construction shall be protected from damage.

Council must be informed (Water & Wastewater Manager – 6455 1821) immediately of any damage occasioned to any Council infrastructure. The damage shall be repaired/reinstated to new condition at the applicant's expense following consultation with Council.

Note: Repair work may require a Section 68 Application for sewerage works under the *Local Government Act 1993*.

Reason: Applicant responsible for any damage occurred to Council infrastructure while constructing development. WW_1_08

20. Council's existing water supply infrastructure including rising mains, trunk and reticulation pipelines which are exposed, accidentally or deliberately during construction shall be protected from damage.

Council must be informed (Water & Wastewater Manager – 6455 1821) immediately of any damage occasioned to any Council infrastructure. The damage shall be repaired/reinstated to new condition at the applicant's expense following consultation with Council.

Note: Repair work may require a Section 68 Application for water supply works under the *Local Government Act 1993*.

Reason: Applicant responsible for any damage occurred to Council infrastructure while constructing development. [W_1_07](#)

21. All Building Work is to comply with the Building Code of Australia.

Reason: Prescribed condition in accordance with clause 98(1)(a) of the *Environmental Planning and Assessment Act and Regulation*. [B_1_01](#)

22. The following are Critical Stage Inspections as prescribed by the *Environmental Planning and Assessment Act and Regulations*, whereby the Principal Certifying Authority must inspect.

- a) prior to covering any stormwater drainage connections;
- b) after the building work has been completed and prior to any Occupation Certificate being issued in relation to the building;
- c) Council also requires that an inspection be made prior to covering any sanitary plumbing or drainage work.

Note carefully that unless all of the Mandatory Critical Stage Inspections are carried out, an Occupation Certificate cannot be issued for the building.

Reason: Requirement of the *Environmental Planning and Assessment Act and Regulations*.

NOTE: IF ANY ADDITIONAL COUNCIL INSPECTIONS ARE REQUIRED AN ADDITIONAL FEE WILL BE CHARGED IN ACCORDANCE WITH COUNCIL'S FEES SCHEDULE. [B_1_06](#)

23. The builder must at all times maintain on the site a legible copy of the plans and specifications bearing the stamp and Construction Certificate issued by the Principal Certifying Authority.

Reason: Requirement of the *Environmental Planning and Assessment Act and Regulations*. [B_1_08](#)

24. Working hours involving machinery or noisy activities being confined within the hours of 7.00am to 8.00pm, Monday to Saturday and 8.00am to 8.00pm on Sundays or Public Holidays. Please contact Council for further advice regarding noise control.

Reason: Requirement of the Protection of the *Environment Operations Act and Regulations* and to protect the amenity of residents in homes in the vicinity. [B_1_09](#)

25. During building operations the builder shall provide approved temporary closet accommodation - 1 toilet for each 20 persons or part thereof engaged upon the building at any time. In town and village areas, such toilet must be either a temporary water closet (connected to wastewater or septic tank) or an approved type of chemical closet, properly maintained.

Reason: To ensure adequate sanitary facilities are available. [B_2_03](#)

26. No building materials, equipment or structures are to be placed or stored on Council footpaths, nature strips or roadways unless prior approval under Section 138 of the Roads Act 1993 has been issued by Council.

Reason: To ensure roads and footpaths are not obstructed and for public safety. [B_2_04](#)

27. Provision is required to be made for the storage and disposal of all waste building materials.

Reason: To ensure the site is kept in a satisfactory condition. [B_2_05](#)

28. The builder shall keep the building site tidy and shall ensure no waste material escapes at any time during construction or otherwise causes any nuisance.

Reason: To ensure the site is kept in a satisfactory condition. [B_2_06](#)

29. Where excavation extends below the level of the base of the footings of a building, structure or work on adjoining land, the developer must:

- a) protect and support the building, structure or work on adjoining land from possible damage from the excavation, and
- b) where necessary, underpin the building, structure of work on adjoining land to prevent any such damage;

Reason: Prescribed condition in accordance with clause 98E of the *Environmental Planning and Assessment Regulation*. [B_2_10](#)

30. Sediment control structures should be inspected daily and maintained. If the control structure is more

than 50% full, the sediment is to be removed and disposed of appropriately (so that it will not move into watercourses).

Reason: To prevent the movement of sediment from the site. P_5_03

31. If any contaminated soil (e.g. hydrocarbon, asbestos) is uncovered during the course of the work:
1. All work must cease immediately in that area, and
 2. The developer shall prepare a site contamination audit report (prepared by a suitably qualified and experienced site contamination expert) which identifies the exact nature, degree and extent of any contamination within the soil strata and/or groundwater table (if any) and what remediation measures are necessary to address such identified contamination impacts. The report shall be undertaken in accordance with the requirements of *State Environmental Planning Policy No 55 – Remediation of Land* and the associated Guidelines and the NSW *Contaminated Land Management Act 1997*. This report shall be submitted to the Principal Certifying Authority for endorsement prior to the recommencement of works.

Reason: To ensure the health and safety of the site is maintained. P_0_01

Conditions to be met prior to release of Occupation Certificate

32. An application under Section 68 of the *Local Government Act 1993* is to be lodged with Council for the required water supply / sewerage supply works. No works are to commence until the Section 68 application is approved.

Reason: In accordance with the *Local Government Act 1993*. WWW_1_06

33. Provide a metered water supply service in accordance with *Cooma-Monaro Shire Council Water Supply Development Standard*.

A Section 68 application approval is required to connect the property to Council's water reticulation system.

Reason: Development to be provided with an adequate water supply service in accordance with Council's Policy and Regulations. W_1_02

34. No water supply service shall traverse or encroach onto any lot to service another.

Reason: Services to remain wholly within lot it services. W_1_06

35. A wastewater drainage service is to be provided for the development, in accordance with *Cooma-Monaro Shire Council Wastewater Development Standard*.

Reason: Development shall be provided with adequate means to dispose of wastewater (sewage).

WW_1_03

36. An easement for wastewater drainage in favour of Council is to be created under Section 88b of the *Conveyancing Act 1919* to burden lot 24 DP30747 shown on the approved plans for the development. Space is to be provided within the Instrument for Council's General Manager to sign.

Reason: To ensure Council has legal and unrestricted access to its Wastewater Drainage infrastructure. WW_1_18

37. The building MUST NOT be occupied until an Interim or Final Occupation Certificate has been issued by the Principal Certifying Authority (PCA). If Council is the PCA, an Application for Occupancy must be made and payment of any applicable fees prior to inspection and issue of an Occupation Certificate.

Reason: Requirement of *Environmental Planning and Assessment Act* and *Regulations*. B_4_01

38. Prior to the release of any Occupation Certificate and in perpetuity the property around the building to a distance of ten (10) metres, shall be maintained as an inner protection area (IPA) as outlined below:

- 1 The inner protection area shall comprise of the following
 - a) Minimal fine fuel at ground level
 - b) Vegetation that does not provide a continuous path to buildings for the transfer of fire
 - c) Shrubs and trees that do not form a continuous canopy and vegetation is planted /cleared into clumps rather than continuous rows
 - d) Species that retain dead material or deposit excessive quantities of ground fuel are

- avoided
- e) Shrubs and trees are pruned or removed so that they do not touch or overhang the building/s; and
 - f) Vegetation is located far enough away from the building so that plants will not ignite the building/s by direct flame contact or radiant heat emission

Reason: To provide sufficient space and maintain reduced fuel loads, so as to ensure radiant heat levels at buildings are below critical limits and to prevent flame contact with a building. BF_1_01

39. Prior to the release of any Occupation Certificate and in perpetuity internal roads shall comply with the following requirements of section 4.2.7 of *Planning for Bushfire Protection 2006*.
- a) Internal roads are two wheel drive, all weather roads.
 - b) A minimum vertical clearance of 4 metres to any overhanging obstructions, including tree branches is provided.
 - c) Curves have a minimum inner radius of 6 metres and are minimal in number to allow for rapid access and egress.
 - d) Internal roads are to have a minimum carriageway width of 4 metres.
 - e) Internal roads are to feature passing bays at a maximum intervals of 200m being 20 metres and 2 metres wide, making a minimum trafficable width of 6 metres at the passing bay.

Reason: To provide safe access to/ from the public road system for firefighters providing property protection during a bush fire and for occupants faced with evacuation. BF_1_04

40. Prior to the release of any Occupation Certificate and in perpetuity landscaping to the site is to comply with the principles of Appendix 5 *Planning for Bushfire Protection 2006*. In this regard the following landscaping principles are to be incorporated into the development:
- a) Suitable impervious areas being provided immediately surrounding the building such as courtyards, paths and driveways;
 - b) Grassed areas/mowed lawns/ or ground covers plantings being provided in close proximity to the building;
 - c) Restrict planting in the immediate vicinity of the building which may over time if not properly maintained come into direct contact with the building;
 - d) Planting should not provide a continuous canopy to the building
 - e) When considering landscape species consideration needs to be given to estimated size of the plant at maturity
 - f) Avoid planting of deciduous species that may increase fuel at surface/ground level
 - g) Avoid climbing species to walls and pergolas
 - h) Use low flammability vegetation species

Reason: To prevent flame contact to a structure, reduce radiant heat to below the ignition thresholds for various elements of a building, to minimise the potential for wind driven embers to cause ignition and reduce the effects of smoke on residents and firefighters. BF_1_06

41. Prior to the release of any Occupation Certificate and in perpetuity all water, electricity and gas services on the site are to comply with the following requirements of section 4.1.3 of *Planning for Bushfire Protection 2006*:
- a) Reticulated or bottled gas is to be installed and maintained in accordance with Australian Standard 1596:2002 'The Storage and handling of LP gas' and the requirements of relevant authorities. Metal piping is to be used.
 - b) All fixed gas cylinders are to be kept clear of flammable materials to a distance of 10 metres and be shielded on the hazard side of the installation.
 - c) Gas cylinders kept close to the building shall have release valves directed away from the building. Connections to and from gas cylinders are to be metal. Polymer sheathed flexible gas supply to gas meters adjacent to building are not to be used.

Reason: To provide adequate services of water for the protection of buildings during and after the passage of a bush fire, and to locate gas and electricity so as not to contribute to the risk of fire to a building. BF_1_07

Ongoing Conditions

42. For the purpose of Clause 168 of the *Environmental Planning and Assessment Regulations*, fire safety measures are to be implemented in the premises.

The owner, upon completion of construction of the building, must provide Council with a Fire Safety Certificate in regard to the essential services to the effect that the services have been installed and

tested by a person competent to carry out such inspection or such has found that the services meet the minimum standards specified by Council.

Hereafter at least once every 12 months, after receipt of the fire safety certificate, the owner of the building must provide Council with a further certificate certifying that each fire safety measure has been maintained in accordance with the provisions of the *Environmental Planning and Assessment Act and Regulations*.

Reason: Requirement of the *Building Code of Australia* and the *Environmental Planning and Assessment Act and Regulations*. [B_4_03](#)

43. The inner protection area (IPA) required under Condition 38 of this consent shall be maintained in perpetuity.

Reason: To ensure the ongoing provision of adequate bushfire safety measures on the site. [BF_1_02](#)

44. The premises are not to be used for commercial purposes or for human habitation except in accordance with prior written approval of the Council.

Reason: Requirement of *Environmental Planning and Assessment Act and Regulations*. [B_4_02](#)

45. At no time is the shipping container to contain sanitary facilities or to be used for the collection of rainwater.

Reason: To ensure compliance with the requirements of the Cooma-Monaro Development Control Plan 2014. [P_6_02](#)

46. At no time is the shipping container to be used to store contaminated or hazardous materials.

Reason: To ensure compliance with the requirements of the Cooma-Monaro Development Control Plan 2014. [P_6_03](#)

47. The shipping container is not to be used for commercial or industrial purposes or for human habitation except in accordance with prior written approval of the Council.

Reason: Requirement of Environmental Planning and Assessment Act and Regulations. [P_6_04](#)

48. Noise to be kept to an adjustable level so as not to cause discomfort to neighbours. Utilisation of the facility involving machinery or noisy activities are to be confined within the hours of 7.00am to 6.00pm, Monday to Friday and 8.00am to 5.00pm on Saturdays, Sundays or Public Holidays. Please contact Council for further advice regarding noise control.

Reason: To ensure amenity to neighbours. [B_1_10](#)

Advice to Applicant

1. Council wishes to advise that it is the responsibility of the owner and/or applicant to determine if site security and/or safety fencing is required to be provided in accordance with clause 235 of the *Occupational Health and Safety Regulation 2001* and *Work Cover Authority* requirements. Failure to comply with these requirements may result in penalties being imposed upon the owner and/or applicant.
2. Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact *Dial Before You Dig* at www.1100.com.au or telephone 1100 before excavating or erecting structures. This is the law in NSW. If alterations are required to the configuration, size, form or design of the development upon contacting the *Dial Before You Dig* service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the *Dial Before you Dig* service in advance of any construction or planning activities.

Note: Under the *Telecommunications Act 1997 (Commonwealth)*, Telstra (and its authorised contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence

under the *Criminal Code Act 1995 (Cth)* and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact Telstra's Network Integrity Team on 1800 810 443.

3. It is the responsibility of the applicant to check, understand and seek assistance where needed so as to ensure full compliance with the conditions of this Development Consent. Please contact Planning on (02) 6455 1911 if there is any difficulty in understanding or complying with any of the above conditions.

4. Any alteration to existing water supply and/or wastewater drainage services shall be at the applicant's expense.

Reason: Requirement of Council that all expenses associated with the development are borne by the applicant. WWW_1_02

5. This development requires the submission of an application under Section 68 of the *Local Government Act 1993* for water supply work, wastewater (sewerage) work or stormwater drainage work.

An application is required as per section 305 of the *Water Management Act 2000* to Council to determine the applicable developer charges for water supply and wastewater (sewerage) services for the proposed development.

Once the application is received, Council will issue a notice of required contribution as section 306 of *Water Management Act 2000* for the proposed development.

Payment of the contributions will need to be made before Council can issue a Certificate of Compliance as per section 307 of *Water Management Act 2000* for the works. A Certificate of Compliance is required before an occupation certificate/subdivision certificate for the development can be issued.

The contributions above, if unpaid after the end of the current financial year, shall be increased to the figure adopted by Council for the financial year in which the payment is made. WWW_1_01

Notes

1. Section 8.2, 8.3, 8.4 and 8.5 of the *Environmental Planning and Assessment Act 1979* confers on an applicant who is dissatisfied with the determination of a consent authority a right to request the consent authority to review the determination. The request for review must be made within six (6) months after the date on which the applicant received the notice of determination and must be accompanied by the fee set by the Regulations; it does not apply to an application in respect of Designated Development or Integrated Development.
2. Section 8.7 and 8.10 of the *Environmental Planning and Assessment Act 1979* confers on an applicant who is dissatisfied with the determination of a consent authority a right of appeal to the Land and Environment Court exercisable within six (6) months from the date of receipt of this notice.
3. In this consent the developer means the applicant for development consent and any person or corporation who carries out the development pursuant to that consent.
4. The applicant is solely responsible for ensuring that all additional consents, permits and/or agreements are obtained from other authorities, as relevant.
5. Headings are for convenience only and do not affect the interpretation of any condition of this development consent.

On behalf of the above Council:

Timothy Pepperell
Town Planner

13.1 LOCAL GOVERNMENT ELECTIONS 2020.

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:	1. OLG Circular 18-43 Administration of 2020 Council Elections 2. Administration of 2020 Elections - FAQs
Cost Centre	3110
Project	2020 Elections

EXECUTIVE SUMMARY

Under section 296AA of the *Local Government Act 1993* (the Act), Councils must make a decision and resolve on how their September 2020 ordinary elections are to be administered by no later than 11 March 2019.

Each Council must resolve either:

- a) to enter into an election arrangement with the NSW Electoral Commissioner (NSWEC) to administer all the Council's elections, polls and constitutional referenda or
- b) that the Council's elections are to be administered by the general manager of the Council.

If a Council fails to resolve to engage the NSWEC to administer its elections by 11 March 2019, it will be required to administer its own elections.

Councils entering an election arrangement with the NSWEC are required to adopt the resolution in the Officers recommendation.

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

OFFICER'S RECOMMENDATION

The Snowy Monaro Regional Council ("the Council") resolves:

1. Pursuant to s. 296(2) and (3) of the Local Government Act 1993 (NSW) ("the Act") that a election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.
 2. Pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.
 3. Pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a
-

constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.

BACKGROUND

Council decisions on the administration of the September 2020 elections

The Office of Local Government released Circular 18-43 on 12 December 2018 regarding the administration of the 2020 Council elections. This circular and FAQ's explaining the process are attached to this report.

What this will mean for your council

- Councils should start preparing now, if they have not already done so, to make a decision by March on the administration of their next ordinary election.
- A Council should only resolve to administer its own elections if it is confident that it has the capacity to do so. The attached FAQ contains information to assist councils to assess whether they have the capacity to administer their own elections.
- If a Council is proposing to engage the NSWEC to administer its elections, it should resolve to do so as soon as possible and notify the NSWEC.
- Where Councils resolve to engage the NSWEC to administer their elections, polls and referenda they should use the model resolution suggested in the attached

QUADRUPLE BOTTOM LINE REPORTING

1. Social

In the interests of the Community to ensure the conduct of an election is seen to be at arm's length from the council, and to avoid any perception of bias, it is recommended that Council engaging the NSWEC to manage the 2020 Council election.

2. Environmental

Council considers environmental impacts of all projects undertaken and will ensure that the 2020 Election process takes this into consideration.

3. Economic

The cost of the 2017 Council elections associated with the NSWEC was \$170,000. Additional internal resources are also required to facilitate the election process and support the Councils obligations to provide information to potential candidates.

4. Civic Leadership

To ensure that Council continues to focus on operational needs for the Community it recognises that the NSWEC will provide the required capacity and skill to ensure that the appropriate standard is delivered for the 2020 election.



Circular Details	Circular No 18-43 / 12 December 2018 / A624481
Previous Circular	15-01 <i>Local Government Amendment (Elections) Bill 2015</i>
Who should read this	Councillors / General Managers / Council Governance staff
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to Implement

Council decisions on the administration of the September 2020 elections

What's new or changing?

- Under section 296AA of the *Local Government Act 1993* (the Act), councils must make a decision on how their September 2020 ordinary elections are to be administered no later than **11 March 2019**.
- Each council must resolve **either**:
 - to enter into an election arrangement with the NSW Electoral Commissioner (NSWEC) to administer all the council's elections, polls and constitutional referenda or
 - that the council's elections are to be administered by the general manager of the council.
- If a council fails to resolve to engage the NSWEC to administer its elections by **11 March 2019**, it will be required to administer its own elections.

What this will mean for your council

- Councils should start preparing now, if they have not already done so, to make a decision by March on the administration of their next ordinary election.
- A council should only resolve to administer its own elections if it is confident that it has the capacity to do so. The attached FAQ contains information to assist councils to assess whether they have the capacity to administer their own elections.
- If a council is proposing to engage the NSWEC to administer its elections, it should resolve to do so as soon as possible and notify the NSWEC.

Key points

- Where councils resolve to engage the NSWEC to administer their elections, polls and referenda they should use the model resolution suggested in the attached FAQ.
- Where councils resolve to administer the elections themselves, they must specify the following information in their resolution:
 - whether the general manager intends to administer elections personally or to engage an electoral services provider,
 - if the general manager intends to administer elections personally, whether the general manager has identified any persons to be appointed as the returning officer and substitute returning officer and, if so, their names,

- if the general manager intends to engage an electoral services provider, whether the general manager has identified an electoral services provider and, if so, the name of that provider.

Where to go for further information

- Further information to support councils' decision making on the administration of their September 2020 ordinary elections is contained in the FAQ attached to this circular.
- Contact OLG's Council Governance Team by telephone on 02 4428 4100 or by email at olg@olg.nsw.gov.au.
- Contact the NSW Electoral Commission by telephone on 02 9290 5999.



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FREQUENTLY ASKED QUESTIONS

Part 1 Decision making on the administration of elections

What decisions must councils make on the administration of their elections?

Under section 296AA of the the Act, each council must resolve by **11 March 2019** either:

- to engage the NSWEC to administer the council's elections, polls and referenda or
- that the council's elections are to be administered by the general manager of the council.

What happens if a council fails to make a decision on the administration of its elections by 11 March 2019?

If a council fails to make a decision on the administration of its elections, polls and referenda by 11 March 2019, it will not be able to engage the NSWEC to administer its ordinary election and it will be required to make its own arrangements for the administration of its elections.

A council that fails to make a decision on the administration of its elections by 11 March 2019 will also be required to publish a notice of that failure on the council's website.

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Part 2 Election arrangements with the NSWEC

What election arrangements can councils enter into with the NSWEC?

The election arrangement is a standardised contract for all councils. The service schedule and costs schedule of the standardised contract will vary between councils and are made by the NSWEC in consultation with each council.

Where a council resolves to engage the NSWEC to administer its elections, polls and referenda, the election arrangement with the NSWEC will apply to the 2020 ordinary election and every election, poll and referendum including any by-election or countback election until the contract is automatically terminated 18 months before the following ordinary election of councillors.

Where a council resolves to engage the NSWEC to administer its elections, polls and referenda, it should use the model resolutions provided below.

If a council wishes to engage the NSWEC to administer its elections, polls and referenda what form should its resolution take?

Councils wishing to make a resolution that an election arrangement be entered into for the NSWEC to administer all elections, polls and referenda under section 296(3) of the Act should use the following model resolution:

The [insert full description of council] ("the Council") resolves:

- 1. pursuant to s. 296(2) and (3) of the Local Government Act 1993 (NSW) ("the Act") that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.*
- 2. pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.*
- 3. pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.*

When must the election arrangements with the NSWEC be finalised?

Where councils have resolved to enter into an election arrangement with the NSWEC, the contract with the NSWEC must be finalised no later than 15 months before the next ordinary elections (ie **11 June 2019**).

Can election arrangements with the NSWEC be terminated?

Yes, but only after the council's ordinary election. An election arrangement for the NSWEC to administer all elections, polls and referenda of a council can be terminated by the council or the NSWEC at any time after the ordinary election by giving written notice of termination and in accordance with any notification requirements set out in the contract.

If the election arrangement is not terminated by either party, the arrangement is automatically terminated 18 months before the following ordinary election when the council will be required to determine who will conduct its next ordinary election.

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If a council does not engage the NSWEC to administer its ordinary election, can it engage the NSWEC to administer a particular by-election, poll or referendum after the ordinary election?

Yes. Where a council does not enter into an election arrangement with the NSWEC to administer its ordinary election, the council may resolve to enter into an election arrangement with the NSWEC to administer a particular by-election, poll or referendum following the ordinary election.

If councils resolve to engage the NSWEC to administer a particular by-election, poll or referendum after the ordinary election, they should use the model resolutions provided below.

If a council wishes to engage the NSWEC to administer a particular by-election or countback election, what form should its resolution take?

Councils wishing to engage the NSWEC to administer a particular by-election or countback election after the ordinary election should use the following model resolution:

The [insert full description of council] ("the Council") resolves pursuant to ss. 296(2) and (4) of the Local Government Act 1993 (NSW) that:

- 1. an election arrangement is to be entered into for the Electoral Commissioner to administer [insert description of the particular election but do not do so by date in case the election date is changed or postponed]; and*
- 2. such election arrangement is to be entered into by contract between the Electoral Commissioner and the Council.*

Note: Please refer below for additional information concerning limitations with respect to countback elections.

If a council wishes to engage the NSWEC to administer a particular poll, what form should its resolution take?

Councils wishing to engage the NSWEC to administer a particular poll after the ordinary election should use the following model resolution:

The [insert full description of council] ("the Council") resolves pursuant to ss. 296(2) and (4) of the Local Government Act 1993 (NSW), as applied and modified by s.18, that:

- 1. a council poll arrangement be entered into for the Electoral Commissioner to administer [insert description of the council poll but do not do so by date in case the poll date is changed or postponed]; and*
- 2. such council poll arrangement be entered into by contract between the Electoral Commissioner and the Council.*

If a council wishes to engage the NSWEC to administer a particular referendum, what form should its resolution take?

Councils wishing to engage the NSWEC to administer a particular referendum after the ordinary election should use the following model resolution:

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The [insert full description of council] (“the Council”) resolves pursuant to ss. 296(2) and (4) of the Local Government Act 1993 (NSW), as applied and modified by s.18, that:

1. a constitutional referendum arrangement be entered into for the Electoral Commissioner to administer [insert description of the constitutional referendum but do not do so by date in case the referendum date is changed or postponed]; and
2. such constitutional referendum arrangement be entered into by contract between the Electoral Commissioner and the Council.

If a council does not engage the NSWEC to administer its ordinary election, can it engage the NSWEC to administer a countback election following the ordinary election?

A countback election to fill a casual vacancy must be conducted by the returning officer who conducted the election at which the person whose departure created the casual vacancy was elected. If that is not possible, the countback election must be conducted by the substitute returning officer at that election and if that is not possible, by another returning officer appointed in accordance with the Act.

If a council appoints a returning officer and substitute returning officer who are employees of a commercial electoral services provider, the council’s option to resolve to enter into an election arrangement with the NSWEC for the administration of a particular countback election may be limited by both the Act as well as the contractual arrangements agreed to between the council and the commercial electoral services provider.

For example, the NSWEC will not be able to administer a countback election for a council where it did not administer its ordinary election if the NSWEC does not have access to the electoral material, data and other information held by the council or a commercial electoral services provider in relation to the ordinary election.

To retain the option to engage the NSWEC to conduct a particular countback election, councils must ensure (amongst other things) that any contractual arrangement they enter into with commercial electoral services providers to manage their ordinary election allows them to retain or to have ongoing access to ballots cast and other electoral material, information and data relating to the ordinary election.

Even where contractual arrangements between the council and a commercial electoral services provider make provision for the retention of electoral material, information and data, it may still not be possible for the NSWEC to undertake a particular countback election for a council because the provider’s systems and procedures with respect to electoral material, information and data may not be compatible with the NSWEC’s systems and procedures.

Part 3 Decisions by councils to administer their own elections

Where a Council resolves that the council's elections are to be administered by the general manager, what information must be included in the resolution?

