



SNOWY MONARO
REGIONAL COUNCIL

BUSINESS PAPER

PUBLIC EXHIBITION COPY

**Ordinary Council Meeting
21 November 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 RYDGES HOTEL, 10 KOSCIUSZKO ROAD, JINDABYNE NSW 2627**

**ON THURSDAY 21 NOVEMBER 2019
COMMENCING AT 5:00PM**

BUSINESS PAPER

- 1. OPENING MEETING**
- 2. ACKNOWLEDGEMENT OF COUNTRY**
- 3. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**
- 4. CITIZENSHIP CEREMONIES**
- 5. DISCLOSURE OF INTEREST**
(Declarations also to be made prior to discussions on each item)
- 6. MATTERS DEALT WITH BY EXCEPTION**
- 7. CONFIRMATION OF MINUTES**
 - 7.1 Ordinary Council Meeting held on 17 October 2019
 - 7.2 Closed Session of the Ordinary Council Meeting held on 17 October 2019
 - 7.3 Extraordinary Council Meeting held on 29 October 2019
 - 7.4 Closed Session of the Extraordinary Council Meeting held on 29 October 2019
- 8. PLANNING AND DEVELOPMENT APPLICATION MATTERS**
 - 8.1 MOD4069/2019 - Modification to Engineering Conditions DA4127/2018
Concept Plan for Large Lot Residential Subdivision 5
 - 8.2 DA4180/2019 Demolish Existing Structures and Construction of New Service
Station and Ski Hire Shop 99
- 9. OTHER REPORTS TO COUNCIL**
 - 9.1 KEY THEME 1. COMMUNITY**
 - 9.1.1 Closure of Part of the Road Reserve in Barrack Street Cooma 126
 - 9.1.2 MINUTES OF THE CEMETERY ADVISORY COMMITTEE DATED 24 SEPTEMBER
2019 131
 - 9.1.3 Minutes - Residential Aged Care Advisory Committee 22 July 2019 144
 - 9.1.4 Section 355 Committee Residential Aged Care and Community Care Advisory
Committee Review Proposal 154
 - 9.1.5 Monthly Funds Management Report - October 2019 162
 - 9.1.6 Bombala Library Expansion of Opening Hours 168

9.2	KEY THEME 2. ECONOMY	
9.2.1	Draft Bombala Activation Plan	171
9.2.2	Monaro Rail Trail Draft Feasibility Report	198
9.2.3	Adoption of a new Council Fee for the introduction of the new Subdivision Works Certificate	202
9.3	KEY THEME 3. ENVIRONMENT	
9.3.1	Minutes of the Recreational Facilities Committee Meeting Held on 22 July 2019	205
9.3.2	Minutes of the Water and Sewer Committee held on 29 October 2019 and adoption of recommendations	211
9.3.3	Amendments to the SMRC Sewerage Pricing and Billing Policy	226
9.3.4	Request for Council to Apply for Poveys Road Colinton to be Transferred to Council as a Council Public Road	230
9.3.5	Council's listing on the Protection of the Environment Operations (Clean Air) Regulation 2010 - Schedule 8	233
9.3.6	Managing Heavy Vehicles in Bombala Town Centre - Community Consultation	239
9.4	KEY THEME 4. LEADERSHIP	
9.4.1	Minutes of Waste Management Committee Meeting held on 5 November 2019	264
9.4.2	Section 355 Committee Review Update	287
9.4.3	Answers to Questions With Notice	296
9.4.4	Resolution Action Sheet Update	315
9.4.5	Endorsement of Government Information Public Access (GIPA) Policy, Redaction Policy and Agency Information Guide	383
9.4.6	Minor Amendment to Adopted Complaints Handling Policy 245/18	401
9.4.7	Grant Applications - Activity Synopsis as at 30th September 2019	426
9.4.8	2019 Annual Report Adoption	431
9.4.9	Presentation of 2019 Financial Statements	642
9.4.10	Quarterly Budget Review Statement (QBRS) to September 2019	767
9.4.11	Organisational Structure Review	780
10.	NOTICE OF MOTION	
10.1	Notice of Motion - Councillor Bob Stewart_ Recurring Donations for Non Profit Community Groups	789
11.	MAYORAL MINUTES	
12.	QUESTIONS WITH NOTICE	
13.	CONFIDENTIAL MATTERS	792
13.1	Legal Actions and Potential Claims Against SMRC as at 31 October 2019 <i>Item 13.1 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>	
13.2	Audit, Risk and Improvement Committee (ARIC) - Offer of Extension to Two	

Independent Members

Item 13.2 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.3 Audit, Risk and Improvement Committee (ARIC) - Appointment of Independent Member

Item 13.3 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.

13.4 Private Land Encumbered with Council Infrastructure

Item 13.4 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.5 Replacement of Council's waste landfill compactor. plant 3088

Item 13.5 is confidential in accordance with s10(A)(2)(di) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.6 East Jindabyne RFS Shed Tender

Item 13.6 is confidential in accordance with s10(A)(2)(dii) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a competitor of the council and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.7 Werralong Road - Proposed Acquisition With and Without Consent

Item 13.7 is confidential in accordance with s10(A)(2)(dii) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a competitor of the council and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.8 Yallambee Lodge Extension - Principal Design Consultant Tender Award

Item 13.8 is confidential in accordance with s10(A)(2)(dii) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a competitor of the council and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.9 2019-20 Weed Control Services - Northern region

Item 13.9 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.

13.10 Sale of Southern Phone Company

Item 13.10 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance,

contrary to the public interest.

13.11 Sale of 84 Polo Flat Road

Item 13.11 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and (dii) of the Local Government Act because it contains and information that would, if disclosed, confer a commercial advantage on a competitor of the council and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

**8.1 MOD4069/2019 - MODIFICATION TO ENGINEERING CONDITIONS DA4127/2018
CONCEPT PLAN FOR LARGE LOT RESIDENTIAL SUBDIVISION**

Record No:

Responsible Officer: Director Environment & Sustainability
 Author: Manager Development Assessment
 Key Theme: 3. Environment Outcomes
 CSP Community Strategy: 8.1 Plan for rural, urban and industrial development that is sensitive to the region's natural environment and heritage
 Delivery Program Objectives: 8.1.3 Development assessment processes are streamlined to support regional development and growth
 Attachments: 1. Draft Modified Conditions of Consent
 2. Modified Plans
 3. Applicants Planning Report
 4. Applicants Response to Council Officer Concerns
 5. Application Form

Further Operational Plan Actions:

Applicant Number:	MOD4069/2019
Applicant:	Dabyne Planning Pty Ltd
Owner:	Mr Luie Wehbe, Mr Raymond J Wehbe, Mr John J Wehbe, Mr Joseph J Wehbe, Mr Raymond Hkeik
DA Registered:	18/06/2019
Property Description:	Lot 50 DP 756686 Ph Clyde, Lot 95 DP 756686 Ph Clyde, Lot 111 DP 756686 Ph Clyde, Lot 140 DP 756686 Ph Clyde, Lot 142 DP 756686 Ph Clyde
Property Number:	104035
Approved Development:	Concept Plan for Large Lot Residential Subdivision (111 lots) and Stage 1 thirty (30) lots.
Modification Proposed:	Modification of DA4127/2018 to amend and/or delete engineering conditions relating to water/sewerage servicing, driveways and the requirement to construct the southern intersection and extension of Road 1 as part of Stage 1
Permitted in Zone:	Yes
Recommendation:	That the application be approved subject to the modified conditions recommended in this report.

EXECUTIVE SUMMARY

The purpose of this report is to seek approval for amendments to conditions of DA4127/2018 approved by Council on 20 December 2018 (resolution 576/18).

8.1 MOD4069/2019 - MODIFICATION TO ENGINEERING CONDITIONS DA4127/2018 CONCEPT PLAN FOR LARGE LOT RESIDENTIAL SUBDIVISION

DA4127/2018 was issued for the concept approval of a plan for a large lot residential subdivision (111 lots) and stage 1 thirty (30) lots. As such only stage one has a development consent to allow for construction and the majority of the conditions relate only to stage 1.

The applicant is seeking the modification and/or deletion of eight (8) conditions of consent relating to infrastructure servicing of stage 1 of the subdivision.

Those conditions are:

- 20, 21,23 & 25 – which relate to sewer and water servicing;
- 39 & 40 – which relate to the requirement to construct an intersection in the southern portion of the site, originally proposed to be carried out in stage 4 not stage 1 (this was added by Council as 'Part C' of Resolution 576/18 at the meeting of 20 December 2018);
- 44 & 45 - which relate to rural driveways.

It is recommended that the application be approved subject to the modified conditions recommended in this report (attachment 1).

The application was notified and publicly advertised and five (5) submissions were received.

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 4.55 (1A) of the Environmental Planning and Assessment Act 1979 (as amended) it is recommended that the consent for Modification of DA4127/2018 to amend and/or delete engineering conditions with regard to water/sewerage servicing, driveways and requirement to construction the southern intersection and extension of Road 1 as part of Stage 1 on Lot 50 DP 756686 Ph Clyde, Lot 95 DP 756686 Ph Clyde, Lot 111 DP 756686 Ph Clyde, Lot 140 DP 756686 Ph Clyde, Lot 142 DP 756686 Ph Clyde , 417 Barry Way JINDABYNE NSW 2627 is granted subject to conditions attached.

A. Any person who made a submission is notified according to the regulations.

ASSESSMENT

Proposed Development in Detail

Development consent was issued for a concept approval of a large lot residential subdivision (111 lots) and a stage 1 thirty lot subdivision on 20/12/2018. The overall concept approval, is proposed to be carried out over four stages (a number of which have been broken up into sub stages) with the DA4127/2018 approving only stage one for construction. Further development consents will be required before commencement of works on further stages. MOD4069/2019 seeks to amend or delete a number of conditions that relate to infrastructure servicing. The modification as proposed will still require all infrastructure works to be carried out by the developer but seeks to modify requirements such as the relocation of water and sewer infrastructure.

8.1 MOD4069/2019 - MODIFICATION TO ENGINEERING CONDITIONS DA4127/2018 CONCEPT PLAN FOR LARGE LOT
RESIDENTIAL SUBDIVISION

Through consultation with Council the approved subdivision plan has been slightly amended to include building envelopes and minor changes to lot configuration to demonstrate that there is enough area for the construction of dwellings on lots encumbered by the 6m water and sewer easements.

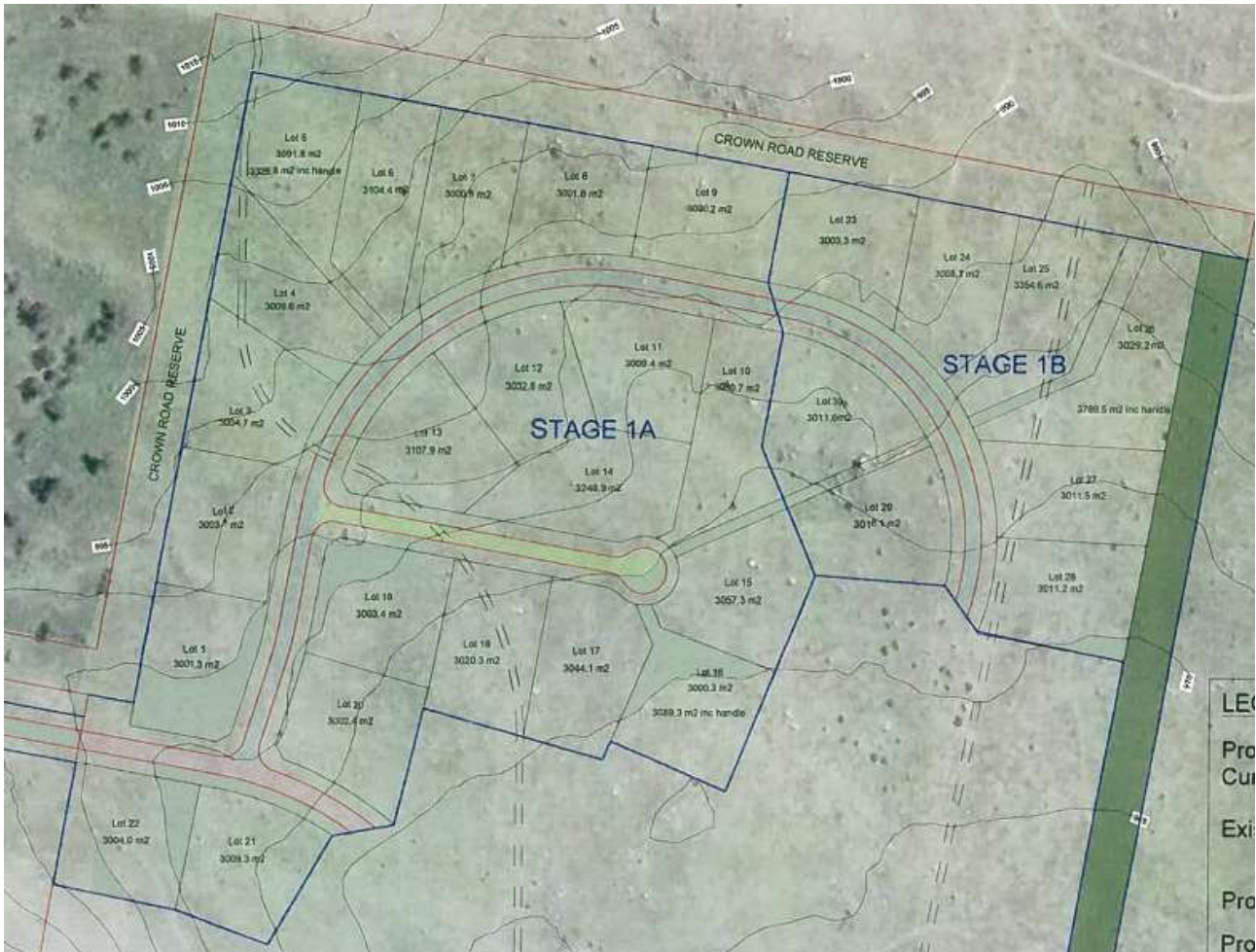


Figure 1 Approved lot layout for stage 1 (DA4127/2018)

8.1 MOD4069/2019 - MODIFICATION TO ENGINEERING CONDITIONS DA4127/2018 CONCEPT PLAN FOR LARGE LOT
RESIDENTIAL SUBDIVISION

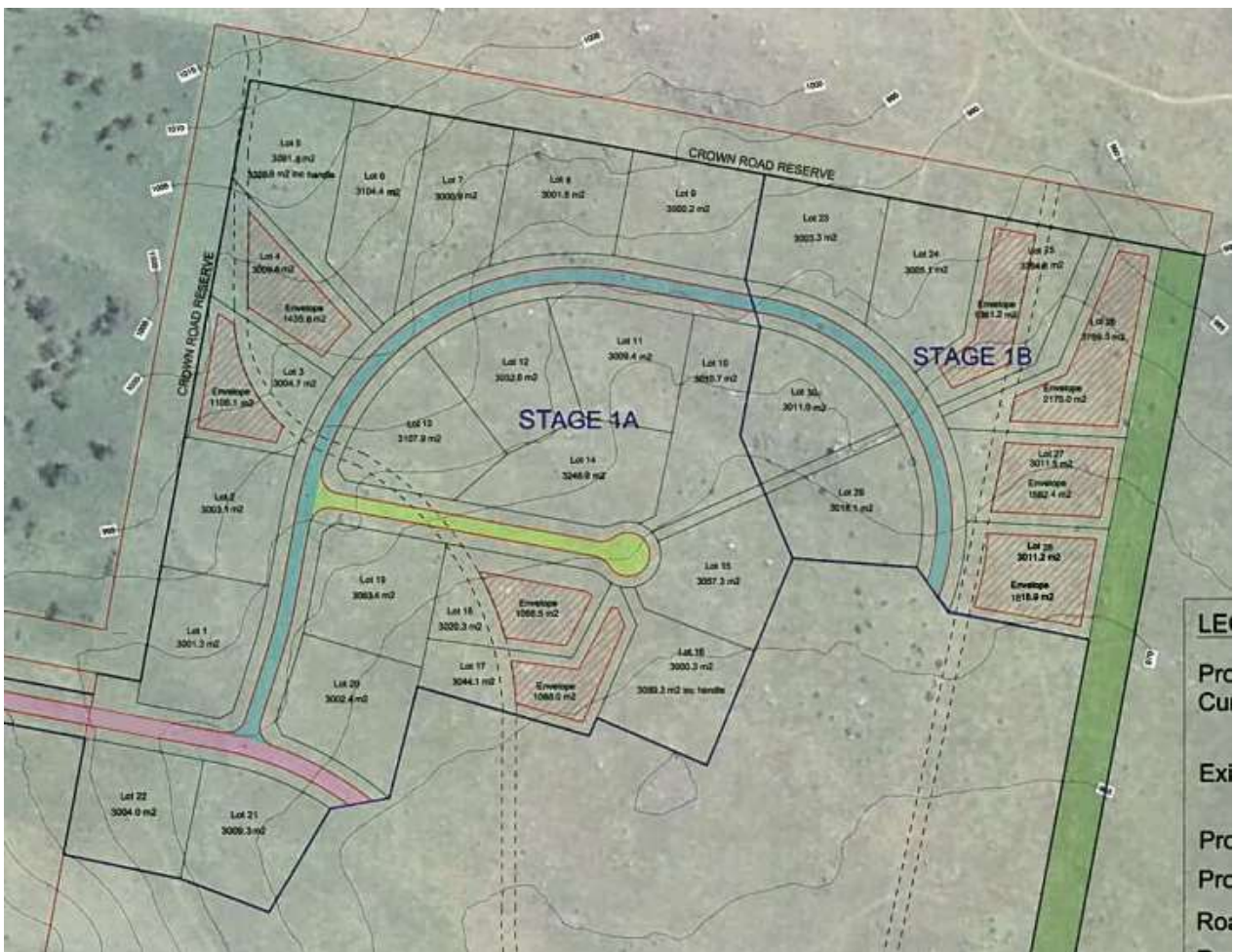


Figure 2 - Amended proposed lot layout with building envelope

8.1 MOD4069/2019 - MODIFICATION TO ENGINEERING CONDITIONS DA4127/2018 CONCEPT PLAN FOR LARGE LOT
RESIDENTIAL SUBDIVISION

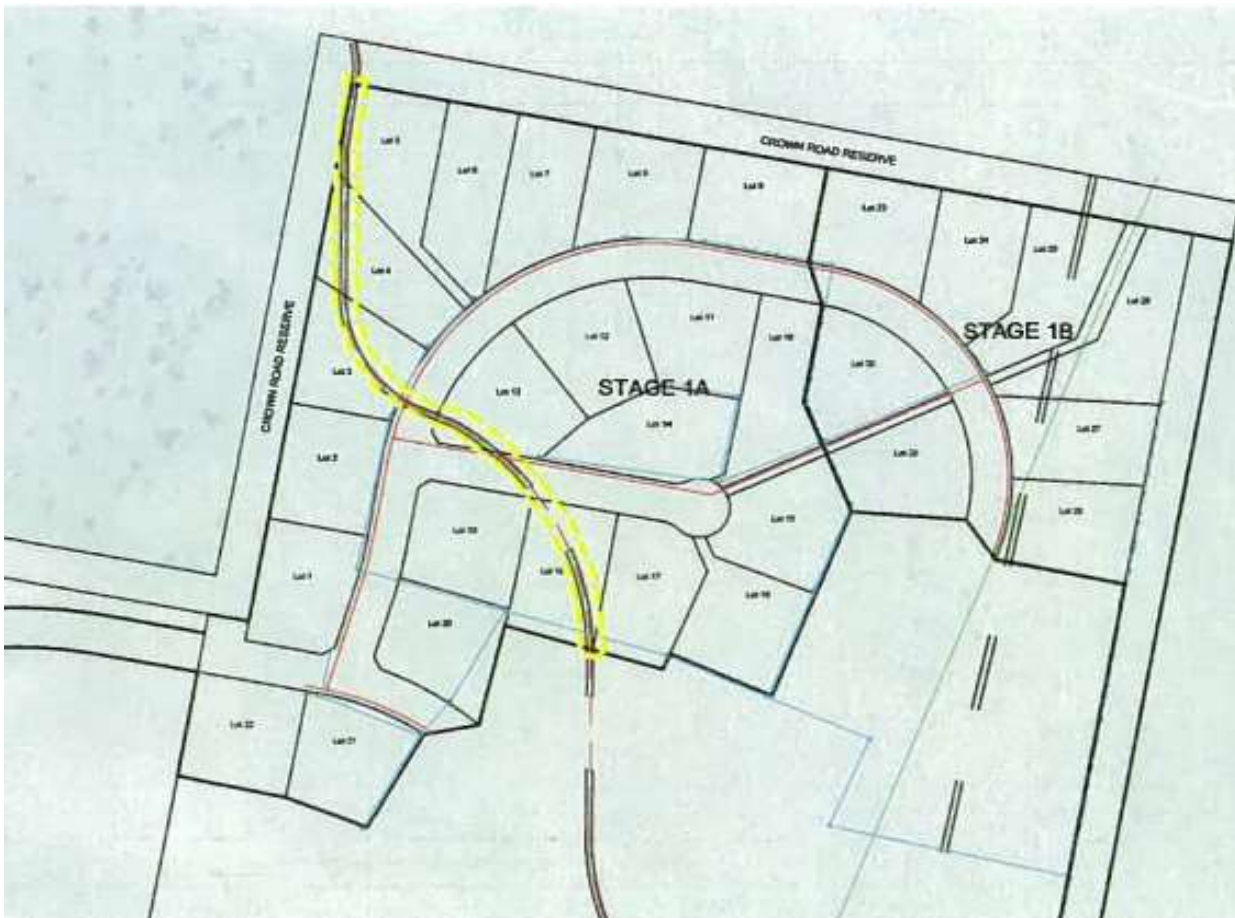


Figure 3 -Location of existing water main

The applicant has sought to amend the following conditions relating to stage 1 of the subdivision:

Conditions relating to Water Servicing

The applicant seeks to amend condition 20, which states:

20. The developer shall relocate the 375mm diameter trunk water main away from the proposed rural residential lots in Stage 1 (to within future public road reserves (in appropriately sized verges) and or Council reserves and or other public land). Alternatively, the developer shall amend the proposed lot layout to ensure that a 6m wide public reserve is created and centrally located over the existing 375mm diameter trunk water main. The 6m wide reserve must be accurately determined by survey.

The applicant has sought to amend condition 20 to remove the requirement for the relocation of the trunk water main to either within the road reserve or within an appropriately sized reserve to be managed by Council. The applicant has provided engineering justification as to why they consider that this condition is not appropriate in this case. It was argued that condition 20 could be amended to allow the main to remain in place intersecting the subject lots and that a protective measure would be to create an easement through these lots of 3m wide. Council

8.1 MOD4069/2019 - MODIFICATION TO ENGINEERING CONDITIONS DA4127/2018 CONCEPT PLAN FOR LARGE LOT
RESIDENTIAL SUBDIVISION

officers from the Water and Waste Water and Planning sections meet with the applicant to discuss these requirements. Council officers raised concerns with the proposal as it may have the potential for causing maintenance access issues and impact on future residential lots should there be a failure in the main. During this consultation a compromised position was reached where it was agreed that the main could remain in its current location. However there would be an amendment to lot configuration (specifically lots 17 & 18) and that building envelopes be established over lots 3,4 17 & 18 to demonstrate there was sufficient space around the main to allow for the construction of dwellings. It was considered that a 3m easement as proposed by the applicant would not be sufficient and that the condition be amended to require a 6m easement along the line of the pipe.

The applicant has also provided further mitigation measures to be included in the final detailed design of the subdivision to protect public and private infrastructure should mains breaks occur (this report is attached). This information was provided to the Water and Waste Water Section and no objections were raised to the amendments proposed.

It is recommended that condition 20 be amended as follows:

The developer shall establish a 6 metre easement over the line of the trunk water main within the proposed rural residential lots in Stage 1. The 6m wide reserve must be accurately determined by survey.

Building envelopes shall be established on lots 3,4,17 & 18 as shown on the approved modified development plan. A S88B instrument shall be prepared which restricts any building or site disturbance to within the approved building envelopes.

Conditions relating to Sewerage Servicing

The applicant seeks to delete conditions 21, 23 and amend condition 25. Those conditions state:

21. Prior to the issue of the construction certificate for the Stage 1A subdivision works the developer shall undertake a capacity assessment of the peak load for both the current and the future development of the existing sewerage pump station (JWWPS 5) catchment located in Lot 4 DP 864386. The developer shall upgrade any deficiencies resulting from this development as identified in the capacity assessment report for pumping station (JWWPS 5) at no cost to Council.
 23. A gravity sewerage system will only be permitted and such system shall service every lot in this development. A pumped sewerage system will not be permitted. The connection point for the gravity sewerage main shall be Council's pumping station (JWWPS 5) located on Lot 4 DP864986.
 25. The developer shall at no cost to Council relocate the existing rising sewerage main away from the proposed rural residential lots in Stage 1 (to within future public road reserves (in appropriately sized verges) and or Council reserves and or other public land) in such a manner that will not compromise the operation and performance of Council's pumping station (JWWPS 5 located on Lot 4 DP864986).
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8.1 MOD4069/2019 - MODIFICATION TO ENGINEERING CONDITIONS DA4127/2018 CONCEPT PLAN FOR LARGE LOT
RESIDENTIAL SUBDIVISION

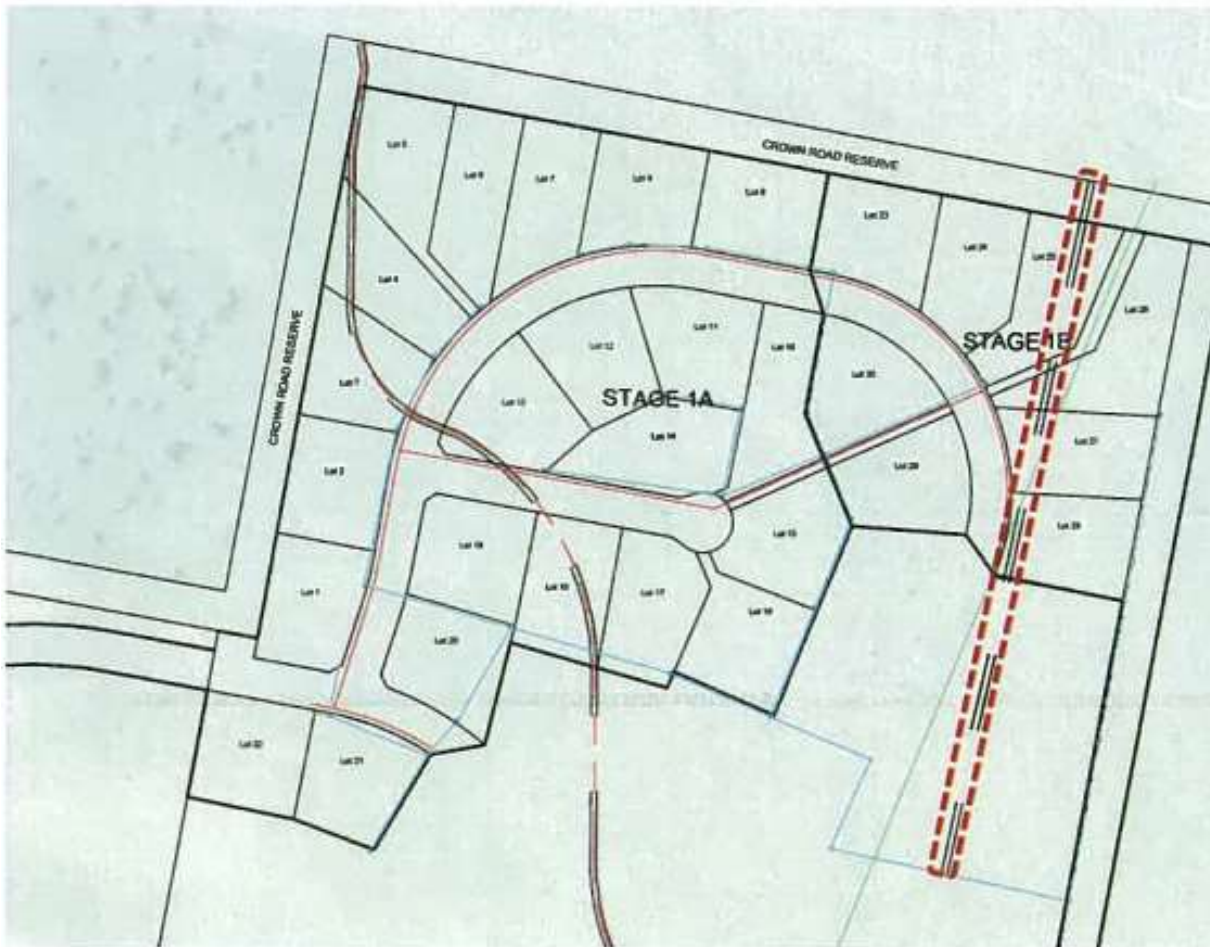


Figure 4 - Location of existing rising sewer main through lots 25-28

The application was referred to Council's Group Manager Water and Waste Water Services and advice was provided that confirmed that capacity analysis for JSPS5 is not required as a report commissioned by Council showed that the pump station as it currently constructed allows for growth and has sufficient capacity for the development.

Whilst the applicant sought to have condition 23 deleted, after referring the application to Council's Water and Waste Water Section and meeting with the applicant and Council staff it was recommended that the condition not be deleted. Instead it was agreed that the condition be amended to ensure that any proposal for a new pump station must be approved by Council and checked on its merits, however if there are alternative routes to ensure gravity mains then this is the option that will be selected.

The applicant sought to amend condition 25 to remove the requirement for the relocation of the gravity sewer main to either within the road reserve or within an appropriately sized reserve to be managed by Council. The applicant has provided engineering justification as to why they consider that this condition is not appropriate in this case. It was argued that condition 25 (like condition 20) could be amended to allow the main to remain in place intersecting the subject lots and that a protective measure would be to create an easement through these lots of 3m wide to accommodate the infrastructure. This matter was also discussed at a meeting with Council

officers and the applicant and it was agreed that there could be an amendment to the condition which would allow the sewer main to remain in place with the creation of a 6m easement and the inclusion of building envelopes on lots that were impacted by the infrastructure.

As such it is recommended that:

Condition 21 be deleted,

Condition 23 be amended as follows:

A gravity sewerage system will only be permitted and such system shall service every lot in this development. A pumped sewerage system will not be permitted. The connection point for the gravity sewerage main shall be Council's pumping station (JWWPS 5) located on Lot 4 DP864986.

Any proposal for a new pump station must be approved by Council and will be checked on its merits at the design stage. If alternate routes to enable gravity main is possible this option will be selected

Condition 25 be amended as follows

The developer shall at establish a 6metre easement over the line of the rising sewerage main within the proposed rural residential lots in Stage 1. The 6 m wide reserve must be accurately determined by survey.

Building envelopes shall be established on lots 25, 26, 27 & 28 as shown on the approved modified development plan. A S88B instrument shall be prepared which restricts any building or site disturbance to within the approved building envelopes. The sewer rising main is to be marked along the length of the route and at the property boundaries.

Conditions relating to timing of southern Barry Way Intersection

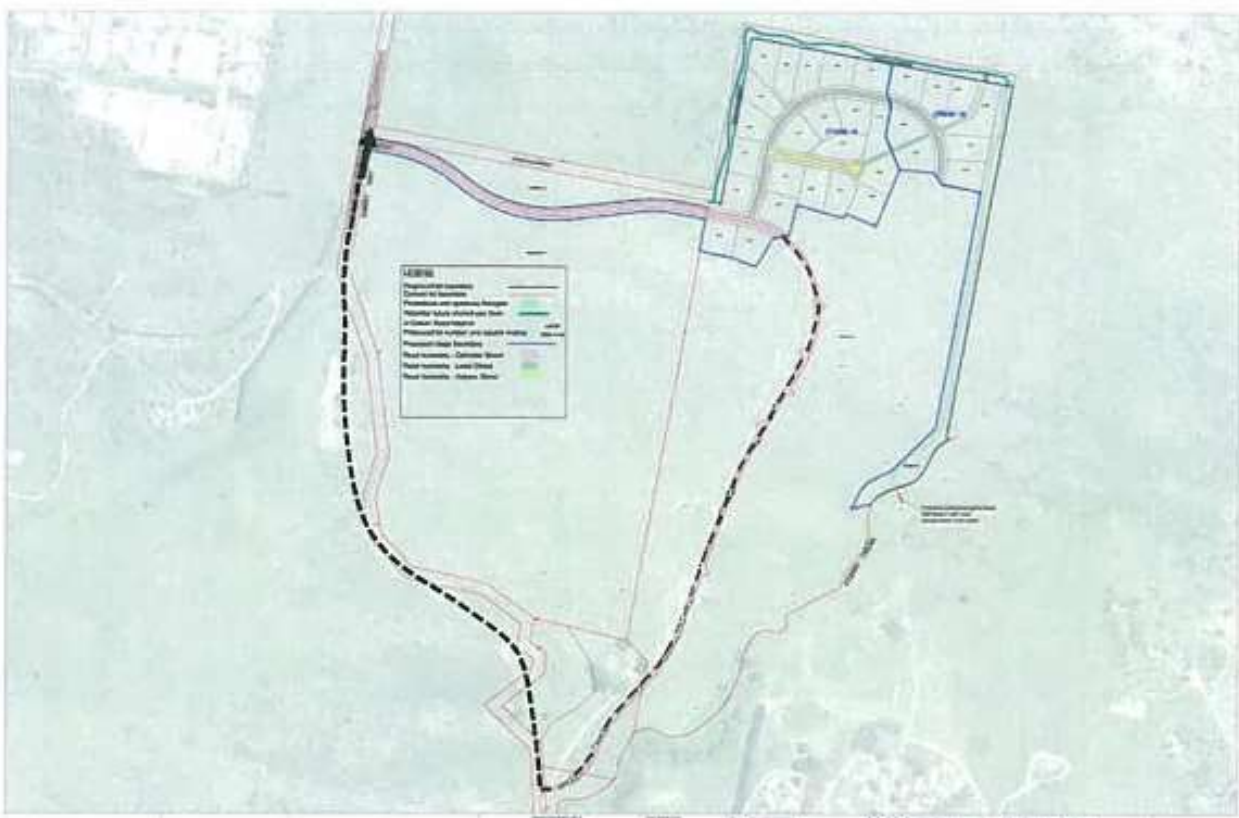


Figure 5 -Applicant's depiction of the outcome of the requirement for the southern Barry Way intersection

The applicant seeks to delete both conditions 39 and 40 (a) which state:

Intersection treatment – CHR/AUL South (Stage 1A)

39. The intersection of proposed Road 1 with Barry Way at the southern end of the development site (in accordance with the location shown on the Concept Master Plan) shall be designed and constructed to satisfy the minimum standards for a CHR/AUL intersection treatment as set out in the Austroads "Guide to Road Design – Part 4A: Unsignalised and Signalised Intersections", including the requirement for Safe Intersection Sight Distance for a 100 km/hr design speed in Barry Way.

Road construction – rural standard Road 1 (Stage 1A)

40. The plan of subdivision shall include the dedication of the proposed Road 1 as a public road, not less than 20.0 metres wide as shown on the Approved Development Plan. This road shall be constructed in conformity with Council's Development Design and Construction Specifications to include the following:
- a) Construction between the northern Barry Way intersection and the southern Barry Way intersection as shown on the Concept Master Plan.
 - b) A 6.0 metre wide bitumen sealed pavement (primer seal plus 2 coat flush seal or asphalt) with 1.0 metre wide sealed shoulders on both sides.
 - c) 1.5 metre wide table drains with scour protection along steep gradients.
 - d) The road shall be designed in such a way to ensure that the maximum longitudinal gradient does not exceed 16%.
 - e) Constructed stormwater drainage (minimum pipe size shall be 375mm diameter).
 - f) Installation of guideposts, protection fencing, pavement markings and signposting, to the standards specified in Austroads Guide to Road Design.
 - g) Erection of road name signs. The road name must be approved by Council in advance and must be shown on the final plan of subdivision.
 - h) Road design speed of not less than 60 km/hr.
 - i) A suitable (minimum 10m radius) temporary bitumen sealed vehicle turning facility (primer seal plus 2 coat flush seal or asphalt) at the end of this road (proposed Lots 20 and 21).

Stage 1 of the subdivision is proposed to be accessed via a newly constructed intersection onto the Barry Way at the northern end of the site. Proposed Road 1 (identified as a collector road) will access the subdivision via the new northern intersection and being a collector road it is wider than the local and access streets proposed for the subdivision. Upon completion of the all stages of the subdivision it will act as a link road with a future intersection proposed at southern end of the site onto the Barry Way.

The entire length of road 1 upon completion of all stages of the subdivision will be 1.8km. In the draft conditions of consent presented to the Council in December 2018 it was proposed that road 1 would

8.1 MOD4069/2019 - MODIFICATION TO ENGINEERING CONDITIONS DA4127/2018 CONCEPT PLAN FOR LARGE LOT
RESIDENTIAL SUBDIVISION

terminate at lots 20 and 21 as it was required to only service the lots in stage 1. As such it was proposed that the applicant would construct a new intersection to access the site and 0.7km of road 1 to provide access to the thirty approved lots. Whilst the balance of the road network including an additional intersection to the south was shown on the concept plans it was not proposed to construct these roads until they were needed for each subsequent stage.

A condition of consent was included by Council at the Council meeting to require the developer to construct both intersections with the Barry Way as part of stage one. This would require the full length of road 1 (being 1.8km) and a new intersection to be constructed as part of stage 1 of the subdivision for only thirty lots. The applicant has raised concerns with the reasonableness of this condition and has requested to have that condition deleted.

There is a legal test that applies when conditioning development applications. It is referred to as the Newbury Test (from a House of Lords decision *Newbury District Council v Secretary of State for the Environment (1981)*). This sets out three basic tests for valid conditions:

- I. Conditions must be for a planning purpose;
- II. Conditions must reasonably relate to the development to which they are addressed; and
- III. Conditions must themselves be reasonable.

Whilst in this case it can be said that the condition did relate to a planning purpose as it is providing alternative access to the subdivision, it is difficult to argue in this case that the condition reasonably relates to the development on which it has been applied. In this case the conditions of consent related only to stage 1, which is thirty lots and not the entirety of the subdivision. The southern intersection has been approved as an alternative access in stage 4 as part of the concept plan but the particulars of this intersection will be addressed as part to the development approval for stage 4 when it is submitted. To the test that the condition is reasonable again is difficult to argue as there is no Council policy that requires an alternative access for a subdivision this size and the additional road works will provide little or no benefit to the residences of the thirty lots in stage 1.

While concerns were raised at the Council meeting that only one (1) access was proposed for stage 1 (comprising 30 allotments), it is pointed out that a subdivision comprising 100 lots bordering the subject site (Lakewood Estate) operates satisfactorily with one (1) point of access.

Council has received five submissions in response to the modified development application, two of the submissions raise concerns with the requirement to construct the southern intersection in stage 1 of the subdivision. Whilst both had concerns with the location of the intersection, and its exact location will not be determined until final construction plans have been submitted, they also raised concerns with how the larger length of road, on which there will be no residences until later stages are developed, will be managed and the social impacts that may occur.

As such it is recommended that condition 39 be deleted from the consent and that condition 40 be amended to remove reference to the southern intersection and the extension of road 1 through the whole of the development site.

It is recommended that Condition 40 (a) be amended as follows:

The plan of subdivision shall include the dedication of the proposed Road 1 as a public road, not less than 20.0 metres wide as shown on the Approved Development Plan. This road shall be constructed in conformity with Council's Development Design and Construction Specifications to include the following:

8.1 MOD4069/2019 - MODIFICATION TO ENGINEERING CONDITIONS DA4127/2018 CONCEPT PLAN FOR LARGE LOT
RESIDENTIAL SUBDIVISION

- a) *Construction between Barry Way and the end of proposed Lots 20 and 21 of Stage 1.*
- b) *A 6.0 metre wide bitumen sealed pavement (primer seal plus 2 coat flush seal or asphalt) with 1.0 metre wide sealed shoulders on both sides.*
- c) *1.5 metre wide table drains with scour protection along steep gradients.*
- d) *The road shall be designed in such a way to ensure that the maximum longitudinal gradient does not exceed 16%.*
- e) *Constructed stormwater drainage (minimum pipe size shall be 375mm diameter).*
- f) *Installation of guideposts, protection fencing, pavement markings and signposting, to the standards specified in Austroads Guide to Road Design.*
- g) *Erection of road name signs. The road name must be approved by Council in advance and must be shown on the final plan of subdivision.*
- h) *Road design speed of not less than 60 km/hr.*
- i) *A suitable (minimum 10m radius) temporary bitumen sealed vehicle turning facility (primer seal plus 2 coat flush seal or asphalt) at the end of this road (proposed Lots 20 and 21).*

Conditions relating to Rural Driveways

The applicant seeks to delete conditions 44 and 45, which state:

44. The developer shall construct a minimum 4m wide, gravel vehicular crossing between the edge of the carriageway and the property boundary, generally in accordance with Austroads "Guide to Road Design Part 4 (2009) – Intersections and Crossings - General" including the "RMS" Supplement to Austroads "Guide to Road Design Part 4 (2009) – Intersections and Crossings - General".
45. The developer is to ensure that a pipe culvert vehicle crossing is to be provided to all proposed lots. The pipe culvert is to be a minimum of 375mm in diameter, 5 metres in length, constructed of reinforced concrete, RRJ, class 4 with headwalls on both ends. Should the table drain be diverted along the driveway and into the property, then the pipe culvert is not required to be installed.

The applicant sought to have the following conditions deleted due to the size of the allotments and the wide variety of options available for future dwelling locations. It was argued that the required driveways would not be used and in many cases that an alternate driveway location would be sought by the new owners of the lots. It was proposed by the applicant that these driveways should be a condition of consent associated with the development approval for the dwellings on the land and not the subdivision.

The applicant's position is not supported as the requirement for driveways is one which Council imposes on all residential subdivisions. The cost of these works is one that is to be borne by the developer and not the future owner of the land. As such the conditions are recommend to remain. This was communicated to the applicant and they have provided an amended request that the condition be reworded to allow for an alternative, being that the cost of the driveway crossover be bonded and the subdivision developer execute this works following the release of the subdivision certificate at the purchaser's direction.

8.1 MOD4069/2019 - MODIFICATION TO ENGINEERING CONDITIONS DA4127/2018 CONCEPT PLAN FOR LARGE LOT RESIDENTIAL SUBDIVISION

This is not an unreasonable request and as such a note is proposed to be included in the condition to allow for this possibility with the exception of the following allotments 17,18,26,3,5 and 10 as there is no alternative location for driveways on these lots.

It is recommended that condition 44 and 45 be amended with the following note:

Note – works are required to be carried out on lots 3, 5, 10, 17,18 and 26 prior to the release of the subdivision certificate. Works on the remaining lots may be carried out after release of the subdivision certificate if an appropriate bond is agreed to by Council

1.0 Statutory Considerations and Assessment

The assessment of the application has been undertaken in accordance with the provisions of Section 4.55(1A) of the Environmental Planning & Assessment Act (the Act):

(1A) Modifications involving minimal environmental impact A consent authority may, on application being made by the applicant or any other person entitled to act on a consent granted by the consent authority and subject to and in accordance with the regulations, modify the consent if—

(a) it is satisfied that the proposed modification is of minimal environmental impact	The proposal does not seek to amend conditions that will lead to more than a minimal environmental impact.
(b) it is satisfied that the development to which the consent as modified relates is substantially the same development as the development for which the consent was originally granted and before that consent as originally granted was modified (if at all)	Having regard to the nature, scale, character, magnitude and type of amendments proposed in this Section 4.55 application, it is considered the development to which the consent as modified relates is substantially the same development.
(c) it has notified the application in accordance with— (i) the regulations, if the regulations so require, or (ii) a development control plan, if the consent authority is a council that has made a development control plan that requires the notification or advertising of applications for modification of a development consent, and	The application was notified and advertised in accordance with the relevant development control plan and regulations. Five submissions were received.
(d) it has considered any submissions made concerning the proposed modification within any period prescribed by the regulations or provided by the development control plan, as the case may be.	The five submission received have been summarised and considered below.

REFERRALS

External Referrals

The development application was referred to the following external government agencies for comment/consideration:

State or Federal Agency	Comments
Planning Industry and Environment – Biodiversity and Conservation	Response received, no objection to the proposed modification
Natural Resources Access Regulator	Response received, no objection to the proposed modification

Internal Referrals

The development application was referred to the following sections of Council for comment:

Section	Comments
Water and Wastewater	Acceptable subject to conditions as per meeting with the applicant, revised plans and associated revised planning report.
Development Engineering	Acceptable subject to conditions

SUBMISSIONS

The application was notified and advertised, 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 30 days.

Five (5) submissions were received, they are summarised below

	Submission	Officer Consideration
1.	The submitter is in full agreement with the request to delay the construction of the southern intersection until stage 4. Consider that the position of this intersection will cause a potential traffic hazard.	It is recommended that condition 39 which requires the construction of the southern Barry Way intersection be deleted and the requirement for the intersection to form part of the development approval for stage 4.
2.	No logical reason for Council not to insist that the developer adhere to the conditions as approved. If the decision is made to remove such infrastructure requirements from the developer then Council will have the expense in years ahead.	The modifications proposed to conditions relating to water and sewer infrastructure do not remove the requirement from the developer to construct connections to this infrastructure to service the development. They merely request that the requirement to relocate the water and sewer mains be removed and allow the existing infrastructure to remain in place to be connected to. The conditions relating to the removal of the

8.1 MOD4069/2019 - MODIFICATION TO ENGINEERING CONDITIONS DA4127/2018 CONCEPT PLAN FOR LARGE LOT RESIDENTIAL SUBDIVISION

		<p>requirement for driveway crossovers have not been recommended to be deleted as they are a requirement that Council imposes on all residential subdivisions and the cost of construction of these must be borne by the applicant.</p> <p>The request to remove the conditions relating to the southern Barry Way intersection is supported by Council officers as this is not required to service the 30 lots approved in stage 1. When the development application is submitted to Council for stage 4 then this intersection work will be required to service the number of lots in the concept approval.</p>
<p>3.</p>	<p>Intent of the modification is for the developer to not supply the infrastructure required and approved by Council.</p> <p>Should be much more difficult going forward for them to apply to have water, sewerage, road and other infrastructure requirements deleted from approved plans.</p>	<p>The modification will not absolve the developer from installing the appropriate infrastructure required to service the first stage of the subdivision.</p> <p>All water, sewer, road and other infrastructure required to service stage 1 will be at the cost of the developer. The modification seeks approval to amend conditions requiring additional studies (of which Council already has the information from previous reports) and the relocation of existing water and sewer mains from within properties. It does not seek to remove any infrastructure requirements other than to delete conditions requiring the construction of driveway crossovers, which it is recommended <u>not</u> to be supported and the deletion of a requirement for an additional access to the Barry Way which is not required for a subdivision of the size of stage 1.</p>
<p>4.</p>	<p>Concerns that additional development utilising Barry Way Zone Water Supply will impact on the future capacity of the water supply to service additional development.</p> <p>That Council should apply sufficient developer contributions to ensure the capacity of BWZS is sufficiently augmented to retain a reasonable portion of the capacity as claimed for Perisher for The Station.</p>	<p>The amended development application does not seek to have any additional impact on the BWZS that was not already assessed as part of the approved subdivision.</p> <p>Appropriate conditions of consent were included at the time of approval of the subdivision to require payment of s64 and s7.11 (formally s94) contributions in accordance with Council's adopted Development Contributions Plan.</p>

8.1 MOD4069/2019 - MODIFICATION TO ENGINEERING CONDITIONS DA4127/2018 CONCEPT PLAN FOR LARGE LOT RESIDENTIAL SUBDIVISION

<p>5.</p> <p>Concerns with the requirement to construct the southern Barry Way intersection at stage 1 of the development instead of stage 4.</p> <p>The interstation is in a position with poor sight lines and may cause undesirable traffic conditions.</p> <p>A through road without occupied residences along it is likely to attract antisocial motor vehicle behaviour.</p> <p>Without development of occupied properties (Stage 4) to “keep an eye on” the southern part of the proposed road it will likely become an illegal dumping ground for rubbish and the like. There appears to be some acknowledgement that it may take some time for stage 4 to happen and so the southern road and intersection will become may well become a “while elephant” as it may never be needed.</p>	<p>It is the officer’s recommendation that the requirement for the southern intersection to be constructed in stage 1 is unreasonable and not supported. An additional intersection and road works to service 30 lots is not required by Council’s polices and as such does not meet the Newbury principles that conditions must be for a planning purpose; must reasonably relate to the development to which they relate; and they themselves be reasonable.</p>
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CONCLUSION

It is considered that the proposed development generally complies with the relevant provisions of Section 4.55(1A) of the Act. 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 amended conditions of consent.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The modifications proposed do not create additional social impacts for the development.

2. Environmental

The amended conditions create no additional environmental impact. The retention of the location of the existing sewer rising main and trunk water main will reduce the need for additional excavation to relocate these mains.

3. Economic

The modifications as proposed will have no economic impact on Council. Amending the subject conditions will still require the developer to install all necessary infrastructure works related to the development as the stages appropriate to their installation.

4. Civic Leadership

The application was originally approved by Council and the application received five (5) submissions as such it is being reported back to Council for determination.

Draft Amended Conditions of Consent MOD4069/2019

REASONS FOR DECISION

Pursuant to Schedule 1 cl 20(1) (c)

The reasons for the decision were:

1. The proposal adequately satisfies the application provisions and objectives of the Snowy River LEP 2013 and the Snowy River DCP 2013
2. The proposed development adequately satisfies the relevant State Environment Planning Policies.
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
4. The application was notified to adjoining landowners and publicly advertised in accordance with the Snowy River DCP 2013 and the relevant statutory regulations. The proposal received five (5) submissions.
5. In consideration of conclusions 1 – 4 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 (Amended By MOD4069/2019)

1. The developer is to ensure that the development complies fully with DA4127/2018 as submitted to Council on the 23/02/2018 and where amended by the first modification MOD4069/2019 submitted to Council on the 18/09/2019 with supporting documentation including, but not limited to the development plans below:

Reference/Dwg No	Title/Description	Prepared By	Date/s
59-17	Statement of Environmental Effects. Concept Plan & Stage 1 DA for a Large Lot Residential Subdivision 415 & 417 Barry Way Jindabyne Lots 50,95,111,140 & 142 DP756686	Dabyne Planning	February 2018
17HNG_8450	Flora and Fauna Assessment	Eco Logical	22/2/2018
17HNG_8450	Aboriginal Due	Eco Logical	21/2/2018

	Diligence Assessment		
17HNG_8450	Revised Aboriginal Due Diligence Assessment	Eco Logical	21/6/2018
17HNG_8450	Statement of Heritage Impact	Eco Logical	21/2/2018
Rev 1.0	Engineering Infrastructure Report	RS&A and CLM Civil	22/02/2018
Sheet 1 of 2	Concept Plan - Sheet 1	CLM Civil Engineering	21/02/2018
Sheet 2 of 2	Concept Plan - Sheet 2	CLM Civil Engineering	21/02/2018
Sheet 1 of 2	Concept Plan - Staging - Plan Sheet 1	CLM Civil Engineering	20/02/2018
Sheet 2 of 2	Concept Plan - Staging - Plan Sheet 2	CLM Civil Engineering	20/02/2018
Sheet 1 of 2	Concept Plan - Staging - Plan Sheet 1	CLM Civil Engineering	23/10/2019
Sheet 2 of 2	Concept Plan - Staging - Plan Sheet 2	CLM Civil Engineering	23/10/2019
Sheet 1 of 2	Concept Plan - Transport Movement - Plan Sheet 1	CLM Civil Engineering	22/02/2018
Sheet 2 of 2	Concept Plan - Transport Movement - Plan Sheet 2	CLM Civil Engineering	22/02/2018
Sheet 1 of 2	Concept Plan - Transport Movement - Plan Sheet 1	CLM Civil Engineering	23/10/2019
Sheet 2 of 2	Concept Plan - Transport Movement - Plan Sheet 2	CLM Civil Engineering	23/10/2019
Sheet 1 of 2	Concept Plan - Stormwater - Plan	CLM Civil Engineering	22/02/2018

	Sheet 1			
Sheet 2 of 2	Concept Plan – Stormwater Plan Sheet 2	CLM – Civil Engineering		22/02/2018
Sheet 1 of 2	Concept Plan – Stormwater - Plan Sheet 1	CLM – Civil Engineering		23/10/2019
Sheet 2 of 2	Concept Plan – Stormwater - Plan Sheet 2	CLM – Civil Engineering		23/10/2019
Sheet 1 of 2	Concept Plan – Water & Sewer Plan Sheet 1	CLM – Civil Engineering		22/02/2018
Sheet 2 of 2	Concept Plan – Water & Sewer Plan Sheet 2	CLM – Civil Engineering		22/02/2018
Sheet 1 of 2	Concept Plan – Water & Sewer Plan Sheet 1	CLM – Civil Engineering		23/10/2019
Sheet 2 of 2	Concept Plan – Water & Sewer Plan Sheet 2	CLM – Civil Engineering		23/10/2019
Sheet 1 of 3	Stage 1 Plan	CLM – Civil Engineering		19/02/2018
Sheet 2 of 3	Stage 1 Plan – Sheet 1	CLM – Civil Engineering		19/02/2018
Sheet 3 of 3	Stage 1 Plan – Sheet 2	CLM – Civil Engineering		20/02/2018
Sheet 1 of 3	Stage 1 Plan	CLM – Civil Engineering		23/10/2019
Sheet 2 of 3	Stage 1 Plan – Sheet 1	CLM – Civil Engineering		23/10/2019
Sheet 3 of 3	Stage 1 Plan – Sheet 2	CLM – Civil Engineering		23/10/2019
Sheet 1 of 1	Stage 1 Stormwater concept plan	CLM – Civil Engineering		20/02/2018
Sheet 1 of 1	Stage 1 Stormwater concept plan	CLM – Civil Engineering		23/10/2019
Sheet 1 of 1	Stage 1 Plan – Transport Movement	CLM – Civil Engineering		20/02/2018

Sheet 1 of 1	Stage 1 Plan – Transport Movement	CLM Engineering	Civil	23/10/2019
Sheet 1 of 1	Stage 1 Water and Sewer Concept	CLM Engineering	Civil	20/02/2018
Sheet 1 of 1	Stage 1 Water and Sewer Concept	CLM Engineering	Civil	23/10/2019
3494-P2 A	Concept Masterplan	DSB Architects	Landscape	23/02/2018
3494-P3 A	Stage 1A and Stage 1B Landscape Masterplan	DSB Architects	Landscape	23/02/2018
3494-P7 A	Typical Open Space Corridor	DSB Architects	Landscape	23/02/2018
3494- P5 A	Typical Riparian Buffer Section	DSB Architects	Landscape	23/02/2018
3494-P8 A	Entry Road Concept Plan	DSB Architects	Landscape	23/02/2018
3494-P4 A	Typical Road Sections	DSB Architects	Landscape	23/02/2018
3494-P6 A	Typical Bio-Retention Basin Treatment	DSB Architects	Landscape	23/02/2018
3494-P9 A	Typical Road/Street Intersection	DSB Architects	Landscape	23/02/2018
3494-P10 A	Tree Species	DSB Architects	Landscape	23/02/2018

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.

Concept Approval

3. Stages 2, 3 and 4 are part of the concept approval and require further development consent.
4. The final design of stages 2, 3 & 4 has not been approved as part of this development application and requires the further approval of Council.

5. No works relating to stages 2, 3 & 4 are approved as part of this consent and as such no works can commence without further approval Development Applications being lodged and approved.

Impact on Aboriginal Cultural Heritage

6. No harm can occur to any Aboriginal objects unless an Aboriginal Heritage Impact Permit (AHIP) has been issued by the Office of Environment and Heritage (OEH).
7. In the event that any Aboriginal object, or potential Aboriginal objects, are uncovered in the area, any works must cease immediately and OEH contacted for advice. Contact South East Region Planning Team – (02) 6229 7188 or email: rog.southeast@environment.nsw.gov.au.

Landscaping Concept Plan

8. The developer shall ensure that the development is landscaped in accordance with the Approved Landscape Concept Plan.

Pathway in Crown Road

9. This application does not grant approval for the any works within a crown road reserve as such the “potential future shared path in Crown road reserve” as referenced on the development plans is not approved as part of this development consent.

CONDITIONS APPLICABLE TO STAGE 1 (30 Lot Subdivision)

Staged Development

10. The development will be carried out in the following stages:
Stage 1A: lots 1– 22, 22 lots for residential purposes
Stage 1B: lots 23 – 30, 8 for residential purposes and residue lots (incorporating future stages 2-4) and lot incorporating open space buffer.

Shared Pathways in open space corridor stage 1A and 1B

11. The developer shall construct a shared trail within the open space corridor shown on concept plan sheet 1 (extending from road 3 to the Crown road reserve) in accordance with Councils requirements for a shared pedestrian pathway. Consultation with Councils Recreation Planner shall be undertaken to determine the specifications of the pathway. The pathway is to be completed prior to the issue of the subdivision certificate for stage 1B.

Shared Pathway in open space buffer/residue lot 3 stage 1B

12. The developer shall construct a shared trail within the land referred to as the “Open Space Buffer/Residue lot 3” on the proposed subdivision plans for stage 1. This trail shall be completed prior to the issue of the subdivision certificate for stage 1B and will include the construction of a pedestrian /cycle bridge across
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Cobbin Creek. The location and construction of this trail and bridge shall be undertaken in consultation with Councils Recreation Planner. The works shall be finalised prior to the release of the subdivision certificate for stage 1B.

APPROVALS FROM STATE AGENCIES

General Terms of Approval from the NSW Natural Resources Access Regulator

13.	GT0009-00010	Design of works and structures Before commencing any proposed controlled activity on waterfront land, an application must be submitted to Natural Resources Access Regulator, and obtained, for a controlled activity approval under the Water Management Act 2000.
	GT0002-00469	Plans, standards and guidelines A. This General Terms of Approval (GTA) only applies to the proposed controlled activity described in the plans and associated documents found in Schedule 1, relating to Development Application 4127/2018 provided by Council to DPI Water. B. Any amendments or modifications to the proposed controlled activity may render the GTA invalid. If the proposed controlled activity is amended or modified, Natural Resources Access Regulator, Nowra Office, must be notified in writing to determine if any variations to the GTA will be required.
	GT0010-00006	All documents submitted to Natural Resources Access Regulator as part of an application for a controlled activity approval must be prepared by a suitably qualified person.
	GT0012-00004	Any proposed controlled activity must be carried out in accordance with plans submitted as part of a controlled activity approval application, and approved by Natural Resources Access Regulator.
	GT0030-00006	The application for a controlled activity approval must include plans prepared in accordance with Natural Resources Access Regulator's guidelines located on the website https://www.industry.nsw.gov.au/water/licensing-trade/approvals/controlled-activities .
	GTA0032-00019	The application for a controlled activity approval must include the following document(s): A. Plan showing the demarcation of waterfront land. B. Design details of all works proposed on waterfront land. C. A Vegetation Management Plan for the proposed Cobbin Creek Riparian Corridor. D. Construction Management Plan for waterfront land including but not limited to a schedule and sequence of works, erosion and sediment control measures and site rehabilitation

OTHER APPROVALS

Separate Section 138 Permit – Roads Act 1993

14. Notwithstanding the issue of this development consent, separate consent from

Council under Section 138 of the Roads Act 1993, must be obtained prior to any works taking place on a public road including the construction of a new driveway access (or modification of access) or intersection or traffic control devices. Applications for consent under Section 138 must be submitted on Council's standard application form and be accompanied by the required attachments and prescribed fee.

SUBDIVISION ENGINEERING

Construction Certificate

15. Construction of subdivision works (including clearing, earthworks, demolition or other works) must not commence until a Construction Certificate for those works has been issued in conformity with the relevant provisions of the Environmental Planning and Assessment Act and related Regulations.

Pre-commencement Meeting

16. Prior to the commencement of subdivision works for each stage of development, the developer and contractor shall meet on site with Council's representative to review the scope of works, soil and water management control measures and the inspection and testing regime. The developer or his representative shall make arrangements with Council for this meeting not less than seven days in advance.

Compliance Certificate Inspections (For information only - this is NOT a condition of consent)

The developer must obtain a Compliance Certificate, either from Council to demonstrate that all subdivision works have been completed. The subdivision works must be inspected by Council's inspector at each of the following stages of construction to confirm compliance with the standards set out in Council's Development Design and Construction Specifications.

- a) After placement of all signs in accordance in with the approved Traffic Control Plan.
 - b) After stripping of topsoil from roads and fill areas, all Soil and Water Management Plan controls shall be in place at this stage.
 - c) After completion of road subgrade.
 - d) During field density testing, string line checking and proof rolling of the finished subgrade.
 - e) After placement of water service conduits prior to backfilling.
 - f) After placement and compaction of each layer of gravel pavement material.
 - g) During field density testing, string line checking and proof rolling of each finished gravel pavement layer.
 - h) During application of bitumen seal or asphaltic concrete wearing surface.
 - i) Prior to concrete pour and after boxing and placement of reinforcement
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has been completed of all concrete driveways including battle-axe driveways within properties.

- j) After laying and jointing of all storm water pipelines prior to backfilling.
- k) After completion of all storm water pits.
- l) After laying and jointing of all water supply pipelines prior to backfilling and after installation of all water meters.
- m) After laying and jointing of all sewerage pipelines prior to backfilling.
- n) During pressure testing of all water supply pipelines.
- o) During pressure testing of all sewerage pipelines.
- p) During testing of all sewer manholes.
- q) After completion of works prior to acceptance and commencement of “on-maintenance” period.
- r) During the “off-maintenance” period inspection.
- s) As otherwise required to confirm that the works are satisfactorily executed and in conformity with environmental controls.

It should be noted that Council charges fees for inspections and Compliance Certificates. These fees must be paid prior to the endorsement of a Subdivision Certificate.

Traffic Control

17. The developer shall ensure that traffic control measures are implemented for all works within public roads in conformity with Traffic Control Plans prepared and approved by a competent person accredited by Roads and Maritime Services. A traffic control plan prepared and approved by a competent person accredited by the Roads and Maritime Services must be submitted to Council for each stage of development if working on a public road prior to the issue of an approved construction certificate.

Planting of Street Trees

18. The developer shall consult with Councils Water and Sewer Section on the location and type of trees to be planted in the road reserve, to ensure that any street trees will not cause damage to Council infrastructure.

Water Servicing

19. The developer shall provide all necessary water supply reticulation works, property connections and associated facilities to service every lot in conformity with Council’s “Snowy River” Development Design and Construction Specifications.
- 20. The developer shall establish a 6metre easement over the line of the trunk water main within the proposed rural residential lots in Stage 1. The 6m wide reserve must be accurately determined by survey.**
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Building envelopes shall be established on lots 3,4,17 & 18 as shown on the approved modified development plan. A S88B instrument shall be prepared which restricts any building or site disturbance to within the approved building envelopes.

(Condition Amended by MOD4069/2019)

Sewerage Servicing

~~21. — Prior to the issue of the construction certificate for the Stage 1A subdivision works the developer shall undertake a capacity assessment of the peak load for both the current and the future development of the existing sewerage pump station (JWWPS 5) catchment located in Lot 4 DP 864386. The developer shall upgrade any deficiencies resulting from this development as identified in the capacity assessment report for pumping station (JWWPS 5) at no cost to Council.~~

(Condition Deleted by MOD4069/2019)

22. The developer shall provide all necessary sewerage reticulation works, property connections and associated facilities to service every lot in conformity with Council's "Snowy River" Development Design and Construction Specifications.

23. **A gravity sewerage system will only be permitted and such system shall service every lot in this development. A pumped sewerage system will not be permitted. The connection point for the gravity sewerage main shall be Council's pumping station (JWWPS 5) located on Lot 4 DP864986.**

Any proposal for a new pump station must be approved by Council and will be checked on its merits at the design stage. If alternate routes to enable gravity main is possible this option will be selected

(Condition Amended by MOD4069/2019)

24. Prior to the approval of any construction certificate, the Developer must demonstrate that the existing easement to pump sewage 4 wide (within Lot 1 DP 864986) is able to accommodate (legally and physically) the gravity sewerage main from the development to Council's pumping station (JWWPS 5 located on Lot 4 DP864986). Alternatively (prior to the approval of any construction certificate), a new 5m wide sewerage easement shall be created by the Developer at no cost to Council within Lot 1 DP 864986 with the consent of the owner of Lot 1 DP 864986.

25. **The developer shall at establish a 6metre easement over the line of the rising sewerage main within the proposed rural residential lots in Stage 1. The 6m wide reserve must be accurately determined by survey.**

Building envelopes shall be established on lots 25, 26, 27 & 28 as shown on the approved modified development plan. A S88B instrument shall be

prepared which restricts any building or site disturbance to within the approved building envelopes. The sewer rising main is to be marked along the length of the route and at the property boundaries.

(Condition Amended MOD4069/2019)

Note:

- i. The developer shall liaise with the owner of Lot 1 DP864986 for any matters in relation to Lot 1 DP 864986.
- ii. The developer shall obtain approval from the Natural Resources Access Regulator prior to commencing any works within a crown waterway or within a set distance from a crown waterway

Storm Water Drainage – Council System

26. The developer shall construct storm water drainage infrastructure to service each lot in the development in conformity with the standards set out in Council's Development Design and Construction Specifications.
27. The plan of subdivision shall include the creation of inter-allotment drainage easements as necessary to allow every lot to discharge storm water runoff from roof and paved areas to a public road or a Council controlled drainage system. The plan of subdivision shall include the creation of easements to drain water not less than 3.0 metres wide in favour of Council to provide for storm water drainage within the subdivision and generally as shown in the Approved Development Plan. Drainage works within these easements shall be designed and constructed in conformity with the standards set out in Council's Development Design and Construction Specifications. Appropriate mitigation measures shall be implemented prior to the discharge to Cobbin Creek to the satisfaction of Council. All bio retention/sedimentation basins shall be designed to the satisfaction of Council and the Natural Resources Access Regulator.

Note: Approval from the Natural Resources Access Regulator shall be obtained prior to commencing any works within a crown waterway or within a set distance from a crown waterway

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 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.
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Easement to Drain Sewage

31. The plan of subdivision and Section 88B instrument shall establish suitable easements not less than 3.0 metres wide in favour of Council to contain all sewerage mains within lots in the subdivision.

Electricity Servicing

32. Each allotment in the proposed subdivision shall be serviced with underground electricity at no cost to Council. A letter from Essential Energy advising that its requirements have been met (eg each proposed lot in the subdivision will be provided with an electricity connection at no cost to Council and no cost to the future lot owner) shall be sufficient to establish compliance with this condition.

Telecommunications Servicing

33. The developer shall make arrangements for the provision of telecommunications services to each proposed lot in the subdivision at no cost to Council and no cost to the future lot owner. Prior to the endorsement of a subdivision certificate, the developer shall submit to the Principal Certifying Authority written notification from a recognized telecommunications carrier to confirm that arrangements have been undertaken to satisfy this condition.

Maintenance Period for Subdivision Works

34. The developer shall carry out any maintenance works required to the completed subdivision works (including landscaping as required by the concept landscaping plan for stages 1A and 1B) and shall rectify any defects becoming apparent within a period of twelve months after the date that Council accepts that the works have reached practical completion.

Prior to the release of the Subdivision Certificate, the developer shall provide Council with financial security (cash bond or unconditional bank guarantee) for compliance with this condition in an amount of five percent of the value of the subdivision works.

The developer shall pay to Council a Bond Administration Fee in accordance with Council's Fees and Charges.

Soil and Water Management

35. The developer shall prepare and implement an effective Soil and Water Management Plan in conformity with Council's Development Design and Construction Specifications prior to the commencement of any works on site and shall maintain the control measures until after the effective stabilisation and revegetation of the site.

No Construction Certificate shall be issued for this development until the certifying authority (Council or accredited certifier) is satisfied that the Soil and

Water Management Plan satisfies this condition.

Owners Consent - Neighbouring Properties

36. Evidence of owners consent shall be submitted to Council prior to the issue of a Construction Certificate for any works proposed on any lot not part of this application.

Completion of Engineering Works

37. The developer shall complete all engineering works in accordance with the conditions of this consent together with any necessary work to make the construction effective. The costs of all engineering works shall be fully borne by the applicant/developer and any damage to Council's assets shall be made good, prior to the issue of the Subdivision Certificate or commencement of the development.

Intersection treatment – CHR/AUL North (Stage 1A)

38. The intersection of proposed Road 1 with Barry Way at the northern end of the development site shall be designed and constructed to satisfy the minimum standards for a CHR/AUL intersection treatment as set out in the Austroads "Guide to Road Design – Part 4A: Unsignalised and Signalised Intersections", including the requirement for Safe Intersection Sight Distance for a 100 km/hr design speed in Barry Way.

~~Intersection treatment – CHR/AUL South (Stage 1A) (Deleted By MOD4069/2019)~~

- ~~39. — The intersection of proposed Road 1 with Barry Way at the southern end of the development site (in accordance with the location shown on the Concept Master Plan) shall be designed and constructed to satisfy the minimum standards for a CHR/AUL intersection treatment as set out in the Austroads "Guide to Road Design – Part 4A: Unsignalised and Signalised Intersections", including the requirement for Safe Intersection Sight Distance for a 100 km/hr design speed in Barry Way.~~

Road construction – rural standard Road 1 (Stage 1A) (Amended By MOD4069/2019)

40. The plan of subdivision shall include the dedication of the proposed Road 1 as a public road, not less than 20.0 metres wide as shown on the Approved Development Plan. This road shall be constructed in conformity with Council's Development Design and Construction Specifications to include the following:
- ~~a) — Construction between the northern Barry Way intersection and the southern Barry Way intersection as shown on the Concept Master Plan.~~
 - a) Construction between Barry Way and the end of proposed Lots 20 and 21 of Stage 1.
 - b) A 6.0 metre wide bitumen sealed pavement (primer seal plus 2 coat flush seal or asphalt) with 1.0 metre wide sealed shoulders on both sides.
 - c) 1.5 metre wide table drains with scour protection along steep gradients.
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- d) The road shall be designed in such a way to ensure that the maximum longitudinal gradient does not exceed 16%.
- e) Constructed stormwater drainage (minimum pipe size shall be 375mm diameter).
- f) Installation of guideposts, protection fencing, pavement markings and signposting, to the standards specified in Austroads Guide to Road Design.
- g) Erection of road name signs. The road name must be approved by Council in advance and must be shown on the final plan of subdivision.
- h) Road design speed of not less than 60 km/hr.
- i) A suitable (minimum 10m radius) temporary bitumen sealed vehicle turning facility (primer seal plus 2 coat flush seal or asphalt) at the end of this road (proposed Lots 20 and 21).

Road construction – rural standard Road 2 (Stage 1A)

41. The plan of subdivision shall include the dedication of the proposed Road 2 as a public road, not less than 20.0 metres wide as shown on the Approved Development Plan. This road shall be constructed in conformity with Council's Development Design and Construction Specifications to include the following:
- a) Construction between Road 1 and the end of proposed Lots 9 and 10.
 - b) A 6.0 metre wide bitumen sealed pavement (primer seal plus 2 coat flush seal or asphalt) with 0.5 metre wide sealed shoulders on both sides.
 - c) 1.5 metre wide table drains with scour protection along steep gradients.
 - d) The road shall be designed in such a way to ensure that the maximum longitudinal gradient does not exceed 16%.
 - e) Constructed stormwater drainage (minimum pipe size shall be 375mm diameter).
 - f) Installation of guideposts, protection fencing, pavement markings and signposting, to the standards specified in the Roads and Traffic Authority "Road Design Guide".
 - g) Erection of road name signs. The road name must be approved by Council in advance and must be shown on the final plan of subdivision.
 - h) Road design speed of not less than 60 km/hr.
 - i) A suitable (minimum 10m radius) temporary bitumen sealed vehicle turning facility (primer seal plus 2 coat flush seal or asphalt) at the end of this road (proposed Lots 9 and 10).

Road construction – rural standard Road 2 (Stage 1B)

42. The plan of subdivision shall include the dedication of the proposed Road 2 as a public road, not less than 20.0 metres wide as shown on the Approved Development Plan. This road shall be constructed in conformity with Council's Development Design and Construction Specifications to include the following:
- a) Construction of Road 2 between the end of proposed lots 9 and 10 (stage 1A) and the end of proposed Lots 28 and 29.
 - b) A 6.0 metre wide bitumen sealed pavement (primer seal plus 2 coat flush seal or asphalt) with 0.5 metre wide sealed shoulders on both sides.
 - c) 1.5 metre wide table drains with scour protection along steep gradients.
-

- d) The road shall be designed in such a way to ensure that the maximum longitudinal gradient does not exceed 16%.
- e) Constructed stormwater drainage (minimum pipe size shall be 375mm diameter).
- f) Installation of guideposts, protection fencing, pavement markings and signposting, to the standards specified in the Roads and Traffic Authority "Road Design Guide".
- g) Erection of road name signs. The road name must be approved by Council in advance and must be shown on the final plan of subdivision.
- h) Road design speed of not less than 60 km/hr.
- i) A suitable (minimum 10m radius) temporary bitumen sealed vehicle turning facility (primer seal plus 2 coat flush seal or asphalt) at the end of this road (proposed Lots 28 and 29).

Road construction – rural standard Road 3

43. The plan of subdivision shall include the dedication of the proposed Road 3 as a public road, not less than 20.0 metres wide as shown on the Approved Development Plan. This road shall be constructed in conformity with Council's Development Design and Construction Specifications to include the following:
- a) Construction between Road 2 and the proposed cul-de-sac.
 - b) A 6.0 metre wide bitumen sealed pavement (primer seal plus 2 coat flush seal or asphalt) with 0.5 metre wide sealed shoulders on both sides.
 - c) 1.5 metre wide table drains with scour protection along steep gradients.
 - d) The road shall be designed in such a way to ensure that the maximum longitudinal gradient does not exceed 16%.
 - e) Constructed stormwater drainage (minimum pipe size shall be 375mm diameter).
 - f) Installation of guideposts, protection fencing, pavement markings and signposting, to the standards specified in the Roads and Traffic Authority "Road Design Guide".
 - g) Erection of road name signs. The road name must be approved by Council in advance and must be shown on the final plan of subdivision.
 - h) Road design speed of not less than 60 km/hr.
 - i) A suitable (minimum 10m radius) bitumen sealed vehicle turning facility (primer seal plus 2 coat flush seal or asphalt) at the end of this road (proposed Lot 15).

Rural Driveways (Amended by MOD4096/2019)

44. **The developer shall construct a minimum 4m wide, gravel vehicular crossing between the edge of the carriageway and the property boundary, generally in accordance with Austroads "Guide to Road Design Part 4 (2009) – Intersections and Crossings - General" including the "RMS" Supplement to Austroads "Guide to Road Design Part 4 (2009) – Intersections and Crossings - General".**

Note – works are required to be carried out on lots 3, 5, 10, 17,18 and 26 prior

to the release of the subdivision certificate. Works on the remaining lots may be carried out after release of the subdivision certificate if an appropriate bond is agreed to by Council.

45. **The developer is to ensure that a pipe culvert vehicle crossing is to be provided to all proposed lots. The pipe culvert is to be a minimum of 375mm in diameter, 5 metres in length, constructed of reinforced concrete, RRJ, class 4 with headwalls on both ends. Should the table drain be diverted along the driveway and into the property, then the pipe culvert is not required to be installed.**

Note – works are required to be carried out on lots 3, 5, 10, 17,18 and 26 prior to the release of the subdivision certificate. Works on the remaining lots may be carried out after release of the subdivision certificate if an appropriate bond is agreed to by Council

Site Management

46. 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

47. (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 Power Tools - Residential and Village Areas

48. 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 - Sunday | 8.00am to 1.00pm |
- No work to occur on Public Holidays

Public Access and Site Security

49. It is the responsibility of the developer to restrict public access to the 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.

Dust Control Measures

50. Adequate measures will be taken to prevent dust from affecting the amenity of the neighbourhood during construction. In particular, the following measures must be adopted:
- (a) Physical barriers will be erected at right angles to the prevailing wind direction or will be placed around or over dust sources to prevent wind or activity from generating dust emissions,
 - (b) Earthworks and scheduling activities will be managed to coincide with the next stage of development to minimise the amount of time the site is left cut or exposed,
 - (c) All materials will be stored or stockpiled at the best locations,
 - (d) The surface should be dampened slightly to prevent dust from becoming airborne but should not be wet to the extent that run-off occurs,
 - (e) All vehicles carrying spoil or rubble to or from the site will at all times be covered to prevent the escape of dust or other material,
 - (f) All equipment wheels will be washed before exiting the site using manual or automated sprayers and drive-through washing bays,
 - (g) Gates will be closed between vehicle movements and will be fitted with shade cloth, and
 - (h) Cleaning of footpaths and roadways will be carried out regularly.

PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

Monetary Contributions (Stage 1A)

51. Pursuant to Section 7.11 of the Environmental Planning and Assessment Act, 1979 and Council's adopted Contributions plans, the following contributions apply to the development: The developer must, pursuant to Section 94 of the Environmental Planning and Assessment Act, 1979 and Council's Contributions Plans, pay to Council the above monetary contributions. The contributions are to be paid prior to release of the Construction Certificate.

Jindabyne Area Shared Trails	\$14,190.00
Community Services and Facilities	\$13,376.00
Regional Waste	\$16,082.00
Bushfire Services	\$3,894.00
Open Space and Public Art	\$3,366.00
Sports field and Recreation Facilities	\$2,486.00
Jindabyne Area Shared Pathways	\$1,540.00
Total	\$54,934.00

Note: The above-specified Contribution Plans may be inspected at Council's offices at Berridale and Jindabyne. The contributions stated in this consent are calculated on the basis of the s7.11 contribution rates determined in

accordance with plan in force on the date of this consent. If the contributions are not paid within the quarter in which the consent is granted, they may be subject to an increase by CPI.

The above contributions are based on an additional twenty two (22) residential allotments.

Monetary Contributions (Stage 1B)

52. Pursuant to Section 7.11 of the Environmental Planning and Assessment Act, 1979 and Council's adopted Contributions plans, the following contributions apply to the development: The developer must, pursuant to Section 94 of the Environmental Planning and Assessment Act, 1979 and Council's Contributions Plans, pay to Council the above monetary contributions. The contributions are to be paid prior to release of the Construction Certificate.

Jindabyne Area Shared Trails	\$5,160.00
Community Services and Facilities	\$4,864.00
Regional Waste	\$5,848.00
Bushfire Services	\$1,416.00
Open Space and Public Art	\$1,224.00
Sports field and Recreation Facilities	\$904.00
Jindabyne Area Shared Pathways	\$560.00
Total	\$19,976.00

Note: The above-specified Contribution Plans may be inspected at Council's offices. The contributions stated in this consent are calculated on the basis of the s7.11 contribution rates determined in accordance with plan in force on the date of this consent. If the contributions are not paid within the quarter in which the consent is granted, they may be subject to an increase by CPI.

The above contributions are based on an additional eight (8) residential allotments.

Sewer and Water Contributions - Certificate of Compliance under the s307 of the Water Management Act 2000

53. A subdivision certificate must not be issued until the developer obtains a certificate of compliance under s307 of the Water Management Act 2000 from the Council (the Water Supply Authority).

Note - This condition relates to the payment of Sewer and Water Contributions for information regarding the certificate of compliance please contact Councils Department of Water and Waste Services.

54. A subdivision certificate must not be issued until the developer obtains a certificate of compliance under s307 of the Water Management Act 2000 from the Council (the Water Supply Authority).

Note - This condition relates to the payment of Sewer and Water Contributions for information regarding the certificate of compliance please contact Councils

Department of Water and Waste Services.

55. An application is required to be submitted to Council in accordance with section 305 of the Water Management Act 2000 to determine the applicable developer charges for water supply and wastewater (sewerage) services for the proposed development.
56. Once the application is received, Council will issue a notice of required contributions as section 306 of the Water Management Act 2000 for the proposed development.
57. 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.
58. The contributions above, if unpaid after the end of the current financial year, shall be increased to the amount adopted by Council for the financial year in which the payment is made.

Testing of Council Water and Sewer Infrastructure

59. A subdivision certificate must not be issued until all sewer mains have been tested and all water mains have been tested and disinfected in accordance with Council's Development Design and Construction Specifications and to the satisfaction of Council.