Under section 296AA, where a council resolves to administer its own elections, it must include the information specified below in the resolution:

- whether the general manager intends to administer elections personally or to engage an electoral services provider
- if the general manager intends to administer elections personally, whether the general manager has identified any persons to be appointed as the returning officer and substitute returning officer and, if so, their names
- if the general manager intends to engage an electoral services provider, whether the general manager has identified an electoral services provider and, if so, the name of that provider.

As soon as practicable after the resolution is made, the general manager must publish a copy of the resolution on the council's website.

What should the general manager consider when identifying persons to be appointed as a returning officer and substitute returning officer?

The general manager must ensure that the persons they identify for appointment as the returning officer and substitute returning officer (who exercises the functions of the returning officer in that person's absence), is **suitably qualified** and **independent**.

What skills and attributes are required to be a returning officer or substitute returning officer?

The returning officer is the front-line manager for the conduct of elections for a particular council area. The role involves:

- managing the returning officer's office
- appointing and training staff including polling place managers on how to conduct a count and how to determine formality of ballot papers
- developing procedures to be followed by electoral officials issuing pre-poll, declared institution, postal and election day votes
- preparing all necessary printed election materials such as forms, declaration envelopes, signs etc
- obtaining all necessary election material for use in pre-poll and election day venues such as voting screens, ballot boxes, pencils etc
- determining the quantity of ballot papers required and arranging for their printing, delivery and secure storage
- making Braille ballot papers available, if requested
- dealing with political parties, candidates and the public
- processing candidates' nominations including acceptance of the deposit and conducting the draw for position of candidates on the ballot paper
- registering 'how to vote' material
- putting in place all necessary arrangements to enable pre-poll, declared institution, postal and election day voting including booking the appropriate venues

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- ensuring delivery and collection of election materials to and from pre-poll and election day polling venues
- conducting the 'check count' of the votes and the distribution of preferences
- declaring the election
- arranging storage (and ultimate destruction) of ballot papers and voting-related materials and data for the statutory period of 18 months
- ensuring the security of ballot papers and voting-related materials and data (including with respect to potential cyber attacks)
- conducting a countback election, if required in the first 18 months following the ordinary election.

General managers must identify for appointment as returning officer and substitute returning officer, persons who are capable of undertaking all these requirements proficiently. It is suggested that key skills and competencies include:

- demonstrated leadership and management experience
- excellent communication skills
- excellent interpersonal skills including an ability to deal with people from all backgrounds
- excellent organisation and time management skills
- ability to work under pressure and meet deadlines as required
- ability to deal with challenging situations and determine appropriate solutions
- ability to work in a methodical manner and with attention to detail

Additionally, to be employed as an electoral official, including as a returning officer, a person must be on an electoral roll and eligible to vote at either New South Wales state or federal elections.

What is meant by 'independent'?

To ensure the conduct of an election is seen to be at arms' length from the council, an employee of a particular council cannot be appointed as a returning officer or substitute returning officer for a particular area (section 296A(4)).

To avoid any perception of bias, friends or relatives of the mayor, councillors, general manager or candidates for election should not be appointed as the returning officer or substitute returning officer.

It is also important that electoral officials, including the returning officer are, and are seen to be politically neutral. For example, they must not have current or recent political affiliations with any political party, candidate, councillor or mayor.

A general manager of any council is ineligible for appointment as a returning officer, substitute returning officer or an electoral official (section 296A(5)).

Is it possible to use the services of a returning officer previously engaged by the NSWEC?

Unlike the Australian Electoral Commission, the NSWEC does not retain a pool of permanent returning officers. General managers are permitted to approach a person who has had prior experience as a returning officer for the NSWEC.

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Is it possible for the returning officer appointed by the council to be trained by the NSWEC?

The NSWEC has advised that its returning officer training program is customised specifically to complement the NSWEC's own business processes, procedures and IT systems. It combines on-line and face to face training and is centred around training the returning officers in using the NSWEC's computer applications. As such, this training program is not transferable to the differing operating environments of individual councils. Similar constraints apply to any manuals or handbooks prepared by the NSWEC.

The training of returning officers, appointed by general managers administering their council's elections, will necessarily be informed by that council's own procedures and systems.

Is it possible for councils to share a returning officer to conduct several elections concurrently?

The legislation permits councils to share a returning officer. In this way costs (wages of the returning officer, office staff, and office accommodation) could be apportioned to participating councils.

If the decision is taken by councils to engage a single returning officer to conduct a number of concurrent elections, the general manager of each participating council will nonetheless retain ultimate responsibility for the conduct of their council elections.

As many election-related tasks and activities have legislative timetables that are non-negotiable, strategies will need to be put in place to address the challenges of having only one returning officer, and detailed project plans will be required to ensure the delivery of the individual elections satisfies the legislation.

Each general manager in the combined group must issue an instrument of appointment nominating the same person as the returning officer for the group. The allocation of tasks (for example, one council may nominate a staff member to source the cardboard material, another council may nominate someone to work with Vision Australia on the arrangements for Braille ballot papers) and the costs to be apportioned to each council in the group also need to be documented.

Can the services of a commercial electoral services provider be used?

Yes. There are a number of private sector companies providing electoral services for company boards of directors, sporting clubs and associations and the like. Similarly, some electoral commissions, such as the Australian Electoral Commission, may conduct fee for service elections.

While the Act permits the use of such commercial electoral services providers, the general manager will still retain overall responsibility for the administration of the elections.

In considering the use of such providers, it is important to clarify that they can deliver the elections for the council. For example, although the Australian Electoral Commission is not involved in local government elections, its overall election experience may lead a general manager to believe a suitably qualified officer from

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the Australian Electoral Commission could be engaged as the returning officer for the council's elections.

The general manager would also need to be satisfied that if the provider claims to be able to obtain all the electoral material, or hire the necessary venues, or arrange the printing of the ballot papers, or conduct the count, that they can demonstrate their successful completion of these tasks in similar circumstances.

A key consideration will be whether the provider is able to administer the complex counts required under the weighted inclusive Gregory method of preference allocation that will soon be prescribed under the *Local Government (General) Regulation 2005* (the Regulation) for council elections.

It is also a requirement that the method proposed to be used by the provider to conduct the count of the ballot papers (whether through the use of data entry or scanning equipment) can comply with the formality, scrutiny and record keeping provisions contained in the Act and Regulation.

If the services of a commercial electoral services provider are to be used, the contract must specify a 'natural person' as the returning officer, not simply name the particular company. It is also necessary to ensure that the person engaged as either the returning officer or substitute returning officer is indemnified by the council or has sufficient professional indemnity insurance in the event that an election is challenged or declared void due to any irregularity in the way it was run.

Councils are not restricted to relying on the services of one service provider to deliver all election-related items. For example, while a commercial electoral services provider may be engaged to conduct the count, the council may decide to make its own arrangements in relation to the appointment of a returning officer, the purchase of cardboard material or the printing of the ballot papers.

If council decides to use a commercial electoral services provider is it necessary to go to tender?

Section 55 of the Act exempts councils from tendering when entering into a contract or arrangement for the NSWEC to administer the council's elections, referendums and polls. This exemption does not apply to contracts or arrangements with any other service provider.

As the amount involved in conducting council elections can be significant it is important to ensure that any commercial organisation is providing value for money. It is also important to ensure that as public funds are being expended, principles of openness, transparency and accountability are not compromised.

Unless the cost of administering the elections is under \$150,000 or any of the other exemptions provided for in section 55 apply, councils will be required to go to tender or to conduct a selective tender when engaging a commercial electoral services provider.

What should councils consider when entering into a contract with a commercial electoral services provider?

In negotiating arrangements for the administration of their elections with commercial electoral services providers, councils need to ensure that:

- there will be an appropriate number of pre-poll and polling places
- there will be adequate staffing levels
- the provider uses counting software that is able to undertake counts using the soon to be prescribed weighted inclusive Gregory method
- the potential need for the contractor to administer countback elections in the 18 months following the ordinary election
- that the provider is able to meet the new requirements recommended by the NSW Parliament's Joint Standing Committee on Electoral Matters (JSCEM) which are outlined below.

What is the appropriate number of polling places?

The appropriate number of polling places for any one council will depend on its individual characteristics and factors such as the number of electors, the geographic area it covers, available transport options and suitable venues.

While the cost of hiring venues will be a consideration, general managers should also have regard to the following when determining the number and type of venues to be used:

- How many voters are there in total in the area, and how many voters can each particular venue comfortably handle?
- What venues have been used in the past by either the Australian Electoral Commission for federal elections or the NSWEC for either state or local government elections? What was the previous attendance pattern at these venues?
- Is the venue conveniently located, particularly in light of transport options?
- Is it suitable for the purpose of conducting an election? For example, is there sufficient space for the various tables, voting screens, ballot boxes, throughput of voters? Is there appropriate furniture for electoral officials? For example, if small tables and chairs are used in a primary school these are not appropriate for adults involved in election-related activities.
- Is it easily accessible for all voters and in particular those with a disability, mobility issues, the elderly or frail, parents with prams?
- Are there venues located close to ward boundaries that are able to issue ballot papers for both the ward in which they are located as well as votes for adjoining ward/s? Or in the case of an undivided council, venues located close to the boundary of another council or councils?
- Is appropriate public liability insurance in place?

It is likely that the more electors a council has, the more polling places it will need.

What are the appropriate staffing levels for a council election?

Determining the appropriate number of staff required for any particular council area depends on the estimated number of votes likely to be taken and the volume for each particular voting option (pre-poll, declared institution, postal and election day) as this will have an impact on the categories of staff recruited. For example, if it is anticipated

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that there will be a high demand for pre-poll voting it may be necessary to have more office assistants available in the returning officer's office than in an area where it is likely that more votes will be taken on election day at polling places.

Under the legislation all polling places must have a minimum of two staff, one of whom is the polling place manager.

The NSWEC's polling place staffing formula is based on 600 votes per issuing table (at one election official per table) and the overall projected number of votes for the polling place determines the number of issuing tables. The number of issuing tables determines whether a particular polling place requires a deputy polling place manager, a ballot box guard and/or an enquiry officer.

Is it possible to conduct the count and distribution of preferences manually?

No. Under proposed amendments to the Regulation a new method of preference allocation will be used for council elections. The new method, the weighted inclusive Gregory method, uses a fractional transfer system. All ballot papers of the elected candidate are used to distribute the surplus (instead of a sample). The ballot papers are distributed at a reduced rate with each transfer of votes by applying a transfer value, making manual counts impossible.

Councils should ensure that any commercial electoral services provider they engage to conduct their elections is able to undertake a count utilising counting software that allocates preferences using the soon to be prescribed weighted inclusive Gregory method.

What arrangements should be made for countback elections?

Under amendments proposed to the Regulation, councils will have the option of filling vacancies that occur in the 18 months following the September 2020 council elections using a countback of the votes cast at the ordinary election instead of a by-election. Countback elections are not available for elections using the optional preferential voting system (including elections for popularly elected mayors).

In order to fill vacancies using a countback election, councils must resolve at their first meeting following the ordinary election that any casual vacancy is to be filled by a countback election.

If councils are proposing to fill vacancies using a countback election, they should factor this into their contractual arrangements with commercial electoral services providers. Among other things, the contractual arrangements should ensure the following:

- the retention of all electoral material, information and data for the 18 month period following the ordinary election during which countback elections may be used
- the safe storage and security of electoral material, information and data (including from cyber attack)
- the council has ongoing access to the electoral material, information and data from the ordinary election.

What other considerations should councils factor into their contractual arrangements with commercial electoral services providers?

In its inquiry into preference counting in local government elections, the JSCEM made a number of recommendations to improve the transparency of council elections. The key recommendations are recommendations 3 – 7. These are as follows:

- That the NSWEC works with relevant stakeholders to develop a policy that makes it easier for scrutineers to examine paper ballots, electronic records and data entry records (Recommendation 3).
- That the Office of Local Government ensures that councils which administer their own elections be required to adhere to any scrutineering policy developed by the NSWEC (Recommendation 4).
- That an audit process be introduced to ensure that data entry of ballots is accurate in every local government election count that uses electronic counting. The JSCEM also recommended that scrutineers be allowed to observe this audit process and the results (Recommendation 5).
- That the Government outlines minimum levels of data, including full preference data, which is to be released following a local government election regardless of whether the election is run by the NSWEC, a commercial provider, or a council themselves (Recommendation 6).
- That the source code of counting software used in local government elections, whether those elections are conducted by the NSWEC or a commercial provider, be subject to an external audit at least once every five years, subject to reasonable restrictions which protect the Intellectual Property of the organisations involved (Recommendation 7).

The Government has accepted these recommendations. The JSCEM's report and the Government Response can be accessed [here](#).

The Office of Local Government will provide more detailed guidance to councils administering their own elections on compliance with these requirements closer to the election. However, councils should factor compliance with these requirements into their contractual arrangements with commercial electoral services providers. In particular, councils should ensure the following:

- that the commercial electoral services provider has a formal policy that ensures that scrutineers are given as much opportunity as possible to be involved in the counting process by allowing the examination and comparison of ballot papers, the data entry of votes recorded on ballot papers (whether by manual data entry or digital scanning) and electronic or data entry records
- that the commercial electoral services provider has an audit system in place for checking ballot papers against the information entered into the electronic counting system used by the provider and that scrutineers are permitted to observe the audit process and its results
- that the commercial electoral services provider will make full preference data available for publication
- that the source code of counting software used by the commercial electoral services provider has been independently audited by an accredited source code auditor. The audit should be undertaken after the counting software has

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been updated to undertake counts using the new weighted inclusive Gregory method.

What services will the NSWEC provide to councils that administer their own elections?

The NSWEC provides enrolment services to councils conducting their own elections such as the provision of authorised rolls, candidates' rolls, an online look-up facility for non-residential electors, a list of general postal voters and enrolment declaration envelopes. These products and services will be provided at cost to the relevant councils.

What information are councils that administer their own elections required to provide to the NSWEC?

Councils conducting their own elections are required to provide certain information to the NSWEC to support it in the exercise of its statutory functions in connection with the administration of candidate registration and other electoral funding and disclosure requirements and the enforcement of the failure to vote provisions of the Act and Regulation.

How should election costs be managed?

General managers should prepare a budget for all facets of council elections, and record and monitor expenditure to ensure a shortfall does not occur. Activity based costing will need to be applied to ensure that all costs and expenses are identified.

Areas to be covered include:

- wages of all electoral officials and any council staff engaged in election-related work
- recruitment and training
- advertising including the placement of statutory advertisements
- candidate and elector information
- hire of venues, furniture and equipment
- production of all election-related material, including forms, envelopes and cardboard material
- printing of ballot papers including in Braille, if requested
- transportation of election-related materials
- IT software and hardware
- administration expenses such as telephone, postage, courier services, photocopiers and printers
- insurance

A number of key variables will not be known until the close of nominations, namely whether an election will be uncontested, whether there will need to be a by-election due to insufficient nominations, whether candidates will form groups and request group voting squares, and whether as a result, ballot papers will need to be printed to allow 'above the line' and 'below the line' voting.

These factors will have an impact on costs. However given the lead time required to ensure voting can go ahead at the prescribed times, provision for all likely costs has to be made.

What are the reporting requirements on election costs?

Within six months of the election, the general manager must prepare a report for the Minister for Local Government on the conduct of each election. Full and transparent costings for each election must be disclosed in this report.

What is meant by 'full and transparent costings'?

It needs to be acknowledged that although council staff may be used to undertake administrative tasks related to the conduct of elections, this comes at a cost. Notably any time spent on election-related work is time not spent on other council duties. Similarly use of council office space or office equipment or resources for election-related work is at the expense of other day to day council activities.

The following list is not exhaustive but contains a number of items that should be reported on:

- the proportion of the general manager's time spent on election-related activities (such as training the returning officer, ensuring all aspects of the election have been identified, scoped and are on track, preparing and managing the budget) as a proportion of salary
- proportion of other council staff time spent on election-related activities (such as processing payroll and payables, sourcing suppliers of election material, providing IT support, and legal advice) as a proportion of salary
- wages of council staff hired specifically to assist with election-related activities
- wages of the returning officer, substitute returning officer, and all electoral officials (polling place managers, officers issuing votes, others who may be required in larger polling places, such as queue controller and ballot box guard, as well as office assistants in the returning officer's office)
- cost of recruiting all electoral officials
- cost of training all electoral officials including the production of any manuals or guides
- cost of conducting candidate information seminars.
- cost of the returning officer's office
- cost of hiring venues or using council venues for any additional pre-poll locations and election day voting
- cost of hiring furniture or equipment or using council furniture and equipment
- cost of electoral material including forms, envelopes, production of candidate information sheets, stationery and cardboard material required for polling places
- cost of developing and managing the tender process for the delivery and collection of election-related material and furniture
- cost of courier services and postage, particularly in relation to dispatch of postal votes
- cost of advertising and any elector information produced including cost of translations
- cost of printing ballot papers including any Braille ballot papers
- IT-related costs particularly the development of counting software
- cost involved in producing the report to the Minister on the conduct of the election

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Such identification of activity based costs and expenses will also enable a comparison with the fees charged by the NSWEC, to see whether one option is better value than the other for ratepayers.

Even in the case of an uncontested election or where there are insufficient nominations to enable the election to proceed on election day, there will be costs associated with having reached that stage, which also need to be reported.

13.2 DELIVERY PROGRAM OPERATIONAL REPORT S404 FOR THE PERIOD JULY - DECEMBER 2018

Record No:

Responsible Officer:	Director Corporate and Community Services
Author:	Group Manager Governance
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.1 Planning and decision making is holistic and integrated and has due regard to the long term and cumulative effects
Delivery Program Objectives:	10.1.2 Integrated Planning and Reporting guides long term planning and organisational sustainability
Attachments:	1. 404 Report July to December 2018 For Council Meeting (<i>Under Separate Cover</i>) 2. Business as Usual Activities for the period July 2018 to December 2018 (<i>Under Separate Cover</i>)
Cost Centre	3120

EXECUTIVE SUMMARY

In accordance with Section 404(5) of the *Local Government Act 1993* (the Act), the General Manager must ensure that regular progress reports are provided to the Council with respect to the principal activities detailed in the Delivery Program. Progress reports must be provided at least every six months.

This report covers the period July 2018 to December 2018. The full report is included in the Annual Report each year.

In addition to the Section 404 report an additional document is attached providing an overview on the other activities undertaken as part of business as usual (BAU) by the respective business units, to provide some context on resourcing allocations required just to maintain the everyday functions of Council, that on occasion impact the delivery of the Delivery and Operational Plan actions.

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

OFFICER'S RECOMMENDATION

That Council receive and note the Delivery Program Progress Report for the period July 2018 to December 2018.

BACKGROUND

In accordance with Section 404(5) of the *Local Government Act 1993* (the Act), the General Manager must ensure that regular progress reports are provided to the Council with respect to the

principal activities detailed in the Delivery Program. Progress reports must be provided at least every six months.

Section 428 of the Act states that Council's Annual Report must include the achievements in implementing the Delivery Program and the effectiveness of the principal activities undertaken to work towards the objectives in the Community Strategic Plan (CSP).

Accordingly, the Delivery Program Progress Report presented to Council will form part of the Annual Report, a copy of which is submitted to the Minister for Local Government in November each year.

As the Operational Actions for 2018 within the Delivery Program only represent a portion of Council operational activities for the period, a summary of other key activities currently undertaken by business units has been included.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The Delivery Program Progress Report provides information on progress that Council has made towards the stated directions in the Community Strategic Plan (CSP).

2. Environmental

Environmental matters are captured under "Our natural environment is protected and sustainable" of the Community Strategic Plan (CSP).

3. Economic

Preparation of the Delivery Program Progress Report for the period of July 2018 to December 2018 has been undertaken as an operational function using allocated budget.

4. Civic Leadership

This report promotes accountability and is a mechanism used to ensure that Council and the community are aware of progress towards achieving outcomes.

13.3 MODEL CODE OF CONDUCT

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:	<ol style="list-style-type: none">1. OLG Circular 18-44 (<i>Under Separate Cover</i>)2. 250.2016.1.3 Policy Code of Conduct - 2019 Draft Revision (<i>Under Separate Cover</i>)3. Model Code of Conduct -2018 - FINAL (<i>Under Separate Cover</i>)4. Model Code of Conduct Procedures - 2018 (<i>Under Separate Cover</i>)5. Model Code of Conduct and Procedures FAQ's (<i>Under Separate Cover</i>)
Cost Centre	3120

EXECUTIVE SUMMARY

The new 2018 Model Code of Conduct for Local Councils in NSW (the Model Code of Conduct) and Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW (Procedures) have now been prescribed under the Local Government (General) Regulation 2005.

Council has six months from the date of prescription, (14 December 2018 – 14 June 2019) to adopt a code of conduct and procedures based on the prescribed Model Code of Conduct and Procedures.

Council can add supplementary provisions that are more onerous but cannot dilute the standards prescribed.

Council's current code of conduct will remain in place until the new code is adopted.

Councils related policies and procedures must be updated to align to the new Code.

Code of conduct complaints must be assessed against the standards prescribed under the version of the council's code of conduct that was in force at the time the conduct the subject of the complaint is alleged to have occurred.

The Snowy Monaro Regional Council (SMRC) Code of Conduct will include the addition of a supplementary clause for Social Media (clause 8.21). This draft is attached as document: 250.2016.1.3 Policy Code of Conduct - 2019 Draft Revision

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

OFFICER'S RECOMMENDATION

That Council

- A. Agree to the inclusion of Social Media clause 8.21 for the SMRC Code of Conduct, and
- B. Approve the 250.2016.1.3 Policy Code of Conduct - 2019 Draft Revision being placed on public exhibition.

BACKGROUND

Code of Conduct

Following the release of the revised Model Code of Conduct and Administration Procedures the Model Code of Conduct a workshop was held with Councillors on 24 January 2019, to explain the Key changes.

Provisions governing the use of social media (clause 8.21) in the previously released version of the Model Code of Conduct issued on 5 September 2018 have been removed from the final version, however, it remains open to Councils to adopt this provision as a supplementary provision of their code of conduct, should they choose to do so.

It is recommended to Council to include the Social Media Clause as a supplementary clause in the Snow Monaro Regional Council Code of Conduct as clause 8.21.

Social media clause 8.21

You must not use social media to post comments, photos, sound recordings or other information that:

- a) compromises your capacity to perform your official duties in an unbiased manner*
 - b) has the potential to have a negative impact on your working relationships within the council or with external parties*
 - c) is offensive, humiliating, threatening or intimidating to other council officials or those that deal with the council*
 - d) has the capacity to damage the council's reputation or contains content about the council that may be misleading or deceptive*
 - e) divulges confidential council information*
 - f) breaches the privacy of other council officials or those that deal with council*
 - g) contains allegations of suspected breaches of this code or information about the consideration of a matter under this code, or*
 - h) could be perceived to be an official comment on behalf of the council where you have not been authorised to make such comment.*
-

Community Consultation

Council indicated in the workshop on 24 January 2019 that the 250.2016.1.3 Policy Code of Conduct - 2019 Draft Revision, even though mandatory, be placed on public exhibition prior to Council adoption.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The standards of the Code of Conduct apply to all Council Officials and Staff, as well as representatives on Council Committees. In addition there are standards prescribed in the Code regarding community member behaviour in Council forums.

2. Environmental

Principles of sustainability are always considered when providing advice and information to Council and direction and support to business units.

3. Economic

There is no economic implications on adopting the amendments to this policy.

4. Civic Leadership

The Model Code of Conduct sets the minimum standards of conduct for council officials. It is prescribed by regulation to assist council officials to:

- understand and comply with the standards of conduct that are expected of them
 - enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
 - act in a way that enhances public confidence in local government.
-

13.4 COUNCIL MEETING AND BRIEFING SCHEDULE

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 currently allocates two meetings per month for ordinary Council meetings and briefing sessions. This was instigated in March 2018 to support the newly elected Councillors, and manage the duration of lengthy Council meetings.

As Councillors have gained knowledge and experience of the business in the last 12 months, and the quality of briefing sessions has resulted in efficiencies with Council reports it is proposed that Council revert to one ordinary Council meeting per month and one briefing session block per month, where appropriate.

This would drive efficiencies for staff resourcing and also reduce expenses related to the preparation and delivery of the council meetings.

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

OFFICER'S RECOMMENDATION

That Council

- A. Hold one Ordinary Council meeting per month only on the third Thursday of each month commencing at 5.00pm for a trial period from April to June 2019,
 - B. Hold a pre-meeting from 4:00pm – 5:00pm before each Ordinary Council meeting;
 - C. Hold Councillor briefing sessions on the first Thursday of each month commencing at 4:00pm, with the exception of January.
 - D. Commence the Council meeting at 5:00pm on the third Thursday of the month, immediately adjourn the Council meeting for Public Forum and when completed, resume the Council meeting.
-

BACKGROUND

Council Meeting Dates and Times.

Council is required by the *Local Government Act 1993* to meet at least 10 times in each year, in different months.

At the 15 March 2018 ordinary meeting Council resolved to meet twice a month on the first and third Thursdays of each month at 5:00pm, with a pre meeting held from 4:00pm-5:00pm. This was introduced to assist the new Council manage the report workload following the Administration period, and assist with the duration of Council meetings which had on occasions continued after midnight.

Councillors were also attending regular workshops and briefing sessions on a varied schedule to provide them with background information on many areas of Council. In addition sessions were held to inform Council on details relating to matters that would be in future business papers, such as CSP, delivery program and operational plans, financial reports and business related reviews.

In October 2018 briefing sessions for Councillors were streamlined to align with each Ordinary Council meeting, where possible, commencing at 1pm.

As a result of these briefing sessions and Councillors developed experience Council meeting duration has decreased on average.

In order to improve efficiencies for Councillors and staff, in addition to reducing the expense associated with the running of two Council meetings per month, it is proposed that Council return to one ordinary meeting on the third Thursday of each month commencing from March 2019.

The expected efficiencies are:

- A saving of approximately \$500 per month on business paper production.
- An efficiency of approximately 50 hrs resourcing per month in Council meeting and Business Paper production. (This does not include report drafting and preparation).
- Meal provision for the second meeting per month – only light refreshments provided at the briefing session.

The briefing sessions would then be consolidated to the first Thursday of each month commencing at 4:00pm.