Property Numbers/House Numbers

60. Prior to the submission of the application for the Subdivision Certificate, the developer shall obtain and pay the relevant fee for a house number for each lot from Council in conformity with Council's numbering system

Note – street numbers are to be shown on the deposited plan administration sheet at the time of lodgement with Council for the subdivision certificate

Works-as-executed Plan

61. Upon completion of the subdivision works, the developer shall provide Council with a complete set of plans of the works as constructed, detailing all variations from the approved plans and to the acceptance of the Council's Director Service Delivery or his nominee.

These Works-As-Executed plans shall be submitted to Council in hardcopy format (A1), and electronic format (.pdf). These plans must be prepared and certified by a Registered Surveyor or Chartered Professional Engineer.

The developer shall also provide to Council a data file suitable for input into Council's Geographic Information System defining the location of all water supply, sewerage and, stormwater infrastructure to the acceptance of the Council's Director Service Delivery or his nominee.

Performance, Safety and Restoration Bond (Major Works)

62. The provision of a Performance, Safety and Restoration Bond to Council to the value of 5% of the cost of the engineering construction or a minimum of \$5,000.00 (plus non-refundable administration charge) whichever is the greater, prior to the release of the Subdivision Certificate, in order to guarantee the protection of public assets, and performance of any work or use in the road reserve during construction and rectification of any defects in public works for twelve (12) months after construction (i.e. after construction is completed to Council's satisfaction). This bond may be in the form of a cash bond or unconditional bank guarantee and is refundable upon written application and subject to an inspection, 12 months after certified completion of the works.

Note: The Bank Guarantee: will only be accepted direct from the issuing bank; must have no expiry date; must quote Council's reference number. Should any restoration works exceed the value of the bond held, Council will undertake the works and issue an invoice for the recovery of these costs.

Property Numbers/House Numbers

63. Prior to the submission of the application for the Subdivision Certificate, the developer shall obtain a property number or house number for each lot from Council's Rates/Property Officer in conformity with Council's numbering system.

Landscaping

64. Prior to the issue of the subdivision certificate for each sub stage in stage 1 the developer shall ensure that the landscaping as shown in the Landscape Concept Design plan applicable to the stage has been completed to the satisfaction of Council.

Fencing

65. To ensure delineation of property boundaries prior to the issue of the subdivision certificate for Stage 1A the developer shall ensure that the outer boundaries of the subdivision are fenced to a rural fencing standard.

Subdivision Certificate Application

66. The developer is to submit to Council a completed Subdivision Certificate application form together with:

- a) The original linen plan/s and six (6) copies;
 - b) Any required or relevant Section 88B instrument under the Conveyancing
-

Act 1919;

c) Subdivision Certificate application form fully completed and accompanied with the applicable fee;

d) Certificate from a recognised telecommunications carrier certifying that telephone connection has been provided to the site;

e) Certificate from a recognised power authority certifying that electricity connection has been provided to the site;

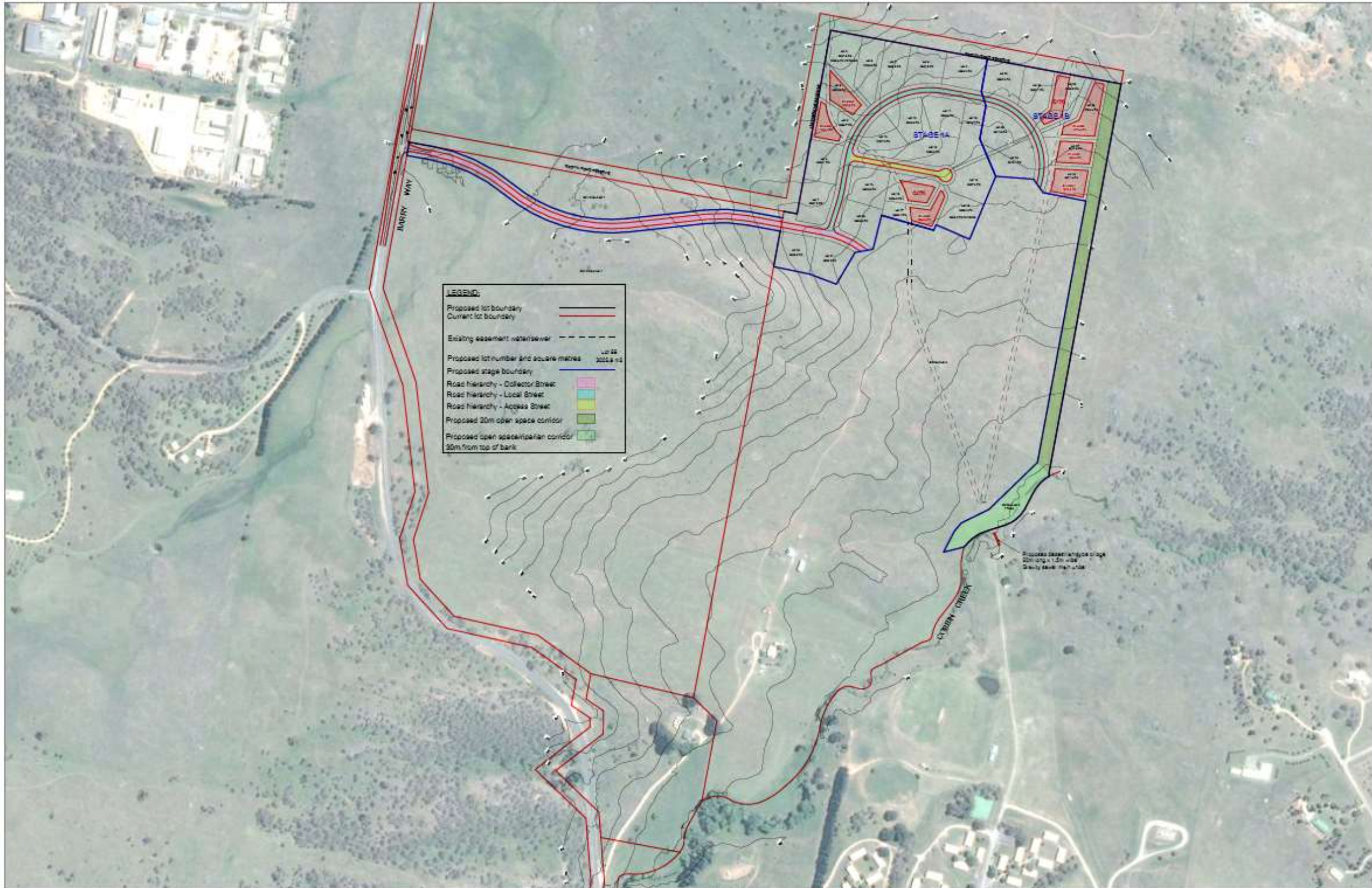
f) A location map of all water meters on the site; and

g) Details on all water meters on the newly created lots.

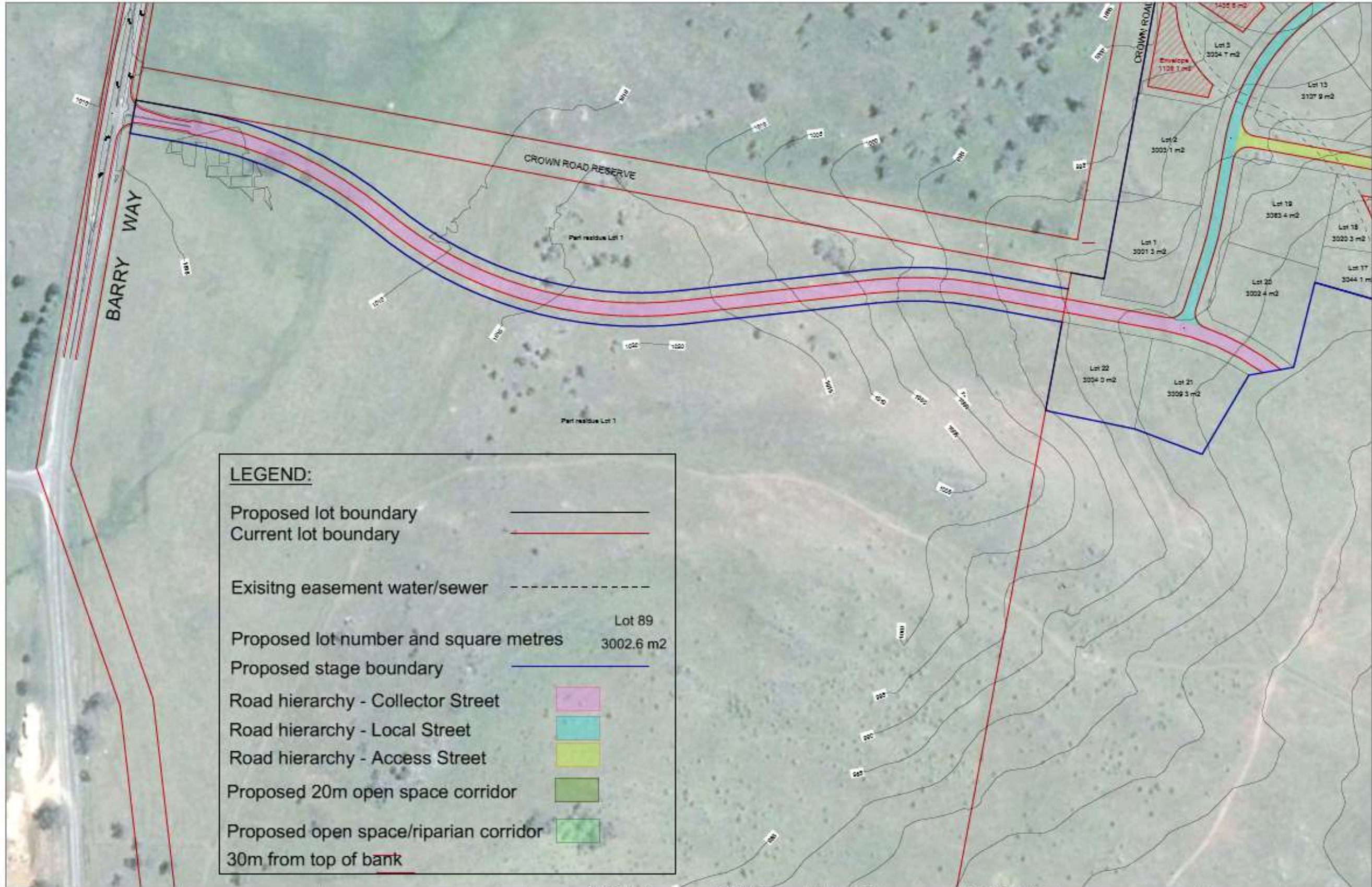
f) Certificate from Snowy Monaro Regional Council certifying that all necessary and appropriate weed control/management work has been completed on all lots in the applicable stage of the subdivision.

The reasons for the imposition of the conditions are:

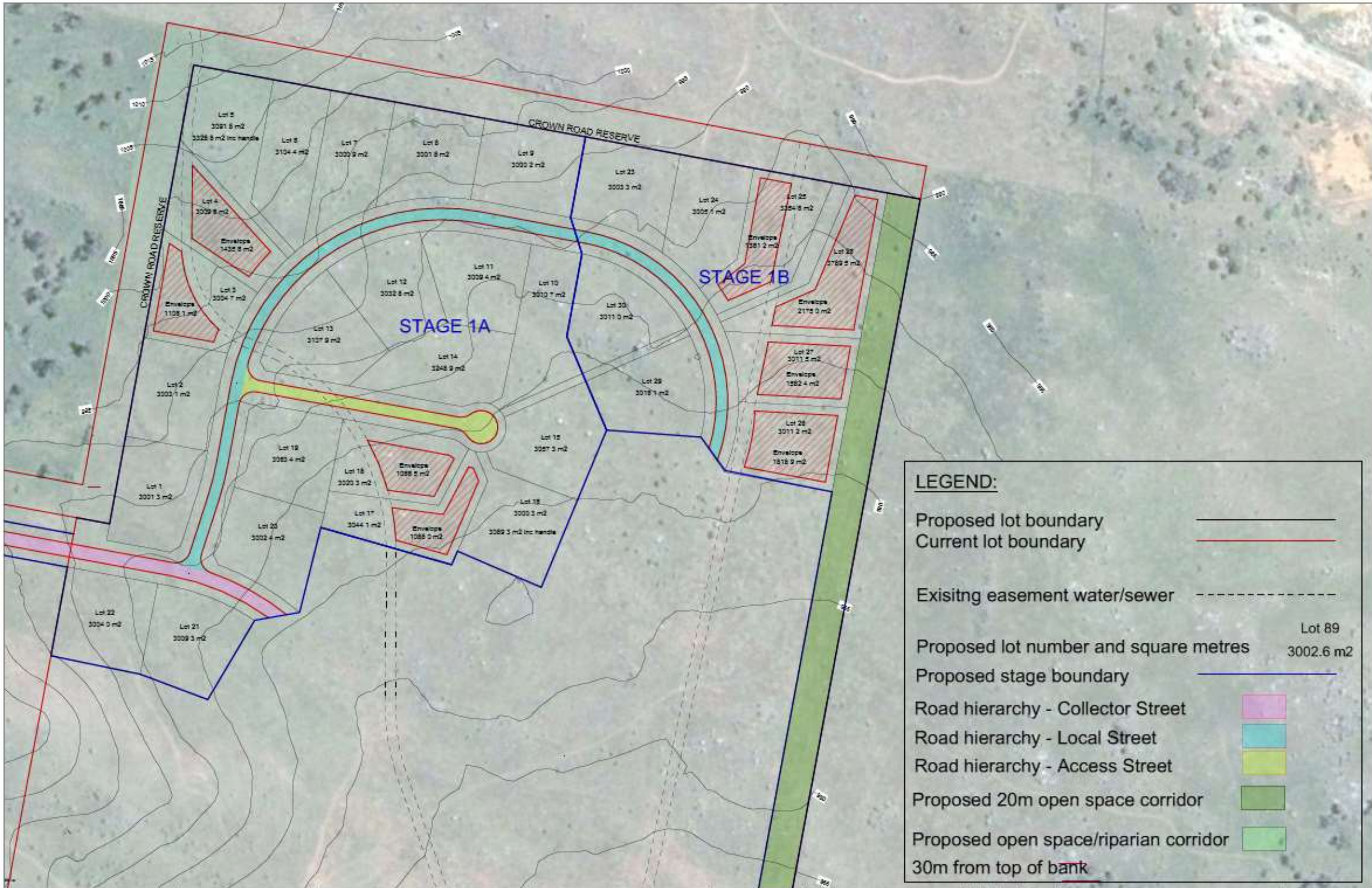
- 1 To minimise any likely adverse environmental impact of the proposed development.
 - 2 To ensure the protection of the amenity and character of land adjoining and in the locality.
 - 3 To ensure the proposed development satisfies the relevant statutory requirements.
 - 4 To ensure the development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



<p>CLM CIVIL Engineering 40 Zantonia Drive BROOKLEE NSW 2037 Ph: 0437 588 822 www.cimcivil.com.au</p>	<p>Robert Staples & Associates 200/202 St John Street CONSULTING ENGINEERS AND PROJECT MANAGERS lic: 123456789012345678</p>	<p>Dobyne Planning Pty Ltd First Floor, The Office Hub 4/3 Gippaland Street, Jindabyne PO Box 179 JINDABYNE NSW 2627 Ph: 0434 339 052</p>	<p>Scale: 1:2500 Horizontal: 1:2500 Vertical: 1:250</p>	<p>Cad Reference: 4214 415417 Berry Way, Jindabyne (Raw) 5142</p> <p>Job Number: CLM-52</p> <p>Designed/Drawn: GMS/GM</p> <p>Checked: RMR</p>	<table border="1"> <thead> <tr> <th>No.</th> <th>Amendment Details</th> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>By</th> <th>Appd.</th> <th>Date</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	No.	Amendment Details	A	B	C	D	By	Appd.	Date																												<p>JOB NAME: 415-417 Berry Way Subdivision</p> <p>LOCATION: 415-417 Berry Way JINDABYNE NSW 2627</p> <p>DESCRIPTION: Subdivision of lots 30, 91, 111, 140 & 142 DP7 26626</p> <p>DRAWING: STAGE 1 PLAN</p>	<p>DATE: 23/10/2019</p> <table border="1"> <thead> <tr> <th>JOB NUMBER</th> <th>SHEET</th> </tr> </thead> <tbody> <tr> <td>060</td> <td>1 of 3</td> </tr> </tbody> </table>	JOB NUMBER	SHEET	060	1 of 3
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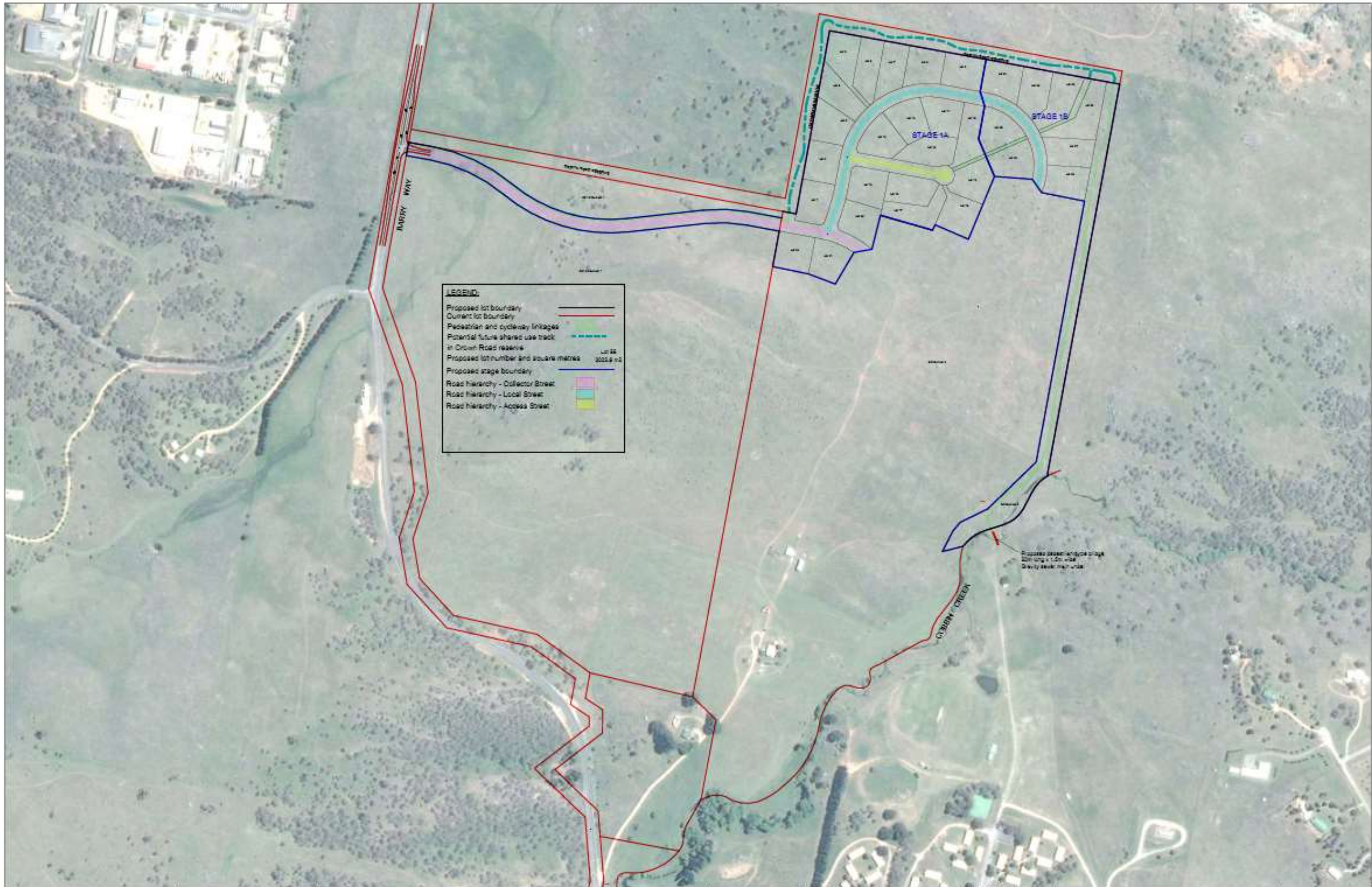
<p>CLM CIVIL Engineering 40 Centurus Drive BROULLEE NSW 2537 PH: 0427 888 823 www.cimcivil.com.au</p>	<p>Robert Hooper & Associates Consulting Engineers and Project Managers Email: rha@roberthooper.com.au</p>	<p>Dobyne Planning PL First Floor, The Office Hub 4/3 Gippans Street, Jindabyne PO Box 179 JINDABYNE NSW 2527 PH: 0434 359 882</p>	<p>Scale: 1:1000 Horizontal: 1:1000</p>	<p>Call Reference 4614 415417 Barry Way Jindabyne (Ref) Log Job Number: CLM-80 Designed/Drawn: GMS/SM Checked: R&P</p>	<table border="1"> <thead> <tr> <th>No.</th> <th>Amendment Details</th> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>By</th> <th>Assd</th> <th>Date</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>					No.	Amendment Details	A	B	C	D	By	Assd	Date																																					<p>JOB NAME: 413-417 Barry Way Subdivision LOCATION: 413-417 Barry Way JINDABYNE NSW 2527</p>	<p>DATE: 23/10/2019</p>
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<p>DESCRIPTION: Subdivision of lots 30, 9, 1, 111, 140 & 142 DP7 26606</p>								<p>JOB NUMBER: 060</p>	<p>SHEET: 2 of 3</p>																																															
<p>DRAWING: STAGE 1 PLAN - Sheet 1</p>								<p>060</p>	<p>2 of 3</p>																																															



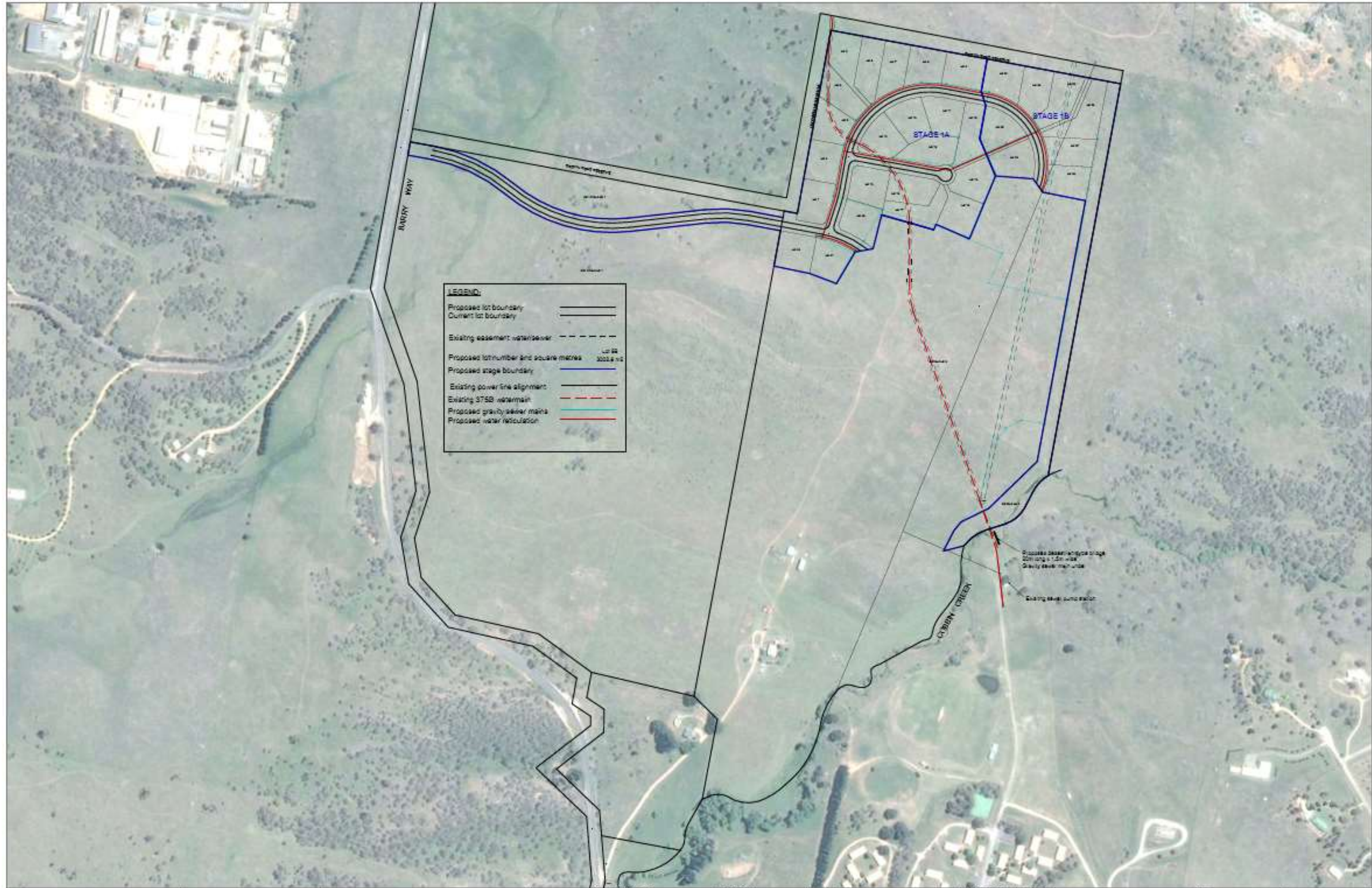
<p>CLM CIVIL CLM CIVIL Engineering 42 Zanthus Drive BROULLEE NSW 2837 PH: 0427 888 823 www.clmcivil.com.au</p>	<p>Robert Hughes & Associates ENGINEERS ARCHITECTS Consulting Engineers and Project Managers Level 10/100 Pitt Street</p>	<p>dobyneplanning Dobyne Planning P/L First Floor, The Office Hub 4/3 Gippaland Street, Jindabyne PO Box 178 JINDABYNE NSW 2627 PH: 0424 359 882</p>	<p>Scale: 1:1000 Horizontal 1:1000 0 10 20 30 40 50 60 70 80 90 100</p>	<p>Cad Reference Barry Way Bulk Easement Job Number: CLM-80 Designed/Drawn: GMSM Checked: RMR</p>	<table border="1"> <thead> <tr> <th>No.</th> <th>Amendment Details</th> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>By</th> <th>Issued</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Building envelopes (14,15,16,17,18) & amended lots (17 & 18)</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	No.	Amendment Details	A	B	C	D	By	Issued	Date	1	Building envelopes (14,15,16,17,18) & amended lots (17 & 18)								<p>JOB NAME: 413 - 417 Barry Way Subdivision LOCATION: 413 - 417 Barry Way JINDABYNE NSW 2627 DESCRIPTION: Subdivision of lots 30, 31, 111, 140 & 142 DP7 36506 DRAWING: STAGE 1 PLAN - Sheet 2</p>	DATE: 23/10/2019
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JOB NUMBER: 060	SHEET: 3 of 3																								



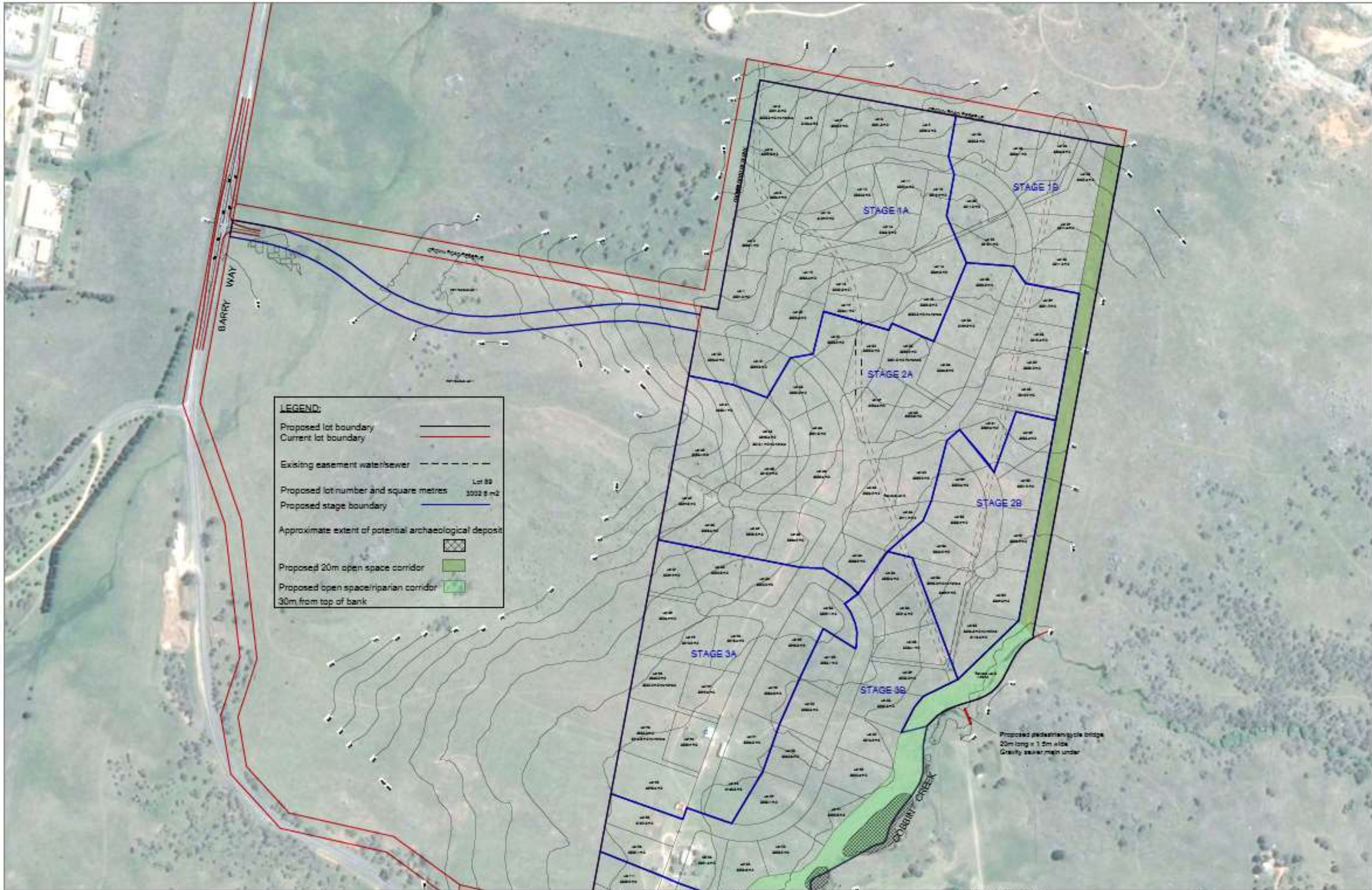
<p>CLM CIVIL CLM CIVIL Engineering 43 Zenith Drive BROULLEE NSW 2837 Ph: 0427 888 823 www.clmcivil.com.au</p>	<p>Robert Hooper & Associates ENGINEERS ARCHITECTS Consulting Engineers and Project Managers Email: r.hooper@roberthooper.com.au</p>	<p>Dobyne Planning Pty Ltd First Floor, The Office Hub 413 Goppleland Street, Jindabyne PO Box 179 JINDABYNE NSW 2827 Ph: 0424 329 892</p>	<p>Scale: 1:2500 Horizontal 1:2500 Vertical 1:500</p>	<p>Client Reference 424 415-417 Barry Way, Jindabyne (Rural) 2827</p> <p>Job Number: CLM-80 Design/Drawn: [Signature] Checked: SAH</p>	<table border="1"> <thead> <tr> <th>No.</th> <th>Amendment Details</th> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>By</th> <th>Date</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	No.	Amendment Details	A	B	C	D	By	Date																																	<p>JOB NAME: 415-417 Barry Way Subdivision LOCATION: 415-417 Barry Way JINDABYNE NSW 2827</p>	<p>DATE: 23/10/2019</p>
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<p>CLM CIVIL Engineering 42 Tenthra Drive BROOKE NSW 2837 PH: 0427 888 823 www.clmcivil.com.au</p>	<p>Robert Rogers & Associates CONSULTING ENGINEERS Consulting Engineers and Project Managers Level 10/100 Pitt Street</p>	<p>Dobyne Planning P/L First Floor, The Office Hub 4/3 Gippstead Street, Jindabyne PO Box 178 JINDABYNE NSW 2627 PH: 0424 329 882</p>	<p>Scale: 1:2500 Horizontal 1:2500 Vertical 1:250</p>		<p>Cad Reference 4914 415417 Barry Way, Jindabyne (RevB).dwg</p> <p>Job Number: CLM-80 Designed/Drawn: GMS/GM Checked: BKE</p>	<table border="1"> <thead> <tr> <th>No.</th> <th>Amendment Details</th> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>By</th> <th>Appd</th> <th>Date</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	No.	Amendment Details	A	B	C	D	By	Appd	Date																												<p>JOB NAME: 415-417 Barry Way Subdivision LOCATION: 415-417 Barry Way JINDABYNE NSW 2627</p>	<p>DATE: 23/10/2019</p>
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<p>DRAWING: STAGE 1 PLAN - TRANSPORT MOVEMENT</p>							<p>060</p>	<p>1 of 1</p>																																				



<p>CLM CIVIL Engineering 43 Tamworth Drive BROOKLEE NSW 2827 PH: 0427 888 823 www.clmcivil.com.au</p>	<p>Robert Hughes & Associates 200/202/204/206/208/210/212/214/216/218/220/222/224/226/228/230/232/234/236/238/240/242/244/246/248/250/252/254/256/258/260/262/264/266/268/270/272/274/276/278/280/282/284/286/288/290/292/294/296/298/300/302/304/306/308/310/312/314/316/318/320/322/324/326/328/330/332/334/336/338/340/342/344/346/348/350/352/354/356/358/360/362/364/366/368/370/372/374/376/378/380/382/384/386/388/390/392/394/396/398/400/402/404/406/408/410/412/414/416/418/420/422/424/426/428/430/432/434/436/438/440/442/444/446/448/450/452/454/456/458/460/462/464/466/468/470/472/474/476/478/480/482/484/486/488/490/492/494/496/498/500/502/504/506/508/510/512/514/516/518/520/522/524/526/528/530/532/534/536/538/540/542/544/546/548/550/552/554/556/558/560/562/564/566/568/570/572/574/576/578/580/582/584/586/588/590/592/594/596/598/600/602/604/606/608/610/612/614/616/618/620/622/624/626/628/630/632/634/636/638/640/642/644/646/648/650/652/654/656/658/660/662/664/666/668/670/672/674/676/678/680/682/684/686/688/690/692/694/696/698/700/702/704/706/708/710/712/714/716/718/720/722/724/726/728/730/732/734/736/738/740/742/744/746/748/750/752/754/756/758/760/762/764/766/768/770/772/774/776/778/780/782/784/786/788/790/792/794/796/798/800/802/804/806/808/810/812/814/816/818/820/822/824/826/828/830/832/834/836/838/840/842/844/846/848/850/852/854/856/858/860/862/864/866/868/870/872/874/876/878/880/882/884/886/888/890/892/894/896/898/900/902/904/906/908/910/912/914/916/918/920/922/924/926/928/930/932/934/936/938/940/942/944/946/948/950/952/954/956/958/960/962/964/966/968/970/972/974/976/978/980/982/984/986/988/990/992/994/996/998/1000</p>	<p>Dobyne Planning P/L First Floor, The Office Hub 43 Gippsland Street, Jindabyne PO Box 179 JINDABYNE NSW 2827 PH: 0424 359 882</p>	<p>Scale: 1:2500 Horizontal: 1:2500 Vertical: 1:250</p>	<p>Cad Reference 4614 415417 Barry Way JH2009e (Rev) 1.dwg Job Number CLM-80 Designed/Drawn: GLO/ML Checked: B&P</p>	<table border="1"> <thead> <tr> <th>No.</th> <th>Amendment Details</th> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>By</th> <th>Appd.</th> <th>Date</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	No.	Amendment Details	A	B	C	D	By	Appd.	Date																																					<p>JOB NAME: 413- 417 Barry Way Subdivision LOCATION: 413- 417 Barry Way JINDABYNE NSW 2827 DESCRIPTION: Subdivision of lots 30, 5, 1, 111, 140 & 142 DP7 36626 DRAWING: STAGE 1 WATER & SEWER CONCEPT PLAN</p>	<p>DATE: 23/10/2019</p> <table border="1"> <thead> <tr> <th>JOB NUMBER</th> <th>SHEET</th> </tr> </thead> <tbody> <tr> <td>060</td> <td>1 of 1</td> </tr> </tbody> </table>	JOB NUMBER	SHEET	060	1 of 1
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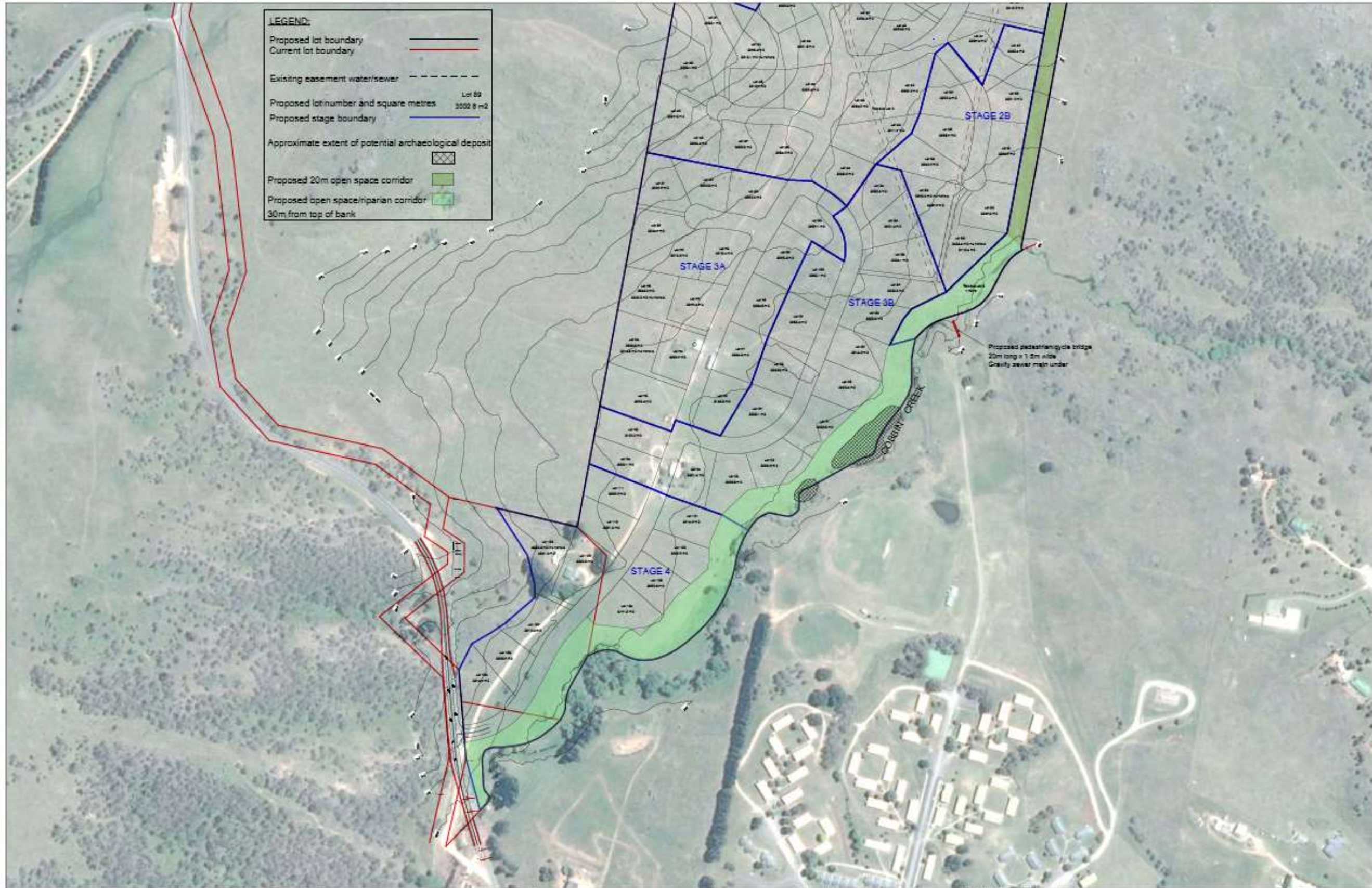


LEGEND:

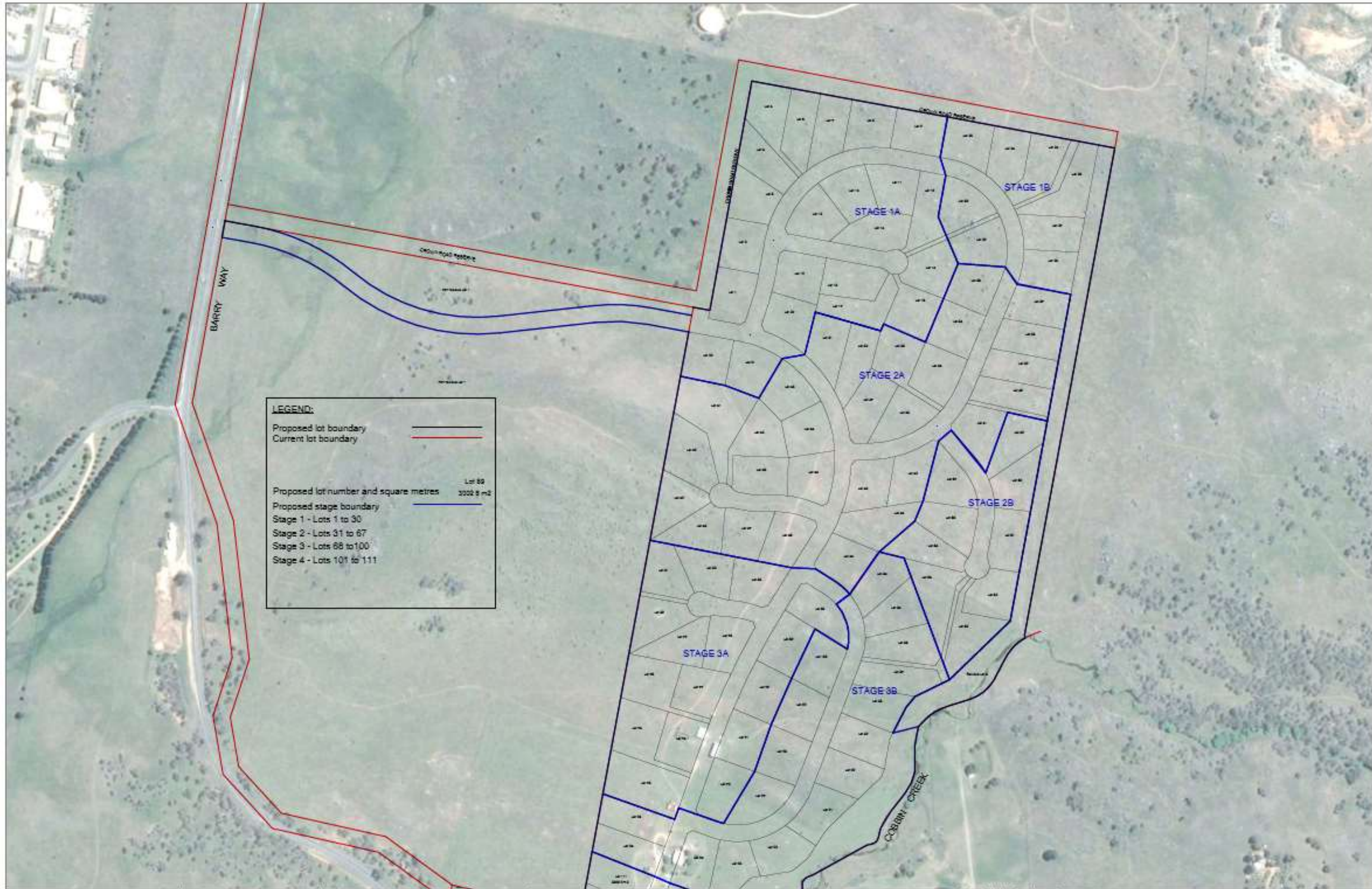
Proposed lot boundary	— (black line)
Current lot boundary	— (red line)
Existing easement water/sewer	- - - (dashed line)
Proposed lot number and square metres	Lot 89 3002 8 m ²
Proposed stage boundary	— (blue line)
Approximate extent of potential archaeological deposit	▨ (hatched pattern)
Proposed 20m open space corridor	■ (green fill)
Proposed open space/riparian corridor 30m from top of bank	■ (green fill with blue border)

Proposed pedestrian/cycle bridge
 20m long x 1.5m wide
 Gravity sewer main under

<p>CLM CIVIL Engineering 45 Tamworth Drive BROULEE NSW 2837 PH: 0427 888 823 www.cimcivil.com.au</p>	<p>Robert Hughes & Associates 200/1000 St. Johns Street Consulting Engineers and Project Managers Bondi Junction NSW 2022</p>	<p>Dobyne Planning Pty First Floor, The Office Hub 4/3 Gopland Street, Jindabyne PO Box 179 JINDABYNE NSW 2627 PH: 0424 329 882</p>	<p>Scale: 1:2000 Horizontal: 1:2000 Vertical: 1:500</p>	<p>Cad Reference 4214 415-417 Barry Way, Jindabyne (RMS).dwg</p> <p>Job Number: CLM-89 Designed/Drawn: GUG/GM Checked: BAIE</p>	<table border="1"> <thead> <tr> <th>No.</th> <th>Amendment Details</th> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>By</th> <th>Appd</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	No.	Amendment Details	A	B	C	D	By	Appd	Date										<p>JOB NAME: 413- 417 Barry Way Subdivision LOCATION: 413- 417 Barry Way JINDABYNE NSW 2627</p>	<p>DATE: 23/10/2019</p>
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<p>DESCRIPTION: Subdivision of lots 30, 9, 1, 111, 140 & 142 DP7 36696</p>							<p>JOB NUMBER: 060</p>	<p>SHEET: 1 of 2</p>																	
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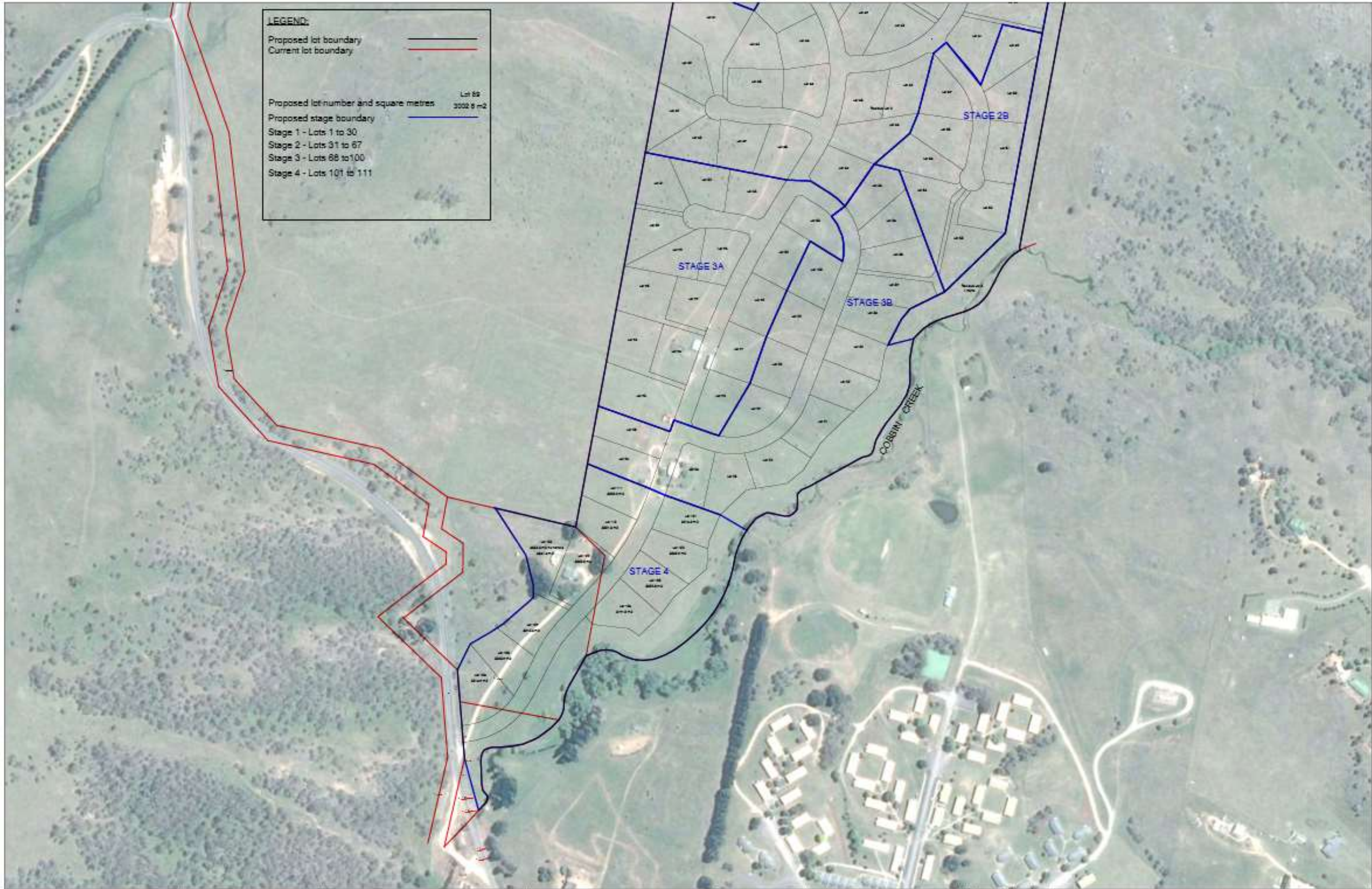


<p>CLM CIVIL Engineering 43 Camilla Drive BROOLES NSW 2537 PH: 0427 555 822 www.cmcivil.com.au</p>	<p>Robert Rogers & Associates Consulting Engineers and Project Managers Level 10/100 Pitt Street NSW</p>	<p>Dobyne Planning P/L First Floor, The Office Hub 4/3 Gippsland Street, Jindabyne PO Box 179 JINDABYNE NSW 2627 PH: 0424 359 882</p>	<p>Revision Table 01</p> <p>Scale: 1:2000</p> <p>Horizontal: 1:2000</p> <p>Vertical: 1:500</p>		<p>Cad Reference 4814 415417 Barry Way, Jindabyne (Rail) Dig</p> <p>Job Number: 0411-80 Designed/Drawn: 01/01/18 Checked: R&R/P</p>	<table border="1"> <thead> <tr> <th>No.</th> <th>Amendment Details</th> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>By</th> <th>Assoc.</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	No.	Amendment Details	A	B	C	D	By	Assoc.	Date										<p>JOB NAME: 415- 417 Barry Way Subdivision LOCATION: 415- 417 Barry Way JINDABYNE NSW 2627</p> <p>DESCRIPTION: Subdivision of lots 30, 9, 3, 111, 140 & 142 DP7 76626</p> <p>DRAWING: CONCEPT PLAN - Sheet 2</p>	<p>DATE: 23/30/2019</p>
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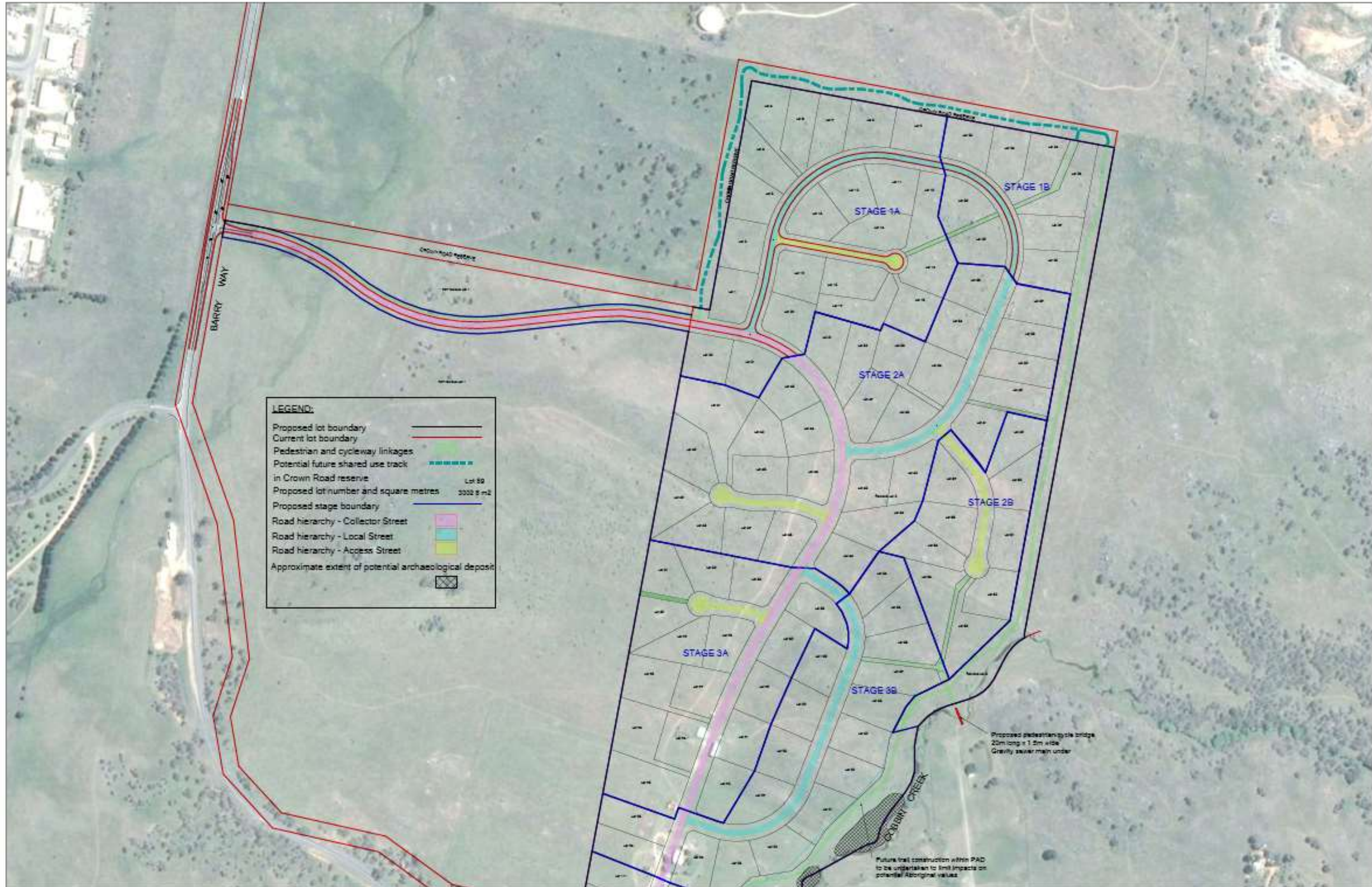


LEGEND:
 Proposed lot boundary ———
 Current lot boundary ———
 Proposed lot number and square metres ——— Lot 89
 Proposed stage boundary ——— 3000 sq m
 Stage 1 - Lots 1 to 30
 Stage 2 - Lots 31 to 67
 Stage 3 - Lots 68 to 100
 Stage 4 - Lots 101 to 111

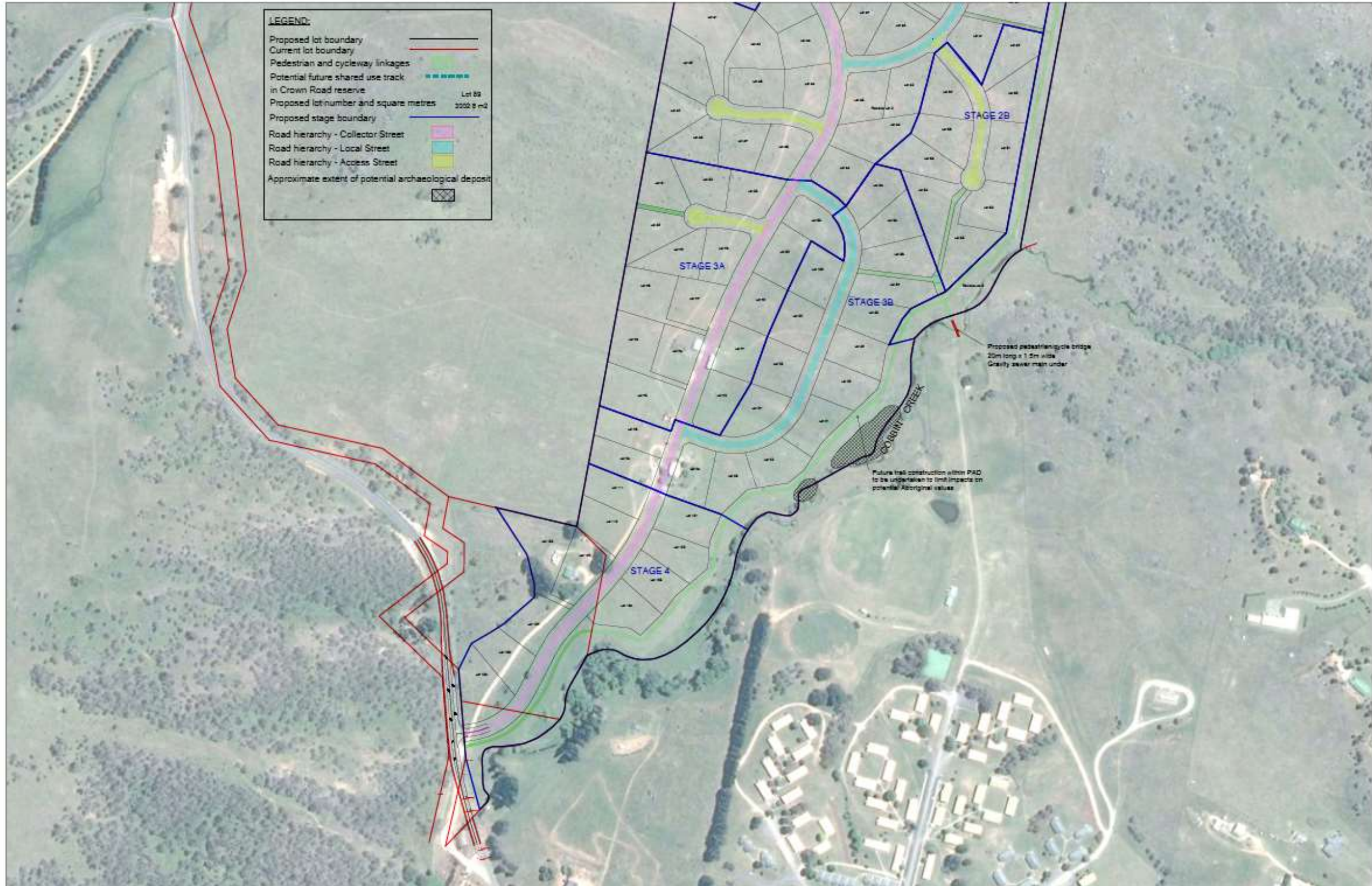
<p>CLM CIVIL Engineering 43 Zarhus Drive BROOLEE NSW 2037 Ph: 0427 888 923 www.clmivil.com.au</p>	<p>Robert Hooper & Associates Consulting Engineers and Project Managers Level 10/100 Pitt Street</p>	<p>Dobyne Planning Pty Ltd First Floor, The Office Hub 4/3 Gippaland Street, Jindabyne PO Box 179 JINDABYNE NSW 2627 Ph: 0434 359 002</p>	<p>Resolution State 2021 Horizontal: 1:2000 0 100 200</p>	<p>Cad Reference 4094 415-417 Barry Way, Jindabyne (Preliminary) Job Number: CLM-80 Design/Drawn: SLM/SM Checked: RSLP</p>	<table border="1"> <thead> <tr> <th>No.</th> <th>Amendment Details</th> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>By</th> <th>Issd</th> <th>Date</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>		No.	Amendment Details	A	B	C	D	By	Issd	Date																												<p>JOB NAME: 415 - 417 Barry Way Subdivision LOCATION: 415 - 417 Barry Way JINDABYNE NSW 2627</p>	<p>DATE: 23/09/2019</p>
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 CLM CIVIL Engineering 40 Zarnina Drive BROULLEE NSW 2857 PH: 0427 888 823 www.clmcivil.com.au	 Robert Rogers & Associates Planning Engineers and Project Managers Email: rrogers@rogersplanning.com.au	 Dobyne Planning P/L First Floor, The Office Hub 4/3 Gillespie Street, Jindabyne PO Box 178 JINDABYNE NSW 2827 PH: 0424 359 882	Revision Data Sheet Horizontal 1:2000 	Cad Reference 4214 415-417 Berry Way, Jindabyne (RMS) Eng Job Number CLM-80 Designed/Drawn GLO/SL Checked BAIF	<table border="1"> <thead> <tr> <th>No.</th> <th>Amendment Details</th> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>By</th> <th>Assd.</th> <th>Date</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>					No.	Amendment Details	A	B	C	D	By	Assd.	Date																																					JOB NAME: 415-417 Berry Way Subdivision LOCATION: 415-417 Berry Way JINDABYNE NSW 2827 DATE: 23/30/2019	DESCRIPTION: Subdivision of lots 30, 93, 111, 140 & 142 DP7 36606 DRAWING: CONCEPT PLAN - STAGING PLAN - Sheet 2	JOB NUMBER: 060 SHEET: 2 of 2
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<p>CLM CIVIL Engineering 43 Zenith Drive BROOLIE NSW 2537 Ph: 0427 858 822 www.clmcivil.com.au</p>	<p>Robert Staples & Associates 200/201/202/203/204/205/206/207/208/209/210/211/212/213/214/215/216/217/218/219/220/221/222/223/224/225/226/227/228/229/230/231/232/233/234/235/236/237/238/239/240/241/242/243/244/245/246/247/248/249/250/251/252/253/254/255/256/257/258/259/260/261/262/263/264/265/266/267/268/269/270/271/272/273/274/275/276/277/278/279/280/281/282/283/284/285/286/287/288/289/290/291/292/293/294/295/296/297/298/299/300/301/302/303/304/305/306/307/308/309/310/311/312/313/314/315/316/317/318/319/320/321/322/323/324/325/326/327/328/329/330/331/332/333/334/335/336/337/338/339/340/341/342/343/344/345/346/347/348/349/350/351/352/353/354/355/356/357/358/359/360/361/362/363/364/365/366/367/368/369/370/371/372/373/374/375/376/377/378/379/380/381/382/383/384/385/386/387/388/389/390/391/392/393/394/395/396/397/398/399/400/401/402/403/404/405/406/407/408/409/410/411/412/413/414/415/416/417/418/419/420/421/422/423/424/425/426/427/428/429/430/431/432/433/434/435/436/437/438/439/440/441/442/443/444/445/446/447/448/449/450/451/452/453/454/455/456/457/458/459/460/461/462/463/464/465/466/467/468/469/470/471/472/473/474/475/476/477/478/479/480/481/482/483/484/485/486/487/488/489/490/491/492/493/494/495/496/497/498/499/500/501/502/503/504/505/506/507/508/509/510/511/512/513/514/515/516/517/518/519/520/521/522/523/524/525/526/527/528/529/530/531/532/533/534/535/536/537/538/539/540/541/542/543/544/545/546/547/548/549/550/551/552/553/554/555/556/557/558/559/560/561/562/563/564/565/566/567/568/569/570/571/572/573/574/575/576/577/578/579/580/581/582/583/584/585/586/587/588/589/590/591/592/593/594/595/596/597/598/599/600/601/602/603/604/605/606/607/608/609/610/611/612/613/614/615/616/617/618/619/620/621/622/623/624/625/626/627/628/629/630/631/632/633/634/635/636/637/638/639/640/641/642/643/644/645/646/647/648/649/650/651/652/653/654/655/656/657/658/659/660/661/662/663/664/665/666/667/668/669/670/671/672/673/674/675/676/677/678/679/680/681/682/683/684/685/686/687/688/689/690/691/692/693/694/695/696/697/698/699/700/701/702/703/704/705/706/707/708/709/710/711/712/713/714/715/716/717/718/719/720/721/722/723/724/725/726/727/728/729/730/731/732/733/734/735/736/737/738/739/740/741/742/743/744/745/746/747/748/749/750/751/752/753/754/755/756/757/758/759/760/761/762/763/764/765/766/767/768/769/770/771/772/773/774/775/776/777/778/779/780/781/782/783/784/785/786/787/788/789/790/791/792/793/794/795/796/797/798/799/800/801/802/803/804/805/806/807/808/809/810/811/812/813/814/815/816/817/818/819/820/821/822/823/824/825/826/827/828/829/830/831/832/833/834/835/836/837/838/839/840/841/842/843/844/845/846/847/848/849/850/851/852/853/854/855/856/857/858/859/860/861/862/863/864/865/866/867/868/869/870/871/872/873/874/875/876/877/878/879/880/881/882/883/884/885/886/887/888/889/890/891/892/893/894/895/896/897/898/899/900/901/902/903/904/905/906/907/908/909/910/911/912/913/914/915/916/917/918/919/920/921/922/923/924/925/926/927/928/929/930/931/932/933/934/935/936/937/938/939/940/941/942/943/944/945/946/947/948/949/950/951/952/953/954/955/956/957/958/959/960/961/962/963/964/965/966/967/968/969/970/971/972/973/974/975/976/977/978/979/980/981/982/983/984/985/986/987/988/989/990/991/992/993/994/995/996/997/998/999/1000</p>	<p>Dobyre Planning P/L First Floor, The Office Hub 4/3 Gippaland Street, Jindabyne PO Box 175 JINDABYNE NSW 2627 Ph: 0424 329 882</p>	<p>Section 88(2) (1) Horizontal: 1:2000</p>	<p>Cad Reference 4214 415417 Barry Way Jindabyne (P&I).dwg Job Number: CLM-80 Designed/Drawn: GMS/GW Checked: R&P</p>	<table border="1"> <thead> <tr> <th>No.</th> <th>Amendment Details</th> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>By</th> <th>Appd.</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	No.	Amendment Details	A	B	C	D	By	Appd.	Date										<p>JOB TITLE: 415- 417 Barry Way Subdivision LOCATION: 415- 417 Barry Way JINDABYNE NSW 2627</p>	<p>DATE: 23/30/2019</p>
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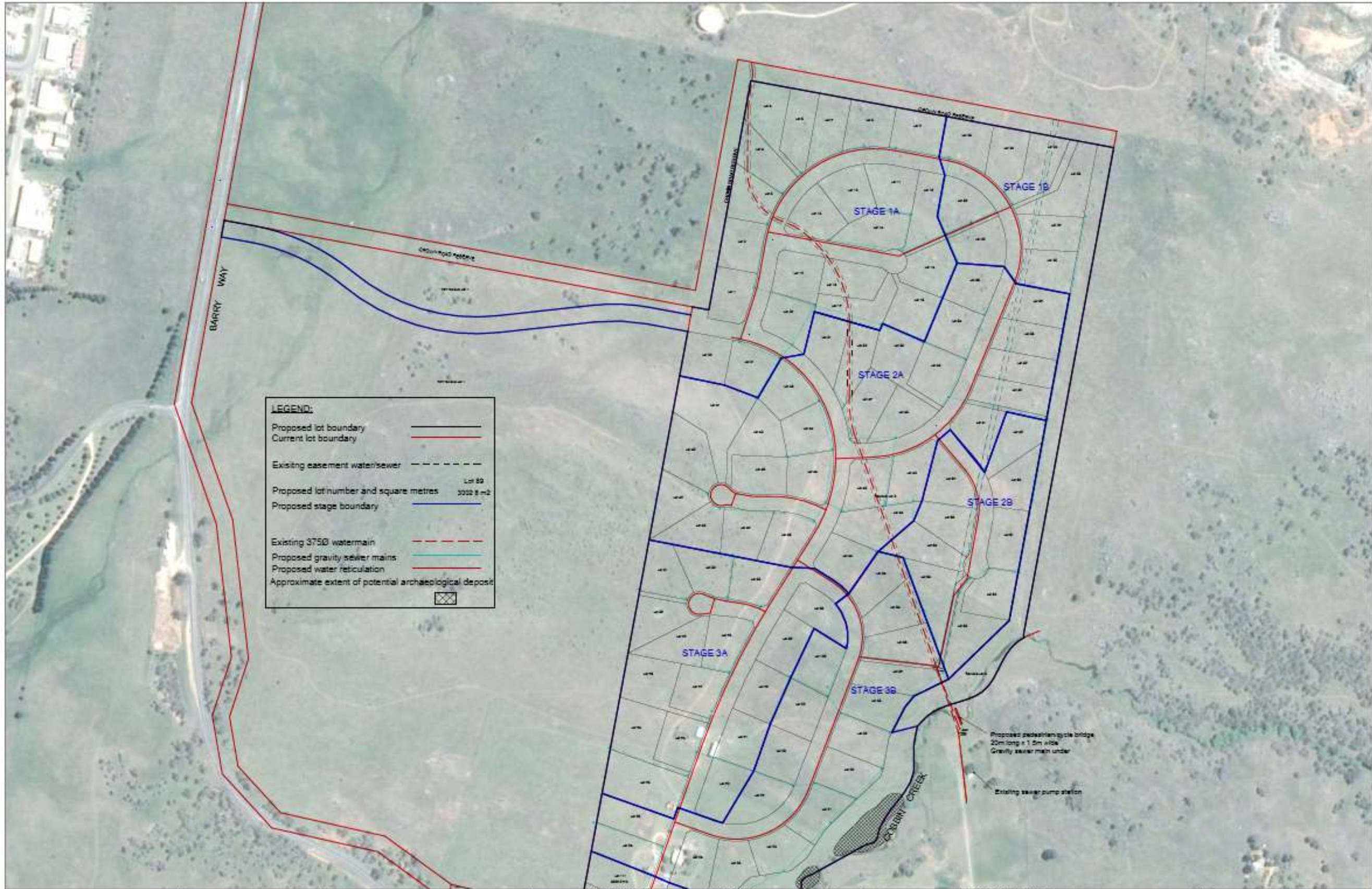
<p>CLM CIVIL Engineering 43 Carruth Drive BROOKLYN NSW 2507 PH: 0427 888 822 www.climcivil.com.au</p>	<p>Robert Taylor & Associates CONSULTING ENGINEERS AND PROJECT MANAGERS Level 10/100 Pitt Street SYDNEY NSW 2000</p>	<p>Dobyns Planning P/L First Floor, The Office Hub 4-2 Gospatent Street, Jindabyne PO Box 178 JINDABYNE NSW 2627 PH: 0424 359 882</p>	<p>Scale: 1:2000 Horizontal 1:2000 Vertical 1:200</p>	<p>Doc Reference 4914-415417 Barry Way J:\2019\415417 Barry Way.dwg</p> <p>Job Number: CLM-80 Designed/Drawn: SUGU Checked: B&E</p>	<table border="1"> <thead> <tr> <th>No.</th> <th>Amendment Details</th> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>By</th> <th>Assd</th> <th>Date</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	No.	Amendment Details	A	B	C	D	By	Assd	Date																																					<p>JOB NAME: 415-417 Barry Way Subdivision LOCATION: 415-417 Barry Way JINDABYNE NSW 2627</p>	<p>DATE: 23/10/2019</p>
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LEGEND:

Proposed lot boundary	———
Current lot boundary	———
Existing easement water/sewer	- - - - -
Proposed lot number and square metres	Lot 89 3022.8 m ²
Proposed stage boundary	———
Existing overland flow path	———
Proposed open drain/table drain path	———
Pipe culvert	———
Direction of flow	→
Bio Retention/sedimentation basin	○
Approximate extent of potential archaeological deposit	▣

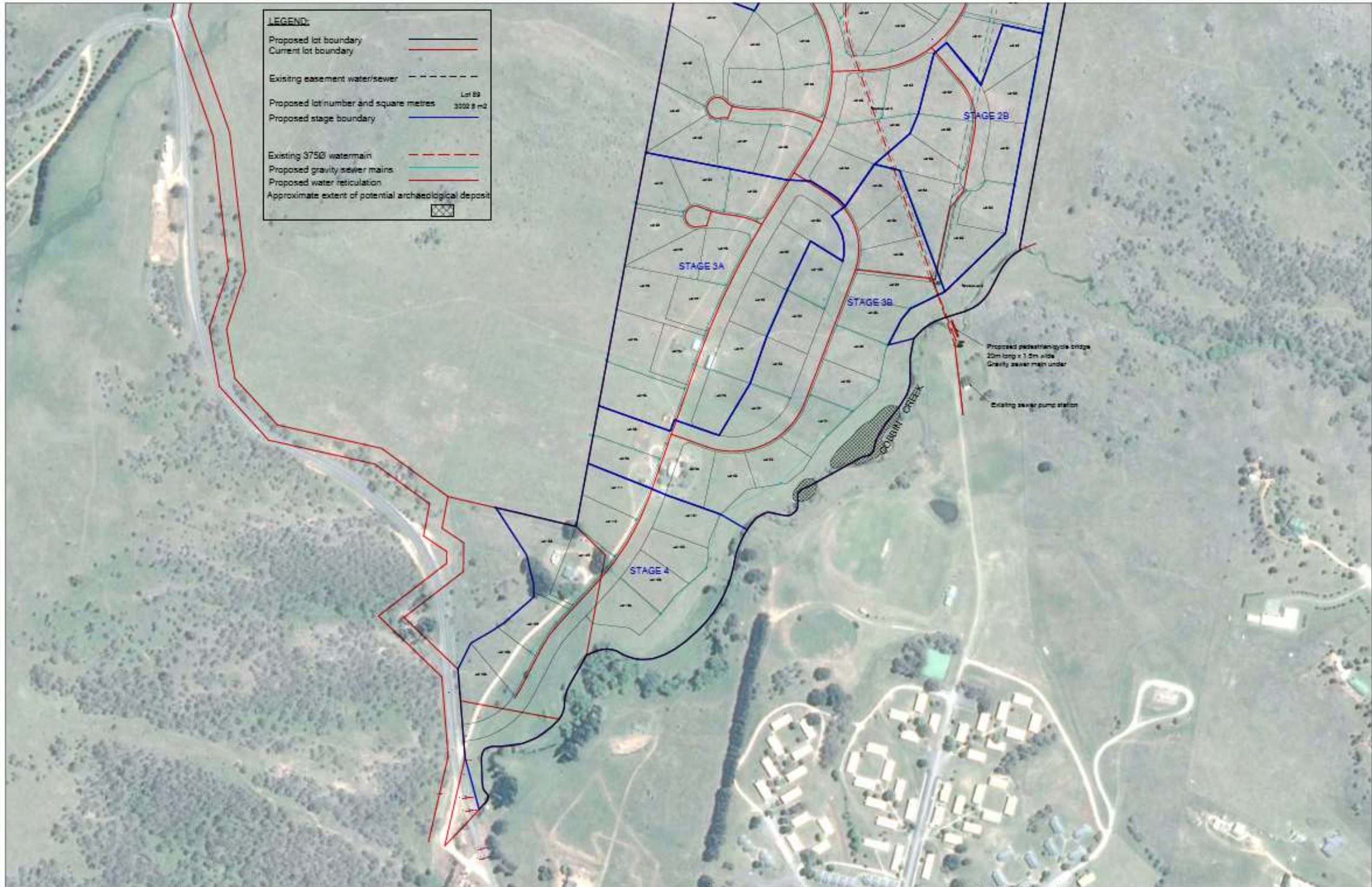
<p>CLM CIVIL Engineering 43 Carruth Drive BROOLEE NSW 2537 PH: 0427 558 922 www.civil.com.au</p>	<p>Robert Staples & Associates Professional Engineers Consulting Engineers and Project Managers Level 1, 100/100 Stirling St Sydney NSW 2000</p>	<p>Dobyne Planning P/L First Floor, The Office Hub 4/3 Gippaland Street, Jindabyne PO Box 179 JINDABYNE NSW 2627 PH: 0424 359 882</p>	<p>Scale: 1:2000 Horizontal</p>	<p>Cad Reference 4214 415417 Barry Way, Jindabyne (Rd) 1:500</p> <p>Job Number: 0411-02 Designed/Drawn: [blank] Checked: R&E</p>	<table border="1"> <tr> <th>No.</th> <th>Amendment Details</th> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>By</th> <th>Date</th> <th>Rev.</th> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>		No.	Amendment Details	A	B	C	D	By	Date	Rev.										<p>JOB NAME: 415-417 Barry Way Subdivision LOCATION: 415-417 Barry Way JINDABYNE NSW 2627</p>	<p>DATE: 23/09/2019</p>
					No.	Amendment Details	A	B	C	D	By	Date	Rev.													
<p>DESCRIPTION: Subdivision of lots 50, 51, 111, 140 & 142 DP7 76696</p>								<table border="1"> <tr> <th>JOB NUMBER</th> <th>SHEET</th> </tr> <tr> <td>060</td> <td>1 of 2</td> </tr> </table>	JOB NUMBER	SHEET	060	1 of 2														
JOB NUMBER	SHEET																									
060	1 of 2																									



LEGEND:

Proposed lot boundary	— (black line)
Current lot boundary	— (red line)
Existing easement water/sewer	- - - (black dashed line)
Proposed lot number and square metres	Lot 89 3032 8 m ²
Proposed stage boundary	— (blue line)
Existing 3750 watermain	- - - (red dashed line)
Proposed gravity sewer mains	— (green line)
Proposed water reticulation	— (red line)
Approximate extent of potential archaeological deposit	▣ (hatched box)

<p>CLM CIVIL CLM CIVIL Engineering 43 Carrara Drive BROOKE NSW 2837 Ph: 0427 888 823 www.climcivil.com.au</p>	<p>Robert Rogers & Associates CONSULTING ENGINEERS & ARCHITECTS Consulting Engineers and Project Managers Head office: 02 9339 9999</p>	<p>Dobyne Planning P/L First Floor, The Office Hub 4/3 Gippstead Street, Jindabyne PO Box 179 JINDABYNE NSW 2837 Ph: 0424 359 882</p>	<p>Scale: Ratio 1:1 Horizontal: 1:200 0 100 200</p>	<p>Code Reference 4914 415417 Barry Way, Jindabyne (Rev) 0.0g Job Number: CLM-80 Designed/Drawn: SLG/ML Checked: R&P</p>	<table border="1"> <thead> <tr> <th>No.</th> <th>Amendment Details</th> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>By</th> <th>Appd.</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>				No.	Amendment Details	A	B	C	D	By	Appd.	Date										<p>JOB NAME: 413- 417 Barry Way Subdivision LOCATION: 413- 417 Barry Way JINDABYNE NSW 2837</p>	<p>DATE: 23/10/2019</p>
					No.	Amendment Details	A	B	C	D	By	Appd.	Date															
<p>DESCRIPTION: Subdivision of lots 30, 93, 111, 140 & 142 DP7 36636</p>								<p>JOB NUMBER: 060</p>	<p>SHEET: 1 of 2</p>																			
<p>DRAWING: CONCEPT PLAN - WATER & SEWER - Sheet 1</p>																												



LEGEND:

Proposed lot boundary	— (Red line)
Current lot boundary	— (Black line)
Existing easement water/sewer	- - - (Black dashed line)
Proposed lot number and square metres	Lot 89 3302.8 m ²
Proposed stage boundary	— (Blue line)
Existing 375Ø watermain	- - - (Red dashed line)
Proposed gravity sewer mains	— (Green line)
Proposed water reticulation	— (Red line)
Approximate extent of potential archaeological deposit	▣ (Hatched box)

<p>CLM CIVIL Engineering 40 Zenith Drive BROOKE NSW 2537 PH: 2427 585 823 www.civil.com.au</p>	<p>Robert Rogers & Associates CONSULTANTS Consulting Engineers and Project Managers Lead architect@rsand.com.au</p>	<p>Dobyne Planning P/L First Floor, The Office Hub 4/3 Gippsland Street, Jindabyne PO Box 179 JINDABYNE NSW 2637 PH: 0434 359 882</p>	<p>Scale: 1:2000 0 100 200</p>	<p>Doc Reference 4214-415417 Berry Way, Jindabyne (Rev) 1.dwg Job Number - 0411-82 Designed/Drawn - GJG/SKJ Checked - R&P</p>	<table border="1"> <thead> <tr> <th>No.</th> <th>Amendment Details</th> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>By</th> <th>Appd</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	No.	Amendment Details	A	B	C	D	By	Appd	Date										<p>JOB NAME: 415 - 417 Berry Way Subdivision LOCATION: 415 - 417 Berry Way JINDABYNE NSW 2627 DESCRIPTION: Subdivision of lots 30, 9, 5, 111, 140 & 142 DP7 36626 DRAWING: CONCEPT PLAN - WATER & SEWER - Sheet 2</p>	<p>DATE: 23/10/2019</p>
						No.	Amendment Details	A	B	C	D	By	Appd	Date											
<p>JOB NUMBER: 060</p>	<p>SHEET: 2 of 2</p>																								



SECTION 4.55 MODIFICATION REPORT

**SECTION 4.55 MODIFICATION TO DA 4127/2018
CONCEPT PLAN & STAGE 1 DA FOR A
LARGE LOT RESIDENTIAL SUBDIVISION
415 & 417 BARRY WAY, JINDABYNE
LOTS 50, 95, 111, 140 & 142 DP 756686**

JUNE 2019

Project: 59-17

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CONTENTS

1	Introduction	2
2	Background	2
3	The Subject Site	5
4	Proposed Modification	6
	4.1 General Description	6
	4.2 Engineering Conditions	7
	4.3 Southern Intersection and Road	12
5	Assessment under S.4.55 (1A) of the EP&A Act, 1979	15

APPENDIX A Engineering Advice Report

S.4.55 Modification to DA 4127/2018 – 415-417 Barry Way, Jindabyne ♦ June 2019

1. Introduction

Dabyne Planning Pty Ltd has been engaged by the land owners and Applicant to prepare a S.4.55 Modification report in relation to modifying the development consent for DA 4127/2018 located at 415-417 Barry Way, Jindabyne. The modification relates to amending and/or deleting engineering conditions with regard to water and sewerage servicing and driveways as well as the requirement to construct the southern intersection and extension of Road 1 as part of Stage 1.