By reallocating the Council meeting and briefing sessions through this recommendation it would allow staff required to attend these sessions to deal with operational demands more effectively.

In the event that urgent business arises an extraordinary meeting can be called by Council at any time.

Recommendation: Trial one Ordinary Council meeting each month from April to June 2019, on the third Thursday of the month commencing at 5:00pm, with a pre-meeting from 4:00pm–5:00pm.

Public Forum Meeting Times

The revised Code of Meeting Practice released by the Office of Local Government recommends that Public Forum is not included as part of the Council meeting but held either directly prior to the meeting or at an alternate time.

At a workshop with Councillors on 24 January the following options were discussed for Public Forum

1. Hold Public Forum at 5:00pm before the Council meeting on the third Thursday of each month and commence the Council meeting at 6:00pm. This was not the preferred option of Councillors.
2. Commence the Council meeting at 5:00pm on the third Thursday of the month, immediately adjourn the Council meeting for Public Forum and when completed, resume Council the Council meeting. This was the second favoured option.
3. Hold Public Forum on the first Thursday of the month at 5:00pm and manage the briefing sessions before and after Public Forum. Although this was the favoured option by Councillors in attendance by a narrow margin, it does mean the business paper for the Council meeting will not have been released at this time.
4. The Mayor provided an additional option after the Council workshop to hold Public Forum on the Monday or Tuesday evening at 5:00pm the week of the Council meeting after the business papers have been released the previous week – to give members of the public an opportunity to speak to the papers of that meeting.

Recommendation: Commence the Council meeting at 5:00pm on the third Thursday of the month, immediately adjourn the Council meeting for Public Forum, and when the Public Forum is completed, resume Council the Council meeting.

- This option is aligned to the current format while technically removing the Forum from the actual Council meeting record.
- The Business papers are available for the public to address matters before Council.
- Council still have the option to defer matters on the business paper, where a member of the Public has demonstrated a case for consideration that would impact the decision of Council.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Establishment of meeting cycles and times for Council and its committees recognises and promotes people's rights and improves the accountability of decision makers as well as giving the community better opportunities for genuine participation and consultation about decisions affecting their lives.

2. Environmental

Council's consideration and setting of meeting times itself will not have a negative impact on environmental sustainability.

3. Economic

There are expected savings in resource hours and business paper production as a result of this recommendation.

4. Civic Leadership

Council is required by the *Local Government Act 1993* to meet at least 10 times in each year, in different months. Aligning the meeting times to the proposed schedule will improve allocation of resources to operational and community needs.

13.5 CODE OF MEETING PRACTICE

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:	<ol style="list-style-type: none">1. OLG Circular 18-45 Model Code of Meeting Practice (<i>Under Separate Cover</i>)2. Model Code of Meeting Practice FAQ's (<i>Under Separate Cover</i>)3. Draft Policy - Code of Meeting Practice February 2019 (<i>Under Separate Cover</i>)4. Model Code of Meeting Practice for Local Councils in NSW 2018 (<i>Under Separate Cover</i>)
Cost Centre	3110

EXECUTIVE SUMMARY

Amendments made to the *Local Government Act 1993* (the Act) in August 2016 by the Local Government Amendment (Governance and Planning) Act 2016 (the Phase 1 amendments) provide for a model code of meeting practice (Model Meeting Code) to be prescribed by the Regulation.

Before adopting a new code of meeting practice, under section 361 of the Act, councils are still required to exhibit a draft of the code of meeting practice for at least 28 days and provide members of the community at least 42 days in which to comment on the draft code.

This report contains the Draft Policy - Code of Meeting Practice February 2019, derived from the Model Code of Meeting Practice, and including the recommendations made by Council at the 24 January 2014 workshop.

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

OFFICER'S RECOMMENDATION

That Council

- A. Approve the Draft Policy - Code of Meeting Practice February 2019 being placed on public exhibition, and
- B. Resolve the Order of Business for Council meetings to be:

Order of Business

01 Opening meeting

02 Acknowledgement of country

- 03 Apologies and applications for a leave of absence by councillors
- 04 Citizenship Ceremonies
- 05 Disclosures of interests
- 06 Matters Dealt with by Exception
- 07 Confirmation of minutes
- 08 Reports for Development Applications
- 09 Other Reports to Council
- 10 Notices of Motion
- 11 Motions of Urgency
- 12 Mayoral Minute(s)
- 13 Questions With Notice
- 14 Confidential matters
- 15 Conclusion of the meeting

BACKGROUND

Under the transitional provisions of the Act, councils must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code no later than 12 months after the next ordinary elections.

Until a council adopts a new code of meeting practice, its existing code of meeting practice will remain in force up until six months from the date on which the new Model Meeting Code was prescribed, (14 December 2018 – 14 June 2019).

The Model Meeting Code has two elements:

- It contains mandatory provisions (**indicated in black font**) that reflect the existing meetings provisions of the Act and update and enhance the meetings provisions previously prescribed under the Regulation to reflect contemporary meetings practice by councils.
- It contains non-mandatory provisions (**indicated in red font**) that cover areas of meetings practice that are common to most councils but where there may be a need for some variation in practice between councils based on local circumstances. The non-mandatory provisions also operate to set a benchmark based on what OLG sees as being best practice for the relevant area of practice.

At the 15 February 2018 Ordinary Council meeting under resolution 24/18, Council agreed to adopt these non-mandatory clauses following release of the final version.

At the Council workshop on 24 January 2019 a review was undertaken of the parameters identified in the Model Code that need to be decided by Council.

These parameters are highlighted in the Draft Code for ease of identification in **bold Red font with yellow highlight**. They reflect the consensus at the Councillor workshop.

Where Council was requested to choose either one clause or another, all clauses within that section of the code following have been renumbered to reflect consecutive nomenclature.

Order of Business

With regard to clause 8.1 regarding the Order of Business at a Council meeting the following recommendation is proposed following the Council workshop on 24 January 2019:

Order of Business

- 01 Opening meeting
- 02 Acknowledgement of country
- 03 Apologies and applications for a leave of absence by councillors
- 04 Citizenship Ceremonies
- 05 Disclosures of interests
- 06 Matters Dealt with by Exception
- 07 Confirmation of minutes
- 08 Reports for Development Applications
- 09 Other Reports to Council
- 10 Notices of Motion
- 11 Motions of Urgency
- 12 Mayoral Minute(s)
- 13 Questions With Notice
- 14 Confidential matters
- 15 Conclusion of the meeting

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Ensuring Council has a clear and transparent Code of Meeting Practice, that meets legislative obligations, will ensure our community members are able to engage with Council effectively at Council meetings

2. Environmental

There are no environmental impacts identified associated with the draft Model Code of Meeting Practice review.

3. Economic

Any financial impacts associated with the implementation of a new Model Code of Meeting Practice will be assessed when the final version is released following submissions.

4. Civic Leadership

Providing submissions on draft Code and Policy documents is a responsibility undertaken by Council to ensure these Codes and Policies are effective for our community, staff and Council.

13.6 IMPACTS RELATING TO AMENDMENTS TO THE GOVERNMENT INFORMATION (PUBLIC ACCESS) ACT 2009.

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:	10.2.3 Records management practices are contemporary and compliant to legislation
Attachments:	1. Access Application GIPA - Triage Process for Property and Development Applications (<i>Under Separate Cover</i>) 2. Circular 18-42 Amendments to GIPA (<i>Under Separate Cover</i>)
Cost Centre	3120

EXECUTIVE SUMMARY

The new GIPA Regulation was made on 31 August 2018. It repeals and relaces the previous Government Information (Public Access) Regulation 2009, and was passed by Parliament on 28 November 2018.

The GIPA Regulation amends the additional open access information for local government under Schedule 1 Clause 3 in relation to development applications.

As a result of this amendment Council is now required to have an access application completed for Development Applications made prior to 1 July 2010, and as a result there has been a significant impact to all stakeholders including an increase in effort to process, document and release this information.

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

OFFICER'S RECOMMENDATION

That Council receive and note the report on the impacts of the GIPA amendment 2018.

BACKGROUND

Following the release of the amendment to the GIPA regulation, information that was previously considered Open Access information has been reclassified. The following information no longer falls within the definition of open access information for local government:

- development applications made before 1 July 2010
- in relation to a development application received before 1 July 2010, any associated documents which were received before, on or after 1 July 2010, and the records of decisions, including decisions on appeal, on development applications made before 1 July 2010.
- Development applications and decisions before 1 July 2010 continue to be 'government information' within the meaning of the GIPA Act and can be requested via an access application.
- Any development applications received, or records of decisions made, on or after 1 July 2010 continue to be open access information for local government.

Extract from the Government Information (Public Access) Regulation 2018 below:

3 Information about development applications

(1) Information contained in the following records (whenever created) is prescribed as open access information:

- (a) development applications (within the meaning of the *Environmental Planning and Assessment Act 1979*) and any associated documents received in relation to a proposed development including the following:
 - (i) home warranty insurance documents,
 - (ii) construction certificates,
 - (iii) occupation certificates,
 - (iv) structural certification documents,
 - (v) town planner reports,
 - (vi) submissions received on development applications,
 - (vii) heritage consultant reports,
 - (viii) tree inspection consultant reports,
 - (ix) acoustics consultant reports,
 - (x) land contamination consultant reports,

(b) records of decisions made on or after 1 July 2010 on development applications (including decisions made on appeal),

(c) a record that describes the general nature of the documents that the local authority decides are excluded from the operation of this clause by subclause (2).

(2) However, this clause does not apply to so much of the information referred to in subclause (1) (a) as consists of:

- (a) the plans and specifications for any residential parts of a proposed building, other than plans that merely show its height and its external configuration in relation to the site on which it is proposed to be erected, or
- (b) commercial information, if the information would be likely to prejudice the commercial position of the person who supplied it or to reveal a trade secret, or
- (c) development applications made before 1 July 2010 and any associated documents received (whether before, on or after that date) in relation to the application.

(3) A local authority must keep the record referred to in subclause (1) (c).

OLG released Circular 18-42 released on 18 October 2018 that provided a summary of the impacts of the amendments for Councils, this is attached to the report.

Assessment of the Changes

Following the initial receipt of information requests after the Amendment to the Regulation, Manager Corporate Governance contacted the IPC to gauge whether Council had to treat the requests as a Formal Access Applications. They provided a response from the guidelines indicating if the information requested from Council is their own personal information and easy to find Council should provide the information as an “Informal release”, otherwise an Access Application is required.

As stated in the OLG Circular 18-42: Development applications and decisions before 1 July 2010 continue to be ‘government information’ within the meaning of the GIPA Act and can be requested via an access application.

An Access Application requires Council to maintain a list of all specific documents requested by the applicant, and all documents provided to the applicant, and redaction of personal data as required to prevent Privacy Breaches.

Council does however have discretion on whether they charge the applicant. It is possible that the request for material prior to 1 July 2010 be treated as an informal request, with no charge, as long as the process regarding a Formal Access Application is undertaken for compliance purposes.

Recommendation to mitigate stakeholder impacts from the amendment to the GIPA ACT.

We are recommending a risk based triage approach to applications that no longer fall into the Open Access classification.

- Low risk simple requests –Where a request is for the provision of basic information, that does not require personal data, we will expedite the application as an informal request with no charge and quicker turn around for stakeholders.
- Low risk requests with personal data requirement - Where the request requires the release of personal data we will have to request release of that data from the relevant people, which could increase the timeframe, however we will not charge, and in most cases regarding real estate sales this is provided with the request from the current owner.
- High risk – the information requested is potentially relating to a dispute, or significant in volume of archived documents in addition to requesting personal Data – This category could be maintained as a Formal GIPA with the appropriate charges.

In all cases we will redact personal data as required and document what information was requested and provided to ensure we meet the requirements of the legislation.

A document is attached outlining the triage process and categories of applications: Access Application GIPA - Triage Process for Property and Development Applications

We believe this could be a compromise for the current issues raised with the new classification. This appears to be the process being adopted by some other neighbouring Councils.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Delays to the provision of information to community requests may disadvantage applicants. A risk based assessment of applications would ensure mitigation of exposure for Council on high risk requests, while streamlining low risk requests.

2. Environmental

Council considers the environmental consequences relating to all recommendations.

3. Economic

Any income generated for Council through the management of Formal Access Applications does not cover the resourcing cost to process the application.

The difference between charging all Access Applications as opposed to triaging low risk Access Applications at no cost would potentially impact Council revenue by \$5000 to \$8,000 per year based on projected numbers.

4. Civic Leadership

Council has a responsibility to meet regulatory obligations regarding Public Access to information. However Council needs to try where possible to ensure our processes do not adversely impact members of the community.

13.7 NOMINATION OF A COUNCIL REPRESENTATIVE FOR THE AUDIT, RISK AND IMPROVEMENT COMMITTEE (ARIC)

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. Audit, Risk and Improvement Committee Charter (<i>Under Separate Cover</i>) 2. OLG Internal Audit Guidelines, September 2010 (<i>Under Separate Cover</i>)

EXECUTIVE SUMMARY

On 3 January 2019, Councillor Castellari informed the Chair of the Audit, Risk and Improvement Committee (ARIC) of his resignation as the Council representative on the ARIC. Further, Councillor appreciated ARIC's role in Council's operations and suggested that the Mayor should be the Council representative on the ARIC, as the Mayoral role is an executive function with a direct link to the General Manager and the administration.

The ARIC, in line with the Charter, requires a Councillor to be nominated as a voting representative to the Committee. The Office of Local Government (OLG) Internal Audit Guidelines (Section 4.3) suggests that the Mayor should not be a Council representative on the Committee.

To ensure that ARIC has a quorum at the next meeting on 6 March 2019 there is a requirement for a Councillor to be nominated to the committee at the Ordinary Council meeting of SMRC on 7 February 2019.

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

OFFICER'S RECOMMENDATION

That Council

- A. Request nominations from Councillors for representation on the Audit, Risk and Improvement Committee; and
- B. Agree on the one Council representative to be on the ARIC and appoint that Councillor at the Ordinary Council meeting on 7 February 2019.

BACKGROUND

To ensure that ARIC has a quorum at the next meeting on 6 March 2019 there is a requirement for a Councillor to be nominated to the committee at the Ordinary Council meeting of SMRC on 7 February 2019.

The ARIC Charter is attached to this report to provide further information on the role of the Committee and the composition and tenure of Committee members.

The OLG Internal Audit Guidelines is attached to this report to provide information on the structure and membership of the audit committee and a snapshot of the relevant section is provided below.

4.3. Structure and Membership

The structure and membership of an audit committee in the NSW local government environment will depend on the size of the council. Membership should have a majority of independent members and councillors (excluding the Mayor), with between 3 and 5 members. Good practice in governance is that council staff should not be members of the committee. However, this may not be practical for some councils. The chair should be an independent member. A suggested membership is:

- 1 or 2 councillors (excluding the mayor)
- 2 or 3 independent members, at least one with financial expertise and one of whom should be the chair.

Council has previously adopted a Charter that requires only one councillor.

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.

13.8 TRANSFER OF CROWN ROADS IN THE TOWNSHIP OF DALGETY TO COUNCIL

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Property Officer
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	9.1 Transportation corridors throughout the region are improved and maintained
Delivery Program Objectives:	9.1.2 Our local road network is planned, built and repaired to improve movement across the region
Attachments:	<ol style="list-style-type: none">1. Streets within Dalgety Township (<i>Under Separate Cover</i>)2. Copy of Report to Council 6 September 2018 (<i>Under Separate Cover</i>)3. Copy of Resolution from Council Meeting 6 September 2018 (<i>Under Separate Cover</i>)4. Gazettal Notice Transfer of Dalgety Roads to Council (<i>Under Separate Cover</i>)
Cost Centre:	1822 – Sealed rural roads : local 1830 – Unsealed rural roads : local

EXECUTIVE SUMMARY

A report was presented to Council on 6 September 2018 for the transfer of Crown Roads in the Township of Dalgety to Council (report attached).

The transfer of those roads was approved on 6 September 2018 (attached document with Resolution).

The Crown has informed Council that two sections of road were missed and are required to be transferred to Council along with the other roads. These roads are sections of Barnes and Campbell Streets (shown on the attached map).

A copy of the Gazettal Notice for the roads already gazetted in Council's name is attached.

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

OFFICER'S RECOMMENDATION

That Council

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

- Barnes Street - 222m sealed
- Campbell Street - 245m unsealed

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

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

BACKGROUND

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

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



Dalgety Roads/Streets

Roads and approximate lengths to be acquired are as follows:

- Barnes Street - 222m sealed
- Campbell Street - 245m unsealed

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

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

- potential impact on Council's road maintenance grading budget should Council agree to gazette Dalgety Roads/Streets as Council Public Roads;
- increased frustration by residents of Dalgety knowing this is the only township within the Region where main streets are not Council Public Roads and therefore not maintained to agreed service levels by Council;
- managing the public's expectation that all existing issues will be resolved quickly; and

- the lack of any Dalgety Landscape Masterplan that presents a vision and strategy for the future of Dalgety i.e. any effort would be reactive not scheduled.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

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

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

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

2. Environmental

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

3. Economic

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

4. Civic Leadership

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

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

13.9 PARKING IN THE LANEWAY AT THE REAR OF THE JINDABYNE TOWN CENTRE

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Land & Property Officer
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	12.3 Our community is empowered and supported in facilitating community outcomes
Delivery Program Objectives:	12.3.2 Council has two-way mechanisms in place to encourage people to maintain their involvement in the regions community planning and decision making
Attachments:	1. Proposed changes to rear lane at Jindabyne Town Centre
Cost Centre	1814 – Sealed Urban Roads

EXECUTIVE SUMMARY

For many years, the laneway at the rear of the Jindabyne Town Centre shops has been an area of concern from the aspect of public risk and liability. The boundary of each of the shops is the rear wall of the buildings. The shopkeepers cannot operate food premises without their gas tanks which are located on Council road reserve. The fire hydrants are located in the road under parking spaces. Bins/skips are situated ad hoc on both sides of the road reserve. Although the laneway is two way, there is only space for one way traffic.

It is proposed that Council staff conduct public consultation with the shopkeepers and the shop owners in the Jindabyne Town Centre to seek comment on the proposal to change the traffic flow to one way to the end of the Jindabyne Town Centre, changing to two way where Petamin Plaza commences, entering at the medical centre end and exiting onto Thredbo Terrace with a left turn only towards the highway. Consultation would also include the proposal to carry out a boundary adjustment, proposed costs apportionment, changes to parking in the laneway, location of bins/skips, gas bottles, protection of gas bottles etc.

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

OFFICER'S RECOMMENDATION

That Council

- A. Approve the proposal to enter into public consultation with the shopkeepers and owners in Jindabyne Town Centre regarding changes to the laneway at the rear of the shops.
- B. Receive a further report regarding the results of the public consultation and the proposed way forward together with detailed costings.

BACKGROUND

For many years the laneway at the rear of the Jindabyne Town Centre has been an area of concern from the aspect of public risk and liability. The boundary of each of the shops is at the rear wall of the buildings.

The laneway road reserve is used by the shopkeepers to locate gas tanks servicing the shops, skip bins, air conditioners etc. which poses a risk to the shops and the general public.

The shopkeepers have repeatedly asked Council to “clean up” the laneway. However, to do so will require community consultation, particularly with all of the shopkeepers/owners.

Council staff have been looking for a solution to the issues in the rear lane and believe that one answer lies in a proposal to carry out a boundary adjustment to the road reserve of approximately one metre wide along the length of the Town Centre shops.

The Current Situation:

- The bins/skips are located on both sides of the lane at various locations
- Delivery vehicles are often parked for long periods or in positions that block free flow of traffic
- Insufficient space for two way traffic
- Gas tanks are located on the road reserve with no protection from impact
- Various structures have been constructed on the road reserve to house shopkeepers equipment
- Shopkeepers and the general public are often complaining about the unsightly appearance of the laneway
- Excess rubbish is being stacked outside the buildings on the road reserve
- Cars being parked over the top of the fire hydrants

This proposal would achieve an opportunity for the following:

- Parallel parking along the SW side of the laneway for shopkeepers only (medical centre side)
- Three 30 minute timed loading zones located along the NE side of the lane (shop side)
- One way traffic entering at the Medical Centre end of the lane and exiting with a left hand turn only into Thredbo Terrace
- Bins/skips to be located immediately outside premises against the wall
- Gas tanks to be protected by bollards to be installed at the shop owner’s expense to Council specifications
- Any structure encroaching on Council road reserve to be removed
- All items outside of the building to be secured to Council’s satisfaction

Staff examined the feasibility of 30^o angle parking on one side of the lane (the medical centre side) but there was insufficient space for backing out and turning if a truck was loading/unloading at the time.

Advantages:

- Parking close to the business for staff working until late
 - Identified timed loading zones will avoid delivery vehicles blocking the lane
-

- Water hydrants located along the NE side of the lane would be free for emergency services(no cars parking over the top of them preventing access)
- Bins/skips would all be located on private property
- Gas tanks would be located on private property and would be protected by bollards
- Loading zones would be time limited preventing delivery trucks parking for longer than necessary.
- All structures would be located on private property.

Proposed Boundary Adjustment

The boundary adjustment will reduce the road width from 33 feet (10m) to approx. 30 feet (9m).

Whilst the property owners would be gifted the land created through the boundary adjustment (the plan would divide the land proportionately according to the corresponding side boundary of each of the shops) they would need to enter into a Deed of Agreement with Council to be responsible for the survey and registration of the plan of subdivision.

The advantage to the property owners would be that they or their tenants could continue to have their bins/skips against the wall of their shop in the rear lane because it would be their private property. Likewise the gas bottles would be able to remain outside the shops on the proviso that bollards would be installed to protect the bottles.

Shop owners who are not willing to participate would be required to remove all their structures including bins, skips and air conditioners which presently encroach on the road reserve. In this case Council will not transfer the land to the shop owner.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Council needs to protect its risk of liability throughout the Shire and particularly in its prime tourist destinations. Protection of Council's risk of liability in the rear laneway will also protect the shop owners/shopkeepers from litigation due to property damage if the gas cylinders are impacted.

2. Environmental

The impact of the proposed changes in the rear laneway will have a generally positive effect on the environment.

3. Economic

It is proposed that the property owners will be responsible for the costs of the following:

- survey,
- lodgement of the plan
- cost of transfer of land to individual property owners (the land will be "gifted" to the property owners).

The shopkeepers will be responsible for:

- the installation of bollards to protect their gas tanks.
-

- to reposition their bins/skips against the wall of their building.

Council will be responsible for linemarking and marking the individual parking spaces and loading zones as well as erecting all necessary signage (one way signs, loading signs, parking signs etc.).

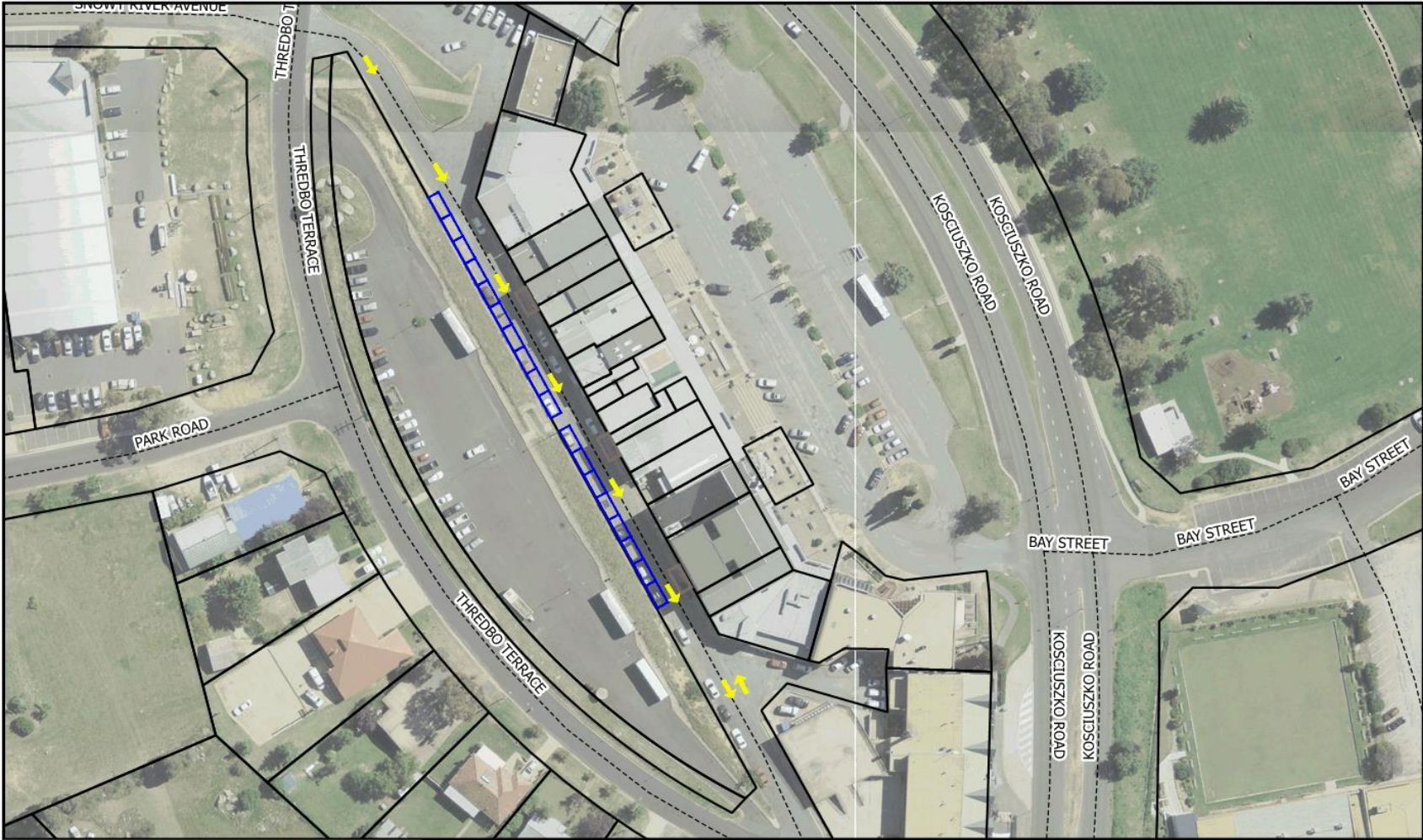
The results of the public consultation will be reported to Council together with recommendations resulting from the consultation and full costings.

4. Civic Leadership

Council addresses issues raised by the community by consulting with the community to find a resolution to the problems raised.

The results of the community consultation together with the recommendations for remediation will need to go to Local Traffic Committee for consideration as well as being reported to Council for a resolution.

Jindabyne Parallel Parking



- Legend**
- Car Space
 - Loading Zones
 - - - Road
 - Lot Boundary
 - Traffic Direction

Parallel Parking along right hand side.
Total of 18 Car Spaces



13.10 GRANT APPLICATIONS - ACTIVITY SYNOPSIS AS AT 31 JANUARY 2019

Record No:

Responsible Officer:	Director Corporate and Community Services
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 – Finance (Grants Management)

EXECUTIVE SUMMARY

This report provides an update on Grants activity for the quarter ended 31 December 2018, and the month of January 2019.

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

OFFICER'S RECOMMENDATION

That Council receive and not the information related to Grants activity for the quarter ending 31 December 2018, and the month of January 2019.

BACKGROUND

This report provides an update on Grants activity as at 31 January 2019.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

This report is for information only. Grants form a significant portion of the revenue Council receives to fund both operations and capital works. This report has a focus on Project Specific 'One Off' Grants and/or subsidies.

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 Vegetation 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
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; - 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 25 th January 2019 - \$600 000 via FCTW Program.	\$961,093
	NIL	12 x External Recipient Groups Projects: SCF2018-1 Cooma North PS \$100,000; SCF2018-2 Cooma Rotary Club \$2,000;	\$789,700

		<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>	
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) \$300,000 <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 	\$6,158,227

		<p>Upgrade \$1,568,639.50</p> <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
Crown Reserve Improvement Fund Program (CRIFP) 2018-19 - formerly Public Reserve Management Fund (PRMF) - STATE	\$129,980	30 x Operational - Vegetation Management projects; Crown land related.	\$129,980
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
Local Government Heritage Advisors 2018-19 - STATE	\$11,500 per annum	Operational - Snowy Monaro delivery in 2018-19. LGA2017025	\$11,500 per annum
Local Heritage Places Grants 2018-19 - STATE	\$7,000 per annum	Operational - Snowy Monaro delivery in 2018-19. LGP2017025	\$7,000 per annum
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	\$51,033	Operational - Offset price rises associated	\$46,549*

STATE	<i>*January 2019 EPA confirmed amount</i>	with increased recycling costs as a result of China's National Sword policy. RRF/0022	
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
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 – Yallabee 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 Infrastructure - COMMONWEALTH	\$152,069	Capital – Werri Nina Centre Kitchen Upgrade. October 2018 Reference: 8G22VML
Regional Growth Fund – EOI - COMMONWEALTH	\$10,000,000	Capital - Construction of the Cooma Regional Sports Facility (50% of Total Project Cost; TPC circa \$20 million). RGF0000235 - EOI Submitted 24/4/18
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
Public Reserve Management Fund (PRMF) 2018-19 - STATE	\$50,755	Capital - Rainbow Pines Camp Kitchen - Old Adaminaby CP Trust.
Public Reserve Management Fund (PRMF) 2018-19 - STATE	\$13,020	Capital - Solar system, inverter & smart metering at Snowy River Holiday Park – Dalgety CP Trust.
Regional Growth Fund - Regional Sports Infrastructure Fund - STATE	\$10,000,000	Capital - Construction of the Cooma Regional Sports Facility (50% of Total Project Cost; TPC circa \$20 million) - Note: Application responds to the revised RSIF Guidelines & significant criteria changes

Grant Applications – Lodgements Pending Outcome

Funding Program & Origin	Grant Request	Project Details
Fixing Country Truck Washes - STATE	\$796,902	Bombala Truck Wash Upgrade. Lodged 18/12/19.
Saving our Species Contestable Grants - Environmental Trust - STATE	\$299,044	Operational - Biosecurity 8 year project; Vegetation & environmental identification, mapping and conservation. 2018/SSC/0042
Regional Growth Fund - Growing Local	\$12,939,350	Capital - Lake Jindabyne Shared Trail Project; Project

Economies Fund (GLE) - STATE		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.
Safer Communities Fund - Round 3 Infrastructure - COMMONWEALTH	\$110,808	Capital - Jindabyne Township Safety Lighting project; CPTED related.
Safer Communities Fund - Round 3 Infrastructure - COMMONWEALTH	\$10,399	Capital – Installation of CCTV cameras at Cooma & Bombala library sites.
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). Note: 2018-19 ACAR outcomes are expected to be announced by April 2019
Aged Care Approvals Round 2018-19 - Part B Capital Grant - COMMONWEALTH	\$4,000,000	Capital - Expansion of Yallabee Lodge; 8 beds to cater for challenging behaviour plus 8 beds for rural & remote residents. Note: 2018-19 ACAR outcomes are expected to be announced by April 2019
Safe & Secure Water Program – EOI - STATE	\$35,000	Scoping Study - Jindabyne and East Jindabyne Water Treatment Plant (50% of options assessment cost); EOI secured an invitation to submit a detailed application: - SSWP075 Detailed Application submitted 24/4/18
Safe & Secure Water Program – EOI - STATE	\$60,000	Scoping Study - Michelago Water and Sewage Infrastructure; EOI secured an invitation to submit a detailed application - SSWP147
Safe & Secure Water Program – EOI - STATE	\$80,000	Scoping Study - Snowy Monaro Villages Water Safety Program (Bredbo, Nimmitabel, Kalkite, Eucumbene Cove & Adaminaby); EOI secured an invitation to submit a detailed application - SSWP146

Grant Opportunities – Upcoming

Funding Program & Origin	Fund Basics	Project Considerations	Close Date
2019-21 Heritage Grants - STATE	\$6 million over a two year period, via 3 main grant streams: Aboriginal Cultural Heritage; Caring for State Heritage; and Community Heritage. This last stream is the primary opportunity for SMRC.	Heritage Advisor funding and Small Grants funding applications will be lodged.	8 February 2019
Safe & Secure Water Program - STATE	Applications for funding follow a two-stage process. Funding limited to 50% of the Total Project Cost (construction). Positive changes are anticipated within the program in relation to BCR parameters.	Progressive review of Water and Waste Water project options.	EOI - Open indefinitely
Increasing Resistance to Climate change Program	The IRCC grants program is a new \$3.6 million grants	Local councils can apply for grants of up to	1 March 2019

(Rounds 1) - STATE	program that will be delivered over a minimum of three rounds that will run between 2017/18 and 2021/22.	\$120,000 and joint organisations of councils are eligible for up to \$300,000, with a total funding pool of \$1,100,000 being offered in Round 1.	
Landfill Consolidation and Environmental Improvements Grants Program – Waste Less Recycle More - STATE	Aims to assist regional and rural councils to address identified environmental issues posed by landfill activities. Grants of up to \$200,000 are available to cover up to 75% of costs to consolidate, close and improve landfills & transfer stations. The remainder of the costs (minimum 25%) must be covered by the applicant's financial or in-kind contributions and these costs must be clearly identified in the application budget.	Waste Team working towards Delegate site nomination.	14 March 2019
Communities Combating Pests and Weed Impacts During Drought Program - COMMONWEALTH	202 identified drought impacted communities eligible to apply. – SMRC is eligible. \$3 million total funding pool for NSW. No minimum amount that may be applied for; however, grants cannot exceed \$1,000,000 per council	Liaising with Biosecurity Team to determine if suitable project is feasible.	15 February 2019
Fixing Country Roads - STATE	Applications accepted throughout the year however FCR has capped funding levels. Various streams now under the FCR banner, including Truck Washes: 1. Roads and Bridges Construction Stream; 2. Bridge and Route Load Assessment Stream; 3. Truck Washes Stream; 4. Fixing Country Rail.	Roads and Facilities Teams reviewing suitable projects. Solid business case development required.	Open indefinitely
Regional Growth Fund – Connecting Country Communities - STATE	Focus is communications infrastructure and improved regional voice and data connectivity.	TBC - Guidelines not available at time of report drafting. The NSW Government is working directly with telecommunications service providers to improve mobile and digital connectivity in regional and rural parts of NSW.	TBC
Move it AUS Participation (Sports) - COMMONWEALTH	Move it AUS Participation program has an engagement and activity focus. 2 streams –	Capital/infrastructure projects largely ineligible	18 February 2019

	LGA eligible to apply via Stream 1; Grants between \$25,000 and \$250,000 to fund local sport and physical activity organisations.		
2019-20 Floodplain Management Grants Program - STATE	Floodplain management grants support local government to manage flood risk. Assistance provided under the program is usually \$2 from the Government for every \$1 provided by the applicant.	Council is presently delivering a project (encompassing Cooma Bredbo Michelago Berridale) funded under a previous round of this grant stream.	20 March 2019
2019-20 Crown Reserves Improvement Fund Program (CRIFP; Formerly PRMF) - STATE	Crown land improvement focus.	Biosecurity Team – Multiple noxious weeds projects to be applied for. Facility Team – Capital project/s investigated.	22 March 2019

4. Civic Leadership

A proactive grant sourcing approach, aligns strongly with the role and responsibilities of Council.

13.11 QUARTERLY BUDGET REVIEW STATEMENT (QBR) DECEMBER 2018

Record No:

Responsible Officer:	Director Corporate and Community Services
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 - December 2018
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 Quarterly Budget Review Statement (QBR) was adopted by council on 6 December 2018.

The QBR for the period ended 31 December 2018 is now reported to Council.

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

OFFICER'S RECOMMENDATION

That Council

- A. Adopt the quarterly budget review statement (QBR) for the period ended 31 December 2018
- B. Authorise the adjustments to the Council's budgeted Income and Expenditure as shown in the QBR.

BACKGROUND

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

The attached report covers proposed variations to the original budget and includes a review of Council's;

- Operating income and expenses,
- Capital budget, and,
- Cash and investments

The report also includes a statement by the responsible accounting officer regarding the unsatisfactory projected net operating result and recommended remedial action.

Overall there is a positive impact of \$29k to the Net Operating Result before Capital Items from \$6,072k (Revised Budget 2018/19) to \$6,043k (Projected Year End Result).

QUADRUPLE BOTTOM LINE REPORTING

1. Social

This report provides a summary of Council's financial performance to aid decision making for Council's financial sustainability and ability to deliver services to the community.

2. Environmental

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

3. Economic

Refer to the attached report for the details of the revised budget estimates for operating income and expenditure, capital expenditure and cash and investments / reserve balances.

4. Civic Leadership

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

The 2019 budget was adopted under Council Resolution 256/18 (on 28 June 2018).

The September Quarterly Budget Review Statement was adopted under Council Resolution 556/18 (on 6 December 2018).

Snowy Monaro Regional Council

Quarterly Budget Review Statement
for the period 01/10/18 to 31/12/18

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Snowy Monaro Regional Council

Quarterly Budget Review Statement
for the period 01/10/18 to 31/12/18

Report by Responsible Accounting Officer

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

31 December 2018

It is my opinion that the Quarterly Budget Review Statement for Snowy Monaro Regional Council for the quarter ended 31 December 2018 indicates that Council's projected financial position at 30 June 2019 remains unsatisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

This opinion is based on the following factors;

1. The estimated net operating result before capital grants and contributions remains at a deficit of \$6m with only a minor favourable increase of \$29k to the projected result.
2. Net operating deficits continue to impact council's ability to fund asset renewals to the same level that they are depreciating. As with the former shire council's prior to merger, this impacts the ability of council to meet the 100% asset renewals benchmark with the negative impact of operating losses to cash reserves.

Proposed remedial action to deal with this position include;

A focus on improving the profitability of business units that are currently being subsidised, for example, residential aged care.

Cost and efficiency benefits will be investigated as part the 2020-2029 Long Term Financial Planning process.

A focus on staff leave management plans to reduce employee leave liability provisions and prevent a net operating cost of climbing leave balances.

Signed: _____

date: 11/02/2019

Matt Payne
Responsible Accounting Officer

Snowy Monaro Regional Council

Quarterly Budget Review Statement

for the period 01/10/18 to 31/12/18

Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 December 2018

Income & Expenses - Council Consolidated

(\$000's)	Original Budget 2018/19	Approved Changes			Revised Budget 2018/19	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs					
Income									
Rates and Annual Charges	30,173				30,173			30,173	27,805
User Charges and Fees	14,129				14,129			14,129	5,243
Interest and Investment Revenues	1,759				1,759			1,759	1,007
Other Revenues	1,501				1,501			1,501	725
Grants & Contributions - Operating	18,671			3,815	22,486	203	1	22,689	11,081
Grants & Contributions - Capital	5,617	152		15	5,784			5,784	1,621
Net gain from disposal of assets	836			98	934			934	358
Total Income from Continuing Operations	72,686	152	-	3,928	76,766	203		76,969	47,840
Expenses									
Employee Costs	29,077	622			29,699			29,699	14,920
Borrowing Costs	298				298			298	86
Materials & Contracts	16,990	1,731	92	1,367	20,180	174	2	20,354	7,583
Depreciation	18,547				18,547			18,547	-
Other Expenses	8,385		10	(65)	8,330			8,330	5,783
Total Expenses from Continuing Operations	73,297	2,353	102	1,302	77,054	174		77,228	28,372
Net Operating Result from Continuing Operation	(611)	(2,201)	(102)	2,626	(288)	29		(259)	19,468
Discontinued Operations - Surplus/(Deficit)					-			-	
Net Operating Result from All Operations	(611)	(2,201)	(102)	2,626	(288)	29		(259)	19,468
Net Operating Result before Capital Items	(6,228)	(2,353)	(102)	2,611	(6,072)	29		(6,043)	17,847

Snowy Monaro Regional Council

Quarterly Budget Review Statement
for the period 01/10/18 to 31/12/18

Income & Expenses Budget Review Statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes Details

1 Grants & Contributions - Operating

\$81.7k - Office of Local Government grant for Crown Lands Management Plans

\$83.6k - Heritage Near Me grant for veranda stabilisation at the Imperial Hotel Bombala

\$37.5k - Road Safety Officer grant adjustment to original budget

2 Materials & Contracts*

\$81.7k - Consultant for completion of grant funded Crown Lands Management Plans

\$83.6k - Contract for veranda stabilisation at the Imperial Hotel Bombala

\$8.8k - Adjustment for Aitchison Cottage Berridale Committee funds previously consolidated into former Snowy River Shire LGA reserve

** Council approved an adjustment for "the funds necessary", from the Former Bombala LGA internally restricted reserve per confidential resolution 116/18 for site remediation work. The legal actions and potential claims confidential report as at 31 January 2019 estimates a settlement of between \$250k and \$600k. An adjustment will be made in the March Quarterly Budget Review Statement or 2020 budget depending on timing and updated estimates.*

Snowy Monaro Regional Council

Quarterly Budget Review Statement

for the period 01/10/18 to 31/12/18

Capital Budget Review Statement

Budget review for the quarter ended 31 December 2018

Capital Budget - Council Consolidated

(\$000's)	Original Budget 2018/19	Approved Changes			Revised Budget 2018/19	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRS	Sep QBRS					
Capital Expenditure									
- Plant & Equipment	3,276	2,483		349	6,108		6,108	1,876	
- Software	4,000			(500)	3,500		3,500	296	
- Land & Buildings	2,039	962	75	8	3,084	242	3,326	482	
- Roads, Bridges, Footpaths	10,704	4,501		373	15,578		15,578	3,614	
- Water & Sewer	15,842				15,842		15,842	1,116	
- Other infrastructure	4,141	3,169	241	100	7,651		7,651	1,846	
Loan Repayments (Principal)	928		1,268		2,196		2,196	365	
Total Capital Expenditure	40,930	11,115	1,584	330	53,959	242	54,201	9,595	
Capital Funding									
Capital Grants & Contributions	5,617	152		15	5,784		5,784	1,621	
Restricted Cash Reserves	34,477	10,963	1,584	217	47,241	72	47,313	7,616	
Receipts from Sale of Assets									
- Plant & Equipment	836			98	934		934	358	
- Land & Buildings					-	170	170		
Total Capital Funding	40,930	11,115	1,584	330	53,959	242	54,201	9,595	
Net Capital Funding - Surplus/(Deficit)	-	-	-	-	-	-	-	-	

Snowy Monaro Regional Council

Quarterly Budget Review Statement
for the period 01/10/18 to 31/12/18

Capital Budget Review Statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details
1	<i>Capital Expenditure - Land & Buildings</i> \$242k - Demolition and replacement of Dalgety Showground Pavilion
2	<i>Capital Funding - Restricted Cash Reserves</i> \$72k - Former Snowy River Shire LGA funding required for net cost of Dalgety Showground Pavilion
3	<i>Receipts from Sale of Assets - Land & Buildings</i> \$170k - Insurance claim for storm damage to Dalgety Showground Pavilion

Snowy Monaro Regional Council

Quarterly Budget Review Statement

for the period 01/10/18 to 31/12/18

Cash & Investments Budget Review Statement

Budget review for the quarter ended 31 December 2018

Cash & Investments - Council Consolidated

(\$000's)	Original Budget 2018/19	Approved Changes			Revised Budget 2018/19	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRS	Sep QBRS					
Externally Restricted ⁽¹⁾									
Section 94 Developer Contributions Combined	1,559				1,559			1,559	1,759
Section 64 Developers Contributions Water Combined	1,858				1,858			1,858	1,858
Section 64 Developers Contributions Sewer Combined	1,273				1,273			1,273	1,273
Hostel Entry Contributions- Snowy	880				880			880	880
Hostel bonds - Yallambee	3,460				3,460			3,460	3,460
Crown Land	21				21			21	21
Crown Land - Holiday Parks (incl Jindabyne)	910				910			910	1,053
Unexpended Grants Reserve	3,365	(3,035)			330			330	3,035
Other Contributions	8				8			8	8
HACC Vehicle Replacement - combined	627				627			627	458
former Bombala Stormwater levy reserve	41				41			41	41
Kamoto-Cooma Friendship Scholarship Fund	42				42			42	42
Boco Rock Wind Farm - Cooma	251				251			251	251
Boco Rock Wind Farm - Bombala	181				181			181	181
Combined Water Supply Works Reserve	12,295				12,295			12,295	13,840
Combined Sewerage Works Reserve	14,196		(1,268)		12,928			12,928	17,178
Domestic Waste Management Reserve	4,393		(207)		4,186			4,186	4,360
Total Externally Restricted	45,360	(3,035)	(1,475)	-	40,850			40,850	49,698
⁽¹⁾ Funds that must be spent for a specific purpose									
Internally Restricted ⁽²⁾									
Employee Leave Entitlement	3,067				3,067			3,067	3,067
Plant Replacement	2,778			24	2,802			2,802	3,186
Quarry Operations	96				96			96	96
Uncompleted Works & Projects	3,954	(3,954)			-			-	4,812
Other Internal Reserves	881		(139)	(383)	359	38		397	1,220
Waste Services (Non Domestic)	312			(275)	37			37	1,023
Deposits, Retentions & Bonds	682				682			682	682
Yallambee Lodge Building & Equipment	1,632			(35)	1,597			1,597	1,632
Unexpended Grants - Merger Implementation	(2,247)			3,465	1,218			1,218	2,216

Unexpended Grants - Stronger Communities	4,067	(4,067)			-		-	13,509
Former Bombala LGA	2,005		(72)	(500)	1,433		1,433	3,144
Former Cooma LGA	-				-		-	-
Former Snowy LGA	533				533	(81)	452	740
Total Internally Restricted	17,760	(8,021)	(211)	2,296	11,824	(43)	11,781	35,327
(2) Funds that Council has earmarked for a specific purpose								
Unrestricted (ie. available after the above Restrictions)	-	-	-	-	-	-	-	1,171
Total Cash & Investments	63,120	(11,056)	(1,686)	2,296	52,674	(43)	52,631	86,196

Snowy Monaro Regional Council

Quarterly Budget Review Statement
for the period 01/10/18 to 31/12/18

Cash & Investments Budget Review Statement

Investments

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

Cash

The Cash at Bank figure included in the Cash & Investment Statement totals \$1,811,237

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.
The date of completion of this bank reconciliation is 07/01/19

Reconciliation Status

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

	\$ 000's
Cash at Bank (as per bank statements)	1,811
Investments on Hand	84,385
Reconciled Cash at Bank & Investments	<u>86,196</u>
Balance as per Review Statement:	<u>86,196</u>
Difference:	-

Snowy Monaro Regional Council

Quarterly Budget Review Statement
 for the period 01/10/18 to 31/12/18

Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 December 2018

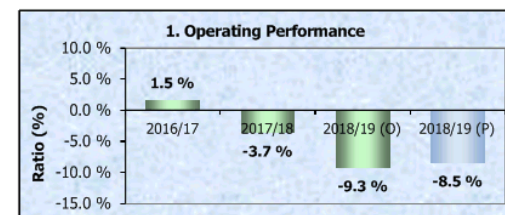
(\$000's)	Current Projection		Original Budget 18/19	Actuals Prior Periods	
	Amounts	Indicator		17/18	16/17
	18/19	18/19			

NSW Local Government Industry Key Performance Indicators (OLG):

1. Operating Performance

Operating Revenue (excl. Capital) - Operating Expenses	-6,043	-8.5 %	-9.3 %	-3.7 %	1.5 %
Operating Revenue (excl. Capital Grants & Contributions)	71,185				

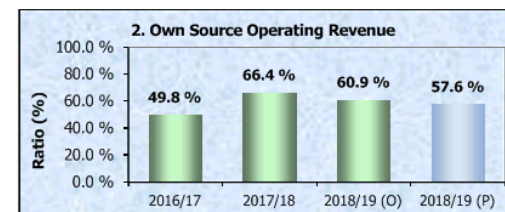
This ratio measures Council's achievement of containing operating expenditure within operating revenue.



2. Own Source Operating Revenue

Operating Revenue (excl. ALL Grants & Contributions)	44,302	57.6 %	60.9 %	66.4 %	49.8 %
Total Operating Revenue (incl. Capital Grants & Cont)	76,969				

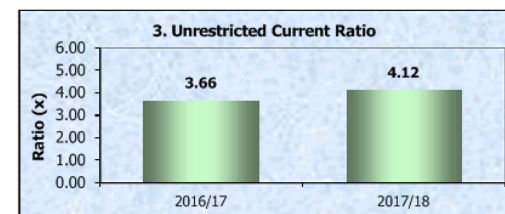
This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions. The decline in the proposed budget for this ratio is linked to the additional \$3.5m merger implementation fund grant.



3. Unrestricted Current Ratio

Current Assets less all External Restrictions		4.12	3.66
Current Liabilities less Specific Purpose Liabilities			

To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council. 2019 budget ratios will be provided in future quarterly reports.



Snowy Monaro Regional Council

Quarterly Budget Review Statement
 for the period 01/10/18 to 31/12/18

Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 December 2018

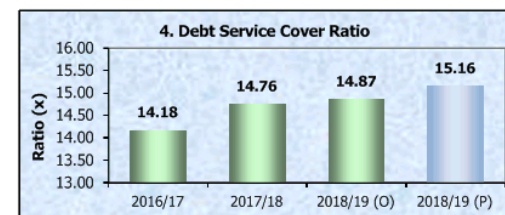
(\$000's)	Current Projection		Original Budget 18/19	Actuals Prior Periods	
	Amounts	Indicator		17/18	16/17
	18/19	18/19			

NSW Local Government Industry Key Performance Indicators (OLG):

4. Debt Service Cover Ratio

Operating Result before Interest & Dep. exp (EBITDA)	18,586	15.16	14.87	14.76	14.18
Principal Repayments + Borrowing Interest Costs	1,226				

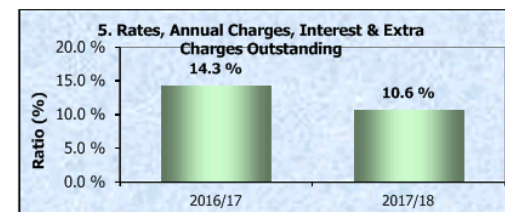
This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.



5. Rates, Annual Charges, Interest & Extra Charges Outstanding

Rates, Annual & Extra Charges Outstanding	10.6 %	14.3 %
Rates, Annual & Extra Charges Collectible		

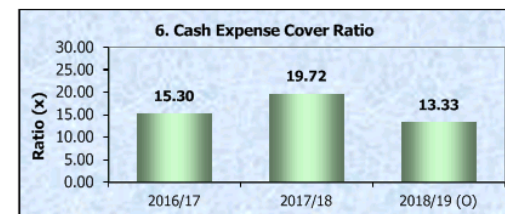
To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts. The finance team are implementing steps to report on this ratio quarterly in future periods.



6. Cash Expense Cover Ratio

Current Year's Cash & Cash Equivalents (incl. Term Deposits)	13.33	19.72	15.30
Operating & financing activities Cash Flow payments			

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.



Snowy Monaro Regional Council

Quarterly Budget Review Statement
 for the period 01/10/18 to 31/12/18

Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 December 2018

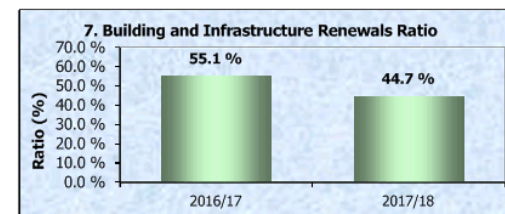
(\$000's)	Current Projection		Original Budget 18/19	Actuals Prior Periods	
	Amounts	Indicator		17/18	16/17
	18/19	18/19			

NSW Local Government Infrastructure Asset Performance Indicators (OLG):

7. Building and Infrastructure Renewals Ratio

Asset Renewals (Building, Infrastructure & Other Structures)					
Depreciation, Amortisation & Impairment				44.7 %	55.1 %

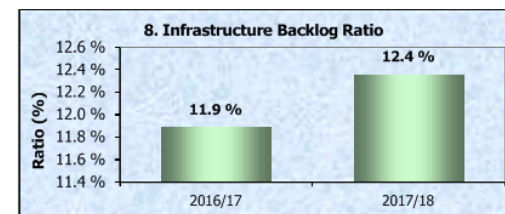
To assess the rate at which these assets are being renewed relative to the rate at which they are depreciating. 2019 budget ratios will be provided in future quarterly reports.