2. Background

Development Application 4127/2018 was submitted to Snowy Monaro Regional Council on the 22 February 2018 for a Concept Plan approval for a one hundred and eleven (111) large lot residential subdivision, including Stage 1 approval for thirty (30) lots at 415-417 Barry Way, Jindabyne.

Stage 1 included a new (northern) intersection onto the Barry Way to service the thirty (30) lots.

An extract of the approved concept plan is provided in figure 1, with the approved stage 1 plan provided in figure 2 below.

S.4.55 Modification to DA 4127/2018 - 415-417 Barry Way, Jindabyne ♦ June 2019



Figure 1: DA Approved Concept Subdivision Plan for 111 Lots

S.4.55 Modification to DA 4127/2018 – 415-417 Barry Way, Jindabyne ♦ June 2019



Figure 2: DA Approved Stage 1 Plan for 30 Lots

The DA was publicly exhibited and seven (7) submissions were received by Council.

A majority of the submissions raised concerns regarding the southernmost entry/exit to the subdivision, designed as part of Stage 4, due to its gradient, potential insufficient sight lines and overall safety concerns.

These concerns were somewhat allayed as the southern intersection would only be constructed if and when Stage 4 was undertaken and the speed limit on the Barry Way was approved to be reduced to 80km/hr. Without a speed reduction, the intersection would not be able to be constructed as proposed.

The development was assessed by Council, including Engineering assessment and recommended approval on this basis.

The DA was approved by Council on the 20 December, 2018.

The Council however resolved (under Council Resolution 576/18) to require both the new intersections with the Barry Way (north and south), as well as extension of Road 1, to be constructed as part of Stage 1.

This resolution was moved on the notion, as summarised below, that:

- *The subdivision developer would have to build the southern intersection at some stage, so it might as well be built as part of Stage 1, rather than Stage 4 as proposed.*
- *That Council does not have to pay for the road and intersection.*

S.4.55 Modification to DA 4127/2018 – 415-417 Barry Way, Jindabyne ♦ June 2019

- *That the problems associated with Highview Estate, a residential subdivision, should be avoided whereby traffic is funnelled through Twynam Street and the existing residential areas of Jindabyne, rather than providing a secondary access directly onto the Barry Way.*

This resolution was voted in favour by a majority of Councillors despite there being no planning or engineering justification or recommendation by staff, no engineering assessment, no Council policy and no public submission requiring the access road (Road 1) and southern intersection to be constructed as part of Stage 1. No input from the Applicant and subdivision developer was sought.

3. The Subject Site

The subject site comprises of five (5) allotments including Lots 50, 95, 111, 140 & 142 DP 756686.

The total size of the property is approximately 83.8 hectares.

A cadastral plan of the subject site is shown in figure 3.

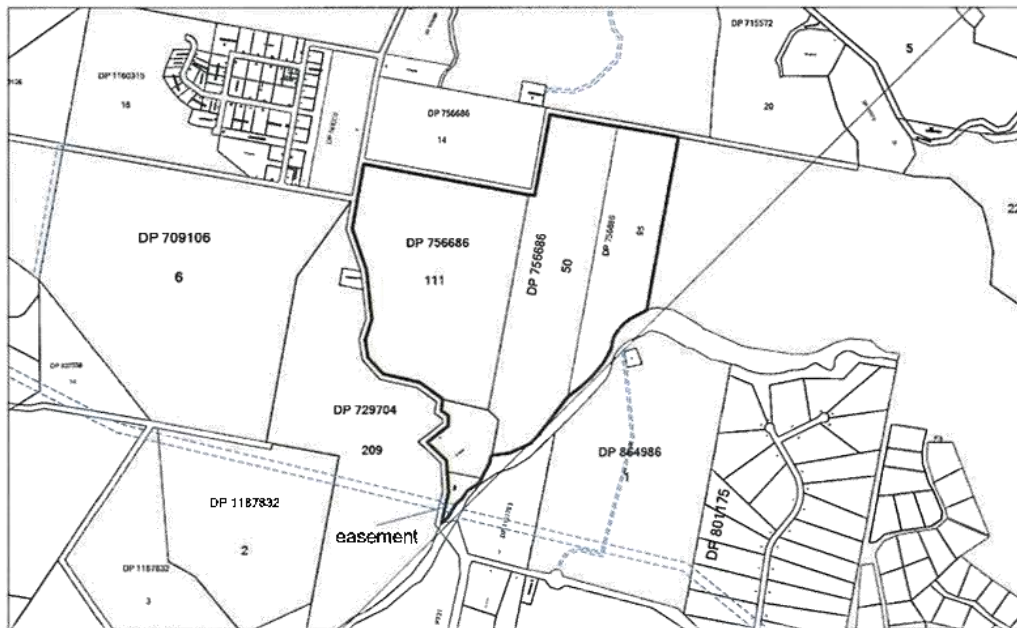


Figure 3: Cadastral plan of the subject site

The subject site is located with frontage to the Barry Way of approximately 1km in length and a frontage to Cobbin Creek of approximately 700m.

Access to the site is currently achieved via 415 Barry Way (Lots 140 & 142 DP 756686).

5.4.55 Modification to DA 4127/2018 - 415-417 Barry Way, Jindabyne ♦ June 2018

An aerial map of the subject site is provided in figure 4 below.

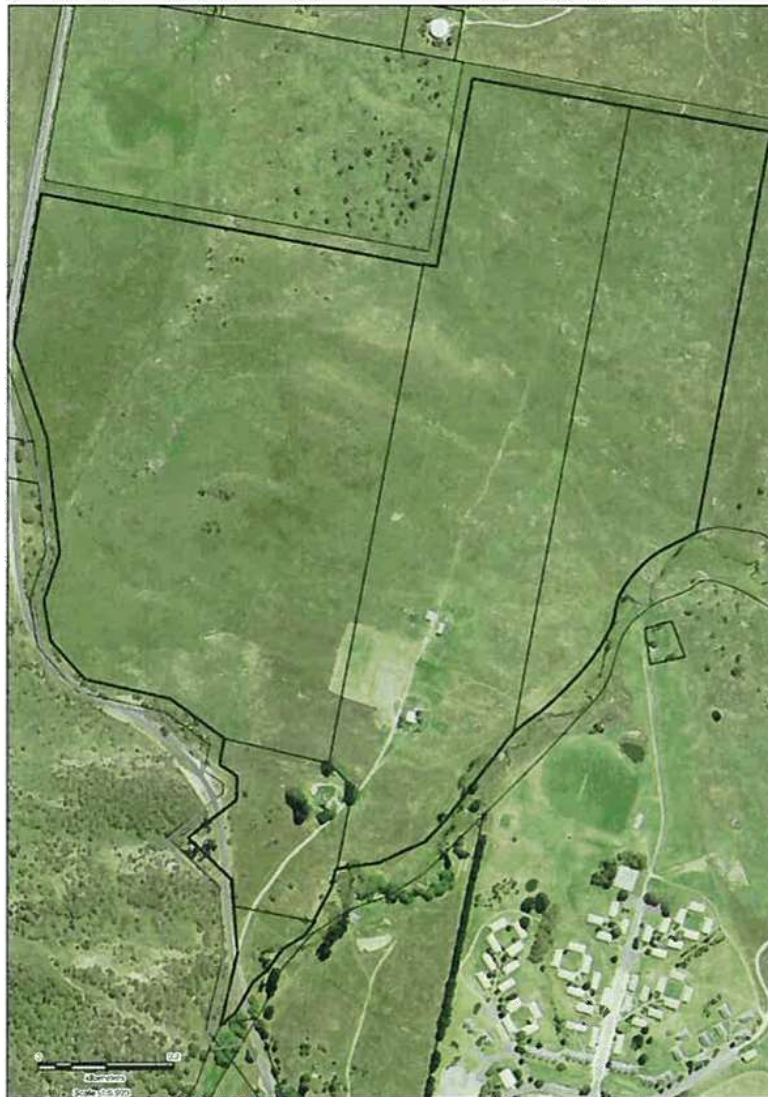


Figure 4: Aerial plan of the subject site (Source: SMRC)

4. Proposed Modifications

4.1 General Description

The proposed modification relates two main matters, being engineering conditions and the requirement to construct the southern intersection and extension of Road 1 as part of Stage 1, rather than Stage 4.

S.4.55 Modification to DA 4127/2018 - 415-417 Barry Way, Jindabyne ♦ June 2019

4.2 Engineering Conditions:

The engineering conditions of consent have been reviewed by the project engineers, Rob Staples (of Robert Staples & Associates) and Greg Miller (of CLM Civil). The project engineers have identified conditions that warrant either amendment or deletion.

This has been addressed in detail in the Engineering Advice Report provided in Appendix A and discussed below:

Condition 20 – Water Servicing:

The condition requires the relocation of the existing 375mm diameter trunk water main (to within future public road reserves) or requires the subdivision to be amended to ensure a 6m wide public reserve is created and centrally located over the existing 375mm diameter trunk water main.

The Engineering Advice Report (Appendix A) outlines the justification to amend this condition, based on the condition not being consistent with nor supported by Councils policies; the cost of relocation is unnecessarily expensive and does not provide any further operational advantage; and, the relocation of the trunk main to be within a road reserve or public reserve does not achieve any additional operational benefit that is not already available to Council as owner/operator of the facility.

Council by virtue of the existing easement has the right of access to service and maintain the facility.

The proposed lot sizes (around 3,000m² per lot or greater) are of sufficient size to accommodate a future dwelling and outbuildings in harmony with the existence of the trunk water main and for the owner to enjoy the benefit of the land without being unnecessarily burdened by the pipeline nor unnecessarily burdening the owner/operator of the water supply pipeline.

This is illustrated upon review of the current water trunk main and the lot layout for Stage 1 below.

S.4.55 Modification to DA 4127/2018 - 415-417 Barry Way, Jindabyne ♦ June 2018



Figure 5: Current Water Main in association with Stage 1

The approved lot layout shows that only approved lots 5,4,3,13 & 18 would be burdened by the existing water main and easement. Only lots 3 & 18 would incur the easement through the middle of the lot, however with a lot size greater than 3000m², a 3m wide easement would still provide more than sufficient space to accommodate a future dwelling and ancillary structures.

The creation of a 6m public reserve along the path of the trunk water main is, in this particular circumstance, a flawed notion in that it would severely compromise these lots, requiring a future easement for access across the reserve. This only serves to add to the land area for which Council would be responsible, thus creating more assets for Council to maintain that do not actually need as the reserve created would essentially be a 'path to nowhere' and at odds with the structured pedestrian/cycle pathway network otherwise proposed in the development proposal to link the subdivision to the surrounding bike trail and pathway network.

Furthermore, the road network has been designed to suit the topography of the land in order to optimise the orientation and sizing of the lots to facilitate residential building construction. Design and location of trunk water main facilities are based upon different design parameters that are not always compatible with the road design principles. In this instance the trunk water main is constructed upon an alignment that is logical and suited to the purpose of providing water supply and similarly the road layout is suited to the purpose of providing access to residential development lots. To relocate the existing trunk water main

S.4.55 Modification to DA 4127/2018 - 415-417 Barry Way, Jindabyne ♦ June 2019

into the road reserve is an unnecessary task that only serves to add unnecessary cost to the development.

There is no explicit requirement nor justification within Council's published design standards for water mains to be located within a public reserve.

Accordingly, the condition is requested to be amended as outlined in Appendix A.

Condition 21 - Sewerage Servicing:

This condition requires the subdivision developer to undertake a capacity assessment of the peak load of the current and future development of the existing JPS5 sewerage pump station catchment. The condition also requires the subdivision developer to upgrade deficiencies resulting from the development as a result of the capacity assessment, at no cost to Council.

The Engineering Advice Report (Appendix A) outlines the justification to have this condition deleted, based on the current S.64 Development Servicing Plan, 2008 which forms part of the Snowy River Shire 2008 Contributions Plan already accommodating the cost of studies already undertaken for sewerage capacity and already accommodating the cost of constructing the JPS5 sewerage pump station.

Therefore the S.64 contributions for sewer to be paid for as part of the subdivision development (in order of \$6700 per lot approx. including CPI from 2008) already includes for the payment of the assessment and upgrade of the JPS5 sewerage pump station.

Council cannot lawfully require payment for the pump station construction and assessment and at the same time ask for the pump station to be assessed and upgraded.

In regard to the condition requiring the subdivision developer to undertake such a study, this derogates Council's responsibility as the water and sewer authority. It would be extraordinary for a water and sewer authority to ask a developer to undertake such a study.

In addition to the reasons outlined in the Engineering Advice Report, this condition is not considered reasonable and fails to satisfy the 'Newbury' principles in regard to verifying the validity of conditions to be imposed by a planning authority.

These principles are to be applied when considering the reasonableness of imposing conditions of consent under S. 4.17 of the EP&A Act, 1979:

- 1. It must be imposed for a planning purpose.*
- 2. It must fairly and reasonably relate to the development for which permission is being given.*
- 3. It must be reasonable.*

The imposition of such a condition is not considered to satisfy the three principles of the "Newbury Test" and is therefore considered unlawful under Section 4.17 of the Environmental Planning and Assessment Act, 1979.

Furthermore, the imposition of such a condition is not considered fair and reasonable given that Council's S.64 Developer Contribution plan has been specifically prepared to deal with these matters.

S.4.55 Modification to DA 4127/2018 – 415-417 Barry Way, Jindabyne ♦ June 2019

Accordingly, the condition is requested to be deleted (as supported by Appendix A).

Condition 23 - Sewerage Servicing:

Although it is preferred to provide a gravity main to pump station JS5, this may not be achievable to achieve flows under the creek, whereby a small pumping station may be required.

The Engineering Advice Report (Appendix A) outlines the justification to have this condition amended as the subject site is contained within the identified urban expansion areas of Jindabyne.

Furthermore, the detailed engineering design for the subdivision have yet to be completed. Whilst initial investigation indicates a gravity sewerage system is the preferred option it is imperative the option for some pumped servicing must remain on the table as a viable alternative.

Councils Development Design Specification D12 – Sewerage System clearly allows for this at D12.01.2:

The Specification contains procedures for the design of the following elements of the sewerage system:

- (a) Gravity sewers including junctions and property connection sewers.*
- (b) Common effluent sewers both gravity and pressurised.*
- (c) Vacuum sewer system.*
- (d) Maintenance holes and other structures.*
- (e) Rising mains.*
- (f) Pump stations.*

Therefore pump stations are allowed under Councils policy and have recently been approved and installed (e.g. Tyrolean Estate Stage 2).

Accordingly, the condition is requested to be amended as outlined in Appendix A.

Condition 25 – Sewerage Servicing:

Council has conditioned that the existing rising sewerage main be relocated to within future a public road reserve and/or Council reserves or other public land.

The Engineering Advice Report (Appendix A) outlines the justification to amend this condition, based on the condition not being consistent with nor supported by Councils policies; the cost of relocation is unnecessarily expensive; its current location is straight and creating bends or deviations may compromise its performance; it does not provide any further operational advantage; and the relocation of the trunk main to be within a road reserve or public reserve does not achieve any additional operational benefit that is not already available to Council as owner/operator of the facility.

Council by virtue of the existing easement has the right of access to service and maintain the facility.

S.4.55 Modification to DA 4127/2018 - 415-417 Barry Way, Jindabyne ♦ June 2019

The proposed lot sizes (around 3,000m² per lot or greater) are of sufficient size to accommodate a future dwelling and outbuildings in harmony with the existence of the sewer rising main and for the future owner to enjoy the benefit of the land without being unnecessarily burdened by the pipeline nor unnecessarily burdening the owner/operator of the sewer pipeline.

This is illustrated upon review of the current sewer rising main and the lot layout for Stage 1 below.



Figure 6: Current rising sewer main in association with Stage 1

The approved lot layout shows that only approved lots 25, 26, 27 & 28 would be burdened by the existing sewer rising main and easement. Only lot 25 would incur the easement through the middle of the lot, however with a lot size greater than 3000m², a 3m wide easement would still provide more than sufficient space to accommodate a future dwelling and outbuildings.

Furthermore, the road network has been designed to suit the topography of the land in order to optimise the orientation and sizing of the lots to facilitate residential building construction. Design and location of sewer rising main facilities are based upon different design parameters that are not always consistent. In this instance the main is constructed upon an alignment that is the most operationally efficient option (i.e. being straight).

There is no explicit requirement nor justification within Council's published design standards for sewer rising mains to be located within a public reserve.

S.4.55 Modification to DA 4127/2018 - 415-417 Barry Way, Jindabyne ♦ June 2019

Accordingly, the condition is requested to be amended as outlined in Appendix A.

Conditions 44 & 45 – Rural Driveways

Conditions 44 & 45 require the subdivision developer to construct a rural property access, including pipe culverts into each lot, prior to Subdivision Certificate (i.e. prior to purchase). As the lots are rural residential in size (3000m² or greater), the lots provide a wide variety of options for future dwelling locations, particularly as they are mostly unconstrained.

By requiring the construction of the driveway entrances prior to purchase, this limits the location for the future purchasers of the lots to appropriately locate and design their future dwellings based on a best practice site analysis process. The driveway location, will to a certain extent, dictate where future dwellings will be located. This could lead to poor planning outcomes.

With the lots over four (4) times the size of a standard residential lot, some lots have long frontages (i.e. over 50m) to a road and some have two road frontages.

For this reason, the conditions are sought to be amended to require the construction of the driveway entrances as part of the DA for the future dwelling, requiring a S.138 Roads Act Certificate to ensure that the entrances are constructed to Councils design specifications, and inspected by Council.

Accordingly, the conditions are requested to be amended as outlined in Appendix A.

4.3 Southern Intersection and Road:

The Concept Plan for the one hundred and eleven (111) lots included a northern (primary) intersection off the Barry Way and a southern (secondary) intersection off the Barry Way.

The Concept Plan outlined that Stages 1-3 would rely on the primary northern intersection. Stage 4 included a secondary intersection at the southern end of the property, to provide access for the southernmost lots.

Therefore, the Stage 1 DA, which includes thirty (30) lots, only requires the main access road (Road 1) and northern intersection.

Despite this, Council resolved (under Council Resolution 576/18) to require both new access roads and intersections with the Barry Way, to be constructed as part of Stage 1 as part of Conditions 39 & 40 of the development consent.

This resolution was moved on the notion, as summarised below, that:

- *The subdivision developer would have to build the southern intersection at some stage, so it might as well be built as part of Stage 1, rather than Stage 4 as proposed.*
- *That Council does not have to pay for the road and intersection.*
- *That the problems associated with Highview Estate, a residential subdivision, should be avoided whereby traffic is funnelled through Twynam Street and the existing residential areas of Jindabyne, rather than providing a secondary access directly onto the Barry Way.*

S.4.55 Modification to DA 4127/2018 - 415-417 Barry Way, Jindabyne ♦ June 2019

This resolution was voted in favour by a majority of Councillors despite there being no planning or engineering justification or recommendation by staff, no Council policy and no public submission requiring the access road and southern intersection to be constructed as part of Stage 1.

In fact, the public submissions raised concerns over the southern intersection.

Condition 39 – Intersection Treatment. CHR/AUL South (Stage 1A)

In response to this condition, the project Engineers have undertaken an intersection evaluation as part of the Engineering Advice Report (Appendix A). **This assessment has determined that the proposed northern intersection to the Barry way has adequate capacity to cater for all four stages of the subject development.**

Therefore there is no traffic engineering justification for the southern intersection and particularly no traffic engineering justification to provide a second intersection as part of Stage 1.

The purpose of the southern intersection was to facilitate traffic movements to the south (i.e. The Station and The Snowy River Way), to provide access for emergency services (noting this is not mandated and that all emergency services are stationed to the north and would access the subdivision from the northern intersection) and provide a one way loop system for school buses (again not mandated).

Accordingly, the southern intersection was included as it was desirable but not a necessary requirement.

Condition 40(a) - Road Construction. Rural Standard Road 1 (Stage 1A)

Road 1, when constructed in full will be approximately 1.8km in length. Stage 1 requires the northern intersection and Road 1 to be 0.7km in length.

Therefore, the condition as it stands requires an additional 1.1km length of public road to be constructed, in addition to the southern intersection, which will not service any lots.

Future residents within Stage 1 would highly unlikely choose to drive a further 1.1km south to the Barry Way southern intersection and a further 1.2km along the Barry Way north, a total of 2.3km, to get to the same location, when travelling north to town, west to the mountains or east to Cooma, Canberra and beyond. This is illustrated in the indicative plan provided in figure 7 below.

S.4.55 Modification to DA 4127/2018 - 415-417 Barry Way, Jindabyne ♦ June 2019

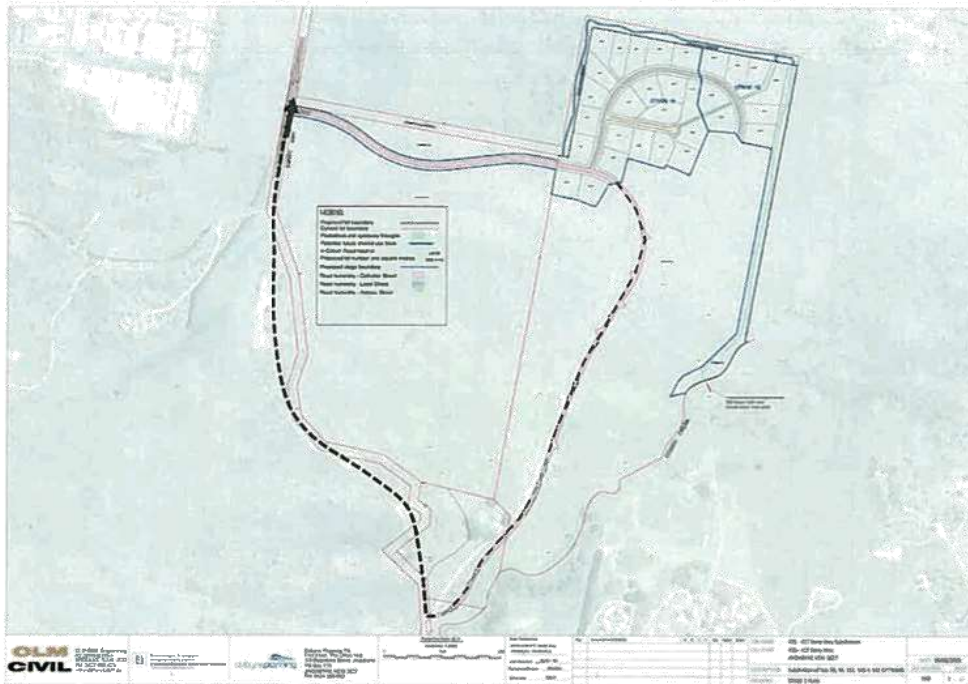


Figure 7: Indicative Stage 1 Plan of current outcome of Conditions 39 & 40

Furthermore, the requirement to build an additional 1.1 km of road and second intersection which is not required for Stage 1 with no lots fronting the road, defeats the benefits of the staging provisions of the subdivision.

Staging is used to ensure a subdivision is economically feasible, so the costs associated with contributions and infrastructure can be managed and funded by each stage of the subdivision.

The subdivision has been designed with staging, so that the subdivision could be stopped at each stage and not progressed further. This is likely to occur when there is a lack of demand for the proceeding stage and/or the subdivision being unviable.

If the subdivision did not proceed past Stage 1, then the additional 1.1 km road and second intersection would have to be maintained by Council, without having any landowners (rate payers) located along this section of road.

In regard to the Councilors concerns, the subdivision developer does not and should not build the southern intersection and associated 1.1 km road at the same time as Stage 1, as the subdivision may not proceed further than Stage 1 and there is no traffic engineering justification for it to be constructed as part of Stage 1.

The problems associated with Highview Estate and in particularly the funnelling of traffic through Twynam Street and the existing residential area within town are vastly different to the subject site and subdivision.

S.4.55 Modification to DA 4127/2018 - 415-417 Barry Way, Jindabyne ♦ June 2019

Firstly, the Highview Estate subdivision is zoned either R2 – Low Density Residential or R1 – General Residential, which allows for a higher density (including medium density) than the subject site which has a R5 – Large Lot Residential zoning.

The minimum lot size for Highview Estate is 700m², whilst the minimum lot size for the subject site is 3000m². Therefore, the subject site lots are over 4 times the size with much longer allotment frontages. All parking would be able to be accommodated within the allotment of each lot associated with the subject subdivision.

At Highview Estate, parking overflow occurs on the road and with a narrow road width and provision for on-street parking, this problem is exacerbated.

Lastly, the Highview Estate subdivision has a more circular subdivision pattern with traffic funnelled through an Access street and then into an existing residential area. In contrast, the subject subdivision is lineal in nature and has been purposely designed with a road hierarchy, with Road 1 [the main thoroughfare] being a Collector street, with the secondary roads being an access street and local street, with varying road widths and shoulders designed accordingly. This is very different to the access arrangements within the Highview Estate.

For all the above reasons and those outlined in Appendix A, Conditions 39 and 40 are requested to be deleted.

5. Assessment under S.4.55 (1A) of the EP&A Act, 1979

Section 4.55(1A) of the Environmental Planning & Assessment Act 1979 relates to modifications involving minimal environmental impact as addressed below.

A consent authority may, on application being made by the applicant or any other person entitled to act on a consent granted by the consent authority and subject to and in accordance with the regulations, modify the consent if:

(a) it is satisfied that the proposed modification is of minimal environmental impact, and

The proposed modifications seek to amend and or delete engineering conditions and the requirement to construct an additional 1.1km road and southern intersection that is not required for Stage 1. These modifications are of a minimal environmental impact.

The 'test' as to whether the proposed modification is of 'minimal environmental impact' is therefore considered satisfied.

(b) it is satisfied that the development to which the consent as modified relates is substantially the same development as the development for which the consent was originally granted and before that consent as originally granted was modified (if at all), and

The approval as modified would result in substantially the same development as approved.

S.4.55 Modification to DA 4127/2018 - 415-417 Barry Way, Jindabyne ♦ June 2019

(c) it has notified the application in accordance with:

(i) the regulations, if the regulations so require, or

(ii) a development control plan, if the consent authority is a council that has made a development control plan that requires the notification or advertising of applications for modification of a development consent, and

(d) it has considered any submissions made concerning the proposed modification within any period prescribed by the regulations or provided by the development control plan, as the case may be.

To be assessed by Council.

Subsections (1), (2) and (5) do not apply to such a modification.

Noted.



APPENDIX A

ENGINEERING ADVICE REPORT

APPENDIX A

**Proposed subdivision of
Lots 50, 95, 111, 140 & 142 DP756686
415 – 417 Barry Way, Jindabyne**

**Engineering advice to support
proposed modification of
Development Consent DA4127/2018**



Client: L Wehbe, R.J Wehbe, J.J Wehbe, J.J Wehbe & R.Hkiek

Version 1.1





Robert Staples and Associates
Consulting Engineers and Project Managers



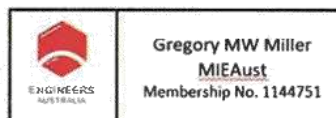
Engineering advice to support proposed modification of consent DA4127/2018



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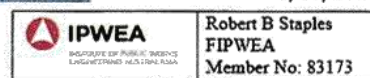
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Engineering advice to support proposed modification of consent DA4127/2018



Table of Contents

1. Introduction.....	4
2. Condition 20 – Water servicing. Relocate Trunk Watermain.....	4
3. Condition 21 – Sewer servicing. Capacity Assessment.....	5
4. Condition 23 – Sewer Servicing. Gravity Sewer Only	8
5. Condition 25 – Sewer Servicing. Relocate Sewerage Rising Main.....	9
6. Condition 39 – Intersection Treatment. CHR/AUL South (Stage 1A)	10
7. Condition 40(a) - Road Construction. Rural Standard Road 1 (Stage 1A)	13
8. Conditions 44 & 45 – Rural Driveways	14
9. References.....	15

Engineering advice to support proposed modification of consent DA4127/2018



1. Introduction

On 20 December 2018 Snowy Monaro Regional Council resolved the following in relation to Development application DA4127/2018;

COUNCIL RESOLUTION	576/18
That:	
A. Pursuant to section 4.22 of the <i>Environmental Planning and Assessment Act 1979 (as amended)</i> 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 <i>Environmental Planning and Assessment Act 1979 (as amended)</i> 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;	
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	
D. Any person who made a submission is notified according to the Regulations.	
Moved Councillor Old	Seconded Councillor Last CARRIED

Included with the report/minutes were 66 conditions of development consent.

This report provides engineering advice in relation to condition numbers 20, 21, 23, 25, 39, 40(a), 44 and 45 of DA4127/2018, seeking their deletion and/or amendment.

2. Condition 20 – Water servicing. Relocate Trunk Watermain

Condition 20 of DA4127/2018 is as follows;

The developer shall relocate the 375mm diameter trunk water main away from the proposed rural residential lots in Stage 1 (to within future public road reserves (in appropriately sized verges) and or Council reserves and or other public land). Alternatively, the developer shall amend the proposed lot layout to ensure that a 6m wide public reserve is created and centrally located over the existing 375mm diameter trunk water main. The 6m wide reserve must be accurately determined by survey.

Submission:

This condition is objected to on the basis that:

- The condition is not consistent with nor is it supported by Council's currently published Design Standards for Water Reticulation (Ref: SRSC Aus-Spec 2004 - D11 – Water Reticulation)
- The existing trunk water main is located within an existing 3m wide easement through private land. There is no compelling reason why this main should be relocated. It has been located in its current position consistent with a design that has functioned satisfactorily since it was constructed around 1986.
- The cost of relocation of the trunk main is unnecessarily expensive and does not provide any further operational advantage
- The relocation of the trunk main to be within a road reserve or public reserve does not achieve any additional operational benefit that is not already available to Council as owner/operator of the facility. Council by virtue of the existing easement has the right of access to service and

Engineering advice to support proposed modification of consent DA4127/2018



- maintain the facility. This is an extraordinarily common occurrence in almost every local government jurisdiction in NSW and throughout Australia.
- e. The proposed lot sizes (around 3,000m² per lot) are of sufficient size to accommodate a building in harmony with the existence of the trunk water main and for the owner to enjoy the benefit of the land without being unnecessarily burdened by the pipeline nor unnecessarily burdening the owner/operator of the water supply pipeline
 - f. The creation of a public reserve along the path of the trunk water main is, in this particular circumstance, a flawed notion in that:
 - a. It only serves to add to the land area for which Council would be responsible
 - b. The reserve created would essentially be a 'path to nowhere' and at odds with the structured pedestrian/cycle pathway network otherwise proposed in the development proposal to link the subdivision to the surrounding bike trail and pathway network.
 - g. The road network has been designed to suit the topography of the land in order to optimise the orientation and sizing of the lots to facilitate residential building construction. Design and location of trunk water main facilities are based upon different design parameters that are not always compatible with the road design principles. In this instance the trunk water main is constructed upon an alignment that is logical and suited to the purpose of providing water supply and similarly the road layout is suited to the purpose of providing access to residential development lots. To relocate the existing trunk water main into the road reserve is an unnecessary task that only serves to add unnecessary cost to the development.

We cite the following extract from Council's published Water Reticulation Design Standards (drawn from the Nationally Accredited AUS-SPEC standards) which illustrates the argument that water mains through private property is an acceptable practice:

Ref: SRSC Aus-Spec D11 – Water Reticulation

D11.07.2 - Standard Location

2. Water mains located on private property shall be located in an easement of minimum width three (3) metres. Unless there are compelling reasons to the contrary the water main shall be located in the centre of the easement. A Registered Surveyor shall survey easements and pipelines.

There is no explicit requirement nor justification within Council's published design standards for water mains to be located within a public reserve.

Amendment:

The following amendment to Condition 20 of DA4127/2018 is proposed:

The developer shall ensure that the existing 375mm diameter trunk water main is located centrally within a 3m wide easement which shall be accurately determined by survey.

3. Condition 21 – Sewer servicing. Capacity Assessment

Condition 21 of DA4127/2018 is as follows;

Prior to the issue of the construction certificate for the Stage 1A subdivision works the developer shall undertake a capacity assessment of the peak load for both the current and the future development of the existing sewerage pump station (JWWPS 5) catchment located in Lot 4 DP 864386. The developer shall upgrade any deficiencies resulting from this development as identified in the capacity assessment report for pumping station (JWWPS 5) at no cost to Council.

Engineering advice to support proposed modification of consent DA4127/2018



Submission:

Reference is given to the following key documents:

MWH (Melbourne), *'Jindabyne Sewerage Scheme'*, (October 2010).

Snowy River Shire Council, *Section 64 Development Servicing Plan 2008*

Staples, Robert and Associates, *Assessment of Water and Sewerage Developer Contributions – Barry Way Zone (June 2006) – Prepared for Snowy River Shire Council*

This condition is objected to on the basis that:

- a. The land in question is contained within the identified urban expansion areas of Jindabyne as part of its strategic infrastructure planning and therefore the development of this land should logically be part of Council's ongoing infrastructure upgrade strategy
- b. The payment for the studies undertaken by Council have been included in Council's published s64 developer contributions plan for which Council has required a payment by any developer (Appendix 1 Attachment E – Preparation, Review and Administration of Jindabyne Catchment Water and Sewer Plans)
- c. The capital cost of constructing SPS#5 (or JWWPS 5) is already allowed for in Council's s64 development contributions plan (Appendix 1 DSP 1 Jindabyne Water and Sewer –
 - a. Table B2 – Jindabyne Catchment Sewerage Distribution Works Capital Charges (Asset 2310 - #5 Sewer P/S)
 - b. Table D2 – Jindabyne Catchment Sewerage Distribution Works)
- d. The proposed development is not unplanned growth – it is clearly within Council's identified growth areas for the township of Jindabyne and should logically be part of the Council controlled strategic asset upgrade planning projections by the local water authority (in this instance SMRC)
- e. SMRC has responsibilities and obligations as the owner/operator of public infrastructure. Council as a responsible owner/operator of public infrastructure must ensure it is planning for the future and this necessarily must include monitoring on an ongoing basis its infrastructure capacity and plan for the upgrade of that infrastructure in a timely fashion to meet future demands. The condition would be fair and reasonable in its application if the development site in question was a completely new and unknown development. The fact is the development site was allowed for in the original design of the SPS (refer to the report by Staples p10 – see also the extract below). The fact that Council has allowed other development to connect into the facility with no plan to upgrade the facility to accommodate this known growth area is an issue for Council to resolve. Particularly in the knowledge of growth expectations as contained in Council's own strategic planning documentation which has been in place since the growth strategy was adopted by Council in May 2007.
- f. The current condition is inequitable and a clear case of 'double dipping' wherein Council is requiring the developer to pay for the cost of both the investigation study and any perceived upgrade works derived from that study as well as pay Developer Contributions that already incorporate allowances for these:
 - i. As noted at point b above, the cost of investigation studies is already being paid for as part of the development contribution plan as a s64 contribution
 - ii. As noted at point c above, the cost of the capital works is already being paid for as part of the development contributions plan as a s64 contribution.

Engineering advice to support proposed modification of consent DA4127/2018



- g. It would seem logical that Council as the owner/operator of the sewerage infrastructure would have carriage of any study into the carrying capacity of the facility rather than entrust this to a consultant acting for a developer.
- h. The cost for a study and any upgrade works should be carried out by the local water authority as part of its best practice management commitments and recovered as part of its developer contributions process. This would require Council to update its development contributions plans in a timely manor (the current plan was first adopted in 2008 and is in need of review).

Development	Calculation	Equivalent Persons (based on PWD allowance of 240 litres per EP per day)
Design		
The Station – Stage 1	Guest Beds 1500x125/240 =	781.25 EP
	Staff Beds 300x200/240=	250 EP
Stage 2	Guest Beds 1500x125/240=	781.25 EP
	Staff Beds 200x200/240=	167 EP
Mill Creek	Guest Beds 1000x125/240=	520.8 EP
Other additional capacity		0 EP
TOTAL DESIGN CAPACITY		2500 EP
Estimated Current Load		
The Station – Stage 1		1031.25 EP
The Station - Laundry		54 EP
Cobbon Estate – Stage 1	33 lotsx4EP	132 EP
Cobbon Estate – Stage 2	16 lotsx4EP	64 EP
Cobbon Estate – Stage 3	33 lotsx4EP	132 EP
TOTAL CURRENT LOAD		1413.25 EP

Table 2 – Comparison of Design Capacity and Current Estimated Load upon Sewage Pump Station No5 Catchment

Extract from p10 of the report by Staples *Assessment of Water and Sewerage Developer Contributions – Barry Way Zone (June 2006) – Prepared for Snowy River Shire Council*. It is noted that the reference to Mill Creek is a reference to the subject development site. This was the name given to the development of the site mooted at the time of the design and construction of SPS No 5. This study clearly demonstrates that Council was well aware of the allowance made for the Mill Creek (the current development site) in the design of SPS 5.

Amendment:

The following amendment to Condition 21 of DA4127/2018 is proposed:

The condition be deleted.

Engineering advice to support proposed modification of consent DA4127/2018



4. Condition 23 – Sewer Servicing, Gravity Sewer Only

Condition 23 of DA4127/2018 is as follows;

A gravity sewerage system will only be permitted and such system shall service every lot in this development. A pumped sewerage system will not be permitted. The connection point for the gravity sewerage main shall be Council's pumping station (JWWPS 5) located on Lot 4 DP 864986.

Ref: SRSC Aus-Spec D12 – Sewerage System

This condition is objected to on the basis that:

- a. The land in question is contained within the identified urban expansion areas of Jindabyne. For a raft of other reasons and considerations it has been identified at a higher level by Council as an appropriate infill development site to take advantage of existing infrastructure. It is a more economically efficient location for expansion of the township and every advantage of existing infrastructure should be utilised.
- b. The final designs for the site have yet to be completed. The discussion in the *Engineering Infrastructure Report* that accompanied the development application commented:
 - i. The delivery options for sewage from the holding to JS 5 would include a gravity main to JS 5 (preferred) or alternatively a small pumping station to deliver flows under the creek. A detailed engineering design would be required in order to properly assess the issues associated with the crossing of Cobbin Creek (Prior to a Construction Certificate).
- c. Whilst initial investigation indicates a gravity sewerage system is the preferred option it is imperative the option for some pumped servicing must remain on the table as a viable alternative.
- d. Councils Development Design Specification D12 – Sewerage System clearly allows for this at D12.01.2:

The Specification contains procedures for the design of the following elements of the sewerage system:

- (a) Gravity sewers including junctions and property connection sewers.
- (b) Common effluent sewers both gravity and pressurised.
- (c) Vacuum sewer system.
- (d) Maintenance holes and other structures.
- (e) Rising mains.
- (f) Pump stations.