8. Infrastructure Backlog Ratio

Estimated cost to bring Assets to a satisfactory condition					
Total value of Infrastructure, Building, Other Structures & depreciable Land Improvement Assets				12.4 %	11.9 %

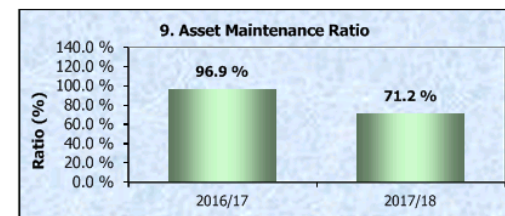
This ratio shows what proportion the backlog is against the total value of a Council's infrastructure. The 2019 ratio will be determined at the end of the financial year.



9. Asset Maintenance Ratio

Actual Asset Maintenance					
Required Asset Maintenance				71.2 %	96.9 %

Compares actual vs. required annual asset maintenance. A ratio above 1.0 indicates Council is investing enough funds to stop the Infrastructure Backlog growing. The 2019 ratio will be determined at the end of the financial year.



Snowy Monaro Regional Council

Quarterly Budget Review Statement

for the period 01/10/18 to 31/12/18

Contracts Budget Review Statement

Budget review for the quarter ended 31 December 2018

Part A - Contracts Listing - contracts entered into during the quarter;

Contractor	Contract detail & purpose	Contract Value	Start Date	Duration of Contract	Budgeted (Y/N)	Notes
Stabilifix PTY	Heavy Patching 2018/2019 Program	177,784	19/11/18	3 months	Y	
TRC Tourism Pty.Ltd	Snowy Monaro Destination Management Plan	42,000	01/10/18	6 months	Y	
Downer EDI	Jindabyne Boat Ramp Access Upgrade - Sealing	211,453	29/11/18	3 days	Y	
McMahons Earthmoving Pty Ltd	Green Waste Processing	200,000	29/10/18	3 years	Y	
McMahons Earthmoving Pty Ltd	Concrete Rubble Processing	200,000	29/10/18	3 years	Y	
Davone Constructions	Dalgety Showground Sheep Pavilion Demolition and Constructi	262,021	01/12/18	6 months	Y	Dec QBR Adj.

Snowy Monaro Regional Council

Quarterly Budget Review Statement
for the period 01/10/18 to 31/12/18

Consultancy & Legal Expenses Budget Review Statement

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	280,148	Y
Legal Fees	99,321	Y

Definition of a consultant:

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

13.12 ANSWERS TO QUESTIONS WITHOUT NOTICE

Record No:

Responsible Officer: Director Corporate and Community Services
Author: Governance Officer
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. In Progress QwN for the period ending 17 January 2019
Cost Centre
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 17 January 2019.

SMRC Councillors' Questions – In Progress is attached to this report

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

OFFICER'S RECOMMENDATION

That Council receive and note SMRC Councillors' Questions – In Progress for the period ending 17 January 2019.

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
1	15 March 2018	21.2	Complete 25/07/2018 – reported to Council 18/10/2018				Y
2	05 April 2018	21.4	<p>Disability Friendly Premises for Council Meetings</p> <p>Councillor John Castellari</p> <p>Question: Could Council identify disability friendly premises for our meetings so that we are inclusive of all our population?</p>	Glen Hines	<p>29/1/19 Glen Hines Floor plan changes being drafted in consultation with ELT.</p> <p>3/12//2018 – Note excerpt from email from Suneil → Councillors 30/11/18 – <u>Disabled Access to Council Chambers.</u> 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.</p> <p>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. 10 Oct 2018 - 09:21 AM Followed up supplier for quote / proposal for Stair lift. No responses received as yet</p>	29/01/2019	N

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p><i>31 Aug 2018 - 12:49 PM - Glen Hines</i> Price estimate for installation of wheel chair lift to public entry stairwell requested. Continuing EOI process for new civic centre</p> <p><i>21 Aug 2018 - 9:22 AM - Glen Hines</i> Council has resolved to investigate a new Civic Centre in Vale St. Call for EOI for master plan and concepts is currently out with suitable architectural firms and two site meetings have been conducted. Interim solution for "accessible" meeting is the use of the library or multi-function centre – neither have available webcasting capabilities. Staff are investigating feasibility of a platform wheelchair lift for the current chambers</p> <p><i>16 Aug 2018 - 9:55 AM - Debbie Constance</i> Action reassigned to Glen Hines by: Debbie Constance</p> <p><i>11 Apr 2018 - 2:13 PM - Debbie Constance</i> A report will be presented to Council on changes required to make the existing building compliant and other possible premises under Council's ownership. - Ongoing</p>		

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
3	05 April 2018	21.5	<p>Upgrade in Polo Flat area</p> <p>Councillor Rogan Corbett</p> <p>Question When will there be an in-depth review of Polo Flat as the area has potential for expansion. The entrances and drainage problems, and the lay out has to be addressed ASAP.</p>	Mark Adams	<p>20 Dec 2018 – Mark Adams Still waiting for more information on the flood study aspect.</p> <p>6 Dec 2018 A presentation was made to the Cooma Chamber of Commerce on 5 November to provide an update on the work that has been done. Preliminary information has been received for the flood study</p> <p>31 Oct 2018 Mark Adams – The traffic count data has been completed, however the flood study is still in progress.</p> <p>14 Sep 2018 - 12:56 PM - Katherine Miners Traffic counts and flood studies are still being undertaken.</p> <p>30 Jul 2018 - 11:34 AM - Katherine Miners Currently we are getting updated traffic counts along Polo Flat Road and the Monaro Highway to inform a future grant application and strategies. Further, flood modelling is being done as part of the Cooma Flood Study and Floodplain Risk Management Plan (which is also being</p>	30/07/2018	N

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					done for Michelago, Bredbo and Berridale). 28 May 2018 - 5:07 PM - Katherine Miners Staff working with Office of Regional Development on costings and a report is to be provided to Council. 13 Apr 2018 - 2:21 PM - Debbie Constance Action reassigned to Mark Adams by: Debbie Constance		
4	19 April 2018	20.5	Completed 21/08/2018 -- reported to Council 18/10/2018				Y
5	07 May 2018	21.1	Completed 24/10/2018 -- reported to Council 17/10/2018				Y
6	17 May 2018	21.1	Completed 18/06/2018 -- reported to Council 18/10/2018				Y
7	17 May 2018	21.2	Completed 9/10/2018 -- reported to Council 18/10/2018				y
8	17 May 2018	21.5	Motorhome Dump Points Councillor John Castellari 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 area?	Glen Hines	29/1/19 – Glen Hines Meeting scheduled for 5 February with CMCA representative to discuss potential caravan/RV parking sites in Cooma. Dump	29/01/2019	N

SMRC Councillors' Questions – In Progress

				<p>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: <ul style="list-style-type: none"> • Berridale shopping centre manhole • Jindabyne – manhole near the bowling club The suitability for long vehicles have not been assessed for this. Staff are looking at locations which are visible to the public so as to avoid illegal dumping. The suitability of the Jindabyne location is to be determined and maps of both locations developed.</p> <p>30 Oct 18 Glen Hines – 10:09 AM Bombala dump point has been upgraded for compliance. Water Sewer have providing potential locations for Berridale as Berridale shopping centre manhole. The option being discussed for Jindabyne is the manhole near the bowling club.</p> <p>31 Aug 2018 - 1:22 PM - Glen Hines No further progress on this. Meeting with Water / Sewer requested 31/8</p> <p>02 Aug 2018 - 2:26 PM - Glen Hines Information is to be provided to CMCA regarding grant funding. A meeting is to be scheduled with Water and Sewer Group Manager on return from leave to consult</p>	
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SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>with regards to impact on present infrastructure.</p> <p><i>23 Jul 2018 - 1:32 PM - Glen Hines</i> Facilities staff are currently scoping suitable sites as well as upgrading existing dump points. For additional sites consultation with Water and Sewer will be required to ensure impacts/connection to the sewer system can be managed with a preference that dump points are contained within caravan parks. CMCA have sent through the required documentation for staff to complete to apply for the relevant funding.</p> <p><i>28 Jun 2018 - 1:53 PM - Glen Hines</i> Contact made with CMCA Sean Constable for meeting late July in Cooma. Will discuss potential overnight sites as well as dump points</p> <p><i>23 May 2018 - 10:56 AM - Erin Donnelly</i> Action reassigned to Glen Hines by: Erin Donnelly</p>		
9	17 May 2018	21.9	Completed 10/10/2018 – reported to Council 18/10/2018				Y
10	17 May 2018	21.10	Completed 10/10/2018 – reported to Council 18/10/2018				Y
11	7 June 2018	21.1	Completed 9/07/2018 – reported to Council 18/10/2018				Y
12	7 June 2018	21.4	Completed 9/07/2018 – reported to Council 18/10/2018				Y

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
13	7 June 2018	21.6	Completed 18/07/2018 – reported to Council 18/10/2018				Y
14	7 June 2018	21.7	Completed 9/07/2018 – reported to Council 18/10/2018				Y
15	07 June 2018	21.8	Complete 02/11/2018 – reported to Council 17/11/2018				Y
16	7 June 2018	21.9	Completed 18/07/2018 – reported to Council 18/10/2018				Y
17	21 June 2018	21.1	Completed 23/07/2018 – reported to Council 18/10/2018				Y
18	19 July 2018	19.1	Completed 22/11/2018 – reported to Council 20/12/2018				Y
19	19 July 2018	19.3	Completed 13/09/2018 – reported to Council 18/10/2018				Y
20	19 July 2018	19.6	Completed 9/10/2018 – reported to Council 18/10/2018				Y
21	02 August 2018	18.1	Completed 2/09/2018 – reported to Council 18/10/2018				Y
22	02 August 2018	18.2	Completed 06/12/2018 – reported to Council 20/12/2018				Y
23	16 August 2018	18.1	Completed 12/09/2018 – reported to Council 18/10/2018				Y

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
24	16 August 2018	18.5	Completed 10/09/2018 – reported to Council 18/10/2018				Y
25	6 Sep 2018	18.1	Completed 9/10/2018 – reported to Council 18/10/2018				Y
26	6 Sep 2018	18.2	Completed 8/10/2018 – reported to Council 18/10/2018				Y
27	6 Sep 2018	18.3	Complete 25/10/2018 – reported to Council 17/11/2018				Y
28	6 Sep 2018	18.4	Complete 2/11/2018 – reported to Council 17/11/2018				Y
29	6 Sep 2018	18.5	Completed 8/10/2018 – reported to Council 18/10/2018				Y
30	6 Sep 2018	18.6	Complete 2/11/2018 – reported to Council 17/11/2018				Y
31	20 Sep 2018	18.1	Completed 08/10/2018 – reported to Council 18/10/2018				Y
32	4 Oct 2018	18.1	Completed 22/11/2018 – reported to Council 20/12/2018				Y
33	4 Oct 2018	18.2	Complete 11/10/2018 – reported to Council 17/11/2018				Y
34	4 Oct 2018	18.3	Complete 25/10/2018 – reported to Council 17/11/2018				Y
35	4 Oct 2018	18.4	Complete 02/11/2018 – reported to Council 17/11/2018				Y
36	4 Oct 2018	18.5	Complete 02/11/2018 – reported to Council 17/11/2018				Y

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
37	4 Oct 2018	18.6	Complete 26/10/2018 – reported to Council 17/11/2018				Y
38	4 Oct 2018	18.7	Complete 02/11/2018 – reported to Council 17/11/2018				Y
39	4 Oct 2018	18.8	Completed 30/11/2018 – reported to Council 20/12/2018				Y
40	4 Oct 2018	18.9	Complete 26/10/2018 – reported to Council 17/11/2018				Y
41	18 Oct 2018	17.1	Completed 10/12/2018 – reported to Council 20/12/2018				Y
42	18 Oct 2018	17.2	Clr Corbett - Tree Stumps When will the three tree stumps be removed and new trees planted on the corner of Sharp St and Creek St, and gutters repaired in Sharp St west?	Jane Kanowski	30 Jan 2019 – Jane Kanowski – Ongoing – work to be scheduled and coordinated with staff and contractor to commence by end of March. 26/11/2018 – Jane Kanowski Work will be scheduled in consultation with the Roads section. 29 Oct 18 Jane Kanowski - Discussion with Manager Construction regarding the removal of these stumps as there is an issue with the kerb – it will need to be cut in the sections adjacent to the stumps, then the stumps ground and removed and the kerb repaired.	28/02/2019	N
43	18 Oct 2018	17.3	Complete 26/10/2018 – reported to Council 17/11/2018				Y

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
44	18 Oct 2018	17.4	Completed 19/11/2018 – reported to Council 20/12/2018				Y
45	18 Oct 2018	17.5	Clr Old - Proposal for Jindabyne By-Pass Can council look at the proposal for using an existing access for a by-pass to Barry Way?	Mark Adams	31 Oct 2018 Mark Adams – To be considered in the Jindabyne Masterplan. 31 Oct 2018 reassigned to Mark Adams		Y
46	18 Oct 2018	17.6	Complete 31/10/2018 – reported to Council 17/11/2018				Y
47	1 Nov 2018	18.1	Public WiFi Councillor Rogan Corbett Why is there no public WiFi in Cooma? As there used to be WiFi available in the Cooma CBD and Jindabyne and Bombala.	Nola Brady	31 January 2019 – On track for March report to Council 20 December 2018 – Nola Brady – Expect report to go to March 2019 Council meeting. 28 November 2018 – Nola Brady / Scott Goudie An email sent to Councillors on 28 November explaining the historical WIFI set up that existed in Cooma, and advising Councillors that a report would go to the late February or March Council meeting explaining the options available for the entire SMRC region for consideration. This report will take some investigation with Network providers.		N
48	1 Nov 2018	18.2	Completed 06/12/2018 – reported to Council 20/12/2018				Y

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
49	1 Nov 2018	18.3	Employment of Project Staff Councillor John Last I notice that the Council is proposing to employ a Project Engineer, a Project Manager and a Development Engineer. If these positions are filled will it alleviate the necessity of calling in consultants? How much money will the employment of these people save when compared to consultants?	Peter Bascomb			N
50	1 Nov 2018	18.4	Completed 27/11/2018 – reported to Council 20/12/2018				Y
51	1 Nov 2018	18.5	Completed 06/12/2018 – reported to Council 20/12/2018				Y
52	1 Nov 2018	18.6	Completed 22/11/2018 – reported to Council 20/12/2018				Y
53	1 Nov 2018	18.7	Completed 24/11/2018 – reported to Council 20/12/2018				Y
54	1 Nov 2018	18.8	Completed 24/11/2018 – reported to Council 20/12/2018				Y
55	15 Nov 2018	18.1	Completed 28/11/2018 – reported to Council 20/12/2018				Y
56	15 Nov 2018	18.2	Completed 03/12/2018 – reported to Council 20/12/2018				Y
57	15 Nov 2018	18.3	Delegate School of Arts, Drainage Councillor Anne Maslin	Glen Hines	29/1/19 – Awaiting Crown Land advice on boundary adjustment. Investigation ongoing with the scope to be included	29/01/2019	N

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
			What is the time frame for repair work to be done on gutters and downpipes to improve drainage at the Delegate School of Arts?		under Major Projects team undertaking the street drainage works. <i>3/12/18 – Glen Hines</i> Group Manager Facilities, Commercial Land Officer and Bombala Property Maintenance Officer attended the Delegate School of Arts 27/11/18, meeting with Committee Members and inspecting the building and grounds. Staff are preparing a scope that will be shared with the Major Projects team undertaking the street drainage works and if possible be packaged into this body of work with funds already allocated in the Facilities capital projects for this facility.		
58	15 Nov 2018	18.4	Completed 26/11/2018 – reported to Council 20/12/2018				Y
59	15 Nov 2018	18.5	Completed 22/11/2018 – reported to Council 20/12/2018				Y
60	15 Nov 2018	18.6	Completed 06/12/2018 – reported to Council 20/12/2018				Y
61	6 Dec 2018	18.1	Completed 12/12/2018 – reported to Council 17/01/2019				Y
62	6 Dec 2018	18.2	Completed 12/12/2018 – reported to Council 17/01/2019				Y

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
63	6 Dec 2018	18.3	<p>Availability of Mayor</p> <p>Councillor John Last</p> <p>When the Mayor is not available to carry out his duty as Mayor, why doesn't he consult with the Deputy Mayor, to act in his place, as is provided in the Local Government Act?</p>	John Rooney / Sarah Cleverly	<p>11/02/19 SC: Mayor, Deputy Mayor and GM met with Minister Pavey on 2 May 18.</p> <p>Funding has been requested from State Government. Discussions with the Deputy Premier are ongoing.</p>		Y
64	6 Dec 2018	18.4	<p>SMRC vs Tropic Asphalt Pty Ltd</p> <p>Councillor John Last</p> <p>Could the cases of Snowy Monaro Regional Council vs Tropic Asphalt Pty Ltd be copied and sent out to each Councillor and in the first February meeting of the Council both the original case and the stated case be discussed at a council meeting?</p>	Mark Adams	<p>23 January 2019 – Peter Smith Report completed for February meeting and copies of public documents provided to councillors on 23 January 2019</p> <p>20 Dec – Mark Adams Noted. Information is being compiled.</p>		Y
65	6 Dec 2018	18.5	Completed 07/01/2019 – reported to Council 17/01/2019				Y
66	20 Dec 2018	18.1	<p>SMAG's Inquiries and Suggestions for Council Communication with Residents and Community Groups</p> <p>Councillor John Castellari</p>	Peter Bascomb	<p>13/02/2019 – Peter Bascomb –</p> <ol style="list-style-type: none"> The General Manager wrote to SMAG on 7 January 2019 and I have offered to attend any meeting of SMAG or its constituent groups to facilitate 		N

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
			<p>1. Has Council and the GM received the letter from the Snowy Mountains Action Group (SMAG) of 29 November 2018 addressed to the General Manager proposing options to improve communications between Council and regional communities and requesting advice on a timeframe for responses to earlier letters?</p> <p>2. What are the General Manager's thoughts on the proposed Council Organisational Chart and the proposed system for the management of phone and written communications received from ratepayers?</p> <p>3. When can the SMAG expect to receive a formal reply from Council to the proposal?</p>		<p>discussions. The letter was sent to councillors by email.</p> <p>2. The website has been updated, and Council has a Customer Service Charter including performance criteria.</p> <p>3. Letter was sent on 7 January 2019.</p>		
67	20 Dec 2018	18.2	<p>S.365 of the Local Government Act Councillor John Last S 365 – What is the position of this Council relating to S365?</p>	Nola Brady	7 February 2019 – Annie Upton – Council currently meets above the minimum prescribed 10 times each year, each in a different month under S.365 by holding 2 meetings a month throughout the year.	7/02/2019	Y

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
			Council meets at least 10 times each year. Each time in a different month.				
68	20 Dec 2018	18.3	<p>Stormwater Drainage and Security Fences in Bombala River Park</p> <p>Councillor Anne Maslin</p> <p>Could council provide a time frame for restoration of the riverside in Bombala's main tourism precinct? Particularly the dangerous eroded stormwater chasm? The security fences are unsightly and disrupt the riverside park.</p> <p>Three security fences currently dominate the river bank adjacent to the Bombala Pool.</p> <p>1. the stormwater outlet has gouged a dangerously deep erosion crevasse that poses a public safety risk. It is now within 2 metres of the popular walking path.</p> <p>2. The non-compliant platform is still cordoned off by an unsightly fence after 12 months.</p>	<p>Gary Shakespeare</p> <p>Kelly Heffernan</p>	<p>1. 31 January 2019 – Steve Baldwin – Survey completed. Design and estimate work and permit from Fisheries to be completed by week starting 11 February. Funding needs to be approved by Council from Bombala reserve (Town and village drainage-220K) before work can commence as emergency works.</p> <p>2. 29.1.2019 – Kelly Heffernan – The non-compliant platform has now been removed and site rehabilitation has commenced. There is a bunting fence around the former site to aide in grass regeneration.</p>	<p>31/01/2019</p> <p>29/01/2019</p>	N

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
			A third small security fence at the water's edge. This unsightly row of fences threatens the local economy, as tourists normally stop here to have picnics, and use the walking path.				
69	20 Dec 2018	18.4	Alisa Thaler Councillor Bob Stewart What is going on with the meeting between Council and the Thaler family, is it being facilitated?	Peter Bascomb	13/02/2019 – Peter Bascomb – A meeting was held on 24/01/2019. Attendance included Andrew Thaler, Alisa Thaler, Deputy mayor Miners, Clr Stewart, Clr Last and Clr Maslin.		Y
70	20 Dec 2018	18.5	Code of Meeting Practice Councillor Lynley Miners What will be the web cast arrangements for meetings and locations with the new Code of Meeting Practice in 2019?	Nola Brady	31 January 2019 – Nola Brady IT are currently investigating the costs of portable Webcasting and Audio equipment for Council meetings to support the meeting rotation and regulatory requirements. A report is expected to go to Council late March 2019.		N
71	17 Jan 2019	18.1	Rate notice for period 1 July 2018 to 30 June 2019 Councillor Peter Beer Question: A. Why are rate notices delivered a week after the due date?	Peter Cannizzaro	8/2/19 Matt Payne A. We have confirmation from the Mailing Supervisor of our printing company that 3,034 notices were posted via Australia Post on 25/10/2018. B. Council considers the reversal of interest charges on a case by case	8/02/2019	Y

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
			<p>B. Are the interest charges going to be charged?</p> <p>C. How long has this situation been going on?</p> <p>D. How will Council inform rate payers if interest charges are or not going to be charged?</p> <p>History:</p> <ul style="list-style-type: none"> • Issue date of above was 23/10/2018. Due date was 30/11/2018. • Notice arrived in mail on 8/12/2018 (over one week after the due date). • Charges of 7.50% statement for overdue payments will be incurred. 		<p>basis including where a ratepayer is adversely affected due to receiving a notice late.</p> <p>C. We have not received any complaints from other customers for notices received this late. The latest known receipt date is just over 1 week after the issue date.</p> <p>D. To the best of our knowledge this appears to be an isolated incident. If Councillor Beer provides reference to the specific notice(s) in question, the Finance team will investigate the matter further and provide feedback in writing regarding interest charges.</p>		
72	17 Jan 2019	18.2	<p>Street Corners, Cooma</p> <p>Councillor John Last</p> <p>Why is it that the street corners have not been completed, even though it appears the masonry work has been completed?</p>	Gary Shakespeare	<p>31 January 2019 – Steve Baldwin</p> <p>The plants have arrived and have been planted in stages and the remaining areas will be planted in the coming weeks. The project had to be shut down over the holiday period.</p>	31/01/2019	N
73	17 Jan 2019	18.3	<p>Quote for Plants, Shrubs and Trees</p> <p>Councillor John Last</p>	Jane Kanowski	<p>30 January 2019 – Jane Kanowski</p> <p>H Hardware have been asked to quote in the past (pre-merger), however retail prices were quoted which were</p>	30/01/2019	Y

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
			Why is it that Cooma H Hardware have not been asked for a quote for plants and shrubs and trees?		significantly higher than the wholesale cost. H Hardware will be requested to quote in the future.		
74	17 Jan 2019	18.4	<p>Consultancy Fees Councillor John Last</p> <p>Can Council provide a list that makes up the 7 million dollars spent on consultancy fees?</p>	Peter Cannizzaro	<p>8/2/19 Matt Payne</p> <p>A report will be presented to the Council Meeting on 7 March 2019.</p>	8/02/2019	Y
75	17 Jan 2019	18.5	<p>Remondis Depot Councillor John Last</p> <p>Is it the case that the Remondis contract states that Remondis is to establish a depot in Cooma? Has this happened, if not why not?</p>	Patrick Cannon	<p><i>23 January 2018 – Peter Smith</i></p> <p><i>The Waste and Recyclables Collection and Management Contract (Part D2.20) requires a depot to be provided and maintained, but is silent on the actual location.</i></p> <p><i>Remondis utilises an approved depot at 9 Geebung Street, Polo Flat. Development Consent to use the site as a depot was granted under DA 10.2017.1129.1.</i></p> <p><i>Prior to occupying that site, Remondis were utilising a depot site in Bombala.</i></p> <p><i>This information had been provided to Council's meeting of 15 February 2018 (item 16.5) following a question on notice received at the 14 December 2017 Council meeting.</i></p>		Y

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<i>Item 16.5 of the 15 February 2018 meeting was adopted by exception by Council under Resolution 2/18.</i>		
76	17 Jan 2019	18.6	<p>SMRC Budget Outlook and Deficit</p> <p>Councillor Anne Maslin</p> <p>How can Councillors effectively work together with the GM and staff to address the ongoing SMRC budget deficit of \$6 million?</p> <p>Is a budget/finance workshop, involving Councillors and staff, in discussion with finance experts, the first step towards resolving the ongoing deficit, which is of major concern.</p>	Peter Cannizzaro	<p>8/2/19 Matt Payne</p> <p>A Budget/Finance Workshop for Councillors has been scheduled for 21 March 2019.</p>	8/02/2019	Y
77	17 Jan 2019	18.7	<p>Foot Ramp at Bombala Visitors Centre</p> <p>Councillor Anne Maslin</p> <p>Can council please provide a foot ramp across the deep drain at the front of Bombala Visitors Centre, by end of February 2019?</p> <p>Several complaints have been received about the drain as a safety risk. The foot ramp could be the same</p>	Glen Hines	<p>29/1/19 – Glen Hines</p> <p>Property Maintenance Officer requested to construct ramp. Expected to be completed by end of February 2019.</p>	29/01/2019	N

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
			as the one next door at the Lavender House				
78	17 Jan 2019	18.8	<p>Parking Signage at Bombala Visitors Centre</p> <p>Councillor Anne Maslin Could council please provide signs directing tourist vehicles to the car park at the rear of the visitors centre, by end of March 2019?</p> <p>An access Road, three plantings and parking area have been provided but it is easy to miss, as there is no signage.</p>				
79	17 Jan 2019	18.9	<p>Cemetery Closures</p> <p>Councillor Lynley Miners</p> <p>Was there a Council Decision made to close cemetery's for burials over the Christmas and New Year period, if so what were the Closure dates?</p>	Peter Bascomb	<p>08/02/2019 - Gina McConkey - Arrangements were in place to ensure that any required burials could be accommodated during the office closure period.</p> <p>17/01/2019 General Manager - Council did approve a shutdown period for council offices and depots from 21 December 2018 to 2 January 2019</p>	08/02/2019	Y
80	17 Jan 2019	18.10	<p>Presentation by Brian Curzon</p> <p>Councillor Bob Stewart</p> <p>Has there been any further action following the presentation from Brian Curzon with regard to the 60km zone</p>	Graham Hope	11/02/2019 – Graham Hope - Road Safety Officer to discuss these issues at the next Local Traffic Committee meeting to be held on 28 March 2019	30/04/2019	N

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
			and the two bus shelters on Mittagang Road?				
81	17 Jan 2019	18.11	<p>Nimmity Bell</p> <p>Councillor Bob Stewart</p> <p>Can we get a report to the next Council meeting with information on the Nimmity Bell?</p>	Peter Smith	<p>23 January 2019 – Peter Smith:</p> <p>At close of the notification period in excess of 50 submissions had been received. The application is currently being assessed and will be referred to Council for determination in due course.</p> <p>17/01/2019 - Director Environment and Sustainability – The DA for the Nimmity Bell was lodged and advertised before Christmas. A report will come to Council once all submissions have been assessed.</p>		Y
82	17 Jan 2019	18.12	<p>Freedom of Information Act</p> <p>Councillor John Last</p> <p>What is council doing about the new changes to the GIPA Act in relation to DAs?</p>	Peter Bascomb	<p>17/01/2019 – General Manager – Contact has been made with Council, who have advised they are not sticking to the legislation and believe this risk is low. A report will come to Council, because we would be breaching legislation, with suggestions on how to process DA requests in relation to the GIPA Act.</p> <p>7/02/2019 – Nola Brady – A report is being presented to Council 21 February 2019</p>	7/02/2019	Y
83	17 Jan 2018	Note 11	Tabling a letter in questions without notice	Peter Smith	11/02/2019 – Katherine Miners - Group Manager Environmental Management personally contacted all Councillors that were copied into the letter sent to the Mayor to advise that the matter would be	11/02/2019	Y

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
			Clr Stewart tabled a letter from Dianne Ingram regarding Condition of the Bombala Cemetery and asked could it be forwarded to the appropriate officer for consideration.		investigated and measures taken to address the matter. Gina McConkey – Group Manager Environmental Management and Glen Hines – Group Manager Facilities are working together to ensure that this does not occur again. Correspondence has been forwarded to Dianne Ingram.		