Amendment:

The following amendment to Condition 23 of DA4127/2018 is proposed;

~~*A gravity sewerage system will only be permitted and such system shall service every lot in this development. A pumped sewerage system will not be permitted. The connection point for the gravity sewerage main shall be Council's pumping station (JWWPS 5) located on Lot 4 DP 864986.*~~

Engineering advice to support proposed modification of consent DA4127/2018



5. Condition 25 – Sewer Servicing, Relocate Sewerage Rising Main

Condition 25 of DA4127/2018 is as follows;

The developer shall at no cost to Council relocate the existing rising sewerage main away from the proposed rural residential lots in Stage 1 (to within future public road reserves (in appropriately sized verges) and or Council reserves and or other public land) in such a manner that will not compromise the operation and performance of Council's pumping station (JWWPS 5 located on Lot 4 DP864986).

Submission:

This condition is objected to on the basis that:

- a. The existing sewer rising main is located within an existing 3m wide easement through private land. There is no compelling reason why this main should be relocated. It has been located in its current position consistent with a design that has functioned satisfactorily since it was constructed around 1986. The main has been laid in a straight line – any bends or deviation of the main by definition will compromise performance of the pumping and rising main system.
- b. The cost of relocation of the sewer rising main is unnecessarily expensive and does not provide any further operational advantage
- c. The relocation of the sewer rising main to be within a road reserve or public reserve does not achieve any additional operational benefit that is not already available to Council as owner/operator of the facility. Council by virtue of the existing easement has the right of access to service and maintain the facility. This is an extraordinarily common occurrence in every local government jurisdiction in NSW and throughout Australia.
- d. The proposed lot sizes (around 3,000m² per lot) are of sufficient size to accommodate a building in harmony with the existence of the sewer rising main and for the owner to enjoy the benefit of the land without being unnecessarily burdened by the pipeline nor unnecessarily burdening the owner/operator of the water supply pipeline
- e. The creation of a public reserve along the path of the trunk water main is in this particular circumstance a flawed notion in that:
 - a. It only serves to add to the land area for which Council would be responsible
 - b. The reserve created would essentially be a 'path to nowhere' and at odds with the structured pedestrian/cycle pathway network proposed to link the subdivision to the surrounding trail and pathway network.
- f. The road network has been designed to suit the topography of the land in order to optimise the orientation and sizing of the lots to facilitate residential building construction. Design and location of sewer rising main facilities are based upon different design parameters that are not always consistent. In this instance the sewer rising main is constructed upon an alignment that is the most operationally efficient option.

We cite the following extract from Council's published Sewerage System Design Standards (drawn from the Nationally Accredited AUS-SPEC standards) which illustrates the argument that sewer mains through private property is an acceptable practice:

Ref: SRSC Aus-Spec D12 – Sewerage System

D12.07.3 - Easement

Engineering advice to support proposed modification of consent DA4127/2018



2. Sewers located on private property shall be located in an easement of minimum width three (3) metres. Unless there are compelling reasons to the contrary the water main shall be located in the centre of the easement. A Registered Surveyor shall survey easements and pipelines.

There is no explicit requirement nor justification within Council's published design standards for sewer mains to be located within a public reserve.

Amendment:

The following amendment to Condition 25 of DA4127/2018 is proposed:

The developer shall ensure that the existing sewer rising main is located centrally within a 3m wide easement which shall be accurately determined by survey.

6. Condition 39 – Intersection Treatment. CHR/AUL South (Stage 1A)

At the Ordinary meeting of Council held on 20 December 2018 Council resolved to include an additional condition of consent for DA4127/2018. This condition requires the future southern access to the Barry Way to be constructed at the time Stage 1A is constructed.

Condition 39 of DA4127/2018 is as follows;

The intersection of proposed Road 1 with Barry Way at the southern end of the development site (in accordance with the location shown on the Concept Master Plan) shall be designed and constructed to satisfy the minimum standards for a CHR/AUL intersection treatment as set out in the Austroads "Guide to Road Design – Part 4A: Unsignalised and Signalised Intersections", including the requirement for Safe Intersection Sight Distance for a 100 km/hr design speed in Barry Way.

When developing the layout for the proposed subdivision, including the staging plan, the developer proposed that the southern access to the Barry Way be constructed in conjunction with Stage 4, the last stage of the development.

Intersection Evaluation

When designing a new intersection an evaluation process is undertaken in the development of options and the selection of an appropriate intersection treatment. The overall aim is to provide a safe and cost-effective intersection treatment that meets operational needs. Consideration is given to;

- The safety of all road users
- Traffic volumes and subsequent capacity
- Compatibility with adjacent intersection treatments
- Topography at the site
- Speed environment
- Economic considerations

This report focuses on traffic volumes and intersection capacity to demonstrate that by utilising the current design standards the proposed northern intersection to the Barry Way has adequate capacity to cater for all four stages of the subject development.

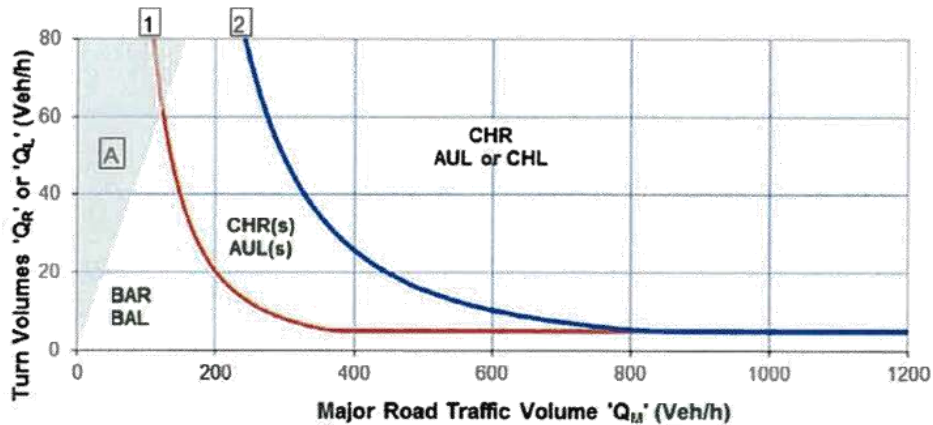
Engineering advice to support proposed modification of consent DA4127/2018



Intersection Design

Figure 2.26 from the Austroads 'Guide to Traffic Management – Part 6: Intersections, Interchanges and Crossings', shows that based upon major road traffic volumes (vehicles per hour) and turn volumes (vehicles per hour), an intersection type can be selected.

Figure 2.26: Warrants for turn treatments on major roads at unsignalised intersections



(a) Design Speed ≥ 100 km/h

By way of explanation, if major road traffic volumes and turn volumes are below the red line in the above figure, a BAR/BAL intersection is acceptable. Typical examples of BAR/BAL intersections can be found in close proximity to the development site and include the intersections of Geehi Circuit and Barry Way (BAR only, serving 33 rural residential lots) and the Lakeside subdivision intersection with the Snowy River Way (BAL only, serving 100 community title large lots).

The next intersection type is a CHR(s)/AUL(s) which is a channelised and auxiliary lane intersection characterised by shortened deceleration/acceleration lengths. CHR(s)/AUL(s) intersection types are generally only used where topography and speed dictate their construction.

The final intersection type is a CHR/AUL and can be described as a channelised right turn and auxiliary left turn lane outside of the main flow of traffic. Typical examples of CHR/AUL intersections are the Sport and Recreation Camp intersection with the Barry Way and the Leesville Industrial subdivision with the Barry Way. Due to their close proximity to the development site both intersections have similar through traffic incorporated with substantial turning volumes.

The Northern Intersection with Barry Way

The proposed intersection of Road 1 with the Barry Way at the northern end of the development site has been designed for size and capacity in accordance with the Austroads 'Guide to Traffic Management – Part 6: Intersections, Interchanges and Crossings' and the Austroads 'Guide to Road Design – Part 4A: Unsignalised and Signalised Intersections'.

Traffic volumes from 2015 associated with the Reedys Cutting Road and the Barry Way intersection (Snowy Monaro Regional Council November, 2016), indicate that morning peak hourly flows on the Barry Way heading towards the Kosciusko Road are 315veh/h. Allowing for a 0.5% annual traffic growth rate this will correspond to a peak hourly flow of 321veh/h in 2019.

Engineering advice to support proposed modification of consent DA4127/2018



Peak hourly flows based upon similar data sourced from the RMS website indicate that peak hourly flows in winter months are around 6% of total daily traffic volumes for the hours 7am to 11am, i.e. 30% of traffic movements for the 24-hour period occur between 7am and 11am when considering the direction of traffic is towards the snow fields.

Using this data, this equates to the following number of peak hourly turning movements exiting the proposed development site.

$$\text{Stage 1} = 222 \text{ veh/day} \times 6\% = 222/24 \times 1.06 = 13\text{veh/h}$$

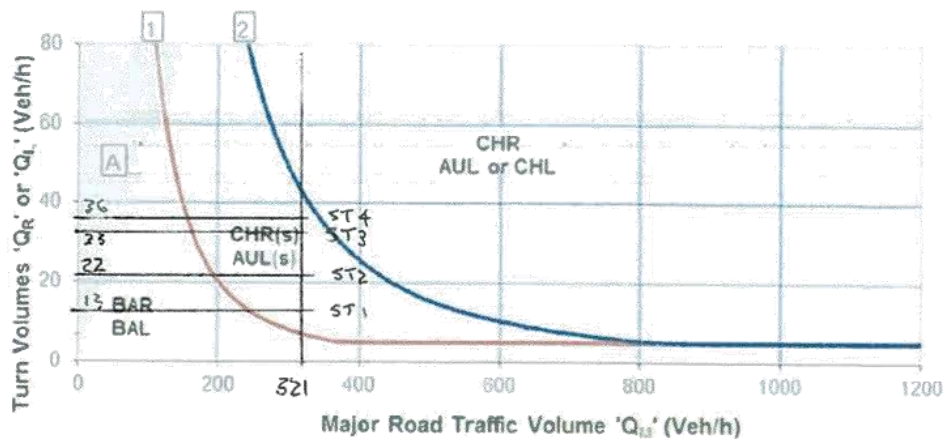
$$\text{Stages 1 \& 2} = 496 \text{ veh/day} \times 6\% = 496/24 \times 1.06 = 22\text{veh/h}$$

$$\text{Stages 1, 2 \& 3} = 740 \text{ veh/day} \times 6\% = 740/24 \times 1.06 = 33\text{veh/h}$$

$$\text{Stages 1, 2, 3 \& 4} = 821 \text{ veh/day} \times 6\% = 821/24 \times 1.06 = 36\text{veh/h}$$

The above major road traffic volumes and turning traffic volumes have both been shown on the following figure to select an intersection type.

Figure 2.26: Warrants for turn treatments on major roads at unsignalised intersections



(a) Design Speed ≥ 100 km/h

It can be seen from the plotted data that traffic volumes for all four stages fall below the blue curve and if required could fit into the CHR(s)/AUL(s) intersection type. Considering Council has already conditioned a CHR/AUL intersection there is more than adequate capacity for all four stages to be put through the Northern intersection with the Barry Way.

The above plotted data also demonstrates that there is additional capacity available for stages 1 and 2 before moving to a fully dimensioned CHR/AUL. Stage 4 has been plotted to demonstrate that the Northern entry can adequately carry all traffic associated with the 4 stages. In effect it will only carry the traffic volumes for stages 1 to 3.

The reason the southern entry is proposed in the last stage is to facilitate any traffic movements to the south, for emergency services vehicles accessing the southern end of the subdivision once developed and to provide a through route for school buses to service the southern end of the subdivision once developed.

Engineering advice to support proposed modification of consent DA4127/2018



Intersection Safety and Improved Traffic Flow

When selecting an intersection, safety is a paramount consideration. For both the northern and southern entries on to the Barry Way a 'seagull' treatment is proposed to be incorporated with the CHR/AUL intersection treatment so as to improve traffic flows and increase safety for vehicles entering the traffic flow on the Barry Way. Seagull treatments are generally only provided at T-intersections and work well where right turning traffic from a minor road may be delayed for extended periods due to the small number of coincident gaps on the major road. This is the situation that can be found where proposed Road 1 intersects with the Barry Way at the Northern and Southern intersections. An example of a local seagull treatment combined with a CHR/AUL is where the Snowy River Way intersects with the Barry Way.

Further considerations

As per the development application, the development is proposed over four stages and each stage will contribute to additional traffic volumes. The above justifies the delay in construction of the southern access to the Barry Way in conjunction with Stage 4 of the development.

Road 1, when fully constructed will be around 1.8km in length. The developer is required to construct 0.7km of Road 1 in order to access Stage 1A which will be at a significant financial cost the developer. The additional 1.1km is proposed to be progressively lengthened as each stage is constructed. This allows the developer to fund the infrastructure construction from earlier stage sales proceeds. To ask the developer to construct the full length of Road 1 and a second CHR/AUL intersection on to the Barry Way in association with Stage 1A will be a significant financial impost on the developer for no benefit.

Consideration has been given to school buses and emergency service vehicles with adequate turning areas available within the internal road network. Should a secondary access be required from the south for emergency service vehicles the existing rural property access and internal track access will remain available.

Council also needs to consider that if the additional road infrastructure is built in the first stage (an additional 1.1km of road and a CHR/AUL intersection), following a short maintenance period, these become donated assets of Council, must be accounted for on Council's books and increase Council's annual depreciation expenses. Council will also be required to maintain these assets once the developer's maintenance period has expired.

Amendment:

The following amendment to Condition 39 of DA4127/2018 is proposed:

The condition be deleted.

7. Condition 40(a) - Road Construction. Rural Standard Road 1 (Stage 1A)

Condition 40(a) of DA4127/2018 is as follows;

The plan of subdivision shall include the dedication of the proposed Road 1 as a public road, not less than 20.0 metres wide as shown on the Approved Development Plan. This road shall be constructed in conformity with Council's Development Design and Construction Specifications to include the following: a) Construction between the northern Barry Way intersection and the southern Barry Way intersection as shown on the Concept Master Plan.

Engineering advice to support proposed modification of consent DA4127/2018



With the northern Barry Way intersection having adequate capacity to handle all stages of development it is requested that this condition be removed in conjunction with the removal of Condition 39.

Road 1, when fully constructed will be around 1.8km in length. The developer is required to construct 0.7km of Road 1 in order to access Stage 1A which will be at a significant financial cost the developer. The additional 1.1km is proposed to be progressively lengthened as each stage is constructed. This allows the developer to fund the infrastructure construction from earlier stage sales proceeds. To ask the developer to construct the full length of Road 1 in association with Stage 1A will be a significant financial impost on the developer for no benefit.

Council also needs to consider that if the additional road infrastructure is built in the first stage (an additional 1.1km of road), following a short maintenance period, these become donated assets of Council, must be accounted for on Council's books and increase Council's annual depreciation expenses. Council will also be required to maintain these assets once the developer's maintenance period is up.

Amendment:

The following amendment to Condition 40(a) of DA4127/2018 is proposed:

The condition be deleted.

8. Conditions 44 & 45 – Rural Driveways

Condition 44 of DA4127/2018 is as follows;

The developer shall construct a minimum 4m wide, gravel vehicular crossing between the edge of the carriageway and the property boundary, generally in accordance with Austroads "Guide to Road Design Part 4 (2009) – Intersections and Crossings - General" including the "RMS" Supplement to Austroads "Guide to Road Design Part 4 (2009) – Intersections and Crossings - General".

Condition 45 of DA4127/2018 is as follows;

The developer is to ensure that a pipe culvert vehicle crossing is to be provided to all proposed lots. The pipe culvert is to be a minimum of 375mm in diameter, 5 metres in length, constructed of reinforced concrete, RRJ, class 4 with headwalls on both ends. Should the table drain be diverted along the driveway and into the property, then the pipe culvert is not required to be installed.

Conditions 44 and 45 are asking the developer to construct a rural property access, including pipe culverts, into each lot developed. The minimum lot size for this development is 3000m². Lots of this size provide the purchaser the freedom to place their residence in the most desirable location as they are generally around 4 times larger than a residential block.

Having a rural property access already in place can restrict the property owner in designing their residence. For example, if a rural property access has been placed on the right-hand side of the property and the property owner would like the garage for the residence on the left-hand side so as to retain views etc. this then becomes a significant impost to the design.

The alternative to the developer constructing rural property accesses is to condition the construction of a rural property access on the development application for a dwelling. This allows the property owner to have freedom in design and construct the rural property access in the most appropriate location. Council can impose this by including a condition on the development consent asking the applicant to obtain a Section 138 Certificate under the Roads Act 1993 to undertake works in a road reserve, i.e.

Engineering advice to support proposed modification of consent DA4127/2018



construct a rural property access. Council can issue the S138 certificate and ensure the works are undertaken in accordance with the Snowy Monaro Regional Council's design specifications.

Amendment:

The following amendment to Conditions 44 & 45 of DA4127/2018 is proposed:

The condition be deleted and a new condition included that subsequently allows for Rural Property Accesses to be constructed in conjunction with a Development Application for a dwelling under Section 138 of the Roads Act 1993.

9. References

- Austrroads, 'Guide to Road Design, Part 4, Intersections and Crossings General', (June 2017)
- Austrroads, 'Guide to Road Design, Part 4A, Unsignalised and Signalised Intersections', (June 2017)
- Austrroads, 'Guide to Traffic Management Part 6: Intersections, Interchanges and Crossings', (July 2017)
- CLM Civil and Robert Staples and Associates, *Engineering Infrastructure Report – Proposed subdivision of Lots 50, 95, 111, 140 & 142 DP756686, 415 – 417 Barry Way, Jindabyne* (22 February 2018)
- Hunter Water Australia, 'Jindabyne Water Supply System - Servicing Strategy', (Final 30 October 2009)
- MWH (Melbourne), 'Jindabyne Sewerage Scheme', (October 2010).
- Snowy Monaro Regional Council, <https://www.snowymonaro.nsw.gov.au/documentcenter/view/5437>
- Snowy River Shire Council, 'Jindabyne Growth Structure Plan', (May 2007)
- Snowy River Shire Council, 'Snowy River Development Contributions Plan 2008 - Appendix 2 Roadworks'
- Snowy River Shire Council, 'Snowy River Development Control Plan 2008', (adopted by Snowy River Shire Council 18 March 2008).
- Snowy River Shire Council, *Development Design Specification D11 – Water Reticulation, (AUS-SPEC 2004)*
- Snowy River Shire Council, *Development Design Specification D12 – Sewerage System, (AUS-SPEC 2004)*
- Snowy River Shire Council, *Section 64 Development Servicing Plan 2008*
- Snowy River Shire Council, 'Snowy River Rural LEP 2013'.
- Staples, Robert and Associates, 'Jindabyne and Villages Planning Project - Analysis of Infrastructure Capacity and Needs Assessment', (December 2005).
- Staples, Robert and Associates, '417 Barry Way - Urban Infrastructure (Utilities) and Engineering Review - To inform the preparation of the Draft Snowy River Local Environmental Plan 2012 ', (20 February 2012).
- Staples, Robert and Associates, '415 Barry Way - Urban Infrastructure (Utilities) and Engineering Review - To inform the preparation of the Draft Snowy River Local Environmental Plan 2012 ', (22 February 2012).
- Staples, Robert and Associates, *Assessment of Water and Sewerage Developer Contributions – Barry Way Zone* (June 2006) – Prepared for Snowy River Shire Council



The General Manager
Snowy Monaro Regional Council
Jindabyne Branch Office
Shop 2, Razorback Plaza, Gippsland Street
Jindabyne NSW 2627

Attn: Sophie Ballinger

Dear Sophie,

Re: S.4.55 Modification Application (MOD 4069/2019) to DA 4127/2018 for a Concept Plan and Stage 1 Large Lot Subdivision at 415-417 Barry Way, Jindabyne

Following ongoing consultation with Council, a response and additional information including revised plans are provided attached in relation to the subject Modification Application.

Regarding the following conditions, a response on behalf of the Applicant and land owner is provided below:

Condition 39 & 40 – Southern Intersection & Road:

We note Councils Officer recommendation to delete conditions 39 & 40 and re-instate the original design to defer the Southern Intersection and its associated road to Stage 4.

Condition 20 – Water Servicing (i.e. Main):

In response to Councils concerns, the Applicant has agreed to revise the plans as follows:

- Retain the water main in-situ, noting that its current location was selected by following a natural contour and its relocation would require a more difficult construction and still warrant easements through properties.
- Increase the easement width to 6m over the water main.
- Include a building envelope on the approved lots subject to the water main. The building envelope will be registered via a S.88B Instrument and will restrict any 'structures' from being erected over the easement. Each building envelope has been designed to be greater than 1000m², providing more than sufficient space for a future dwelling.
- Revise approved Lot 18 together with Lot 17 by locating the water main and therefore easement at the rear of each allotment, thus providing a building envelope at the front of each property, being greater than 1000m² for each lot. This is larger than a standard residential allotment.

These provisions are provided based on the following Engineering advice and recommendations in response to Councils concerns:

'The existing 375 diameter DICL water trunk main that traverses' lots 50 & 95 of DP756686 has been located within a natural overland flow path in addition to a path of least resistance. The main is a gravity main served by a 2.5 Megalitre holding reservoir located within lot 1 DP883706.

Consideration needs to be given to the risk associated with a main break anywhere along the length of the main through existing lots 50 and 55, but in particular the consequences associated with a break just below the holding reservoir. If a break was to occur at a point just below the reservoir, water would travel overland traversing private allotments and newly created road reserves in the subject subdivision.

The following mitigation measures will be included within the final detailed design of the subdivision so as to protect public and private infrastructure should a mains break occur;

- *The construction of a defined overland flow path that serves to protect infrastructure from a mains failure. This overland flow path will also serve to direct stormwater drainage flows away from private infrastructure.*
- *Piped drainage under road infrastructure capable of carrying a 20% AEP rainfall event.*
- *A six-metre-wide unobstructed easement through private property to enable the water authority to access and service the main should it be required.*
- *Marking of the water main along the length of the route, in particular at property boundaries.*
- *The introduction of building envelopes within proposed lots 3, 4, 17 & 18 to ensure no structure or works are undertaken that may impede the constructed overland flow path.*

Calculations have been carried out to assess the likely volumes and velocities of flows should a mains break occur just below the reservoir. Given the main is a 375-diameter pipe, laid on an average grade of 13.5%, this equates to a flow of approximately 650 l/s or 0.65 cumecs. Overland flow paths will be constructed as a vee drain with 1 in 6 batters. Assuming a depth of 300mm flow, this equates to a velocity of 4.06m/s. Velocities of this magnitude will have abatement measures implemented to minimise any scouring of the drainage path.

Further calculations have been carried out to correlate the magnitude of a mains break with standard duration rainfall events. Using the AR&R Regional Flood Frequency Estimation Model, the results indicate that a mains break will be similar in magnitude, somewhere between a 20% AEP [0.51m³/s] and a 10% AEP [0.74m³/s]. Final design of overland flow paths will ensure a 1% AEP [1.84m³/s] will be catered for therefore a mains break is well within the required volumes for overland flow'.

It is noted that the Stage 1 and Concept Plan approval includes approved water reticulation and stormwater management plans.

Condition 25 – Sewer Servicing [i.e. Main]:

In response to Councils concerns, the Applicant has agreed to revise the plans as follows:

- Retain the sewer main in-situ, noting that its current location is based on being a straight pipe and its relocation would warrant a more difficult construction with a number of bends and changes in direction and would still warrant easements.
- Increase the easement width to 6m over the sewer main.
- Include a building envelope on the approved lots subject to the sewer main. The building envelope will be registered via a S.88B Instrument and will restrict any 'structures' from being erected over the easement. Each building envelope has been designed to be greater than 1000m², providing more than sufficient space for a future dwelling.

These provisions are provided based on the following Engineering advice and recommendations in response to Councils concerns:

'An existing sewer rising main traverses' lot 95 DP756686. The depth of the main is unknown but is likely to be variable due to the nature of the rock present on site. In stage one of the development, there will be 3 lots (lots 26, 27 & 28) that will have driveways traversing the sewer rising main. In the detailed design phase of the project the main will be located and depth to be obtained in the location of possible driveway crossing locations. Where future driveways may impede on the minimum cover, additional measures such as concrete bridging will be incorporated into the design to ensure the integrity of the sewer rising main.

The following additional safeguards of the sewer rising main are recommended;

- *building envelopes created on proposed lots 25, 26, 27 & 28. This will ensure the main is protected and accessible at all times. Wording of legal instruments will need to ensure property owners can only build or alter the surface of the lot within the designated building envelope.*
- *Marking of the sewer rising main along the length of the route, in particular at property boundaries'.*

Condition 21 – Sewerage Servicing (i.e. Pump Station):

We note Councils Officer recommendation for this condition to be deleted.

Condition 23 - Sewerage Servicing (i.e. Pumping):

We note Councils Officer recommendation for this condition to be amended so that any proposal for a new pump station must be approved by Council and will be checked on its merits at the design stage and if alternate routes to enable gravity main is possible this option will be selected.

Conditions 44 & 45 – Rural Driveways:

We note Councils position on this issue, however suggest the condition is re-worded to allow the for an alternative, being the cost of the driveway crossing to be bonded and the Subdivision Developer execute this work, following Subdivision Certificate at the purchaser's direction.

In regard to the above, please find attached:

- 3 x copies of the modified Stage 1 and Concept Plans. These plans have been modified to including building envelopes on the particular lots subject to easements and adjust the boundary between approved lots 17 & 18 in response to the water main.

With regard to the Landscape Plans, a condition of consent can be imposed these be modified to match the modified Stage 1 Plans, prior to CC.

Should Council require any further additional information or wish to discuss the proposal, please do not hesitate to email me at info@dabyneplanning.com.au or call 02 6457 2170.

Regards



Ivan Pasalich
Principal

25 October 2019



Application to Modify an Approval

Development Consent, Construction Certificate, Complying Development Certificate or Section 68 Approval

Office Use Only

Number MOD 4069/2019

P.N 104 035

MODIFICATION			
<input checked="" type="checkbox"/> Development Application	<input type="checkbox"/> Section 68 Approval		
<input type="checkbox"/> Construction Certificate	<input type="checkbox"/> Complying Development Certificate		
Application Number: DA 4127/2018	Issued Date: 20.12.2018		
Description of Development: Concept Plan for Large Lot Residential Subdivision (111 Lots) and Stage 1 Thirty (30) Lots			
Note: It may also be necessary to modify the corresponding Construction Certificate approval (if one has been issued). Please contact Council's Town Planning Section if any clarification is required.			

APPLICANT			
Name/Company: L. Wehbe, R.J Wehbe, J.J Wehbe, J.J Wehbe & R, Hkeik			Phone: 6457 2170
Contact Name (if Company): C/- Dabyne Planning Pty Ltd			Fax:
Postal Address: PO Box 179			Mobile: 0424 359 662
Town: Jindabyne	State: NSW	Postcode: 2627	Email: info@dabyneplanning.com.au

OWNER			
Name/Company: L. Wehbe, R.J Wehbe, J.J Wehbe, J.J Wehbe & R, Hkeik			Phone:
Contact Name (if Company):			Fax:
Postal Address:			Mobile:
Town:	State:	Postcode:	Email:
Is the subject land Crown Land <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> → Please attach Authority			
OFFICE USE ONLY NAR Numbers			

LAND TO BE DEVELOPED (Please attach additional sheet if inadequate space provided)			
No: 415-417	Street: Barry Way		Town: Jindabyne
Lot: 50,95	Section:	DP/SP: DP 756686	Lot: 111
			Section: DP/SP: DP 756686
Lot: 140	Section:	DP/SP: DP 756686	Lot: 142
			Section: DP/SP: DP 756686
OFFICE USE ONLY Parcel Numbers			

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

DESCRIPTION OF PROPOSED MODIFICATION	
For Development Applications Only (See Note 1):	
<input type="checkbox"/> To correct a minor error, mis-description, or miscalculation [Sec 96(1)]	
<input checked="" type="checkbox"/> Minimal environmental impact [Sec 96(1A)]	
<input type="checkbox"/> Other Modification [Sec 96(2)]	

For All Modifications:
Give details of manner and extent of modification sought (if insufficient space below attach details).
See S.4.55 Modification Report

DESCRIPTION OF EXPECTED ENVIRONMENTAL IMPACTS OF THE MODIFICATION
See S.4.55 Modification Report

POLITICAL DONATIONS AND GIFTS DISCLOSURE STATEMENT [Sec 147(4) EP&A Act]		
Have you or any person with a financial interest in this development application made a political donation or gift within the last 2 years?		
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes – please complete and attach a Political Donations and Gifts Disclosure Statement (available from Council's website)		
Applicants Signature?	Name	Date
	RAYMOND WEHBE	12.06.2019

CONSENT OF ALL OWNERS		
All owners must sign this application form or provide written authority for the lodgement of the application.		
Note: Company Ownership		
In the case of a company ownership, in accordance in s127 of the Corporations Act 2001, please state in the signature/name area the authority of each signatory (Director/Secretary etc) (eg as Director of ABC Holdings Pty Ltd) OR attach further documentation as required.		
<input checked="" type="checkbox"/> Owners consent attached OR ↓		
As the owner/s of the above property described in this application I/we consent to its lodgement. I/we hereby permit any duly authorised officer of Snowy Monaro Regional Council to enter the land or premises to carry out inspections and surveys or take measurements or photographs as required for the administration the Act(s), Regulations, or Planning Instruments. We advise that as landowners we are not aware of any known hazards that may be of harm to officers visiting the site.		
Signature	Name	Date
Signature	Name	Date

DECLARATION AND SIGNATURE OF APPLICANT		
- Provide an undertaking that the development (as to be modified) will remain substantially the same development as was originally approved. In providing the following signatures the applicant/s certifies that the development as modified will remain substantially the same development.		
- I/we the undersigned hereby apply for approval of the development proposal as described and as per the plans and specifications and documents accompanying the Application. I/we undertake to develop in accordance with any approval granted by Council and conform with the provisions of the relevant Act(s), Regulations, codes and the Local Environmental Plan. I/we further undertake to pay any fee or charge assessed by Council in connection with development and indemnify Snowy Monaro Regional Council against all claims arising from negligence (or otherwise) resulting from work carried out in connection with the development within the road reserve.		
Signature	Name	Date
	RAYMOND WEHBE	12.06.2019
Signature	Name	Date
	JOSEPH WEHBE	12.06.2019

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

Note 1 What type of Modification am I applying for?

Section 96 of the Environmental Planning & Assessment Act 1979 allows for a development consent to be modified under certain circumstances. The following information provides clarification on the type of Modification you are applying for:

- **Modifications involving minor error, misdescription or miscalculation [Sec 96(1)]**
 This type of Modification would mean that the form of the development and notification would not be required. For example:
 - typing errors
 - changes to a condition of consent where Council has made an error
 - incorrect plan numbers
- **Modifications involving minimal environmental impact [Sec 96(1A)]**
 This type of Modification would be used for minor amendments where there was no impact on privacy, height, overshadowing or scale of the building and notification would not be required. For example:
 - internal design changes

- amendments to external features such as landscaping or drainage design
- **Other modifications [Sec 96(2)]**
 This type of Modification would where an environmental impact is possible and would require re-notification of neighbours. For example:
 - changes that involve the external design (eg window placement)
 - changes to floor levels or building heights
 - changes to roof designs

Note 2 Neighbour Notification
 Applications for modification may be re-notified in accordance with Council's DCP unless the modification sought is only for a correction of a minor error, misdescription or miscalculation.

Note 3 Existing Conditions
 Applicants should note that Council may, as a result of its considerations of Section 79C of the Act, delete or amend any existing conditions of consent, and/or include additional conditions, as may be necessary, following the required assessment.



OWNERS CONSENT

As the owners of the land specified below, we hereby consent to the following:

We authorise Dabyne Planning Pty Ltd to make a S.4.55 Modification, on our behalf with Snowy Monaro Regional Council for the land described below.

This consent is provided in accordance with the requirements of the Environmental Planning & Assessment Regulation 2000.

Details of Subject Proposal

Site Lot / DP or SP	Lots 50, 95, 111, 140 & 142 DP 756686
Site Street Address	415-417 Barry Way, Jindabyne
Council Area	Snowy Monaro
Description of Proposal	Concept Plan + Stage 1 DA for Large Lot Residential Subdivision
DA	4127/2018

Signatures

This section must be signed by all owners of the property shown above. Please attach an additional page if there is sufficient space below.

	Name/Company	Signature	Date
Owner 1	L. WEHBE		12.06.2019
Owner 2	R.J. WEHBE		12.06.2019
Owner 3	J.J. WEHBE		7.06.2019
Owner 4	J.J. WEHBE		12.06.2019
Owner 5	R. HKEIK		12.06.2019

If the property is owned by a company, please detail the position of the signatory and ABN

Under section 10.4 of the Environmental Planning and Assessment Act 1979 ('the Act') a person who makes a planning application is required to disclose the following *reportable political donations* and *gifts*:

(a) all reportable political donations made to any local councillor of that council. Reportable political donations include those of or above \$1,000.

(b) all gifts made to any local councillor or employee of that council.

Have you or any person with a financial interest in this application made any of the above political donations or gifts in the last 2 years?

Yes - Please complete the **Political Donations Disclosure Statement** and submit with your application.

No

PO Box 179, Jindabyne NSW 2627

◆ M: 0424 359 662 ◆ E: info@dabyneplanning.com.au ◆ P: (02) 6457 2170

8.2 DA4180/2019 DEMOLISH EXISTING STRUCTURES AND CONSTRUCTION OF NEW SERVICE STATION AND SKI HIRE SHOP

Record No:

Responsible Officer:	Director Environment & Sustainability
Author:	Manager Development Assessment
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	8.1 Plan for rural, urban and industrial development that is sensitive to the region's natural environment and heritage
Delivery Program Objectives:	8.1.3 Development assessment processes are streamlined to support regional development and growth
Attachments:	<ol style="list-style-type: none"> 1. Draft Conditions of Consent (<i>Under Separate Cover</i>) 2. Revised Development Plans (<i>Under Separate Cover</i>) 3. Statement of Environmental Effects (<i>Under Separate Cover</i>) 4. Response to Development Control Plan (<i>Under Separate Cover</i>) 5. Preliminary Hazard Analysis (<i>Under Separate Cover</i>) 6. Preliminary Hazard Analysis, additional comments from applicant (<i>Under Separate Cover</i>) 7. Waste Management Plan (<i>Under Separate Cover</i>) 8. Environmental Site Assessment (<i>Under Separate Cover</i>) 9. Submissions (<i>Under Separate Cover</i>) 10. Application Form (<i>Under Separate Cover</i>)

Further Operational Plan Actions:

Applicant Number:	DA4180/2019
Applicant:	TFA Project Group
Owner:	BP Australia Pty Ltd
DA Registered:	16/05/2019
Property Description:	Lot 19 DP 219584 Ph Clyde
Property Number:	105634
Zone:	Zone B2 Local Centre
Current Use:	Service Station and Associated Ski Hire Retail/Rental Premises
Proposed Use:	Service Station and Associated Ski Hire Retail/Rental Premises
Permitted in Zone:	Yes
Recommendation:	That the DA4180/2019 be approved subject to attached conditions of consent.

The purpose of this report is to seek approval for the demolition of an existing service station and attached ski hire and the construction of a new service station, ski hire retail/rental space and the removal and installation of new underground petroleum storage system. The site is zoned B2 – Local Centre Zone. The proposed development is for the replacement of an existing approved development and is permitted with consent within this zoning. The site is currently accessed via

the Kosciuszko Road and the application proposes to utilise this access point for the development. The application proposes to establish more formalised parking areas in a currently unformed area of the site with internal vehicular and pedestrian access from this area of the site to the redeveloped service station and retail premises.

The application was notified and publicly advertised for a period of twenty one (21) days and fourteen (14) submissions were received. The submissions were referred to the applicant and amendments were made to the proposed plans in response.

The development has been considered against the requirements of section 4.15 of the *Environmental Planning and Assessment Act 1979 (EPA Act)* and has achieved an acceptable level of compliance and as such pursuant to Section 4.16(1)(a) of the *EPA Act* it is recommended that consent to Demolish Existing Structures & Construct a New Service Station & Ski Hire Shop on Lot 19 DP 219584 Ph Clyde, be granted subject to conditions attached.

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 80(1)(a) of the *Environmental Planning and Assessment Act 1979 (as amended)* it is recommended that consent be granted to Demolish Existing Structures & Construct New Service Station & Ski Hire Shop on Lot 19 DP 219584 Ph Clyde, subject to conditions attached.
- B. Any person who made a submission is notified according to the regulations.

SITE DESCRIPTION & SITE HISTORY



Figure 1 - A photograph of the existing building (source *Statement of Environmental Effects*)

The subject site is located at 60 Kosciuszko Road, Jindabyne. The existing land use on site is a service station with main fuel canopy over 4 fuel pumps and attached ski hire retail/rental premises. The service station was approved in 1965 with the ski hire component approved in 1974.

The site is approximately 3364sqm in size, it is generally flat in nature around the existing service station and forecourt area but slopes down to the rear. The eastern area of the site is lower than the service station forecourt and is currently utilised as an unsealed parking area without formalised access to the service station and ski hire business.



Figure 2 - Aerial view of the site in context with the surrounding land uses.

The development site fronts Kosciuszko Road with existing access via two entry / exit crossover points. At present there is a dirt lane which provides rear access to the service station. The application does not propose to continue with the use of this lane with all service and visitor access to the site from Kosciuszko Road directly.

The site adjoins the Rydges Horizons Resort to the West and the Lake Jindabyne Foreshore Reserve to the North and East.

PROPOSED DEVELOPMENT IN DETAIL

- Demolition of the existing structures on site including the service station / ski hire store building and existing bowser canopy;

8.2 DA4180/2019 DEMOLISH EXISTING STRUCTURES AND CONSTRUCTION OF NEW SERVICE STATION AND SKI HIRE SHOP

- Construction of a new service station and shop tenancies including lower level storage and service area and covered bin enclosure and bowser canopy to allow for bus refuelling;
- Removal of existing underground tanks and installation of an underground petroleum storage system (UPSS) including 2 x 110kL fuel tanks compliant to current Australian Standards;
- The installation of 6 x new under canopy fuel pumps to replace existing pumps;
- The installation of remote fuel fill points and removal of existing fill points;
- The installation of a new oily water tank and a new oily water separator to replace existing and connect into existing stormwater connection;
 - The installation of new fuel vents and removal of existing vents;
 - The installation of a new 6m high site identification sign, 4m high tenancy identification sign and associated signage, typical of service station sites; and
 - Additional dedicated car parking including spaces for bus parking and improved landscaping.

There is proposed to be no change to the existing hours of operation for the service station which operates 24 hours a day, seven days a week.

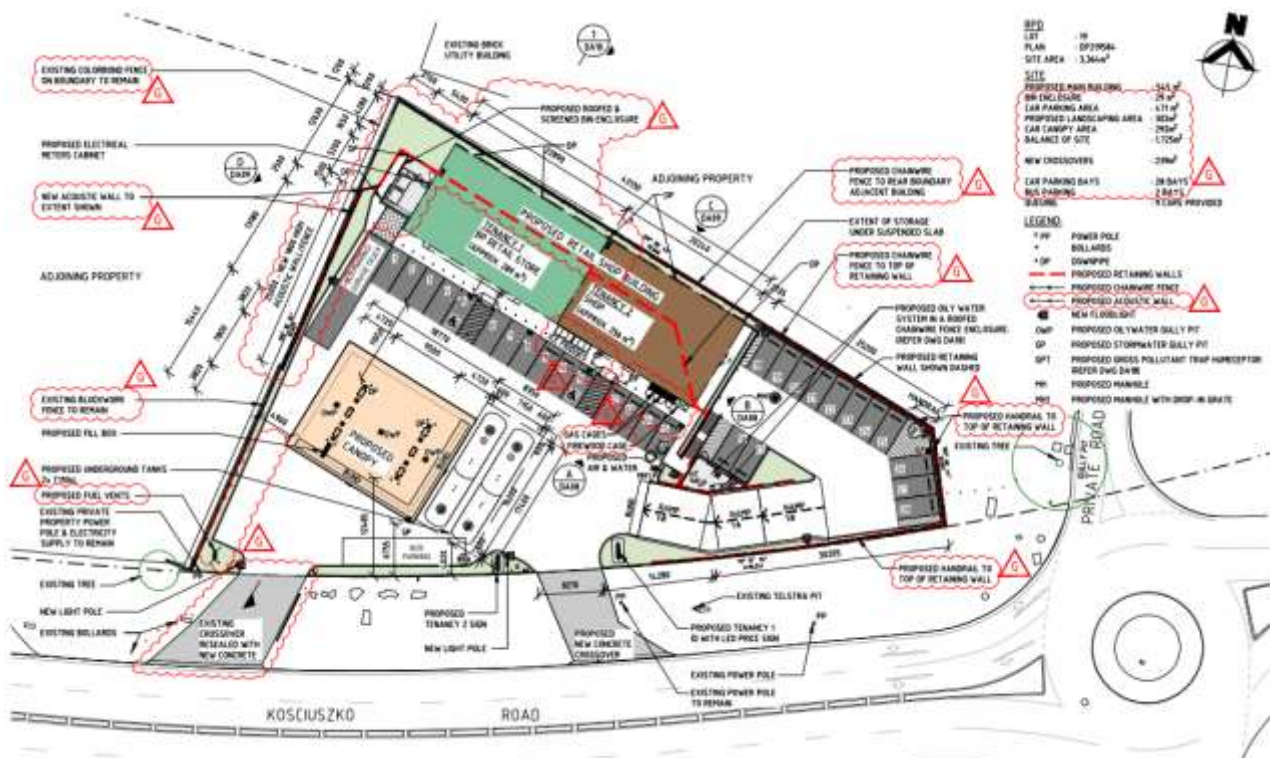


Figure 3 - Proposed site layout plan (with amendments to original plan shown in red clouds), a full size set of plans are attached to this report.

REFERRALS

Integrated Development

The proposed development was reviewed against the relevant provisions of the EP&A Act 1979 to identify whether the application was integrated development. It is not deemed to be Integrated Development under Section 4.46 of the Environmental Planning and Assessment Act 1979.

External Referrals

The development application was referred to the following external government agencies for comment/consideration:

State or Federal Agency	Comments
Roads and Maritime Services	Response received, no objection to the development subject to conditions provided.

Internal Referrals

The development application was referred to the following sections of Council for comment:

Section	Comments
Liquid Trade Waste	Acceptable subject to conditions
Water and Wastewater	Acceptable subject to conditions
Development Engineering	Acceptable subject to conditions
Environmental Health Officer	Acceptable subject to conditions

LEGISLATIVE REQUIREMENTS ASSESSMENT UNDER SECTION 4.15 OF EP&A ACT

As required by the Environmental Planning and Assessment Act, 1979, Section 4.15, the following relevant matters are addressed below:

- Suitability of the site;
- Environmental planning instruments (State Environmental Planning Policies, Local Environmental Plans);
- Draft environmental planning instruments;
- Development control plans;
- Environmental (natural and built), social and economic impacts;
- Submissions; and
- Public interest.

1 The suitability of the site for the development

The site is currently established as a service station and ski hire which has been on site for some 50 years. The redevelopment of the site is not seeking to create new additional uses other than

the inclusion of a café within the service station in line with the modern running of such businesses. The land is zoned B2 – Local Centre which permits the development as proposed with consent. The redevelopment will provide additional car parking to what is currently on site and improve the circulation of traffic through the premises lessening the impact on the Kosciuszko Road. As such it is considered that the site is suitable for the development as proposed.

2 The provisions of any environmental planning instrument

2.1 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. Relevant SEPP's examined below:

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

Complies – the application seeks to remove four existing trees from the site which will be within the building footprint. Removal of these trees as part of a development consent is permitted under the provisions of the SEPP and Councils DCP.

State Environmental Planning Policy (Infrastructure) 2007 (ISEPP)

Complies - The development is determined to be "traffic generating development" under schedule 3 of the ISEPP as it is a service station that has access to a classified road. Kosciuszko Road is a classified state road and as such the development application must be referred to the Roads and Maritime Services under the provisions of clause 104 (3) of the ISEPP. Under Clause 104 (3) before determining an application to which the clause applies the consent authority must give written notice to the RMS and take into consideration the following matters:

- (i) any submission that RMS provides in response to that notice within 21 days after notice was given
- (ii) the accessibility of the site concerned, including:
 - (A) the efficiency of movement of people and freight to and from the site and the extent of multi-purpose trips, and
 - (B) the potential to minimise the need for travel by car and to maximise movement of freight in containers or bulk freight by rail, and
- (iii) any potential traffic safety, road congestion or parking implications of the development.

The RMS provided Council with a submission based on additional information requested from the applicant. This submission did not object to the development as proposed in the revised development plans and requested that Council include several conditions of consent.

It is considered that the development has improved the existing movement of people and service vehicles to and from the site via an internal reconfiguration of the bowser location and the increase in height of the canopy. Under the requirements of clause 104 (3)(11) (B) Council must consider the potential to minimise travel to the site by car. In this case the minimisation of the need to travel to the site is negated by the very nature of the development being a service station, however the ski hire/retail component of the development can be accessed via existing footpaths adjacent to the site from the central business and retail area of Jindabyne.

The development has improved the existing onsite parking provision by creating formalised parking areas within internal vehicular circulation and access. By increasing the height of the canopy and the reconfiguring of the pump locations current queuing of vehicles that happens from the site at peak times will be reduced.

State Environmental Planning Policy No 55 (Remediation of Land)

Complies – The SEPP aims to promote the remediation of contaminated land for the purpose of reducing the risk of harm to human health or any other aspect of the environment. Clause 7 states that:

- 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.*

An environmental site assessment (ESA) was undertaken from 31 October to 2 November 2016 and on 17 November 2016. The assessment sampled the soil to decide whether the site was subject to any land contamination following issues raised from the results of a fuel infrastructure and line testing assessment undertaken at the site. The environmental site assessment found that the contamination levels of impact do not pose a potential health risk, and no potentially complete ecological exposure pathways have been identified as part of the ESA study. Therefore, it is considered that the site is environmentally suitable for an ongoing use for petroleum purposes.

It is proposed that at the completion of the removal of the existing tanks, a Site Validation Report detailing validation of the existing tank excavation will be issued to the site auditor for review. Upon review of the Site Validation Report, the site auditor will issue an interim audit advice (IAA) which endorses the validation of the Underground Petroleum Storage System (UPSS) excavation. A copy of the Site Validation Report and IAA will be issued to Council.

Prior to the issue of the Occupation Certificate a site audit statement would be required to be prepared and provided to Council.

If contaminated material is encountered during demolition and construction works, remediation will be required to be undertaken in accordance with the Contaminated Land Management Act 1997 and a site clearance certificate provided to Council prior to the issue of the Occupation Certificate.

State Environmental Planning Policy No 64 (Advertising Signage)

Complies - The proposed signage is considered to satisfy the requirements of SEPP 64.

The development application proposes the following signage:

- 1 x six (6) metre high pylon price board sign to replace existing site I.D. sign on the Kosciuszko Road frontage;
-

- 1 x four (4) metre high tenancy I.D. sign;
- New canopy fascia signage;
- New retail building fascia signage; and
- New promotional signage fixed flush to the retail building walls and glazing.

Part 2 of State Environmental Planning Policy No. 64 – Advertising and Signage (SEPP 64) states that a consent authority must not grant development consent for signage unless the consent authority is satisfied that the signage is consistent with both the objectives of the SEPP and the assessment criteria of Schedule 1. The applicant has demonstrated that the proposed signage is compatible with the visual character of the site, provides effective communications for the site (i.e. petrol prices, products available etc.), and is of a high quality design and finish and as such is consistent with the aims and objectives of the SEPP.

Assessment against Schedule 1

1.Character of the area	The proposed signage is in keeping with the use of the site as a service station. There is no “particular theme” for outdoor advertising in the locality.
2 Special areas	It is not considered that the proposed signage detracts from the amenity or visual quality of the area. The development is not proposed in an environmentally sensitive, heritage or conservation area, nor is it within a rural area or open space. It is well distanced from residential areas and is considered fit for the purpose proposed.
3 Views and vistas	There are specific views or vistas associated with the site. The proposal will not dominate the skyline or reduce the quality of any vistas and it will not impact on the viewing rights of other advertisers.
4 Streetscape, setting or landscape	The proposed signage is of a height considered both appropriate for the nature of the use and general context of the surroundings. Given the length of the site frontage, the proposed signage is not considered to contribute to visual clutter.
5 Site and building	The proposed signage is proportional to the scale and type of use proposed. It is erected to convey that the business on site is a service station and ski hire and includes fuel pricing and logos.
6 Associated devices and logos with advertisements and advertising structures	Lighting and logos are a part of the advertising proposed.
7 Illumination	The proposed pylon and fascia signage will be internally illuminated to one illumination setting without need for change. As the development is for a service station on a public road it is designed to ensure that it will not adversely impact the safety of vehicles, aircraft or pedestrians. It will not detract from the amenity of residences or the neighbouring tourist accommodation. The

	intensity of the illumination could be adjusted if required but this is deemed likely to be necessary. The illumination will not be subject to a curfew.
8 Safety	It is not considered that the proposed signage would reduce the safety of a public road. It is designed to be seen by motorists and the application has been referred to the RMS for comment and no issues regarding signage were raised. It is not considered that the signage will reduce the safety of pedestrians by obscuring sightlines as it is proposed to be well above eyelevel.

State Environmental Planning Policy No 33 (Hazardous and Offensive Development)

Complies - SEPP 33 aims to ensure that measures proposed to be employed to reduce the impact of a hazardous or offensive industry development are taken in to account and that the consent authority has sufficient information in order to assess that development. SEPP 33 ensures that only those proposals which are suitably located, and able to demonstrate that they can be built and operated with an adequate level of safety and pollution control, can proceed.

The SEPP 33 Risk Screening determined that a Preliminary Hazard Analysis (PHA) is required due to the Heat Radiation Effects, but that the PHA does not need to consider transport issues. The existing site is adjacent to residential accommodation buildings. The PHA determined the societal risk classification to be classified level 1- negligible. As such a Level 1 Qualitative Analysis was performed and provided to Council. Further assessment adjusting the population density measures used resulted in an increase in the risk classification to level 2 ALARP (as low as reasonably practical). The additional assessment provided recommendations with respect to the adjusted risk classification and the development plans were amended accordingly.

The proposed development seeks to reduce the potential hazardous impacts by installing UPSS have been designed and infrastructure will be installed to Equipment Level 1 in compliance with AS 4897-2008 - The design, installation and operation of underground petroleum storage systems.

The underground storage tanks will be designed and constructed to be of a standard not less than that required by AS 1692 "Tanks for the storage of Flammable and Combustible Liquids". All practicable measures will be taken to prevent loss of containment from any underground petroleum storage system.

A leak detection system will be installed and operated at sufficient frequency, sensitivity and reliability to provide a high level of confidence that a release of a petroleum product will be detected in sufficient time for a response to be implemented before an unacceptable risk is posed to human health, property or the environment. As a minimum standard, all underground petroleum storage systems are required to be monitored using a system that:

- Can detect a leak from any portion of the underground storage system;
- Uses equipment that has been installed, calibrated and commissioned in accordance with the manufacturer's instructions;
- Is capable of detecting a leak at a rate of 0.76 litres per hour or more with at least 95% accuracy and a probability of false detection of 0.05 or less (USEPA);
- Has been certified by an independent third party, consistent with the current USEPA protocols and system of verification (USEPA 1990);

- Reports with a frequency of not less than monthly; and
- Is operated by a suitably trained person.

It is proposed that the new underground petroleum storage system will include the following mandatory pollution protection equipment:

- Non-corrodible tank/s and non-corrodible piping;
- Secondary containment for tank/s and piping;
- Dispenser sump/s;
- Fill point spill containment equipment;
- Overfill prevention protection equipment;
- Tank pit observation well/s; and
- Equipment that earths a storage system.

Groundwater monitoring well(s) will be installed (or retained if appropriate) on site, if the site is deemed suitable by a suitably qualified and experienced person. The number and location of groundwater monitoring wells to be installed on site is also to be determined by a suitably qualified and experienced person with a view to maximising the likelihood that the wells will intercept contaminated groundwater, whatever the groundwater flow conditions. A survey of ground water movement across the site and assessment of the suitability of the use of groundwater monitoring wells in accordance with section 4.5.7.1 of AS4897 - 2008 – ‘The design, installation and operation of underground petroleum storage systems’ must be undertaken as part of this process.

2.2 Permissibility of the development under the Snowy River Local Environmental Plan 2013

The proposal is considered to be consistent with the aims and objectives of the plan.



Figure 4 - The zoning of the subject site in context with the surrounding zones.

The subject site is zoned B2 - Local Centre under the Snowy River LEP 2013 'SRLEP', where the following uses are permitted with consent:

*Amusement centres; Boarding houses; Building identification signs; Business identification signs; Car parks; Centre-based child care facilities; **Commercial premises**; Community facilities; Educational establishments; Entertainment facilities; Environmental facilities; Environmental protection works; Function centres; Home businesses; Home industries; Home occupations; Information and education facilities; Medical centres; Passenger transport facilities; Places of public worship; Public administration buildings; Recreation areas; Recreation facilities (indoor); Recreation facilities (outdoor); Registered clubs; Respite day care centres; Restricted premises; Roads; **Service stations**; Shop top housing; Tourist and visitor accommodation; Vehicle repair stations*

As such the development of a service station and ski hire (being a form of commercial premises) is permitted in the zone.

It is considered that the proposal is generally consistent with the objectives of the zone which are:

- To provide a range of retail, business, entertainment and community uses that serve the needs of people who live in, work in and visit the local area.
- To encourage employment opportunities in accessible locations.
- To maximise public transport patronage and encourage walking and cycling.
- To provide for appropriate residential development in the form of shop top housing and other land uses that are complementary to, and support the vitality of, the local centre.

The proposal has also been examined in detail against the provisions of Council's LEP and has been found to achieve an acceptable level of compliance. The following provisions from SRLEP 2013 are of relevance and have been assessed for compliance:

Clause 4.3 Height of building

The development complies - The maximum building height applying the site is 9m. At no point does the proposed building or associated canopy exceed the 9m height limit.

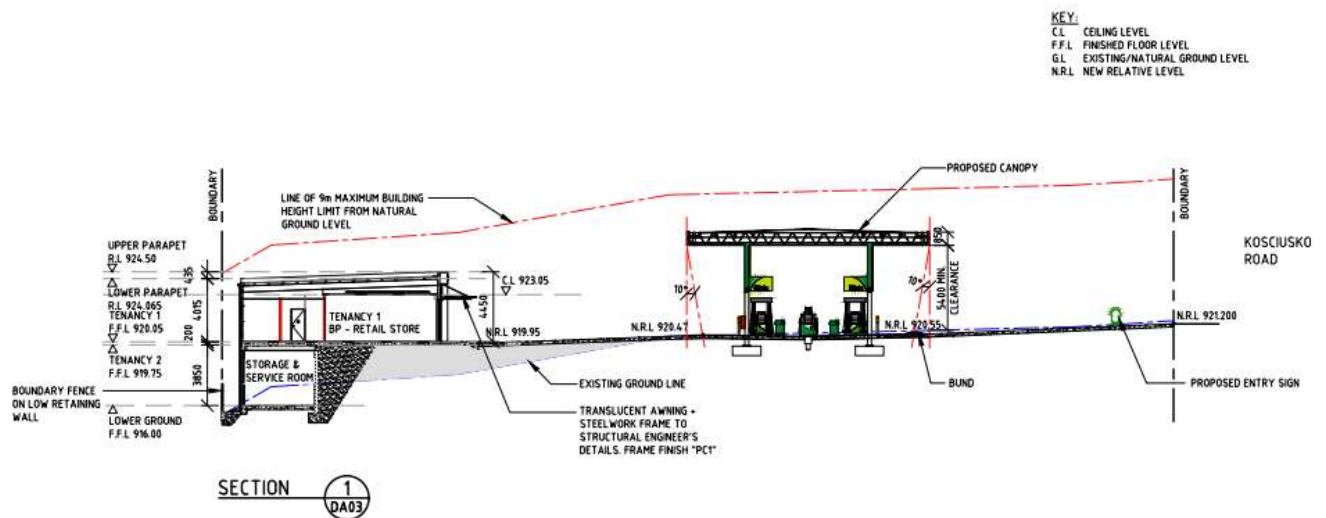


Figure 5 – section of the site showing the 9m height envelope

Clause 4.4 Floor space ratio

The development complies – The site has a maximum floor space ration of 0.5:1. The proposal is for 720sqm of floor space across the 3364sqm site resulting in a whole of site FSR of 0.21:1.

Clause 7.9 Essential services

The development complies – The use of the site is not proposing to change as such it has adequate provision of essential services to allow for the development to meet the provisions of the clause.

3 Provision of any proposed Environmental Planning Instruments

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

4 Assessment against the relevant provisions Snowy River Development Control Plan 2013

The proposal has also been examined in detail against the provisions of Council’s Development Control Plan and has been found to achieve an acceptable level of compliance, the following DCP provisions are of relevance and have been assessed for compliance:

Provision	Response/Acceptable Solution
A3 Public Notification	<p>The application was notified and advertised in accordance with the provisions of the DCP and 14 submissions were received expressing concern over various aspects of the development. The issues raised in the submissions have been considered in detail below.</p> <p>As a result of the submissions the applicant made some minor changes to the proposed development plans. As the changes made to the proposed development plans were in response to the submissions raised and were of a lesser impact than the original proposal the</p>

	modified plans were not renotified or advertised.
C2 Design	
1 Visual Character Controls	
C2.1.1 Visual Landscape Character Assessment	Complies – It is considered that the proposed development will have a positive impact visual impact when viewed from surrounding locations. The upgraded structure will be more modern and have areas to incorporate facilities that are currently ad-hoc in their placement throughout the site. It will improve the carparking offered on the property and minimise the impact of having vehicles parked in the road reserve adjacent to the site.
C2.1-5 Building Design	Complies – the building proposed is of a modern design that is functionally appropriate for the use proposed. The building is proposed to utilise the site topography by placing storage and plant rooms under the building reducing the need for filling that area of the site. No exposed subfloor will be included in the design and the new structure will blend rather than contrast with the surrounding built form and will not use external reflective materials in its construction.
C2.1-6 Landscaping	Complies –The proposed site plan shows 278sqm of landscaped area, this is mostly situated along the boundary of the site. A final detailed landscaping plan will be required to be submitted to Council prior to the issue of the construction certificate.
2 Crime Prevention Through Environmental Design	
C2.2-1 Site Building and Layout	Complies – The development achieves the requirement for natural surveillance to and from the street. Entries to the property and premises are clearly visible and in prominent locations. There are no blank walls fronting the street, blind corners in pathways, stairwells, hallways and car parks. Due to the nature of the business it is proposed to incorporate CCTV surveillance as well as include appropriate landscaping which will help to delineate the vehicle movement areas.
2.2 Lighting	
C2.2.2 Lighting	Complies – The development is proposed to incorporate appropriate lighting to mitigate safety impacts for both customers and staff. The applicant engaged an appropriately qualified light spill sub-consultant (Advanced Lighting Technologies) to prepare a light spill analysis and preliminary AS4282 assessment which illustrates external lighting impacts resulting from lighting installations. The applicant has advised that “it is noted that the lighting design will be in accordance with AS4282. All lighting will be directed down into the site with appropriate cut-off shields to not direct light or unacceptable glare to the neighbours. The light spill will be as per the light spill analysis (drawing no. 7922-1) dated 6 August 2019.”
2.3 Landscaping and Fencing	

C2.2-3 Landscaping	Complies – no landscaping that obscures the site is proposed as part of the application. The site is proposed to be fenced to ensure the safety of pedestrians and customers.
2.4 Security and Operational Management	
C2.2-4 Security and Operational Management	Complies - The service station and ski hire building is orientated towards the refuelling forecourt for casual surveillance and security purposes with lighting and CCTV used onsite for security and surveillance purposes.
2.5 Building Identification and Ownership	
C2.2-5 Building Identification and Ownership	Complies – the building will include signage that clearly shows the ownership and use of the site.
2.6 Building Ownership and Maintenance	
C2.2-6 Building Ownership and Maintenance	Complies – The development will be maintained in accordance with the requirements of the BP business and any associated legislation which relates to the operation of a service station.
C3 Car-parking, Traffic & Access	
3. Vehicle Access	
C3.1-1 Permanent and Practical Legal Access	Complies - The development has access from a public road and no objection has been received from the RMS or Council Development Engineers to the proposed access arrangements. No additional vehicle crossovers are proposed and only an upgrade to the existing arrangements are proposed.
C3.1-4 Development Fronting Main or Arterial Roads	Complies – as per the requirement of the ISEPP the development was referred to the RMS and a response provided that the proposal satisfies the requirements for access to a classified road.
C3.1-5 Adequacy of Access	Complies - The proposed vehicular access to the site is considered appropriate for the proposal. The proposed design provides an appropriate layout for access and on-site queuing, in order to provide for the safe and convenient access of vehicles entering and exiting from Kosciuszko Road. Waste collection and fuel delivery vehicles can conveniently access the site, stand wholly within the service bay area whilst undertaking their operations and then exit the site in a forward gear with adequate clearances.
C3.1-6 Minimising Impacts	The proposed design provides an appropriate layout for access and on-site queuing, in order to provide for the safe and convenient access of vehicles entering and exiting from Kosciuszko Road.
4. Pedestrian and Cycle Access	
C3.2-1 Pedestrian and Cycle Access	Complies - The development will not impact on the existing pedestrian and cycle access in and around the site. The proposed development

	has been designed to minimise pedestrian and vehicle conflict where possible. The development will include adequate levels of illumination over the site and pedestrian access from the street frontage.
5. Car Parking Design	
C3.3-1 Design	<p>Complies – The design of the parking spaces are in accordance with Councils specifications. The application proposes to include direction signage and be designed in accordance with AS/NZS 2890.1 2004. All parking spaces on site enable vehicles to enter and exit the site in a forward direction.</p> <p>Due to nature of the development, it is not possible for the parking spaces to be sited behind the building line. It is considered reasonable due to the use of the land for service station that the parking is in front of the building as is customary with this type of use.</p>
C3.3-2 Safety	Complies - The proposed parking area has considered vehicles and pedestrian movements adequately as part of the design as well as including appropriate landscaping which will help to delineate the vehicle movement areas.
C3.3-3 Landscaping	Complies - The applicant has proposed appropriate landscaping to soften the look of the parking area, when viewed from the street.
6. Car Parking Provision	
C3.4-1 Car Parking	<p>Does not comply however satisfactory justification of the carparking proposed has been provided by the applicant.</p> <p>Table C3.4-2 requires a total number of 39 parking spaces being: 11 spaces for retail premises; and 28 spaces for service station (15 spaces for convenience store GFA plus 13 spaces for site area).</p> <p>This is based on defining the ski hire as a ‘retail premises’ not specifically as a ski hire. This is considered reasonable as the use of the retail space will not be specifically restricted to ski hire. Ski hire is a type of retail premises under the LEP and as such a change of use could occur without further approval of Council. It is unreasonable to penalise ski hire at this stage when any retail premises in town could change their use to ski hire without the requirement for additional parking.</p> <p>The applicant proposes to provide 28 car parking spaces and 2 bus parking spaces. In addition to the 30 formal spaces provided, in practice the site also provides 8 ‘informal’ spaces at the petrol pump parking under the refuelling canopy which will reduce demand for the formal service station parking spaces.</p> <p>As such the site provides the equivalent of 38 parking spaces, by adding the above 8 informal spaces to the 30 formal ones, which is a substantial increase to the existing car parking provisions on site for</p>

	<p>the existing service station retail ski hire uses.</p> <p>The applicant has provided the following justification as to the short fall which is considered reasonable in this case;</p> <p><i>“We consider the proposed development would remain as a development with shared parking given the two existing uses compliment one another and therefore, a reduced parking requirement should be considered.</i></p> <p><i>Overall, the proposed development is considered to provide an adequate number of car parking when making note of the above considerations around shared and informal parking provisions. Further, the proposed development is considered to be a substantial increase to the existing car parking provisions on site for the existing service station / shop uses.</i></p> <p><i>Please note, it is considered the proposed parking provisions still provide an adequate and practical number of parking spaces for a ski hire premises for parking calculations.”</i></p>
<p>C6 Signage & Advertising</p>	
<p>C6.1-1 All Signage and Advertising</p>	<p>Complies - The proposed signage is proportional to the scale and type of use proposed. It will convey important aspects to the use over the site including the fuel pricing and logos. The proposed pylon sign is of a height considered both appropriate for the nature of the use and general context of the surroundings. Given the length of the site frontage, the proposed signage is not considered to contribute to visual clutter. The proposed signage is not considered to compromise any important views or vistas given the visual context of the locality. Viewing rights of other uses will not be compromised. The proposed signage will not affect the amenity of the immediate area. The site’s immediate surrounding area is within a local business zone and suitably distanced from any sensitive or heritage areas.</p>
<p>C6.1-3 Signage in Business, Village and Tourist Zones</p>	<p>Complies - The proposed signage is proportional to the scale and type of use proposed. It will convey important aspects to the use over the site including the fuel pricing and logos. The proposal includes a six (6) metre high pylon sign (main ID sign) and a four (4) metre high pylon sign (tenancy sign). The proposed pylon signs are of a height considered both appropriate for the nature of the use and general context of the surroundings.</p> <p>Given the length of the site frontage, the proposed signage is not considered to contribute to visual clutter. The proposed signage is not considered to compromise any important views or vistas given the visual context of the locality. Viewing rights of other uses will not be compromised. The proposed signage will not affect the amenity of the immediate area. The site’s immediate surrounding area is within a local business zone and suitably distanced from any sensitive or heritage areas.</p>

Signage Types	
C6.2-2 Pole or Pylon Signs	<p>Complies - The proposal includes a six (6) metre high pylon sign (main ID sign) and a four (4) metre high pylon sign (tenancy sign). The main site ID sign will provide necessary information for the service station use while the smaller secondary pylon sign will provide necessary identification for the tenancy.</p> <p>The proposed pylon signs are of a height considered both appropriate for the nature of the use and general context of the surroundings.</p>
C8 Environmental Management	
C8.2-1 Land Contamination	<p>Complies – The issue of land contamination has been dealt with under the provisions of SEPP 55 and it is considered the land is appropriate for the development proposed. Mitigation measures have been put in place by the applicant should contamination be detected during construction. The ongoing use of the property will be carried out in accordance with relevant legislation and improved monitoring through the installing of a new UPSS.</p>
C8.3-1 Erosion and Sediment Control	<p>Complies - The application included an appropriate sediment and erosion control plan and construction management plan.</p>
C9 Energy & Water Efficiency, Water Supply & Effluent Disposal	
C9.2-1 Reticulated Town Water	<p>Complies – The development is connected to reticulated water.</p>
C10 Waste management & Recycling	
4.1 Design Stage	<p>Complies - the development as proposed provides for suitable and sufficient waste and recycling and waste storage facilities.</p>
4.2 Demolition and Construction	<p>Complies – the waste generated during the demolition of the building will be dealt with in accordance with the waste management plan submitted with the development application. Any waste that is deemed classified such as asbestos will be disposed of in accordance with required legislation. Conditions of consent will be included to ensure compliance with these requirements.</p>
4.3 Ongoing Operation	<p>Complies – the applicant has provided the following undertaking with respect to how the ongoing operation proposes to deal with waste. Council considers appropriate to comply with the provisions of the clause:</p> <p><i>“Waste facilities will be provided in the enclosed refuse area located to the western side of the proposed building. The waste bins will be skip bins with covered, heavy lids and the refuse area will be screened from public view. The waste collection vehicle can effectively access the</i></p>

	<i>refuse area via the loading bay as well as access and egress the site in a forward direction. The loading bay will also function as bus parking outside waste collection / peak-hour times and will be appropriately managed on-site by the site manager."</i>
E Non-Residential Development	
E3 Commercial & Retail Development	
E3.1-1 Land Use Compatibility	<p>Complies – the proposed use is permitted on the land and is a redevelopment of an existing business that has been operating on the site since the 1960s. As such it is considered that as no change is being proposed to the use the land is compatible with the proposed use.</p> <p>The plant and waste facilities for the development have been located within the building and the plant and machinery room is situated to the north east of the site away from adjoining buildings.</p> <p>The development adjoins a tourist accommodation facility which does not overlook the site or gain any views through the site. The tourist facility is not approved to allow for permanent residential accommodation and as such the usual residential amenity issues in this case are reduced. The tourist accommodation facility was constructed many years after the existing service station has been operating on the site and therefore there is a reasonable expectation that the use would continue and be improved over time.</p>
E3.1-2 Environmental Impacts	<p>Complies – the redevelopment of the site and modernisation of the fuel delivery systems will reduce potential negative environmental impacts. The site is not adjoining nor does it use areas that are of high environmental significance. Stormwater will be managed onsite through appropriate means. The applicant provided the following response to this clause:</p> <p><i>"All storage and operation of unleaded petroleum (flammable liquid) and diesel (combustible liquid) will be carried out in accordance with the relevant Australian standard (AS1940). The proposal will connect into the new oily water treatment system, which is considered to appropriately preserve the environmental integrity of the site, including any potential groundwater impacts. The proposed use will be suitably distanced from any areas of environmental value / sensitivity and any known hazard constraints. The application demonstrates compliance with all relevant local and State planning policies including the PLEP and SEPP 33, SEPP 55 and SEPP 64"</i>.</p>
E3.1-3 Transport Infrastructure	Complies – the application demonstrates compliance with this requirement through the provision of access, circulation and parking arrangements on the site.
F1 Jindabyne Town Centre	
4.1 Urban Form	

F1.1-1 Views, Vistas and Landmarks	Complies – the development does not disturb or obscure any significant views or vistas (including those identified in the Jindabyne town Centre Masterplan).
F1.1-3 Street Corners	Complies – due to the nature of the development orientation of buildings is to the main street frontage to allow for access to the site via Kosciuszko Road. As the property does not extend to the adjoining street frontage there is no access provided from the minor road to the north east which services the Jindabyne Holiday Park. It is considered that the proposed design is appropriate for the site and use having an attractive building façade and a variety of architectural features including timber cladding, louvres, and colour scheme variation.
F1.1-5 Safety, security & Crime Prevention	Complies – the proposed development has considered the principles of Crime Prevention through Environmental Design in their design of the building, parking and service areas. It has opportunities for casual surveillance with views over the refuelling forecourt and car parking areas. The design also allows for clear lines of sight between the building and car park entrances, with the building entrances clearly visible from Kosciuszko Road. Low level shrubs and ground cover planting will ensure that opportunities for surveillance are provided and will allow for the safe movement of residents around the site. Adequate lighting of car parking areas, internal pathways and common areas will be provided to ensure opportunities for concealment are minimised.
F1.1-7 Universal Design/Accessibility	Complies - The proposed development has been designed to provide a clear travel path along the building line for people with a disability.
4.2 Traffic, access, parking and servicing	
F1.2-1 Vehicle access & parking	Complies – the developments vehicle access, and car parking requirements have been discussed above and deemed appropriate for the use proposed.
F1.2-2 Pedestrian and cycle access	The subject site is outside the mapped areas of key pedestrian and cycling connections.
4.3 Building and Site Design	
F1.3-1 Height	Complies with the provisions of the SRLEP for maximum height limit
F1.3-2 Density/ Floor Space Ratio	Complies with the provisions of the SRLEP for FSR.
F1.3-3 Setbacks	<p>The subject site is outside the mapped areas of Build to Lines and setbacks in the Jindabyne Town Centre Master Plan. As such no specific setback requirements are attached to the site.</p> <p>The proposed development however provides an appropriate setback from Kosciuszko Road and neighbouring properties. Landscaping will be provided within building setback areas and along property</p>

	boundaries. Vehicle access points located within the road setback area will not have a detrimental impact on the appearance of the development or pedestrian and cycle movement and will be softened by landscaping along the property boundary.
4.4 Building Exterior	
F1.4-1 Building Facades & articulation	Complies - The design provides a variety of architectural features including timber cladding, louvres, and colour scheme variation. The building includes a significant amount of articulation and windows have been used provide casual surveillance and encourage natural light. The shop facades facing the refuelling forecourt area will be predominantly clear glazed to provide activation to public spaces and adjoining roads.
F1.4-2 Building Entrances	Complies - the building entrances address the primary road frontage, they are clearly visible from the street. The entrances are designed to allow for all persons with all abilities to access the site.
F1.4-3 Solar access, overshadowing & Natural Daylight	Complies - it is considered that due to the height and design of the new service station retail store and shop building that it will not significantly impact on sunlight access or overshadow public open spaces.
F1.4-5 Signage and Advertising	Complies - the proposed signage has been assessed against the requirements of SEPP 64 and achieved an acceptable level of compliance.
F1.4-6 Materials and finishes	Complies - the proposed development utilises high quality materials and finishes in keeping with the proposed use. The materials proposed are in keeping with the Snowy River Design Guidelines in that they are non-reflective and colours that are considered appropriate under the guidelines. Where there are departures from the preferred colour schemes it is due to appropriate branding that is required to identity the use of the building as a service station.
4.5 Open Space and Landscaping	
F1.5-2 Landscape Design	Complies - the proposed development will include a variety of landscape features including new plants and areas of new groundcover planting. Landscaping will be provided in suitable areas to provide soften the edges of the development and provide a buffer to nearby uses. It is proposed that the development will use local native plants with low water demand and low fertiliser requirements.
F1.5-3 Deep soil zones	Complies - the few existing trees on the site will be removed to allow for the development. It is considered reasonable due to the nature of the development that low shrubs and groundcover will be utilised in the landscaping in lieu of large tree species.

5 Impacts of the Development – Environmental, Social & Economic

5.1 Access, transport and traffic

The proposed redevelopment provides for an improved site layout. This provides for improved site access, onsite parking and vehicle circulation that will reduce the current issues with queuing which occurs from the site onto the Kosciuszko Road. The development is categorized under Schedule 3 of State Environmental Planning Policy (Infrastructure) 2007 (ISEPP) as “traffic generating development” being a service station with access to a classified road. In accordance with the provisions of clause 104 of the ISEPP the application was referred to the Roads and Maritime Services (RMS).

Clause 101 of the ISEPP provides considerations for development with frontage to a classified road. Kosciuszko Road is a classified state road however the access is existing, and the traffic generated by the development is not considered to be an increase in what is already experienced on the site. The development proposes to improve the existing vehicular flow paths through the site, reducing the current queuing that occurs onto the Kosciuszko Road in peak times, as such it was considered that a Traffic Impact Assessment (TIA) was not necessary in this case. The proposed development does not compromise the effective and ongoing operation and function of a classified roads.

Council received a submission from the RMS which sought further information from the applicant. This request was responded to by the applicant and the response provided to the RMS when received. In its final submission to Council the RMS has stated it has no objection to the proposal as outlined in the amended development plans and that the consent be the subject to conditions provided.

5.2 Visual Impacts

The development does not present any negative visual impacts and the revised design will improve the streetscape through a modern design and improved use of landscaping. The development does not overlook or overshadow adjoining development nor is it within view corridors.

5.3 Environmental Impacts

The proposal proposes to replace the existing underground petrol tanks as part of a strategic replacement program. The site currently comprises 5 underground tanks of various sizes. These fuel tanks will be removed from site and disposed of in accordance with AS 4976-2008 (Removal and Disposal of Underground Petroleum Storage Tanks). The proposed replacement fuel system will comprise of 2 x 110,000 Litre double-walled fibreglass tanks. These tanks will comprise a mixture of the standard fuel products such as, E10 Fuel, Unleaded 91, 95, 98 and Diesel. The proposed works include replacing the existing underground (single wall – steel) fuel storage tanks and pipelines, with new double walled non-corrodible (fibreglass) tanks and new non-corrodible product piping. The new UPSS will be designed and installed in accordance with AS 4897, the Australian Standards for the design, installation and operation of underground petroleum storage systems. These standards will ensure greater environmental controls – such as double walled tanks, double walled pressure pipework, automatic tank gauging, and electronic leak monitoring. Further, the tanks will be maintained to satisfy the requirements of AS1940-2004 The storage and handling of flammable and combustible liquids.

The removal of existing older style tanks and replacement with non-corrodible tanks will have a positive environmental impact and lessen the risk of leakage from the UPSS. Conditions of consent will be imposed to ensure that the disposal, installation and ongoing management of the UPSS will be undertaken in accordance with the relevant Australian Standards.

The applicant undertook an environmental site assessment (ESA) was undertaken on 31 October to 2 November 2016 and on 17 November 2016. This assessment sampled the soil to determine whether the site was subject to any land contamination following issues raised from the results of a fuel infrastructure and line testing assessment undertaken at the site. The environmental site assessment found that the contamination levels do not pose a potential health risk, and no potentially complete ecological exposure pathways have been identified as part of the ESA study. Therefore, it was considered that the site is environmentally suitable for an ongoing use for petroleum purposes.

The applicant was required to undertake a Preliminary Hazard Analysis (PHA) under the provisions of SEPP 33. The applicant provided the analysis as part of the statement of environmental effects. This analysis classified the risk as negligible taking into consideration that the site is adjacent to accommodation buildings. The PHA concludes that the risk levels associated with the proposed development are in general accordance with the Department of Planning guidelines for tolerable fatality, injury, environmental and societal risk. Several of the submissions received raised issues as to the calculation method used in the PHA with specific reference to the way that the population density was calculated. As a result, an addendum to the PHA was submitted to Council increasing the population density to determine if this had an impact on the original findings. It was determined that there would be an increase in the risk classification from level 1 – negligible to level 2 - as low as reasonably practicable (ALARP). The revised document provided recommendations in response to the ALARP classification, where appropriate the recommendations have been integrated into the revised plans.

The development will require forecourt spill protection. The applicant has stated that the contaminants would be separated prior to disposal to Councils stormwater system, as shown the stormwater plan submitted with the development application. This is not considered acceptable and a condition of consent will be imposed to ensure that no waste by-product will be directed to Councils stormwater system and must be managed on site through consultation with Councils Liquid Trade Waste Officer.

As such the environmental impact of the existing development will be reduced by the site redevelopment and the environmental impacts of demolition of the existing building can be mitigated through adherence to appropriate conditions of consent and waste disposal plan.

5.4 Social and economic impact

No additional negative social impacts are anticipated from the redevelopment of the existing service station and retail premises. The site currently operates on a 24-hour 7 day per week schedule and this is not proposed to change. Existing noise impacts from the location of existing ice freezers and location of storage along the western boundary of the site will be minimised by the relocation of these functions and the installation of an acoustic fence.

The applicant has considered the principles of Crime Prevention through Environmental Design in the design and ongoing operation of the development.

It is considered that the development will have generally positive economic impacts on the locality by providing an improved service station and retail space for both residents and tourists.

6 Public Submissions

The proposed development was placed on public exhibition and adjoining landowners were notified in accordance with the provisions of the Snowy River Development Control Plan 2013 for a period of "21" days.

Summary of Submissions

Total Number of submissions	14
Number objecting	14
Number supporting	0

A copy of the redacted submissions is attached to the report as is the applicant's response to submissions. As part of their response the applicant provided Council with amended plans which sought to address some of the concerns raised by the submissions. A supplementary document to the Preliminary Hazard Analysis (PHA) was prepared to revise the assumed population densities surrounding the site. The document included recommendations that were implemented where practicable in the amended plans.

Based on the submissions received the applicant has provided the following summary of the changes to the development plans:

- Relocation of fuel vents away from the bin storage and neighbouring buildings to rear;
 - Removal of bus parking bay at the south-west corner (adjacent the Rydges property managers residence/building);
 - New acoustic fencing from end of existing block wall fence to adjacent the proposed new bin store;
 - Nomination of existing colorbond boundary fence to remain on Rydges boundary;
 - Removal of additional storage area behind bin store, this has reverted to landscaping and retaining walls have been adjusted to suit;
 - Nomination of see-through vertical bar fencing to the walkway around the side and back of the bin store so that visibility is maintained to the rear corner of the BP site;
 - Relocation of BP mechanical / refrigeration plant to the eastern end of the lower level storage area;
 - Removal of BP lower level storage area;
 - Addition of externally clad / solid walls to the lower level storage area for Tenancy 2
 - Nomination of chain wire mesh fence to the rear boundary adjacent the rear of the building;
 - Nomination of handrail fencing to the balance of lower carpark and driveway ramp along the Kosciuszko Road boundary;
 - Slight relocation of some internal flood light poles around the entry and exit driveway crossovers;
 - Nomination of replacement of the existing entry/ingress driveway with concrete; and
-

- Nomination of BP ice boxes, gas cylinder exchange cages and fire wood cage to the front of the Tenancy 2 shopfront:

Note: Bollards along the edge of the walkway, in front of the parking, have been removed in order to achieve this, and wheel stops will need to be shown instead. We have not shown the wheel stops on this plan.