13.13 RESOLUTION ACTION SHEET UPDATE

Record No:

Responsible Officer:	Director Corporate and Community Services
Author:	Governance Officer
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 for the ending 17 January 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 17 January 2019.

SMRC Resolution Action Sheet – In Progress 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 SMRC Resolution Action Sheet – In Progress for the period ending 17 January 2019.

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
1	19 October 2017	227/17	18.1	<p>Notice of Motion for Rail Trail Feasibility Study</p> <p>That Council fund a feasibility study for the opening of a Monaro Rail Trail from Queanbeyan to Bombala during the 2019 Financial year;</p> <p>A. Either by obtaining Grant Funding from the NSW Government; or</p> <p>B. Allocate \$75 000 in the 2019 Financial Year Council Budget in the event grant funding is unavailable.</p>	Peter Bascomb	11 December 2018 – Monaro Rail Trail Inc. has completed a preliminary feasibility study that will be used to develop the scope of Council’s project. This will be developed in the first half of 2019.		N
2	19 October 2017	251/17	22.2	<p>Purchase of Property in Maybe Street Bombala for Public Toilets</p> <p>That Council</p> <p>A. Accept the vendor’s asking price of \$40,000 for 60m² of land to be subdivided from Lot 1 DP 164034</p> <p>B. Engage the services of a surveyor to create a plan of subdivision including an easement for the vendor to service his air conditioner and to arrange for an 88B Instrument</p>	Lyn Bottrill	<p>30 January 2019 – LB – Purchase completed.</p> <p>10 December 2017 – Lyn Bottrill – Bank Guarantee received today. Expected completion date 15 December.</p> <p>22 November 2018 – Lyn Bottrill Vendor wanted bank guarantee for works to be completed after settlement. It is anticipated that the bank guarantee will be ready by 23 Nov and once delivered to the vendor’s solicitor, settlement will take place.</p> <p>24 Oct 2018- 12.45 PM – LB Currently waiting on vendor’s solicitor.</p>	20/01/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				C. Authorise the General Manager and/or the Mayor to sign any documents associated with the purchase of part Lot 1 DP 164034.		<p>03 Oct 2018 - 9:07 AM - Lyn Bottrill Final check of title to land revealed a lease registered on title. Waiting on landowner to release the notation on the title.</p> <p>27 Aug 2018 - 12:44 PM - Lyn Bottrill Issue with terms of sale of the property and expected date of construction of the toilets.</p> <p>This is currently being sorted out by Council's solicitor.</p> <p>02 Aug 2018 - 2:07 PM - Lyn Bottrill Contracts have been exchanged and plan has been lodged.</p> <p>23 Jul 2018 - 4:02 PM - Lyn Bottrill Plan of subdivision has been lodged for registration. Contracts have been exchanged.</p> <p>11 Jul 2018 - 1:09 PM - Lyn Bottrill Contracts have been exchanged. Plan of subdivision has been lodged with the LRS.</p>		

SMRC Resolution Action Sheet – In Progress

					<p><i>21 Jun 2018 - 10:17 AM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 30 Jun 2018 To: 30 Aug 2018</p> <p><i>21 Jun 2018 - 9:41 AM - Lyn Bottrill</i> Contracts were exchanged on 15/6. Plan has been lodged for registration. Vendors solicitor has been notified to produce CTs.</p> <p><i>04 Jun 2018 - 8:21 AM - Lyn Bottrill</i> Waiting on vendor's solicitor to agree to special condition of contract. Subdivision Certificate has been issued today and plan to be lodged as soon as contract has been executed.</p> <p><i>23 Apr 2018 - 12:17 PM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 20 Nov 2017 To: 30 Jun 2018</p> <p><i>23 Apr 2018 - 11:50 AM - Lyn Bottrill</i> Council resolved to purchase the property in Maybe Street. Contracts are expected to exchange in the next couple of days.</p> <p>Delay due to additional special conditions the vendor wanted added to the contract which were perceived to affect Council's liability. Legal opinion was sought and received and passed to the Special Projects team. The special conditions were then passed to Public Works and Council staff are currently waiting for the go-ahead to exchange contracts. The vendor is keen to exchange asap.</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
3.	14 December 2017	295/17	12.1	Complete 15/01/2018 – reported to Council 18/10/2018				Y
4.	14 December 2017	299/17		Complete 16/08/2018 – reported to Council 18/10/2018				Y
5	14 December 2017	305/17	15.5	Completed 20/12/2018 – reported to Council 17/01/2019				Y
6	14 December 2017	313/17	16.8	<p>Beyond the Social Plan: Integrating Social Planning Objectives into the Integrated Planning and Reporting Framework</p> <p>1. That Council receive and note the information in the report about the integration of social planning into Council’s Integrated Planning and Reporting documents.</p> <p>2. That staff resources be directed into incorporating social planning objectives into the Integrated Planning and Reporting suite, including the Community Strategic Plan currently under development.</p>	Kristy Harvey	<p>4/02/2019 – Kristy Harvey – no further update at this time.</p> <p>20 December 2018 – Kristy Harvey No further update at this time. Will be worked on during 2019.</p> <p>31 Oct 2018 – No further update at this time. Please note the following: 3. A working document has been created which is essentially condensed publicly available data from ABS and our Profile ID tool. It’s a primitive version of what the</p>	15/01/2018	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>3. That staff prepare a Social Demographic Profile for the information of Council and the community.</p> <p>4. That the Integrated Planning and Reporting suite, supported by the Social Demographic Profile, take the place of a stand-alone Social Plan.</p>		<p>Social Demographic Profile would look like. This plan is to be reported to Council 26 Jul 2018 - 10:27 AM - Katherine Miners Community Services Officer will be preparing the Social Demographic Profile. A and B have been completed.</p> <p><i>04 May 2018 - 4:15 PM - Meghan Quinn</i> Cooma Community Development Planner Kristy Harvey is working on the Social Demographic Profile. Both Community Development Planners worked with consultant Rhonda Skelton to ensure social planning objectives were included in the Community Strategic Plan.</p> <p>We will also undertake a thorough review of the Delivery and Operational Plans when those drafts become available to staff. During this review, we will provide feedback to ensure that social objectives, including the Disability Inclusion Action Plan, are included. It is critical that the relevant actions are allocated to the right departments (roads, for instance) to ensure delivery.</p>		
7	15 February 2018	13/18	12.1	Complete 06/12/2018 – reported to Council 20/12/2018				Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
8	15 February 2018	22/18	15.6	Complete 31/10/2018 – reported to Council 15/11/2018				Y
9	15 February 2018	49/18	22.5	<p>Extension of Contract 2014/002 for the Provision of Street, Shopping Centre & Toilet Cleaning Services in Jindabyne</p> <p>That Council</p> <p>A. Approve the extension of the current contract with Crystal Lake Cleaning for street, shopping centre and public toilets in Jindabyne for a further 12 months until 28 February 2019 for the amount of \$117,581.88 incl. GST;</p> <p>B. Authorise the General Manager to execute an Addendum to the Contract to extend the period under the same terms and conditions; and</p> <p>C. Receive a report on the review of contracts for cleaning across the Snowy Monaro Regional Council LGA once completed.</p>	Lyn Bottrill & Janine Hudson	<p>30 January 2019 JH Report to 7 February Council Meeting</p> <p>2 January 2019 – JH Part C - Report to Council on 17 January with draft contract attached for review and request to consent to advertise the Contract for Tender.</p> <p><i>22 Nov 2018 – Lyn Bottrill</i> <i>Draft contract nearly completed ready for Council approval at January meeting</i></p> <p><i>30/10/18 – 10:16 AM Glen Hines</i> <i>No progress from previous update</i></p> <p><i>10/08/18 – 08:32AM Glen Hines No external consultant to be engaged – To be undertaken internally. Scope for all cleaning contracts has been consolidated into spread sheet. Land and Property officer to create contract</i></p>	30/06/2019	N

SMRC Resolution Action Sheet – In Progress

					<p><i>document. Land and Property Manager to review scopes for suitability.</i> <i>03 Oct 2018 - 9:07 AM - Lyn Bottrill</i> Contracts being finalised. <i>27 Aug 2018 - 12:43 PM - Lyn Bottrill</i> Group Manager Facilities is dealing with this matter. <i>02 Aug 2018 - 2:06 PM - Lyn Bottrill</i> Glen Hines seeking services of a contractor. <i>23 Jul 2018 - 3:31 PM - Lyn Bottrill</i> Currently seeking appropriately qualified firm to carry out investigation into all Council cleaning contracts and adjust the terms to be the same in all contracts.</p> <p>It is anticipated that a report will be presented to Council in November 2018 <i>04 Jun 2018 - 8:18 AM - Lyn Bottrill</i> Group Manager facilities will organise contractor to carry out investigation into all Council cleaning contracts and make a recommendation to Council. <i>23 Apr 2018 - 12:15 PM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 19 Mar 2018 To: 28 Sep 2018 <i>23 Apr 2018 - 12:10 PM - Lyn Bottrill</i> Group Manager Facilities to continue with having the cleaning contracts for each of the former Councils standardised.</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
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>	Mark Adams	<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.</p> <p>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 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</p>	19/03/2018	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>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 rescoped to reapply.</p> <p><i>13 Sep 2018 - 4:56 PM - Katherine Miners</i> Council was unsuccessful in receiving a grant for the indoor sports centre. Clrs have been advised by email by Group Manager Economic Development and Tourism.</p> <p><i>26 Jul 2018 - 10:30 AM - Katherine Miners</i> 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><i>28 May 2018 - 5:15 PM - Katherine Miners</i> Business case has been lodged for the Regional Sports Infrastructure fund and an Expression of Interest for the Federal Regional Growth Fund. Awaiting outcomes</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
11	15 March 2018	60/18	10.1	Complete 22/11/2018 – reported to Council 20/12/2018				Y

SMRC Resolution Action Sheet – In Progress

12	15 March 2018	64/18		<p>Creation of road reserve over Jerangle Road through lot 6 DP 754888 at Jingera That Council</p> <p>A. Accept the quotation from Bradley Surveying and Design Pty Ltd in the amount of \$9,500</p> <p>B. Agree to the expenditure of an additional estimated \$2,000 to include the closure of the corresponding section of Crown reserve road passing through lots 5 and 6 in the survey plan.</p> <p>C. Authorise the General Manager to execute the necessary documents, including the Transfer of the closed section of Crown reserve road to the landowner in compensation.</p> <p>D. Apply to the Department of Primary Industries to take the sections of Crown reserve road within Jerangle Road into Council's public road assets register.</p> <p>E. Gazette the entire length of Jerangle Road as a Council public road.</p>	Janine Hudson	<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.</p> <p>03 Oct 2018 - 9:06 AM - Lyn Bottrill Waiting on landowner's solicitor to lodge the plan.</p> <p>27 Aug 2018 - 12:42 PM - Lyn Bottrill Email sent to surveyor and solicitor asking for update on progress of registration of the plan.</p> <p>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.</p> <p>23 Jul 2018 - 3:30 PM - Lyn Bottrill Waiting on registration of plan of subdivision</p> <p>11 Jul 2018 - 1:07 PM - Lyn Bottrill Documents returned to surveyor for lodgement with the LPI</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>	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>21 Jun 2018 - 10:02 AM - Lyn Bottrill All documents have been executed by Council and sent back to the surveyor for lodgement at the LPI</p> <p>04 Jun 2018 - 8:18 AM - Lyn Bottrill Currently waiting on Subdivision Cert.</p> <p>23 May 2018 - 10:34 AM - Lyn Bottrill 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</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 - 12:12 PM - Debbie Constance 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>		
13	15 March 2018	68/18	15.1	Complete 16/04/2018 – reported to Council 18/10/2018				Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
14	15 March 2018	71/18	15.3	<p>Lake Wallace Dam - Access to reservoir for fishing</p> <p>That Council:</p> <p>A. Do not allow public access to the Lake Wallace site as the risk to the water quality provided to the Nimmitabel community for human consumption is unmanageable;</p> <p>B. Confirms that the Lake Wallace site is to continue to be managed as a Conservation Area under the approved Offset Management Plan and Conservation Property Vegetation Plan;</p> <p>C. Develop a Management Plan for the reservoir, including review of consideration of establishing a refuge for aquatic threatened species with all relevant authorities; and</p> <p>D. Develop information and interpretive signage for the Conservation Area to be installed at Lake Williams, in Nimmitabel Township.</p>	Jane Kanowski	<p>30 Jan 2019 – 8:51am – Jane Kanowski – the signs have been ordered and will be installed when received by the end of February.</p> <p>30/11/2018 – Jane Kanowski - To source an additional quote as one company declined to quote.</p> <p>29/10/18 Jane Kanowski – One quote has been received – as per Council policy need to</p>	28/02/2019	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>get an additional quote – waiting on a response.</p> <p><i>03 Sep 2018 - 1:21 PM - Jane Kanowski</i> A quote from Stockl Signs has been received. Another quote is required.</p> <p><i>20 Aug 2018 - 4:55 PM - Jane Kanowski</i> Contacted NGH - awaiting advice from them and obtaining quotes for signage</p> <p><i>28 Jun 2018 - 1:46 PM - Glen Hines</i> Jane Kanowski requested to contact NGH Environmental for interpretive signage subject matter</p> <p><i>28 Jun 2018 - 1:41 PM - Glen Hines</i> Action reassigned to Jane Kanowski by: Glen Hines</p> <p><i>21 May 2018 - 11:53 AM - Debbie Constance</i> Action reassigned to Glen Hines by: Debbie Constance</p> <p><i>11 Apr 2018 - 2:28 PM - Debbie Constance</i> Noted: Meeting arranged with DOI to handover actions. D) to be actions in the new financial year. Group Manager Facilities and Project Manager are meeting on Thursday 14 August to discuss Lake Wallace issues. Signs for Lake Williams will also be discussed.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
15	15 March 2018	89/18		<p>Notice of Motion Cr Castellari - Update on Money for Roads</p> <p>That Council resolve that the Mayor provide regular updates on progress implementing the motion passed at the February 2018 council meeting, to approach State and Federal government for improved ongoing road funding in Snowy Monaro region.</p>	Debbie Constance	<p>11/02/19 Sarah Cleverley: Mayor, Deputy Mayor and GM met with Minister Pavey on 2 May 18.</p> <p>Funding has been requested from State Government. Discussions with the Deputy Premier are ongoing.</p> <p>Mayor scheduled to meet with Minister Pavey, Minister for Roads on 2 May to discuss funding</p>	16/04/2018	N
16	05 April 2018	118/18		<p>Proposed Road Closure & Sale of old Lions Park at Bombala</p> <p>That Council;</p> <ul style="list-style-type: none"> A. Approve the partial road closure on the corner of High Street and Stephen Street Bombala so that the fence line becomes the boundary of lot 9 DP 995614; B. Engage the services of a land surveyor to provide a plan for the boundary adjustment; C. Authorise the General Manager to execute any documents necessary to complete the boundary adjustment and sale of the property; D. Readvertise the property on the open market for auction with an appropriate reserve; and 	Janine Hudson	<p>30 January 2019 JH- Plan is with Council and waiting for return of Subdivision Certificate.</p> <p>2 January 2019 – Janine Hudson Plans are lodged with Council for Subdivision Certificate waiting return of Certificate</p> <p>21 November 2018 – Janine Hudson 28 day notification period has ended. Council has received 8 submissions for the proposed closure. All submissions received had no objections with the proposed closure. Responses sent to those who made submissions advising of this. Documents have been prepared to close this council public road reserve: Subdivision Certificate has been sent for processing.</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
				E. Make the Report public once the matter is settled.		<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.</p>		

SMRC Resolution Action Sheet – In Progress

					<p><i>Submissions will be reviewed and the correct process followed.</i></p> <p><i>03 Oct 2018 - 9:05 AM - Janine Hudson</i> Action reassigned to Janine Hudson by: Janine Hudson</p> <p><i>03 Oct 2018 - 8:59 AM - Lyn Bottrill</i> Notifications sent out to commence road closing.</p> <p><i>27 Aug 2018 - 12:40 PM - Lyn Bottrill</i> 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 plan will be registered and the land will be listed for sale.</p> <p><i>02 Aug 2018 - 2:04 PM - Lyn Bottrill</i> Spoke to surveyor this week and he has promised to get the plan to me within the week.</p> <p><i>23 Jul 2018 - 3:39 PM - Lyn Bottrill</i> Still waiting on plan for boundary adjustment.</p> <p><i>11 Jul 2018 - 1:05 PM - Lyn Bottrill</i> 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><i>21 Jun 2018 - 10:16 AM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 30 Jun 2018 To: 30 Sep 2018</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>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>		
17	19 April 2018	131/18	10.1	Complete 3/09/2018 – reported to Council 18/10/2018				Y
18	19 April 2018	133/18		<p>Proposed Transfer of the Bombala Tafe Campus at 8-12 Wellington Street, Bombala to Snowy Monaro Regional Council That Council</p> <p>A. Rescind resolution 294/17 dated 14 December 2017;</p>	Lyn Bottrill	<p>30 January, 2019 – LB Transfer to Council completed.</p> <p>22 November 2018 – Lyn Bottrill Draft contract has been approved and vendor’s solicitor has been asked to provide an execution copy of the contract ready for execution and exchange. Vendor would like</p>	30/01/2019	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. Accept the offer to transfer ownership of lots 11 and 13 DP 871424 (TAFE Bombala Wellington Street) to Council;</p> <p>C. Upon transfer of the property to classify Lots 11 and 13 DP 871424 as Community Land under the provisions of the Local Government Act 1993;</p> <p>D. Seek the advice of Council's Heritage Adviser with respect to any work which may be required to ensure the building is legislatively compliant and suitable for use by the community;</p> <p>E. Authorise the expenditure of \$150,000 towards the upgrade of the building plus a further \$50,000 to engage the services of a project manager to co-ordinate the project to be funded from Internal Restricted Reserves Bombala;</p> <p>F. Approve the inclusion of the upgrade of the property through the Stronger Country Communities Fund to the value of \$250,000; and</p>		<p>completion to take place prior to 31 Dec 2018. Pest control inspection was arranged for Tues 27 Oct 24 Oct 2018 – 12.45 PM - Lyn Bottrill Phone call from TAFE NSW this morning to notify Council that unofficial approval has been given for the transfer of the property currently waiting on Minister's signature. Email received following phone call with contract attached for Council's perusal. 8 Oct 2018 – 11.26 AM Waiting for confirmation from TAFE NSW that transfer of property has been approved by State Government Property Oversight Committee. This should be received within the next two weeks 03 Oct 2018 - 8:57 AM - Lyn Bottrill We are expecting to hear from TAFE NSW on decision of State Government Parliamentary Committee within the next two weeks. 27 Aug 2018 - 12:38 PM - Lyn Bottrill Waiting on confirmation of consent from the Parliamentary Property Committee on transfer of property to Council. 02 Aug 2018 - 2:03 PM - Lyn Bottrill Council has been promised that they will have a firm answer by October after the matter has</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>G. Note that the ownership of lots 11 and 13 DP 871424 will place continued maintenance requirements which need to be captured in asset management plans and future operational expenditure budgets.</p>		<p>been through the State Government Property Overview Committee. <i>23 Jul 2018 - 3:40 PM - Lyn Bottrill</i> The transfer of State property has to pass through several State Government Committees prior to being approved by the Minister. We are waiting on the proposal to pass through the various Committees. <i>11 Jul 2018 - 1:03 PM - Lyn Bottrill</i> Spoke to Paul Anderson on Monday 9/7. He said that we should expect a final answer by October. <i>21 Jun 2018 - 10:15 AM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 21 May 2018 To: 31 Dec 2018 <i>21 Jun 2018 - 10:04 AM - Lyn Bottrill</i> This matter is with the Minister for signing off. <i>04 Jun 2018 - 8:16 AM - Lyn Bottrill</i> This matter is currently with the Minister <i>23 May 2018 - 10:31 AM - Lyn Bottrill</i> TAFE NSW have received a copy of the Council resolution and we are now waiting on formal notification of the process and anticipated timeframe <i>01 May 2018 - 3:38 PM - Debbie Constance</i> Copy of Council resolution sent to Paul Anderson of TAFE NSW. He responded to say</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						that he would be in contact to let me know the anticipated timeframe for the process. - Ongoing		
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</p>	Lyn Bottrill	<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 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</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
				to be sealed to give effect to this resolution.		gazettal and notification from the Valuer General for the cost. <i>03 Oct 2018 - 8:58 AM - Lyn Bottrill</i> Waiting on Valuer General's valuation of the land. <i>27 Aug 2018 - 12:39 PM - Lyn Bottrill</i> This matter is still waiting on consent from the OLG <i>02 Aug 2018 - 2:04 PM - Lyn Bottrill</i> This matter is still with the Governor. <i>23 Jul 2018 - 3:28 PM - Lyn Bottrill</i> Waiting on reply from the OLG. <i>11 Jul 2018 - 1:04 PM - Lyn Bottrill</i> Application is with the OLG and we should receive word from the Valuer General within		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						the next month with respect to purchase price <i>21 Jun 2018 - 10:15 AM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 21 May 2018 To: 21 Oct 2018 <i>21 Jun 2018 - 10:04 AM - Lyn Bottrill</i> Application has been sent to OLG for consent. <i>04 Jun 2018 - 8:16 AM - Lyn Bottrill</i> This matter has been submitted to the Dept of Local Gov. for consent. <i>23 May 2018 - 10:33 AM - Debbie Constance</i> Application has been submitted to the Dept of Local Government for consideration. - Ongoing <i>01 May 2018 - 3:39 PM - Lyn Bottrill</i> Dept Finance notified of Council resolution and as soon as the Mayor signs the page of the Minutes 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

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
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>	Lyn Bottrill	<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. <i>03 Oct 2018 - 8:57 AM - Lyn Bottrill</i> Kleven Spain engaged to carry out survey. <i>27 Aug 2018 - 12:38 PM - Lyn Bottrill</i> Surveyor selected and work to progress shortly. <i>07 Aug 2018 - 8:47 AM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 06 Jun 2019 To: 31 Dec 2019 <i>02 Aug 2018 - 1:55 PM - Lyn Bottrill</i> Call for expressions of interest from local land surveyors. Submissions currently being considered. <i>23 Jul 2018 - 3:38 PM - Lyn Bottrill</i> No EOIs received by due date. All surveyors were contacted and were given an extension</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>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 provided from Stronger Communities Project PP-219 (Undertake project to align the road with road reserves).</p>		<p>of time to submit their EOI. Closing date is 27/7</p> <p>11 Jul 2018 - 1:02 PM - Lyn Bottrill</p> <p>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</p> <p>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</p> <p>Draft specification with Group Manager Transport and Infrastructure for approval.</p> <p>04 Jun 2018 - 8:15 AM - Lyn Bottrill</p> <p>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</p> <p>Specification being developed to seek quotations from suitably qualified land surveyors.</p>		
21	17 May 2018	190/18	15.2	<p>Planning Proposal to amend Bombala Local Environmental Plan 2013 to introduce Zone SP2 – Infrastructure</p> <p>That Council:</p> <p>A. Note the Alteration to Gateway Determination and covering letter</p>	Mark Adams	<p>4/02/2019 - 4 February 2019 – Mark Adams:</p> <p>The planning proposal has been discussed with Department of Planning and Environment staff and Council’s water and wastewater team. The water and wastewater team have a timeline for the Integrated Water Cycle Management plan. Council will need to</p>	18/06/2018	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>provided by the Department of Planning and Environment;</p> <p>B. Note the outstanding issues affecting the Planning Proposal and its process thus far, including those previously raised in submissions to the process (attached);</p> <p>C. Collaborate with NSW Department of Primary Industries – Water on planning for Bombala water supply including development of Integrated Water Cycle Management (IWCM) Plan;</p> <p>D. Consult Government agencies on outstanding items, and report back to Council estimated cost of proceeding, and;</p> <p>E. Funding to be allocated from Bombala Reserves.</p>		<p><i>request an extension to the planning proposal as it expires in March. A report will be presented to Council to consider prior to the expiry date.</i></p> <p><i>20 December 2018 – Mark Adams</i></p> <p><i>No further updates</i></p> <p><i>6 Dec 2018 – No further updates</i></p> <p><i>31 Oct 2018 Mark Adams – Water and Wastewater are currently working with a consultant on the Bombala water issue and are looking at future options with a report to come in about six months’ time. It is unlikely that the weir will be recommended as being necessary for water supply purposes. This planning proposal expires in March 2019.</i></p> <p><i>13 Sep 2018 - 4:53 PM - Katherine Miners</i> Officer is considering how to progress the LEP following rejection of the officer's recommendation on 16 August 2018.</p> <p><i>06 Aug 2018 - 1:57 PM - Peter Smith</i> Further report to Council 16 August 2018</p> <p><i>26 Jul 2018 - 10:42 AM - Katherine Miners</i> A report will be presented back to Council with some further estimated costings.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						Information requested in C & D will be incorporated in this report. 28 May 2018 - 5:00 PM - Katherine Miners Further report to be provided listing reports that are required to satisfy other agencies and costs of each additional report.		
22	07 June 2018	216/18	12.1	Progress Report - Investigation of Potential Caravan / RV Parking Sites in Cooma That Council A. Receive and note the officers report on the progress of identifying caravan parking and RV parking opportunities; and B. Authorise staff to prepare a preliminary concept design and costings for addition of caravan parking and RV parking in the Council owned Carpark at 117 Commissioner St Cooma	Glen Hines	29/1/19 – 15:55 – Glen Hines Follow up meeting scheduled for Tuesday 5 February with CMCA representative and Council Engineer to discuss site establishment, costing and determine viability. 3/12/18 – 09:40 – Glen Hines Site inspection at Hawkins undertaken with Group Manager Transport Infrastructure 6 th November for preliminary assessment on potential access issues. CMCA have requested an indication of costs for establishing entry exit to determine feasibility. Group Manager Facilities to request approximates costs from Roads engineers. CMCA have requested a time to present their proposal to Council which may be a incorporated into the Facilities presentation at the briefing session 20 th December (TBC). At his stage staff are not proceeding with	05/02/2019	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>reports to Council on Commissioner St and Nijong RV parking proposals.</p> <p>30 Oct 18 Glen Hines – 10:43 AM No update received from CMCA as yet. Expecting query on suitable date to present to Council.</p> <p>10 Oct – 08:52 AM Glen Hines – Met with CMCA regarding potential CMCA / RV operated facility in Cooma. Operational land in Hawkins St a potential location with excellent proximity to CBD. CMCA to present a proposal to Council at a date TBA</p> <p><i>31 Aug 2018 - 1:39 PM - Glen Hines</i> Price estimate received for incorporating caravan / rv parking at Nijong Oval along Barrack St - \$540K including \$92 K in drainage which may or may not be necessary. Still waiting for concept plans from Public Works</p> <p><i>09 Aug 2018 - 3:50 PM - Glen Hines</i> Nijong design / cost estimates due from Public Works Monday 13th Aug.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						Commissioner St carpark designs/costs on hold pending Vale St Civic Centre masterplan 24 Jul 2018 - 9:14 AM - Erin Donnelly Designs and estimates are still with Public Works. Enquiry has been made as to when these will be available. 28 Jun 2018 - 2:03 PM - Glen Hines Public Works have been engaged to provided concept and pricing estimates to redevelop/refurbish Commissioner St carpark inclusive of caravan / rv parking bays. Concepts and pricing have been added to the Nijong oval design brief to Public Works via Major Projects.		
23	07 June 2018	221/18	18.2	<p>Notice of Motion - Skate Park</p> <p>That Council</p> <p>A. Support the Jindabyne Skate Park Association’s bid to expand and redevelop the Jindabyne Skate Park to a world class venue, by providing seed funds of \$10,000 from the Jindabyne reserves (or elsewhere as council sees fit), to enable a professional park design to be developed, and</p> <p>B. Once the design is completed, partner with the Jindabyne Skate Park Association to apply for grants from</p>	Mark Adams	<p>4 February 2019 – Mark Adams Project has been included in the Ask of Government document.</p> <p>20 December 2018 – Alannah Dickeson Currently waiting on a suitable grant to apply for funding</p> <p>Report presented to 6 December Council meeting. Awaiting resolution. 31 Oct 2018 Mark Adams – Part A) the concept plan is now complete and will be presented to the 6 December Council Meeting to receive and note.</p>	9/07/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				appropriate State and/or Federal funding programs to redevelop the park.		Part B) Ongoing. Concept plan finalised and money almost completely expended. This project is nearly completed. <i>30 Jul 2018 - 11:29 AM - Katherine Miners</i> Council officers have been liaising with the Skate Park Association and potential designers. One designer has been recommended. We are awaiting funds to be transferred but will proceed with a design in the meantime.		
24	07 June 2018	224/18	22.1	Complete 22/11/2018 – reported to Council 20/12/2018				Y
25	07 June 2018	226/18	22.3	Complete 31/10/2018 – reported to Council 17/11/2018				Y
26	21 June 2018	237/18	11.1	Complete 21/11/2018 – reported to Council 20/12/2018				Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
27	21 June 2018	238/18		<p>University of Canberra ' Tourism Governance Strategy' That Council:</p> <p>A. Forms a regional tourism committee based on the UC report recommendation;</p> <p>B. Resolve to support Tourism Snowy Mountains as recommended in the UC report to market and promote the Snowy Mountains brand;</p> <p>C. Support Tourism Snowy Mountains by providing \$40,000 this financial year (already in budget from previous Councils contributions) and \$60,000 per year (included in draft 2018/19 budget) on an ongoing basis for the remainder of the Council term (last allocation in 2020/21 financial year);</p> <p>D. Not set up the district tourism committees contrary to the recommendation of the UC report;</p> <p>E. Note that an SMRC Destination Management Plan/Visitor Economy Strategy will now be prepared in conjunction with the Office of Regional Development and as</p>	Donna Smith	<p>4 February 2019 – Mark Adams No further update at this time. 20 December 2018 – Mark Adams Advertising for committee members will commence in the new year.</p> <p>6 Dec 2018 Part A) the charter has been approved by the governance team with some additions and corrections to be made. Advertising for committee members can now begin. 31 Oct 2018 Donna Smith – Part A) Still awaiting endorsement of the final charter from the governance team. All other parts are complete. 13 Sep 2018 - 5:02 PM - Katherine Miners Please note the following:</p> <p>a) The final charter has been prepared for the committee and are awaiting the governance team to endorse the document.</p> <p>e) The consultants have been appointed and preparation of the Destination Management Plan is beginning. A meeting was held with</p>	23/07/2018	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>required by the South East and Tablelands Regional Plan;</p> <p>F. Note that Economic Development and Tourism staff will continue to build links with external agencies such as Destination NSW, Destination Network Southern NSW, Visit Canberra, Tourism Snowy Mountains and the CBRJO tourism working group, and;</p> <p>G Explore with TSM and NSW Government through its various agencies the means by which ongoing significant funding for promotional activities by TSM may be generated.</p>		<p>the consultants yesterday.</p> <p>30 Jul 2018 - 11:11 AM - Katherine Miners Please note the following:</p> <p>A. The Regional Tourism Committee is to be formed and a committee charter is being prepared.</p> <p>B, C, D have been noted and completed in accordance with the resolution.</p> <p>E. A request for quotes will be sent to the consultants this week.</p> <p>F, G have been noted and completed in accordance with the resolution.</p>		
28	21 June 2018	248/18		Complete 3/09/2018 – reported to Council 18/10/2018				
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>	Lyn Bottrill	<p>30 January 2019 – LB</p> <p>Disadvantaged housing in Delegate must be advertised. This is currently being done and the tenant will be given an additional written reminder to vacate.</p> <p>10/12/2018 – Lyn Bottrill</p>	28/02/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>B. Serve notice on the tenant to vacate the premises in accordance with the Residential Tenancy Act.</p> <p>C. Engage the services of a suitably qualified contractor to demolish the residence, clear the site and dispose of any asbestos in accordance with the EPA Act; and</p> <p>D. Authorise the expenditure and allocate an amount in the 2018 Financial Year Budget with funding to be provided from the Former Bombala LGA Reserve.</p>		<p>Tenant has been notified that alternative housing has been found for him in Delegate. The accommodation in Delegate is managed by Council and the house needs work before anyone moves in. This work will take approx.. a month so it is intended to give the tenant at the Waterworks cottage notice to vacate when the work is completed.</p> <p>24 Oct 2018 – LB Commercial Land & Property Officer investigating availability of housing in Delegate for tenant.</p> <p>8 Oct 2018 – 11:41 AM – Lyn Bottrill Enquiries currently being made to Southern Cross Housing re consideration of tenant at Waterworks cottage for disadvantaged housing at either Bombala or Delegate.</p> <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.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						Emailed tenant details to access assistance with rental bond. <i>02 Aug 2018 - 1:52 PM - Lyn Bottrill</i> Currently working with tenant to find suitable alternative accommodation. <i>23 Jul 2018 - 3:54 PM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 23 Jul 2018 To: 29 Sep 2018 <i>23 Jul 2018 - 3:29 PM - Lyn Bottrill</i> Still waiting on tenant finding new premises. Council has supplied a letter saying that he has always paid his rent on time. <i>11 Jul 2018 - 12:25 PM - Lyn Bottrill</i> Tenant has been notified and is looking for new premises. Council resolution not to proceed to demolish the cottage until tenant has found new tenancy.		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
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>D. 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>	Lyn Bottrill	<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.</p> <p>03 Oct 2018 - 8:56 AM - Lyn Bottrill Waiting on plan</p> <p>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</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
						select a real estate agent to place the properties on the open market. 07 Aug 2018 - 8:47 AM - Lyn Bottrill Revised Target Date changed by: Lyn Bottrill From: 23 Jul 2018 To: 31 Oct 2018 02 Aug 2018 - 1:53 PM - Lyn Bottrill Waiting on valuation of land from valuer. 23 Jul 2018 - 3:52 PM - Lyn Bottrill Surveyor has been requested to produce plan for registration of lots 14, 15, and 16. Still waiting on valuation from valuer. 11 Jul 2018 - 12:59 PM - Lyn Bottrill Surveyor has been requested to prepare plan of subdivision to enable the plan to be registered. Valuer has been asked to provide sales prices for the three blocks.		
31	05 July 2018	269/18	18.1	Councillor John Castellari - Flying of the Aboriginal Flag That Council demonstrate its respect for the indigenous community by flying the Aboriginal flag wherever and whenever it flies the Australian flag on SMRC buildings and facilities.	Lorraine Thomas	29/1/19 – Glen Hines Flagpoles erected and flags flying. Note - Bombala poles will require relocation due to safety issue for access. Action can be closed. 22 November 2018 - Lorraine Thomas Flag Poles on site at Cooma, Bombala and Berridale Offices. In the process of being	29/01/2019	Y

SMRC Resolution Action Sheet – In Progress

					<p><i>installed by Council Property Maintenance Officers.</i></p> <p><i>31 Oct 2018 Lorraine Thomas Flag poles arrived at Berridale Depot 31 10 2108 and the poles will be installed at Berridale, Bombala and Cooma Offices.</i></p> <p><i>08 Oct 2018 Lorraine Thomas Flag poles for Berridale, Bombala and Cooma Offices have been ordered through Goldspar and should be arriving at Berridale Store this week. Once delivered Council Land and Property Maintenance Officers will install the flag poles. Aboriginal Flags are in Council's Berridale Store</i></p> <p><i>02 Sep 2018 - 10:57 AM - Lorraine Thomas Revised Target Date changed by: Lorraine Thomas From: 06 Aug 2018 To: 03 Sep 2018</i></p> <p><i>02 Sep 2018 - 10:54 AM - Lorraine Thomas Flag poles for Berridale, Bombala and Cooma Offices have been ordered through Goldspar. Once delivered Council Land and Property Maintenance Officers will install the flag poles. Aboriginal Flags are in Council's Berridale Store.</i></p> <p><i>02 Aug 2018 - 2:36 PM - Glen Hines Staff have procured Aboriginal flags. Currently scoping additional flag poles for Bombala, Cooma and Berridale offices.</i></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
32	19 July 2018	218/18	10.3	Complete 20/08/2018 – reported to Council 18/10/2018				Y
33	19 July 2018	219/18	10.1	<p>Proposal for Future of Council Offices in Cooma That Council</p> <p>A. Authorise the engagement of an architect to perform a detailed needs analysis and develop an initial concept design for a new multi-storey head office building to be situated on properties at 55, 57 and 59 Vale Street, Cooma in accord with Council's Procurement policy;</p> <p>B. Allocate a budget of \$75,000 from other internal reserves to engage an architect and assess any additional budget requirements following the receipt of initial quotations from the service providers that may quote for this work; and</p> <p>C. Receive a report from the architect showing the initial concept design for a new multi-storey head office building.</p>	Linda Nicholson	<p>4 February 2019 – Linda Nicholson <i>Staff have met with the consultant to finalise the functional brief for the new space. Consultant will provide an updated timeline of actions by mid-February. Aim is to have consultation with councillors in March to review options and proposed functional discussion</i></p> <p><i>3/12/2018 10:00 am – Glen Hines</i></p> <p>Steering committee for the project has been assembled comprising Directors and relevant Group Managers. Project inception meeting with Architects held 16/11/18 in Cooma. The Architects are composing a request for</p>	31/03/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						information which will be addressed by appropriate staff once received. 30 Oct 18 Glen Hines – 11:00 EOI's received and evaluated. Successful provider notified. Awaiting revised time line. 03 Oct 2018 - 8:52 AM - Janine Hudson Action reassigned to Glen Hines by: Janine Hudson 27 Aug 2018 - 12:23 PM - Lyn Bottrill Awaiting response from interested parties. 02 Aug 2018 - 1:49 PM - Lyn Bottrill EOI sent to Jindabyne and Cooma firms. Closing date is 23/8		
34	19 July 2018	237/18	21.2	Sewerage service agreement for Discovery Holiday Park and other private dischargers in to Council's reticulated sewerage system (all areas of former Snowy River Shire) That Council approve 1. The report be received and adopted by Council. 2. The Sewerage Services agreement be executed between Snowy Monaro Regional Council and Discovery Holiday Parks Pty. Ltd and other listed businesses.	Michael Broder	05/02/2019 Rahul Patel - Under discussion with Discovery Holiday Park to sign agreement. 03/12/2018 Mike Broder – Still waiting a response from Discovery Holiday Park. Staff to follow up. 31 Oct 18 – Michael Broder - Agreements have been sent to Discovery Holiday Park in Adelaide and to the Snowy Mountains Resort Pty Ltd. Both companies are having their agreements looked at by Solicitors as at 30	31/03/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				3. As part of the agreement the sum of \$5,000 be the bond in the form of a Bank Guarantee for these businesses that require a Sewerage Services Agreement, excluding the Sailing Club, the Adaminaby Bowling Club and the Snowy Museum.		October 2018. Letters will be forwarded to other dischargers when time permits. 08 Oct 18 – Agreements have been sent to the businesses, no response to date. Staff are following up		
35	02 August 2018	250/18	12.1	Complete 3/09/2018 – reported to Council 18/10/2018				Y
36	02 August 2018	253/18	12.4	Complete 25/10/2018 – reported to Council 17/11/2018				Y
37	02 August 2018	254/18	13.1	Complete 21/11/2018 – reported to Council 20/12/2018				Y
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; 	Mark Adams	<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>	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
				<ul style="list-style-type: none"> • 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. 		<p><i>Youth Development Officers have contacted the Youth Command to try and set up a meeting with the Youth Commissioner. If the outcome of the meeting is unsuccessful the Bombala Youth Councillors will draft a letter to the Youth Command and the local MP for support.</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</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>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 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 tract 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</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>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>		
39	02 August 2018	258/18	19.1	Complete 3/09/2018 – reported to Council 18/10/2018				
40	02 August 2018	260/18	19.2	<p>Snowy River Health Centre Jindabyne That Council</p> <p>A. Receive and note this report;</p> <p>B. Note the options presented on page 4 of this report and adopt Option 2 subject to paragraph D below;</p> <p>C. Subject to approval by the Department of Health Council</p>	Nicholine Wong	<p>04/02/2019 – Nicholine Wong Lease document signed by all parties after having received confirmation and approval from Department of Health (DoH). Forwarded back to lawyers for registration. Action now complete</p> <p>22/11/2018 – Nicholine Wong New lease document received from lawyers and provided to Department of Health (DoH) for approval from their legal team. Awaiting</p>	04/02/2019	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>enter into a lease on terms and conditions outlined in Option 2;</p> <p>D. Authorise the Mayor and General Manager to execute the lease of Level 2 Snowy River Health Centre under Council seal; and</p> <p>E. Advise the current lessee of Council's decision outlined in in B above.</p>		<p>response/approval before signing off by both parties.</p> <p>14 Aug 2018 - 3:54 PM - Nicholine Wong Actioned - letter written to Jindabyne Medical Practice. Contact made with lawyers to have new lease document drawn up.</p>		
41	02 August 2018	261/18	19.3	<p>Council's Property at 204 Maybe Street Bombala That Council</p> <p>A. Retain and approve the expenditure of \$ 46,848.90 in accordance with the quotations</p> <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>	Kelly Heffernan	<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 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>	29/01/2019	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>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><i>21 Aug 2018 - 11:28 AM - Kelly Heffernan</i> Arrangements have been made for a quote on Friday 24.8.2018</p> <p><i>09 Aug 2018 - 3:34 PM - Kelly Heffernan</i> 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</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						weekend. A third is to be contacted over the coming days. 09 Aug 2018 - 3:32 PM - Glen Hines Action reassigned to Kelly Heffernan by: Glen Hines		
42	02 August 2018	264/18	19.6	<p>Request to Remove Trees - 57-59 Massie Street Cooma That Council</p> <p>A. Receive and note the report Request to Remove Trees – 57 – 59 Massie Street Cooma;</p> <p>B. Note the options presented on page 2 of the report and;</p> <p>i. Council remove the trees on Council land;</p> <p>ii. Share the cost of removing the trees that straddle both Council and Mr Mondello’s land; and</p> <p>iii. Mr Mondello be responsible for removing the trees solely on his land;</p> <p>iv. Council supply traffic management control provided trees are removed at the same time.</p> <p>C. Advertise its reasons for removing the trees; and</p>	Jane Kanowski	<p>30/01/2019 – 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>30/11/2018 – Jane Kanowski – Second quote received - waiting on the 3rd – a reminder has been sent.</p> <p>29 Oct 18 Jane Kanowski – A Media Release has been sent to the Communications team for distribution to notify the public. Quotes have been requested from 3 contractors and awaiting on these.</p> <p>03 Sep 2018 - 1:19 PM - Jane Kanowski A letter has been sent to the owner to notify him of the Council resolution. Liaising with the Communications team to write a press</p>	30/02/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				D. D. Formally advise Mr Mondello of its decision in writing		release and inform the community of this decision. 08 Aug 2018 - 2:58 PM - Glen Hines Action reassigned to Jane Kanowski by: Glen Hines		
43	16 August 2018	275/18		Complete 13/09/2018 – reported to Council 18/10/2018				
44	16 August 2018	276/18		<p>Lease of Council Operational Land to Cooma Men’s Shed That Council</p> <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>	Lyn Bottrill	<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>	01/03/2019	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><i>03 Oct 2018 - 8:48 AM - Lyn Bottrill</i> Waiting on submission of D/A</p> <p><i>31 Aug 2018 - 1:14 PM - Lyn Bottrill</i> Draft lease is currently being prepared in accordance with the resolution. The lease will be finalised upon determination of the development application.</p> <p><i>27 Aug 2018 - 12:14 PM - Lyn Bottrill</i> Awaiting outcome of development application. In the meantime draft licence agreement will be drafted.</p> <p><i>21 Aug 2018 - 11:18 AM - Glen Hines</i> Action allocated to Lyn Bottrill to assist GM in preparing lease</p>		
45	16 August 2018	278/18		Completed 28/09/2018 – reported to Council 18/10/2018				Y
47	16 August 2018	281/18		Complete 31/10/2018 – reported to Council 17/11/2018.				Y
48	16 August 2018	283/18		Action Completed 10/09/2018 – reported to Council 18/10/2018				Y
49	16 August 2018	289/18	19.3	Update on the potential Joint Use Projects being explored with the Department of Education	Mark Adams	<p><i>4 February 2019 – Mark Adams</i> A public announcement was made on 1 February 2019 that the grant application was</p>	17/09/2018	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>That Council</p> <p>A. Receive and note the report; Endorse the preparation and submission of a grant application to Round 2 of the request for up to \$3 million grant funding and Council allocation of \$500,000 (using the internal reserve 'former Snowy River LGA'), bringing the total project value to \$3.5m, for a new library/community centre/innovation hub as part of a Joint Use Project with the Department of Education and Training, and upgrade to the car park in Kalkite Street to multi-level to cater for the community parking needs of the development, with design options and refined costings to be provided as the project develops.</p> <p>C. Endorse engagement of a consultant to assist with grant preparation with funds to be provided from re-directed funds under Innovation and Business Development - Project PJ 100069.</p>		<p><i>successful. Staff are now seeking to re-engage with the Department of Education.</i></p> <p><i>20 December 2018 – Mark Adams Council is expecting the outcome of the grant in January.</i></p> <p>6 Dec 2018 Still awaiting outcome.</p> <p>31 Oct 2018 Mark Adams – Awaiting outcome of the Regional Cultural Fund grant.</p> <p>15 Oct 2018 - Grant application submitted.</p> <p><i>13 Sep 2018 - 5:09 PM - Katherine Miners</i> A grant application is being prepared to be submitted on 21 September under the Regional Cultural Fund.</p>		
50	16 August 2018	293/18	19.2	Complete 29/10/2018 – reported to Council 17/11/2018.				Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
51	16 August 2018	294/18	19.4	Complete 25/10/2018 – reported to Council 17/11/2018				Y
52	16 August 2018	295/18		Complete 25/10/2018 – reported to Council 17/11/2018				Y
53	16 August 2018	296/18		Complete 25/10/2018 – reported to Council 17/11/2018				Y
54	6 September 2018	309/18		<p>Transfer of Crown Roads in the Township of Dalgety to Council That Council</p> <p>A. Write to the Crown requesting the following roads be transferred to Council:</p> <ul style="list-style-type: none"> • Brierly Street – 400m - Sealed; • Bradley Street – 350m - Unsealed; • Rutherford Street – 350m - Unsealed; • Bloomfield Street – 350m – Sealed/Unsealed; • Wyndeyer Street – 450m - Unsealed; 	Lyn Bottrill	<p>30 January 2019 – LB Roads gazetted to Council in December. Roads Department notified. 22 November 2018 – Lyn Bottrill Still waiting on the Crown to gazette the transfer of the roads to Council</p> <p>24 Oct 2018 – Lyn Bottrill Waiting on Crown to gazette roads to Council. Letter sent to Crown requesting transfer of Crown roads Letter sent to Crown requesting transfer of Crown roads 03 Oct 2018 - 8:47 AM - Lyn Bottrill Letter sent to Crown requesting transfer of Crown roads</p>	31/12/2018	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<ul style="list-style-type: none"> • Hamilton Street – 1.3km – Sealed/Unsealed; • Cooma Street – 400m – Sealed/Unsealed/Unconstructed; • Emma Street – 200m - Unconstructed. B. Include the roads in Council’s roads assets register C. Provide the budget for the construction and maintenance of the roads				
55	6 September 2018	310/18		Complete 22/10/2018 – reported to Council 17/11/2018				Y
56	6 September 2018	311/18		Complete 25/10/2018 – reported to Council 17/11/2018				Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
57	6 September 2018	314/18		<p>Proposed Acquisition of Land in Cooma 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>	Lyn Bottrill	<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. <i>28 Sep 2018 - 8:33 AM - Lyn Bottrill</i> Preliminary investigations are being carried out to commence the compulsory acquisition process.</p>	8/10/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				H. That this project be funded from the former Cooma Monaro Shire Council reserve fund.				
58	06 September 2018	315/18		Complete 25/10/2018 – reported to Council 17/11/2018				Y
59	06 September 2018	316/18		Complete 25/10/2018 – reported to Council 17/11/2018				Y
60	20 September 2018	333/18	13.3	Action Completed 22/09/2018– reported to Council 18/10/2018				Y
61	20 September 2018	334/18	13.4	Action Completed 22/09/2018 – reported to Council 18/10/2018				Y
62	20 September 2018	333/18	13.3	Complete 24/10/2018 – reported to Council 17/11/2018				Y
63	20 September 2018	334/18	13.4	Complete 25/10/2018 – reported to Council 17/11/2018				Y
64	20 September 2018	335/18	13.5	Complete 25/10/2018 – reported to Council 17/11/2018				Y
65	20 September 2018	336/18	13.6	Complete 25/10/2018 – reported to Council 17/11/2018				Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
66	20 September 218	337/18	13.7	Action Completed 22/09/2018– reported to Council 18/10/2018				Y
67	20 September 2018	338/18	13.8	Complete 25/10/2018 – reported to Council 17/11/2018				Y
68	4 October 2018	345/18	8.5	Complete 25/10/2018 – reported to Council 17/11/2018				Y
69	4 October 2018	346/18	8.6	Report on Staffing Levels That Council authorise the General Manager to make minor changes to staffing levels of non-senior Staff, and bring a report back to Council once completed to inform Councillors of what changes have been made.	Peter Bascomb			N
70	4 October 2018	349/18	11.1	Complete 25/10/2018 – reported to Council 17/11/2018				Y
71	4 October 2018	350/18	12.1	PROPOSED AMENDMENTS TO THE WATER PRICING AND BILLING POLICY That Council approve the draft amended water pricing and billing policy with the following amendments to be exhibited for public exhibition for a period of 28 days:	Gnai Ahamat	05 February 2019 – Gnai Ahamat Completed: Resolution 553/18 21 November 2018 – Gnai Ahamat Report to 6 December Council Meeting and will then be completed. 24 Oct 2018 – Gnai Ahamat	06/12/2018	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>A. Clause 2.9 – Water Loss due to circumstances beyond owner’s control:</p> <p>1. Remove the following from Clause 2.9 of the water pricing and billing policy:</p> <p>“The above mentioned refund will be applicable to pensioners and patients on dialysis machines ONLY” All other customers to be responsible for any leaks on the consumer side of the meter”</p> <p>2. Replace with the following:</p> <p>“The above mentioned refund will be applicable to RESIDENTIAL CUSTOMERS ONLY</p> <p>3. Leave clause 2.9 c) “Such adjustments will be on a “once only” basis”</p> <p>B. Add the following approved by Council resolution 217/18 but inadvertently left out of the policy.</p> <p>Add Clause 2.1.3 Non-residential Property – Fire Meters</p> <p>a) No access charges shall apply to water meter connections required as Fire meters for non-residential properties</p>		<p>Comments have been received from staff but not the public to date. Nov 15 is the deadline for public submissions and a report prepared for December Council meeting</p> <p>A Report to Council will be submitted on the comments received will be forwarded at the end of the exhibition period with recommendations for adoption of the policy.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				b) These meters must be dedicated for firefighting purposes only and should not have any consumption. If any consumption is noted, the customer shall be informed that the access charge will apply if it is used for any other purpose				
72	4 October 2018	351/18	12.1	Complete 31/10/2018 – reported to Council 17/11/2018				Y
73	4 October 2018	352/18	13.1	Complete 25/10/2018 – reported to Council 17/11/2018				Y
74	4 October 2018	353/18	15.1	<p>Clr Castellari Notice of Motion - Rooftop Solar</p> <p>That Council</p> <p>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;</p> <p>B. Advocate for the legislative changes to local members and relevant Ministers;</p> <p>C. Carry out due diligence with a business case which includes funding options, power under current legislation that would provide solar</p>	Peter Bascomb	<p>11/02/19 – Peter Bascomb</p> <p>A. Complete.</p> <p>B, C and D, no action to date.</p>		N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				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.				
75	4 October 2018	355/18	19.1	Discussion of a Legal Matter That Council A. Authorises the GM to seek legal opinion from Senior Legal Counsel; and B. The GM bring a report back to an Extraordinary Council meeting after receiving advice from the legal counsel at the earliest possible time.	Peter Bascomb	1/02/2019 – General Manager – Report to Council 21 Feb 2019.	1/02/2019	Y
76	18 October 2018	364/18	9.1	Complete 24/10/2018 – reported to Council 17/11/2018				Y
77	18 October 2018	366/18	10.2	Complete 25/10/2018 – reported to Council 17/11/2018				Y
78	18 October 2018	367/18	11.1	Complete 24/10/2018 – reported to Council 17/11/2018				Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N				
79	18 October 2018	368/18	11.2	Complete 24/10/2018 – reported to Council 17/11/2018				Y				
80	18 October 2018	369/18	11.3	Complete 24/10/2018 – reported to Council 17/11/2018				Y				
81	18 October 2018	370/18	11.4	Complete 24/10/2018 – reported to Council 17/11/2018				Y				
82	18 October 2018	374/18	13.4	<p>Proposed amendment to the 2019 Fees and Charges - Cooma and Bombala Visitors Centre fees That Council</p> <p>A. Advertise the following fees and charges for items sold through the Bombala Visitors Centre for public comment in accordance with the provisions of the Local Government Act 1993, and if no negative submissions are received, that the advertised fees be applied from the completion of the advertised period:</p> <table border="1" data-bbox="728 1109 1120 1204"> <thead> <tr> <th>Type of Charge</th> <th>Cost (GST Incl)</th> </tr> </thead> <tbody> <tr> <td>Tour Guide (Cost Per Tour)</td> <td>\$35.00</td> </tr> </tbody> </table>	Type of Charge	Cost (GST Incl)	Tour Guide (Cost Per Tour)	\$35.00	Mark Adams	<p>4 February 2019 – Mark Adams Nil submissions received. Advertised fees have been applied. 20 December 2018 – Mark Adams Fees are still on exhibition</p> <p>6 Dec 2018 Fees are on exhibition until 3 January 2019. 31 Oct 2018 Mark Adams – Exhibition of fees is currently being arranged.</p>	4/02/2019	Y
Type of Charge	Cost (GST Incl)											
Tour Guide (Cost Per Tour)	\$35.00											

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N		
				Council Tour Booking Fee (per person)						
				Train link ticket booking fee (per booking)						
				Consignment sales		10% commission				
				Brochure display		Free				
				3rd Party Visits / Demonstrations (per person)		Cost (GST Incl)				
				MCL Lavender Distillation		\$2.75				
				MCL – M/A Test		\$1.65				
				Engine Shed		\$2.20				
				Early Settlers Hut – Visit Only		\$2.75				
				Early Settlers Hut – Visit plus morning or afternoon tea		\$4.40				
				Delegate History Room		\$2.00				
				Burnima Homestead		\$10.00				
				B. Advertise the following fees and charges for items sold through the						

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N				
				Cooma Visitors Centre for public comment in accordance with the provisions of the Local Government Act 1993, and if no negative submissions are received, that the advertised fees be applied from the completion of the advertised period: <table border="1" data-bbox="728 635 1120 794"> <thead> <tr> <th>Type of Charge</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td>Consignment sales</td> <td>25% + GST on commission or as approved by negotiation</td> </tr> </tbody> </table>	Type of Charge	Cost	Consignment sales	25% + GST on commission or as approved by negotiation				
Type of Charge	Cost											
Consignment sales	25% + GST on commission or as approved by negotiation											
83	18 October 2018	375/18	15.1	Complete 06/12/2018 – reported to Council 20/12/2018				Y				
84	18 October 2018	378/18	18.2	Complete 03/12/2018 – reported to Council 20/12/2018				Y				
85	18 October 2018	379/18	18.3	Tender Approval for Dalgety Showground Sheep Pavilion Demolish and Construction That Council accept the Tender received for the Demolition and Construction Works at Dalgety Showground Sheep Pavilion from	Lorraine Thomas	18 December 2018 – Lorraine Thomas- works completed 22 November 2018 – Lorraine Thomas – demolition of old structure completed, works begun on new sheep pavilion. Majority of works, floor and roof, to be completed before	01/02/2019	Y				

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				Davone Constructions Pty Ltd for \$238,201.00 excluding GST		Christmas then finalising of project by 1 February 2019. 31 Oct 2018 Lorraine Thomas Council Resolution 359/18 for tender to Davone Constructions. Works to begin 5 November 2018.		
86	18 October 2018	380/18	18.4	Complete 01/11/2018 – reported to Council 17/11/2018				Y
87	18 October 2018	381/18	18.5	Complete 01/11/2018 – reported to Council 17/11/2018				Y
88	1 November 2018	394/18	12.1	<p>Planning Proposal 461 Barry Way, Moonbah to Amend Snowy River Local Environmental Plan 2013</p> <p>That:</p> <p>A. The report from the Senior Strategic Land Use Planner on the Planning Proposal 461 Barry Way (Lot 101 DP 817374) be received.</p> <p>B. The Planning Proposal be submitted to the Minister of NSW Planning & Environment for a Gateway Determination in accordance with Section 3.34 of the <i>Environmental Planning and Assessment Act 1979</i>.</p> <p>C. The Department of Planning and Environment be advised that Council</p>	Alexanda Adkins	<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. 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>	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
				wishes to be issued with an authorisation to use delegation for the Planning Proposal. 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.		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.		
89	1 November 2018	395/18	12.2	DA Best Practice Guideline and Processing Times That Council endorse the following recommendations; 1. Council staff develop a Snowy Monaro Region Development Guide that also includes a rural and regional context; 2. Increased promotion of pre-lodgement meetings with applicants and a media campaign be undertaken; 3. Creation of a user friendly information portal on Council's website;	John Gargett	<i>1 February 2019 – John Gargett:</i> 1. <i>To be developed</i> 2. <i>Ongoing</i> 3. <i>To be developed</i> 4. <i>To be undertaken</i> 5. <i>To be undertaken</i> 6. <i>Lists have been and will be continued to be provided</i> 7. <i>Ongoing</i> 8. <i>Completed</i> 9. <i>To be undertaken</i> 10. <i>Ongoing</i> 11. <i>Ongoing</i>	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
				4. Development assessment staff actively participate in the review of the consolidated LEP and DCP with the Strategic Planning Group to achieve practical workable provisions; 5. A review and report be presented to the General Manager on resourcing requirements for Building Surveying and Development Engineering staff in order to reduce development application referral times, assist with approvals relating to the issuance with Complying Development Certificates and provide efficient and timely advice to applicants; 6. Councillors continue to be provided with a list of applications lodged with Council on a monthly basis and a list of determined development applications on a monthly basis; 7. Ensure that when the corporate IT platform is implemented it includes online tracking of applications and use of mobile IT platforms, to improve efficiencies in administration of development assessment and building certification processes; 8. That checklists and guidelines are updated and expanded to ensure applicants have detailed information to		20 December 2018 – John Gargett No further update at this time 6 Dec 2018 DA Best Practice Guideline and Processing Times is to be developed.		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>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>				
90	1 November 2018	396/18	12.3	Complete 03/12/2018 – reported to Council 20/12/2018				Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
91	1 November 2018	398/18	15.1	Complete 03/12/2018 – reported to Council 20/12/2018				Y
92	1 November 2018	400/18	15.3	Complete 03/12/2018 – reported to Council 20/12/2018				Y
93	1 November 2018	402/18	19.1	Completed 13/11/2018 – reported to Council 17/01/2019				Y
94	1 November 2018	403/18	19.2	<p>Proposed Container Deposit Revenue Share Agreement</p> <p>That Council;</p> <p>A. Receive and Note the report</p> <p>B. The Waste Committee be provided with updates on the further negotiation of the Revenue Share Agreement at its scheduled meetings.</p> <p>C. A further report be presented to Council following further negotiations.</p>	Patrick Cannon	<p>08/02/2019 – Report went to Council on 20/12/2018 resolution no 584/18.</p> <p>20 December 2018 – Katherine Miners A further report is going to the 20 December 2018 council meeting.</p> <p>6 Dec 2018</p> <p>A) Noted</p> <p>B) Committee members were provided with an update at the last Waste Management Committee meeting</p> <p>C) A report will be provided to the 20 December council meeting.</p>	3/12/2018	Y
95	15 November 2018	414/18	10.3	Completed 02/01/2019 – reported to Council 17/01/2019				Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
96	15 November 2018	415/18	10.4	Complete 15/11/2018 – reported to Council 20/12/2018				Y
97	15 November 2018	416/18	11.1	Complete 06/12/2018 – reported to Council 20/12/2018				Y
98	15 November 2018	417/18	11.2	Complete 06/12/2018 – reported to Council 20/12/2018				Y
99	15 November 2018	419/18	12.2	Complete 22/11/2018 – reported to Council 20/12/2018				Y
100	15 November 2018	420/18	12.3	Complete 22/11/2018 – reported to Council 20/12/2018				Y
101	15 November 2018	426/18	13.5	Complete 22/11/2018 – reported to Council 20/12/2018				Y
102	15 November 2018	427/18	13.6	Complete 06/11/2018 – reported to Council 20/12/2018				Y
103	6 December 2018	544/18	10.6	Completed 10/12/2018 – reported to Council 17/01/2018				Y
104	6 December 2018	545/18	10.7	Cooma Town Clock Proposal That Council:	Gary Shakespeare	30/01/2019 – Gary Shakespeare -	30/03/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				A. Receive and note the design and location of the Cooma town clock; B. Endorse a public consultation process to determine whether a Town Clock is supported by the community; and C. Approve the allocation of \$50,000 from Council's 'Other Reserves' towards the construction of a Cooma town clock should that be supported by the community and subject to a further report back to Council once public consultation has been completed.		Public consultation is being undertaken as per Council's recommendation. A report will be presented to Council in March		
105	6 December 2018	546/18	10.7	Licence Agreement Renewal - Baanya Hall Trustee's Incorporated - Berridale Out of School Hours Care That Council A. Approve the renewal of Licence to Baanya Hall Trustee's Incorporated for five (5) years; and B. Authorise the General Manager and Mayor to sign and affix the Council Seal to the Licence.	Janine Hudson	30 January 2019 JH Licence Agreement is with Baanya Hall Trustee for signing, waiting for return of signed Licence Agreement to finalise 2 January 2019 – JH Approval has been received from the NSW Aboriginal Land Council on 17 December for the Licence to proceed. The Licence will be sent to The Trustee's for signing.	30/03/2019	N
106	6 December 2018	547/18	11.1	Completed 20/12/2018 – reported to Council 17/01/2019				Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
107	6 December 2018	548/18	12.1	<p>Response to Notice of Motion - Waste Access Charge That Council</p> <p>A. Receive and Note the Report B. Replace multiple waste access charges with a single waste access charge on vacant blocks during the development of the 2019/20 fees and charges.</p>	Patrick Cannon	<p>4 February 2018 – Rindy Coulton the Waste Committee will review fees and charges during the February meeting.</p> <p>20 December 2018 – Mandy Thurling A report will be provided to the Waste Management Committee on 31 January 2019</p>		N
108	6 December 2018	549/18	12.2	Completed 20/12/2018 – reported to Council 17/01/2019				Y
109	6 December 2018	553/18	12.6	<p>Adoption of the water pricing and billing policy That Council approve:</p> <p>A. The adoption of the revised Water Pricing and Billing Policy with changes noted in the report; B. NOT to consider the request to read individual customer strata meter upon payment of a fee; owing to administrative complications in managing these in the three different billing systems. The reading of individual meters on payment of an additional fee be considered when system integration is finalised; and C. The customers requesting Council for individual strata meter reading be advised accordingly.</p>	Gnai Ahamat	5 February 2019 – Gnai Ahamat Completed. The customers requesting Council for individual strata meter reading have been advised verbally and by email.		Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
110	6 December 2018	554/18	12.7	<p>Draft Liquid Trade Waste Policy That Council</p> <p>A. Receive and note the information in the report;</p> <p>B. Approve the draft Liquid Trade Waste Policy be placed on public exhibition for a period of 28 days; and</p> <p>C. Receive a report after the exhibition period with the submissions received and the consideration of any changes required prior to adoption.</p>	Gnai Ahamat	5 February 2019 – Gnai Ahamat Draft Liquid Trade Waste Policy was placed on public exhibition on 15 January 2019. A report will be presented to Council based on the submissions received.	31/03/2019	N
111	6 December 2018	555/18	13.1	<p>Implementation of Liquid Trade Waste Regulation in the former Cooma and Bombala Shire areas That Council</p> <p>A. Receive and note the information in the report;</p> <p>B. Approve to conduct an education program on Liquid Trade Waste including assessment and inspection of premises to be implemented in the former Cooma and Bombala Council areas from February 2019 to June 2019; and</p> <p>C. Approve the implementation of Liquid Trade Waste Regulation including charging and inspections to commence from July 2020 in the former Cooma and Bombala Council areas.</p>	Michael Broder	5 February 2019 – Gnai Ahamat Planning underway to finalise education program on Liquid Trade Waste including assessment and inspection of premises to be implemented in the former Cooma and Bombala Council.		N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
112	6 December 2018	557/18	13.3	Completed 10/12/2018 – reported to Council 17/01/2019				Y
113	6 December 2018	558/18	15.1	<p>Clr John Castellari - Feral Deer That Council</p> <ul style="list-style-type: none"> • Work with NSW Local Land Services, local landholders, and other stakeholders to develop, as a priority for grazing land biosecurity in our region, effective strategies to reduce deer numbers to manageable proportions; • Work through the CRJO and LGNSW to lobby the NSW State Government to remove the current game status of deer under the Game and Feral Animal Control Act, with the view to have them declared as a pest animal; and • Explore the possibilities of a commercial venison meat industry in our region. 	Mark Adams	<p>4 February 2019 – Mark Adams Research is progressing and a report is being prepared</p> <p>20 December 2018 – Mark Adams Economic Development Officer is researching the issue and will provide a report to Council in due course which will include a suggested policy position.</p>		N
114	6 December 2018	560/18	19.1	<p>Sewer Infrastructure Loan That Council authorise the General Manager to pay out the Westpac Bank loan account 732-728 581294 which has a balance as at 22 November 2018 of \$1,268,394</p>	Matt Payne	<p>23 January 2018 – Sandra McEwan The loan referred to in Resolution No. 560/18 was paid out on 17 January 2019.</p>		Y
115	6 December 2018	561/18	19.2	<p>Extension of Mowing Agreements for Cathcart, Bibbenluke and Bombala Aerodrome</p>	Jayne Kanowski	<p>30 Jan 2019 – 9:00am – Jane Kanowski Finalised – extension of contracts accepted.</p>	06/12/2018	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				That Council approve a one year extension for P & JT Lomas, under the same terms and conditions for the following contracts: A. The Mowing and Maintenance of Cathcart and Bibbenluke Cemeteries and other areas(\$23,399.22 excluding GST); and B. The Maintenance and Mowing Services – Bombala Aerodrome(\$3738.74 excluding GST)				
116	6 December 2018	562/18	19.3	Funding Approval for Bombala Sewage Treatment Plant Augmentation That Council: A. Note and receive the report; B. Approve in principle to utilise Council Sewerage Services Reserves to fund any shortfall between the grant funding and the actual construction cost to enable the Tender process to commence; and C. Approve to advertise the tender for this project to enable commencement of construction.	Rahul Patel	5 February 2019 – Rahul Patel Tender will be advertised by the end of February.	28/02/2019	N
117	20 December 2018	575/18	10.3	Proposed Acquisition of Shannons Flat Community Hall That Council A. Agree to accept the gift of Shannon’s Flat Community Hall and	Lyn Bottrill	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.	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
				approximately 800m ² of land surrounding the hall. B. Classify the property as “community land” upon transfer to Council. 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. D. Agree to bear all costs associated with the subdivision and registration of the plan including any legal costs. E. Fund the costs of approximately \$8,000 from former Cooma Reserves.				
118	20 December 2018	576/18	12.1	DA4127/2018 - Staged Subdivision Concept Approval and Stage 1 (30 lots) That: A. Pursuant to section 4.22 of the Environmental Planning and Assessment Act 1979 (as amended) consent be granted for a Concept Approval of a 111 lot subdivision in accordance with DA4127/2018 on Lot 50 DP 756686, Lot 95 DP 756686, Lot 111 DP 756686, Lot 140 DP 756686, Lot 142 DP 756686 subject to the conditions attached as amended; B. Pursuant to section 4.16(1)(a) of the Environmental Planning and	Sophie Ballinger	2 Feb 2019 – John Gargett: Determination issued	2/02/2019	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>Assessment Act 1979 (as amended) consent be granted for Stage 1 being a thirty (30) lot subdivision in accordance with DA4127/2018 on Lot 50 DP 756686, Lot 95 DP 756686, Lot 111 DP 756686, Lot 140 DP 756686, Lot 142 DP 756686 subject to the conditions attached;</p> <p>C. The developer be required to construct both of the new access roads and intersections with the Barry Way as part of Stage 1; and</p> <p>D. Any person who made a submission is notified according to the Regulations.</p>				
119	20 December 2018	579/18	13.3	<p>Sponsorships and Donations Round 2 2019 Financial Year That Council</p> <p>A. Authorise payment of the donations in Table 1A for the 2019 FY only, and require applicants to make submissions in line with the Council Policy on an annual basis;</p> <p>B. Decline the allocations listed in 1B, as Council has already resolved the amount of support for the regional shows and made donations in the 2019 Financial Year;</p>	Nola Brady	31 January 2019 – Nola Brady All Donations from Round 2 have been processed and unsuccessful submissions advised.	31/01/2019	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>C. Decline consideration for the item in Table 1C, given the implications with current operational plans.</p> <p>D. Support for Australia Day is provided from a separate funding source following resolution 430/18 at the 15 November Council meeting;</p> <p>E. Approve the following donations from Table 2, and the Dalgety Public School application, which was received on time but omitted from Table 2, to the following value \$48,885.25;</p> <p>F. Authorise the expenditure of the agreed value for Round 2, from the 2019FY Budget.</p>				
120	20 December 2018	583/18	19.3	<p>Business Case for the adoption of the interim Water and Sewer organisation structure</p> <p>That Council</p> <ul style="list-style-type: none"> • Approve the interim Water & Sewer Organisation Structure to enable recruitment to be undertaken as soon as possible. • Undertake a further review of the organisation structure within the next 18 months to establish a final organisational structure and a report be presented to Council. 	Gnai Ahamat	5 February 2019 – Gnai Ahamat Approved by Council. Recruitment process has commenced. Action can be closed with a report due in 18 months.	5/02/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
121	20 December 2018	584/18	19.4	<p>Proposed Container Deposit Revenue Share Agreement</p> <p>That</p> <p>A. A further Interim agreement be entered into for the period 1 October 2018 to 31 December 2018, maintaining the CDS revenue share arrangement from the previous interim agreement for the period 30 June 2018 until 30 September 2018.</p> <p>B. The Waste Committee be provided with updates on the further negotiation of the Revenue Share Agreement at its scheduled meetings.</p> <p>C. A further report be presented to Council following further negotiations.</p>	Patrick Cannon	<p>4 February 2019 – Peter Smith</p> <p>A. <i>Completed</i></p> <p>B. <i>Waste committee updated at their meeting on 31/1/19</i></p> <p>C. <i>Ongoing</i></p>		N
122	17 January 2019	7/19	9.1	<p>Bombala Racecourse and Recreation Ground Section 355 Committee Minutes</p> <p>That Council:</p> <p>A. Receive and note the minutes of the Bombala Racecourse and Recreation Ground Section 355 Committee Annual General Meeting and draft minutes of the General Meeting; and</p>	Nola Brady	<p>31.01.19 Nola Brady</p> <p>Committee have been advised of outcome and Facilities will follow up with Committee re lease notifications.</p> <p>Facilities advised to add \$10,100 to 2020 and ongoing operational Budgets to fund the Committee.</p>		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 the adoption of the revised Charter reflecting the changes to the area under management; and</p> <p>C. Authorise the allocation from Council's Facilities operational expenditure budget of \$10,100 per annum from the 2020 financial year and beyond, for the management of the racecourse and associated buildings, in lieu of the income previously received from the lease of the land and the caretaker facility by the committee.</p>				
123	17 January 2019	9/19	12.1	<p>Opening of a Section of Crown reserve road - Towrang Vale Road That Council</p> <p>A. Approve the application to the Crown to have a section of Towrang Vale Road as outlined in the plan attached to this report, transferred to Council as a Council public road; and</p> <p>B. Require the developer to agree to be responsible for all the costs associated with the transfer of the portion of crown public road to Council</p>	Lyn Bottrill	30 January 2019 – LB Council's planning department has been requested to confirm that the developer will be responsible for any costs associated with the transfer of the portion of crown public road to Council. Letter sent to the Crown requesting that the road be gazetted to Council.	31/03/2019	N
124	17 January 2019	10/19	12.2	DA4193/2018 - Proposed Eight (8) Serviced Apartments & Strata Subdivision over Lots 21 & 22 DP1227047	Naiomie Mcleod	2 February 2019 – John Gargett: Determination Issued	2/02/2019	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>That Council approve the proposed development of eight (8) serviced apartments at Lot 21 & 22 DP 1227047, Jagungal Close, Jindabyne.</p> <p>A. Pursuant to section 4.16 of the Environmental Planning and Assessment Act 1979 (as amended) it is recommended that approval to DA 4193/2019 for 8 Serviced Apartments and strata Subdivision, is granted subject to the conditions attached with amendments to condition 1 to refer to the updated plan DA.3b, and condition 76 to reflect the occupancy of unit 7 as 5 person; and</p> <p>B. Any person who made a submission is notified according to the regulations.</p>				
125	17 January 2019	11/19	12.3	<p>Formation of a Water and Sewer Committee and status of water and sewer operations.</p> <p>That Council</p> <p>A. Agree to form a Water and Sewer Committee of Council;</p> <p>B. Agree the frequency of meetings and terms of reference to be determined by the committee at its inaugural meeting;</p>	Gnai Ahamat	5 February 2019 – Gnai Ahamat Inaugural meeting planned for end of March in consultation with nominated Councillors.	5/02/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				C. Receive and note the progress and status of water and sewer operations; and D. Confirm Clr Beer, Clr Miners, Clr Maslin and Mayor Rooney as the Council representatives on the Water and Sewer Committee.				
126	17 January 2019	17/19	18.17	Mayoral Minute That Council write to Bruce Chadderton, District Manager – Bombala of Forestry Corporation of NSW, thanking him for their assistance in removing the platypus viewing platform from the Bombala river bank.	John Rooney / Sarah Cleverley			N
127	17 January 2019	19/19	19.2	Southern Lights Project That Council: A. Support the request for funding from the NSW State Government to the value of \$61.4M for the Southern Lights project - smart street lighting program B. Write to the local member seeking support for the Southern Lights project to be funded by the NSW State Government C. Support the rollout of LED lighting with smart technology capability for all street lights in the local government area.	Sarah Cleverley			N

19. CONFIDENTIAL MATTERS

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

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

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

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

RECOMMENDATION

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

19.1 Legal Actions and Potential Claims Against SMRC as at 31 January 2019

Item 19.1 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.

19.2 Cmunt Court Matters

Item 19.2 is confidential in accordance with s10(A)(2)(g) of the Local Government Act because it contains 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.

19.3 Tropic Asphalts Pty Ltd legal cases and update

Item 19.3 is confidential in accordance with s10(A)(2)(g) of the Local Government Act because it contains 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.

19.4 Mr Norm Wilton - Bombala - Removal of Construction Spoil from Property

Item 19.4 is confidential in accordance with s10(A)(2)(g) of the Local Government Act

because it contains 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.

19.5 Replacement of Council HR Water Cart

Item 19.5 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 discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

19.6 Approval for Controlled Discharge of Effluent into Bombala Sewerage System.

Item 19.6 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors), (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 (f) of the Local Government Act because it contains and details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

19.7 General Manager Contract

Item 19.7 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

19.8 Notice of Motion Cr Stewart

Item 19.8 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

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.