Summary of Issues Raised and Response

Issue - Loss of residential amenity, due to proximity of the proposed building to Horizons building #1 creating noise, lighting, privacy, view loss and visual impacts

Response: Several of the submissions raised issues relating to “residential amenity” impacts on the adjoining Horizons holiday units. Under the provisions of the SRLEP2013 residential accommodation is a building or place used predominantly as a place of residence, it does not however include tourist and visitor accommodation. Horizons resort was approved by Council as a type of tourist and visitor accommodation and as such any permanent residential occupation of the space is not permitted. With respect to privacy and view loss the applicant has amended the building design to remove some built form from the corner and reinstate landscaping. The units in building #1 of the Horizons complex do not directly overlook the site with any of their primary living areas. These primary living areas and outdoor areas are orientated to look north towards Lake Jindabyne. As such it there would not be overlooking of these buildings from the BP site and it is not considered to have any current significant views from these buildings which will be disturbed or lost due to this development.

The subject site was an established service station and ski hire retail premises prior to the construction of the Horizons resort, and it is reasonable to allow for the its upgrade and redevelopment. The construction of the proposed service station building to the rear of the site in line with building #1 is not considered an unreasonable use of the site. In the proposal there is no rear access to the property and the applicant in response to concerns about noise, amended the plan to provide for a 1.8m high acoustic wall along part of the western property boundary. This new acoustic wall will shield the adjoining resort buildings from any bus / refuse vehicles, roller door operations. The existing colorbond boundary fence will remain on Horizons boundary. In addition the mechanical plant yard location originally proposed to be located on the western side of the building in close proximity to the adjoining holiday accommodation property has been relocated to the eastern end of the lower level storage area.

In response to issues raised regarding the impact on lighting the applicant engaged an appropriately qualified light spill sub-consultant (Advanced Lighting Technologies) to prepare a light spill analysis and preliminary AS4282 assessment which illustrates external lighting impacts resulting from lighting installations. The applicant has advised that *“it is noted that the lighting design will be in accordance with AS4282. All lighting will be directed down into the site with appropriate cut-off shields to not direct light or unacceptable glare to the neighbours. The light spill will be as per the light spill analysis (drawing no. 7922-1) dated 6 August 2019.”*

Issue –Location of bin and equipment storage

Response: Concerns were raised about the perceived noise and odour concerns as a result of the proposed bin storage location. It was suggested in some submissions that the bin store could be relocated to eastern side of the site away from the Horizons boundary. This is not practical due to

the topography of the site. An appropriate gradient could not be achieved to allow for a heavy vehicle collecting waste to access this area of the site through the internal vehicle access drive. It is considered that the best location is as proposed where the bins can be accessed safely.

In response to issues raised regarding odour from the facility it must be noted that the bin storage is located within a roofed and screened enclosure. This is considered to limit any odours from the bin storage area which will be maintained in a clean orderly manner.

With respect to noise impacts during emptying, the service station redevelopment now includes a 1.8m high acoustic wall to the boundary in this location. This new acoustic wall will shield the adjoining resort buildings from any refuse vehicle operations in this area.

Issue - Hours of Operation and Change in nature of the business.

Response: The development application does not propose to change the hours of operation of the service station or ski hire business. Whilst there is an increase in size of the building this is to incorporate the more modern style of service station rather than that which was considered appropriate in 1965 when the existing service station was approved. More of the site is proposed to be utilised by the new building and incorporates a previously unformed car park into the site parking and circulation space. There is proposed to be a café within the service station shop, which is again in keeping modern requirements and expectations of customers. It is considered that the majority of peak traffic / use of the site is expected throughout the day. Any wild bean café use would be in the form of a small barista style coffee offer within the building only and not outside. The building whilst larger, is well within the floor space ratio allowable on site and as such is not considered overdevelopment.

Issue – That the Preliminary Hazard Analysis Report (PHA) did not adequately account for the population densities in the Horizons Resort

Response: The applicant provided the following response to the concerns raised about the PHA:

“Some of the submissions raised concern about the societal impact calculations within the preliminary hazard analysis (PHA) report originally submitted as part of the service station redevelopment. Specifically, the number of potential persons affected by an incident.

In response, TFA has provided a supporting cover statement addressing this concern.

In summary, the site classification is subject to the assumed population within the affected area of the adjoining accommodation resort. If the estimated occupancy of the resort was increased to 120 (as nominated in one of the submissions), or the driveways were included in the affected area calculation, the site classification would be changed from level 1 ‘Negligible’ amended to level 2 ‘ALARP’ (as low as reasonably practical).

As a result of this review, we have incorporated the recommendations detailed in the cover statement (where appropriate) into the revised proposed site layout plan (Drawing No. 17071-DA03_G) “

It is therefore considered that the applicant has responded to the concerns raised and implemented an appropriate response.

Issue – Impact of the Fuel System including vents, tank locations and fill points.

Response: Concerns were raised about the location of the fuel tanks and pumps, also the location of the fuel system vents which were proposed to be on the boundary of the property in close proximity to the managers residence of the Horizons complex.

The applicant in their response to the submissions relocated the vent stack has been relocated away from the residential buildings at the rear and towards the front of the site. They have also proposed to install Stage 1 vapour recovery systems (VRS) in compliance with NSW DECC standards and Best Practice Guidelines for Vapour Recovery at Service Stations. The VRS must be designed and installed in compliance with Clause 4.3.6 AS 4897-2008. This is the benefit of redevelopment of an older service station site providing the ability to update the systems to meet current standards.

The applicant has provided the following advice as to the fuel system proposed which:

“will be a closed loop system whereby any vapours displaced / discharged from tank ullage space during tanker unloading (site refuelling) activities, will be drawn back into the tank under a Vapour Recovery pipework arrangement. During normal site operations, as fuel is withdrawn from the tanks and dispensed into customer vehicles, the vent stack will operate on a negative / suction action drawing in air to tank space.”

Issue –Site Access and the Provision and location of bus and car parking

Response: The application was referred to the RMS for their comment and they have no objections the development in its revised form. The circulation on site and the additional parking area with internal access will provide a better flow of traffic on the site and reduce the need for queuing onto the Kosciuszko Road which currently occurs in peak times.

Table C3.4-2 of the Snowy River DCP requires a total number of 39 parking spaces being:

11 spaces for retail premises; and

28 spaces for service station (15 spaces for convenience store GFA plus 13 spaces for site area).

This is based on defining the ski hire as a retail premises, not specifically ski hire. This is considered reasonable as the use of the retail space will not be specifically restricted to ski hire. Ski hire is a type of retail premises under the LEP and as such a change of use could occur without further approval of Council. It is unreasonable to penalise ski hire at this stage when any retail premises in town could change their use to ski hire without the requirement for additional parking.

The applicant proposes to provide 28 car parking spaces and 2 bus parking spaces. In addition to the 30 formal spaces provided, in practice the site also provides 8 ‘informal’ spaces at the petrol pump parking under the refuelling canopy which will reduce demand for the formal service station parking spaces.

As such the site provides the equivalent of 38 parking spaces, by adding the above 8 informal spaces to the 30 formal ones, which is a substantial increase to the existing car parking provisions on site for the existing service station retail ski hire uses.

The applicant has provided the following justification as to the short fall which is considered reasonable in this case

“We consider the proposed development would remain as a development with shared parking given the two existing uses complement one another and therefore, a reduced parking requirement should be considered.

Overall, the proposed development is considered to provide an adequate number of car parking when making note of the above considerations around shared and informal parking provisions. Further, the proposed development is considered to be a substantial increase to the existing car parking provisions on site for the existing service station / shop uses.

Please note, it is considered the proposed parking provisions still provide an adequate and practical number of parking spaces for a ski hire premises for parking calculations.”

7 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. It is an existing approved use and the redevelopment will see improved technologies installed as part of the new UPSS arrangements.

CONCLUSION:

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

QUADRUPLE BOTTOM LINE REPORTING

1. Social

It is considered that there will be minimal social impacts of the proposed development and any adverse impacts can be managed through appropriate conditions of consent.

2. Environmental

The environmental impacts of the development have been considered in the assessment of the application against the provisions of s4.15 of the EPA Act.

3. Economic

The development is not considered to have any adverse economic impacts on the region any works required to be undertaken will be at the cost of the developer.

4. Civic Leadership

Due to the number of submissions received the application has been referred to Council for determination in accordance with Council’s adopted policy.

Councillors were invited to attend an inspection of the site scheduled for 2 October 2019, with 2 Councillors attending at that time. Another Councillor attended the Jindabyne office in the previous week to view the plans and speak to staff regarding the proposal.

9.1.1 CLOSURE OF PART OF THE ROAD RESERVE IN BARRACK STREET COOMA

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Land & Property 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. Submission 1 - Proposed Closure of Barrack Street Cooma 2. Submission 2 - Proposed Closure Barrack Street Cooma
Project	PJ100108 – C PP-025 – Nijong Oval Improvements – Learner Bike Track

EXECUTIVE SUMMARY

At the meeting of Council on 15 August 2019, a resolution was passed to approve the proposal to close part of Barrack Street Cooma road reserve, classify the new lot as operational land, and to consolidate lot 4 DP 32321 with the new lot.

COUNCIL RESOLUTION

1/19

That Council

- A. Approve the proposal to close part of the Barrack Street Cooma road reserve in accordance with the plan in this report;
- B. Classify this new lot as operational land;
- C. Approve the consolidation of lot 4 DP 32321 with the new lot to be created by the road closure; and
- D. Classify the new consolidated lot as operational land.

Moved Councillor Corbett

Seconded Councillor Stewart

CARRIED

In accordance with legislative requirements (Roads Act 1993) the proposal was advertised, service authorities and property owners in the immediate vicinity were notified and the proposal was advertised on two separate occasions in the Monaro Post.

Two property owners responded and their submissions are attached to this report.

Following the consultation process, the following officer's recommendation is submitted for Council's consideration.

OFFICER'S RECOMMENDATION

That Council

- A. Approve the closure of part Barrack Street Cooma in accordance with the plan attached to this report following consideration of the submissions attached to the report.
- B. Submit a S138 Application (Roads Act NSW 1993) for consent to commence construction of the learner bike track whilst the road closure is proceeding.
- C. Notify residents who submitted objections of the decision of Council.

BACKGROUND

On 15 August 2019 Council resolved to approve the proposal to close part of Barrack Street Cooma road reserve, classify the new lot as operational land, and to consolidate lot 4 DP 32321 with the new lot.

In accordance with legislative requirements (Roads Act 1993) the proposal was advertised, service authorities and property owners in the immediate vicinity were notified.

Two property owners responded and their submissions are attached to this report.

Summary of the two submissions is as follows:

Submission 1.

- Proposed learner bike track unacceptably too close to residence
- Proposal will result in the loss of a large, flexible open space for community use
- Bike track will result in additional noise, traffic, safety hazards
- Detrimental impact on landscape amenity of the area
- Negative impact on quality of life for residents

Submission 2.

- Supporting information too vague
- Principle is fine but location could be better placed
- Suggested better placed at Cooma North Lions Park

Service authorities replied that they have no objection.

Whilst a map showing an aerial view of the road reserve to be closed was attached to all correspondence it was evident from telephone conversations that residents did not understand that the area on the northern side of the road which appears as “park” (opposite to their residences) is, in fact, road reserve and that for any community activity to take place on that area it is necessary to close part of Barrack Street. What is currently regarded as a “large, flexible open space” is, in fact, road reserve and is not zoned for recreational purposes.

The road is 20m wide and the proposed bike track will be at least another 10m from the new road boundary which will mean that the bike track will end at least 30m from homes on the other side of Barrack Street. It is not envisaged that there will be any additional impact by noise other than that which already exists.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The 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

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 Country Communities Fund (SCCF).

3. Economic

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 Country Communities Fund (SCCF).

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.

There is adequate parking in the immediate vicinity.

From: [REDACTED] Sent: 13 Oct 2019 14:11:57 +1100 To: Records Snowy Monaro Regional Council;Lynley Miners;Peter Beer;John Castellari;Rogan Corbett;James Ewart;Sue Haslingden;John Last;Anne Maslin;Brian Old;Bob Stewart;Peter Bascomb;John Rooney Subject: OBJECTION : REF: ECM 3184647 RESPONSE TO SMRC: 'PROPOSAL TO CLOSE PART COUNCIL PUBLIC ROAD AT BARRACK STREET COOMA ADJACENT TO NIJONG OVAL Attachments: FW: REQUEST FOR DOCUMENTATION ASSOCIATED WITH LETTER REF: ECM 3184647 - PROPOSAL TO CLOSE PART COUNCIL PUBLIC ROAD AT BARRACK STREET , RE: REQUEST FOR DOCUMENTATION ASSOCIATED WITH LETTER REF: ECM 3184647 - PROPOSAL TO CLOSE PART COUNCIL PUBLIC ROAD AT BARRACK STREET Snowy Monaro Regional Council I take this opportunity to again lodge in the strongest possible terms, my objection to the abovementioned proposal to close part council public road at Barrack Street Cooma Adjacent to Nijong Oval for any purpose that involves the building of infrastructure namely learner bike track and any associated infrastructure that SMRC plan to build at this site. This will contribute to the introduction of safety, traffic and noise hazards and also overdevelop the current amenity of the Nijong Site. This additional objection is made in accordance with advertisement extending the submission period to 14 October 2019 as per the Monaro Post September 11 edition. I draw your attention to my email to SMRC below dated 8 September 2019 and I also reiterate the previous objections that the community of Barrack St and others that reside in very close proximity to the site have made to SMRC. As previously stated, the construction of the proposed leaner bike track, or any permanent infrastructure at this location, will bring additional noise, traffic, safety hazards and a most unpleasant visual outlook for all the residents of Barrack St and adjoining streets who overlook the site. It will have a detrimental effect on the landscape amenity of the area, with subsequent negative impacts on quality of life for residents. I formally object to SMRC Council Resolution 147/19 as duplicated in SMRC letter to me dated 10 September 2019 File Ref: ECM. This letter was finally received after numerous requests for clarification on the details of the subject matter. I request that SMRC rescind this motion and not proceed with the construction of the learner bike track at the Nijong site, that SMRC consider the social merits and value for money of a learner bike track at Lions Park, Mittagang Rd. SMRC are requested to leave the identified site as is for the continued enjoyment of the community. We are also concerned that the Tender advertisement VP163887 – Nijong Sporting Precinct Works – Monaro Post 9 October is a very broad description and again another example of SMRC not demonstrating full disclosure to the community of exactly what the planned works are. This tender has been released to the market prior to the closing of this submission period under Section 38B Roads Act 1993. This is concerning and could be interpreted as another example as SMRC disregard for the residents of Barrack St by continually enforcing its will upon us and violating our right to maintain the quality of life we currently enjoy. We are not an itinerant section of the community. We, the residents of Barrack Street and surrounding streets, have made financial investments in our homes and are quite distressed by Council’s proposal to impose development, specified and unspecified at this location

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From: [REDACTED]
Sent: Friday, 20 September 2019 10:39 AM

[REDACTED]
Subject: Re part closure Barrack St

Dear [REDACTED]

I have only just returned from a month overseas and received your letter to Barrack St residents. I have considered this and discussed with all residents, 22 to 32 Barrack St. All are concerned but specifically what is planned, the supporting information you supplied is vague at best. So currently, due to the poor information, I am unable to object or otherwise. Might I request that the proposal is currently put on hold, subject to council staff undertaking a detailed briefing session with all concerned. As it is, the area shaded on your map, receives considerable passive community use, not just the cycleway. It appears that this proposal might be to secure the land for the children's bike training area.

In regard this, I attended the pop up shop outside the Cooma Visitors Centre some months back, information on specifics was sparse at best. We need to see a detailed proposal for this proposed investment. The location is challenged by most of us, the principle is fine but due to growth areas elsewhere in Cooma, the location could be better placed, such as the Cooma North Lions Park.

I trust this letter will be received and tabled, unfortunately due to international travel I was unable to deal with it any earlier,

Regards,

9.1.2 MINUTES OF THE CEMETERY ADVISORY COMMITTEE DATED 24 SEPTEMBER 2019

Record No:

Responsible Officer: Director Environment & Sustainability
Author: Group Manager Environmental Management
Attachments: 1. Minutes of the Cemetery Advisory Committee Dated 24
September 2019
2. Policy - Ordering Cemetery Plaques
3. Procedure - Ordering of Cemetery Plaques

EXECUTIVE SUMMARY

The Cemetery Advisory Committee met on 24 September 2019 in Berridale. The Committee's recommendations are presented for Council's consideration and adoption.

OFFICER'S RECOMMENDATION

That Council

- a. Receive and note the minutes of the Cemetery Advisory Committee; and
- b. Adopt recommendation CAC2/19 of the meeting of the Cemetery Advisory Committee held on 24 September 2019.

RECOMMENDATION OF THE CEMETERY ADVISORY COMMITTEE – 24 SEPTEMBER 2019

COMMITTEE RECOMMENDATION

CAC1/19

That the minutes of the Cemetery Advisory Committee Meeting held on 06 May 2019 are confirmed as a true and accurate record of proceedings.

Moved Mrs Pollard Seconded Mrs Parkes CARRIED

COMMITTEE RECOMMENDATION

CAC2/19

That the Policy and Procedure for the issuing of Cemetery plaques be accepted by Council

Moved Mrs McConkey Seconded Mrs Schubert CARRIED



SNOWY MONARO
REGIONAL COUNCIL

Minutes

Cemetery Advisory Committee Meeting

24 September 2019

**CEMETERY ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, 81 COMMISSIONER STREET, COOMA NSW 2630**

ON TUESDAY 24 SEPTEMBER 2019

MINUTES

Notes:

<u>1.</u>	<u>OPENING OF THE MEETING</u>	2
<u>2.</u>	<u>APOLOGIES</u>	2
<u>3.</u>	<u>DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST</u>	2
<u>4.</u>	<u>ADOPTION OF MINUTES OF PREVIOUS MEETING</u>	2
	<u>4.1</u> <u>Cemetery Advisory Committee Meeting 6 May 2019</u>	2
<u>5.</u>	<u>BUSINESS ARISING</u>	2
<u>5.1</u>	<u>POLICY & PROCEDURE FOR ISSUING PLAQUES FOR CEMETERIES</u>	2
	<u>5.1</u> <u>Policy and Procedure for the issuing of Cemetery Plaques</u>	3
<u>5.2</u>	<u>STRONGER COMMUNITIES</u>	3
<u>6.</u>	<u>QUESTIONS WITH NOTICE</u>	3
<u>7.</u>	<u>QUESTIONS TAKEN ON NOTICE</u>	3
<u>8.</u>	<u>ACTION SHEET</u>	3
<u>9.</u>	<u>CORRESPONDENCE</u>	4
<u>10.</u>	<u>GENERAL BUSINESS</u>	4
<u>11.</u>	<u>NEXT MEETING</u>	4

**MINUTES OF THE CEMETERY ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, 81 COMMISSIONER STREET, COOMA NSW 2630**

**ON TUESDAY, 24 SEPTEMBER 2019
COMMENCING AT 10AM**

PRESENT: Councillor, Sue Haslingden
Gina McConkey, Group Manager Environmental Management
Vickie Pollard
Christine Parkes
Debbie Schubert
Greta Jones
Noelene Whiting, Committee Secretary
Susannah Harper

1. OPENING OF THE MEETING

The Chair opened the meeting at 10 am.

2. APOLOGIES

An apology for the meeting was received from Maureen Wallace, Ria Hrasky, Stuart Hood

Following the recent Mayoral Election of the Snowy Monaro Regional Council Cl Sue Haslingden is the elected Council representative and there is no alternate.

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil

4. ADOPTION OF MINUTES OF PREVIOUS MEETING

4.1 CEMETERY ADVISORY COMMITTEE MEETING 6 MAY 2019

COMMITTEE RECOMMENDATION

CAC46/19

THAT the minutes of the Cemetery Advisory Committee Meeting held on 06 May 2019 are confirmed as a true and accurate record of proceedings.

Moved Mrs Pollard

Seconded Mrs Parkes

CARRIED

5. BUSINESS ARISING

5.1 POLICY & PROCEDURE FOR ISSUING PLAQUES FOR CEMETERIES

Council's new Policy and Procedure for the issuing of plaques for cemeteries was presented. The policy ensures that new plaques if ordered through the Council office are paid at the initial arrangement. This removes Council from holding any debt in relation to the plaque.

5.1 POLICY AND PROCEDURE FOR THE ISSUING OF CEMETERY PLAQUES

COMMITTEE RECOMMENDATION		CAC47/19
That the Policy and Procedure for the issuing of Cemetery plaques be accepted by Council		
Moved Mrs McConkey	Seconded Mrs Schubert	CARRIED

5.2 STRONGER COMMUNITIES

Project update:

- Bombala Cemetery
 - Litch Gate – proving to be a large job but is progressing well
 - Prayer Room – has not commenced as it is the same contractor as the gate.
 - Car Park – has been completed
 - Council staff to approach local garden club to undertake plantings etc around the car park.

New Cooma Cemetery Concept Plan

- Plan is being placed on public exhibition for a period of 28 days inviting comment from the community.

Planting of Trees and Fencing

Tender has been awarded the construction of fencing and planting of trees and installation of irrigation at the new cemetery.

6. QUESTIONS WITH NOTICE

Nil

7. QUESTIONS TAKEN ON NOTICE

There is to be a 150th Celebration held at the Round Plain Cemetery in April 2020

- Greta Jones asked for permission to place a new sign at the Round Plain Cemetery – committee has no objection as the Church and Cemetery are owned by the Church.
 - Pioneer family is to be invited to plant a tree
 - Works are to be undertaken by the Round Plain committee.
-

Committee was advised by G Jones that the MOU between the Church and the Council for care and control of the cemetery is currently with the Local Member for the Monaro who is assisting with the arrangement.

8. ACTION SHEET

Policy	Issuing Plaques for Cemeteries	Completed
Procedure	Issuing Plaques for Cemeteries	Completed
Map with GPS	Regional Cemeteries	Completed

9. CORRESPONDENCE

Map of cemeteries with the GPS co-ordinates has been forwarded to all members of the committee.

- Map has been placed on the Council website.

10. GENERAL BUSINESS

- Financial Report
 - G McConkey gave an overview of the financial position of each of the cemeteries
 - Explained how they have varied over the last 12 months
 - Indicated what future improvements are planned
- Visit by Historical Society to Christ Church & Cemetery
 - Church was opened by I Litchfield for the group to view and see what maintenance is required.
 - Program to be developed to eradicate the rabbit problem. Noelene to investigate.
- Aston Cemetery
 - Shrub trees which have been planted are causing a problem
 - Belinda to investigate if a volunteer group would clear the shrubs to prevent further damage to the graves.
- Plaque at Jindabyne
 - Plaque placed on the Memorial Gates – Noelene to discuss with appropriate Council staff to have plaque removed and placed in a more appropriate location.

11. NEXT MEETING

The next meeting is to be held at Cooma Council 3 December 2019 at 10 am

There being no further business the Chair declared the meeting closed at 11.10. The committee then travelled to the Gegedzerick Cemetery for a site visit.

CHAIRPERSON

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

Policy



Title of Policy	SMRC Ordering of Cemetery Plaque		
Responsible Department	Which services this applies to Environmental Management	Document Register ID	250.[document year].[document number].[document part]
Policy Owner	Group Manager Environmental Management	Review Date	Date [document date1]
Date of Council Meeting	Date Approved [checklist 25002 10 DD LAST VALUE]	Resolution Number	Number [checklist 25002 11 DD LAST VALUE]
Legislation, Australian Standards, Code of Practice	What Acts or Regulations (list name and year), Australian Standards or Codes of Practice from industry bodies are relevant to this issue – state name, number, section if relevant?		
Aim	To ensure consistency and uniformity of plaques throughout the cemeteries in the Snowy Monaro Region.		

Background

Snowy Monaro Regional Council has 16 operational cemeteries and a further 7 closed cemeteries which we maintain. Of these cemeteries 8 cemeteries have Niche Walls. When ashes are placed in the Niche they require a plaque to close/seal the Niche.

Plaques needed for the Niche Walls vary in size however, the style of plaque is expected to be consistent to maintain the appearance of the walls.

Also there are 3 cemeteries where the lawn area has a pre-cast concrete header for a plaque to be used as the headstone.

These plaques are larger than that of the Niche however, the consistency of materials is still a priority.

All facilities have a prescribed size and method of attachment and specifications in relation to materials.

1 Ordering a Plaque

- An application to “Erect a Memorial” must be received by Council for approval prior to any plaque being finalised/commissioned.
- In this application specifications of size, material etc must be detailed and will be assessed to ensure that consistency is maintained.
- Plaques can be ordered from a manufacturer/foundry specialising in plaques.
- It is the responsibility of the authorised family/executor to undertake the negotiations and ordering of the plaque.
- Once received only an authorised person may undertake the installation of the plaque – Council staff, Council contractor or a person specifically authorised by Council.

Documentation

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

250.2016.#.1 Name of Document here

250.2016.#.1 Name of Document here

Variation

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

Procedure



Name of Procedure	Ordering of Plaques for Council Cemeteries		
Document Register ID	250.[document year].[document number].[document part]	Date Approved	Date
Document Author	Environmental Management Administration		
Authorised by	Group Manager Environmental Management		
Applicable to	Staff involved with Cemeteries		
Purpose	The purpose of this document is to ensure that plaques meet Council policy and procurement		
Frequency	When will this procedure be followed: In conjunction with Council Policy of SMRC Ordering of Cemetery Plaques on all occasions		
Hazard Identification	Various hazards may be identified in the undertaking of this procedure. All hazards associated with each circumstance should be recorded, assessed and controlled in accordance with Councils enterprise risk management system.		
Level of risk	Various levels of risk may be determined in the analysis of identified hazards. Levels of risk identified in each circumstance should be managed in accordance with Councils enterprise risk management system.		
PPE required for procedure	Various PPE may be required and should be considered on an individual assessment when undertaking this procedure. The following is required to undertake this procedure: (delete those that are not necessary)		

Ordering of Plaques for Cemeteries in the Snowy Monaro Region

Requirements

1 Sizes

Council has 16 operational cemeteries within the region.

Of these 8 cemeteries have Niche Walls where the cremated ashes are placed in a wall behind a plaque. There are also 3 further cemeteries which have pre-cast concrete beams which act as a header for a plaque to be placed as a headstone in the lawn section.

Each of these cemeteries have specified sizes and how the plaque is connected.

Cooma Niche Size – Bronze Plaque

220 mm tall x 330 mm wide

Flat back

Nimmitabel Niche Size – Bronze Plaque

220 mm tall x 330 mm wide

Flat back

Bredbo Niche Size – Bronze Plaque

240 mm tall x 300 mm wide

Flat Back

Jindabyne Niche Size – Bronze Plaque

Small Niche – 150 mm tall x 205 mm wide

Large Niche – 150 mm tall x 340 mm wide

Adaminaby Niche Size - Bronze Plaque

240 mm tall x 320 mm wide

Gegedzerick Niche Size – Bronze Plaque

240 mm tall x 320 mm wide

Bombala Niche Size

152 mm tall x 203mm wide

2 lugs

Delegate Niche Size

152 mm tall x 203mm wide

2 lugs



Moonbah Headstone Plaque

216 mm tall x 381 mm wide

Bombala Headstone Plaque

305 mm tall x 559 mm wide

4 lugs

Delegate Headstone Plaque

305 mm tall x 559 mm wide

4 lugs

2 Ordering of Plaques

2.1 Monumental Mason

A Monumental Mason will assist the applicant with the ordering of a suitable plaque and also the attachment when the plaque arrives.

- An application form “Application to Erect a Memorial” is to be completed by the applicant for assessment and approval.
 - Verification of method of attachment and placement is verified with this application.
- This is the preferred method.

2.2 Pheonix Foundry

It is a manufacturer’s requirement that the order for Pheonix Foundry be forwarded by an authorised office – Cooma Monumental Masons, Sapphire Coast Funerals are local authorised businesses who can undertake these arrangements.

- An application form “Application to Erect a Memorial” is to be completed by the applicant for assessment and approval.
 - Verification of method of attachment and placement is verified with this application.

2.3 Arrow Bronze

It is a manufacturer’s requirement that the order for Arrow Bronze be forwarded by an authorised office – Council is authorised by Arrow Bronze for orders

- Applicant is to complete an Application and choose the appropriate plaque and wording
- An application form “Application to Erect a Memorial” is to be completed by the applicant for assessment and approval.
 - Verification of method of attachment and placement is verified with this application.
- Arrow Bronze will return the artwork to Council with a quote and proof of artwork for approval.
- Applicant is to review artwork and sign for approval or make changes where necessary.
- Once approved the artwork signed and dated by applicant can be returned to Arrow Bronze with a purchase order for the full cost plus postage and affixing fee.
- Full payment must be made by the applicant prior to an Order being sent to Arrow Bronze.
- Once the plaque is received the plaque can be affixed and the family notified.

3 Attaching Plaques

- Arrangements for the attachment of plaques can only be undertaken by a qualified mason.
- Approval must be provided prior to a plaque being attached within a Council cemetery to avoid any damage to the Council asset or existing monuments.
- Niche Plaques are generally screwed with screws and also glued.
- Memorial Plaques are generally glued depending on the placement.

4 Payment of Costs

Where the arrangements for ordering and affixing a plaque are undertaken by a Monumental Mason there is no Council fee applicable.

- An Application to Erect a Monument must be received and approved.

Where the ordering and affixing is undertaken through Council

- ❖ Applicant must pay the cost of:
 - Final plaque quoted cost prior to ordering
 - Postage of the plaque
 - Current fee as stated in the SMRC Fees and Charges
 - These fees are charged prior to the Plaque being ordered.

5 Related Documents

This procedure should be read in conjunction with the following documents:

Documentation

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

250.2016.#.1 Application to Erect a Memorial

250.2016.#.1 SMRC Ordering a Cemetery Plaque

9.1.3 MINUTES - RESIDENTIAL AGED CARE ADVISORY COMMITTEE 22 JULY 2019

Record No:

Responsible Officer: Group Manager Community Support Services and Aged Care
Author: Executive Assistant to Acting Director Corporate and Community Services
Attachments: 1. Minutes - Residential Aged Care Advisory Committee 22 July 2019

EXECUTIVE SUMMARY

The Residential Aged Care Advisory Committee meeting was held on 22 July 2019 in Berridale. The Minutes are presented for Council's information.

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

OFFICER'S RECOMMENDATION

That Council receive and note the Minutes of the Residential Aged Care Advisory Committee meeting held on 22 July 2019.



SNOWY MONARO
REGIONAL COUNCIL

Minutes

Residential Aged Care Advisory Committee Meeting

22 July 2019

**RESIDENTIAL AGED CARE ADVISORY COMMITTEE MEETING
HELD IN CHAMBERS BERRIDALE OFFICE, 2 MYACK STREET, BERRIDALE NSW 2628
ON MONDAY 22 JULY 2019**

MINUTES

Notes:

1.	OPENING OF THE MEETING	2
2.	APOLOGIES	2
3.	DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST	2
4.	ADOPTION OF MINUTES OF PREVIOUS MEETING	2
4.1	Residential Aged Care Advisory Committee Meeting 29 April 2019	2
5.	BUSINESS ARISING.....	2
6.	ACTION SHEET	3
6.1	RACAC Action Sheet - as at 15 July 2019	3
7.	RESIDENTIAL AGED CARE UPDATE.....	3
7.1	Yallambee Lodge as at 30 June 2019	3
7.2	Snowy River Hostel as at 30 June 2019	5
8.	COMPLIANCE	5
8.1	Governance - Standard 8	5
8.2	Fire Compliance.....	6
9.	GENERAL BUSINESS	6
9.1	Community Support Services Committee	6
9.2	Yallambee Lodge and Snowy River Hostel - Update	6
9.3	Management Recruitment	7
9.4	Strategic Discussion on the Aged Care Reforms and Funding Models	7
9.5	Jasmine Newman - Resignation	7
9.6	Staff Training	7
9.6	Jindabyne Aged Care Steering Committee (JACSC)	7
10.	MATTERS OF URGENCY	8
11.	NEXT MEETING	8

MINUTES OF THE RESIDENTIAL AGED CARE ADVISORY COMMITTEE MEETING OF SNOWY MONARO
REGIONAL COUNCIL
HELD ON MONDAY 22 JULY 2019

Page 2

**MINUTES OF THE RESIDENTIAL AGED CARE ADVISORY COMMITTEE MEETING
HELD IN CHAMBERS BERRIDALE OFFICE, 2 MYACK STREET, BERRIDALE NSW 2628**

**ON MONDAY, 22 JULY 2019
COMMENCING AT 10.00AM**

PRESENT: Daphne Bourne, Community Representative (*from 10.06am*)
Kevin Dunne, Community Representative
Angie Ingram, Community Representative
Joanne Jeanes, Community Representative
Maria Linkenbagh, Community Representative (*from 10.08am*)
Jasmine Newman, Community Representative
Councillor John Castellari, SMRC (*Chair*)
Bianca Padbury, Group Manager Community Support Services and Aged Care, SMRC
Sandra McEwan, EA to Director Corporate and Community Services, SMRC (*Secretariat*)

APOLOGIES: Nick Elliott, Community Representative

1. OPENING OF THE MEETING

THE CHAIR OPENED THE MEETING AT 10.00AM WITH THE 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.

2. APOLOGIES

An apology for the meeting was received from Mr Elliott.

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil.

4. ADOPTION OF MINUTES OF PREVIOUS MEETING

4.1 RESIDENTIAL AGED CARE ADVISORY COMMITTEE MEETING 29 APRIL 2019

COMMITTEE RECOMMENDATION	RAC11/19
THAT the minutes of the Residential Aged Care Advisory Committee Meeting held on 29 April 2019 are confirmed as a true and accurate record of proceedings.	
Moved Ms Jeanes	Seconded Ms Ingram
	CARRIED

5. BUSINESS ARISING

Nil.

MINUTES OF THE RESIDENTIAL AGED CARE ADVISORY COMMITTEE MEETING OF SNOWY MONARO
 REGIONAL COUNCIL
 HELD ON MONDAY 22 JULY 2019 Page 3

6. ACTION SHEET

6.1 RACAC ACTION SHEET - AS AT 15 JULY 2019

Record No:

Responsible Officer: Group Manager Community Support Services and Aged Care
 Author: Executive Assistant to Director Corporate and Community Services
 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: 10.1.1 Council has a transparent and bold growth objective which provides a framework for decision making
 Attachments: 1. RACAC Action Sheet as at 15 July 2019
 Cost Centre
 Project
 Further Operational Plan Actions:

EXECUTIVE SUMMARY

The Residential Aged Care Advisory Committee Action Sheet as at 15 July 2019 is attached for information.

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

COMMITTEE RECOMMENDATION	RAC12/19
That the Residential Aged Care Advisory Committee receive and note the information in the Action Sheet as at 15 July 2019.	
Moved Ms Newman	Seconded Ms Ingram CARRIED

7. RESIDENTIAL AGED CARE UPDATE

7.1 YALLAMBEE LODGE AS AT 30 JUNE 2019

Record No:

Responsible Officer: Group Manager Community Support Services and Aged Care
 Author: Executive Assistant to Director Corporate and Community Services
 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

MINUTES OF THE RESIDENTIAL AGED CARE ADVISORY COMMITTEE MEETING OF SNOWY MONARO
REGIONAL COUNCIL
HELD ON MONDAY 22 JULY 2019

Page 4

Attachments: Nil
Cost Centre
Project
Further Operational Plan Actions:

EXECUTIVE SUMMARY

See below the report on Yallabee Lodge as at 30 June 2019.

Ms Padbury spoke to the report on Yallabee Lodge and made the following comments:

- Near miss incidents have to be captured.
- Behavioural incidents:
 - Compulsory reporting – incidents are reported to the Police.
 - Discretionary tracking – relates to residents with dementia or other behavioural issues.
- Due processes are followed including contacting a GP, conducting neuro-observations if necessary and updating care plans.
- From 1 July 2019 reporting will be more detailed with analyses and trends identified.
- Complaints – may include suggestions for improvement and maintenance requests.
- Buzzer response – behaviour logs introduced to measure response times.
- Water issues – resolved.
- Garden maintenance ongoing.
- Reportable assault – due processes were followed which required the incident to be reported to the Police and Department of Health. The matter was resolved with the parties involved agreeing that 'incorrect language' to describe the incident had been used.

Ms Padbury assured Committee Members that at all times, due process is followed to ensure due diligence is adhered to in the care of consumers.

Committee Members requested:

- A summary analysis, number of incidents resolved and trends.
- A summary of complaints outcomes and if they were resolved within the required timeframes.

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

COMMITTEE RECOMMENDATION	RAC13/19
That future reports include definitions explaining the nature of 'out of the ordinary' incidents, a summary analysis of each reportable item and a summary of complaints outcomes.	
Moved Ms Ingram	Seconded Ms Newman
	CARRIED
COMMITTEE RECOMMENDATION	RAC14/19
That the Residential Aged Care Advisory Committee receive and note the report on Yallabee Lodge as at 30 June 2019.	
Moved Ms Ingram	Seconded Ms Linkenbagh
	CARRIED

MINUTES OF THE RESIDENTIAL AGED CARE ADVISORY COMMITTEE MEETING OF SNOWY MONARO
 REGIONAL COUNCIL
 HELD ON MONDAY 22 JULY 2019

Page 5

7.2 SNOWY RIVER HOSTEL AS AT 30 JUNE 2019

Record No:

Responsible Officer: Group Manager Community Support Services and Aged Care
 Author: Executive Assistant to Director Corporate and Community Services
 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: Nil
 Cost Centre
 Project
 Further Operational Plan Actions:

EXECUTIVE SUMMARY

See below the report on Snowy River Hostel as at 30 June 2019.

Ms Padbury spoke to the report on Snowy River Hostel and made the following comments:

- The buzzer system needs replacing. In the process of obtaining quotes from Providers for a new system which will be implemented at Snowy River Hostel and Yallambee Lodge. The new system will provide analytics and replace walkie talkies.

Ms Jeanes requested that a time limit be placed on Yallambee Lodge and Snowy River Hostels reports for future meetings.

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

COMMITTEE RECOMMENDATION	RAC15/19
That the Residential Aged Care Advisory Committee receive and note the report on Snowy River Hostel as at 30 June 2019.	
Moved Ms Jeanes	Seconded Ms Linkenbagh CARRIED

8. COMPLIANCE

8.1 GOVERNANCE - STANDARD 8

Ms Padbury explained that the New Standards effective from 1 July 2019 have changed from 4 to 8 standards with Governance being Standard 8:

- Operational Governance – responsibility of the Facility Manager for the day to day running of the business.
- Overarching Governance – responsibility of the Residential Aged Care Advisory Committee to focus

MINUTES OF THE RESIDENTIAL AGED CARE ADVISORY COMMITTEE MEETING OF SNOWY MONARO
REGIONAL COUNCIL
HELD ON MONDAY 22 JULY 2019

Page 6

on pertinent issues and report back to Councillors through the Minutes which are presented to the Council meetings.

Ms Padbury made the following comments on Standard 1 – Consumer Dignity and Choice:

- Services are based on 'Best Practice' with the issue being that this does not always support Consumer choice. We have an obligation to support choice at the detriment of 'Best Practice'.
- Consumers must complete and sign a Risk Management Form which will be documented in their care plan. There is a need to protect the organisation and the Consumers.

Ms Ingram commented that it is all about empowering Consumers to make decisions on their 'quality of life', placing the decision making capacity back with the individual.

8.2 FIRE COMPLIANCE

Ms Padbury explained that there is a requirement to form an Emergency Planning Committee to report on fire compliance in all areas e.g. feedback from fire wardens, smoke detectors, evacuation drills and training. She suggested that the Residential Aged Care Advisory Committee add this as a reporting item on the Agenda for future meetings.

COMMITTEE RECOMMENDATION

RAC16/19

That Fire Compliance be added as an additional reporting item on the Residential Aged Care Advisory Committee Agenda for future meetings.

Moved Ms Ingram

Seconded Councillor Castellari

CARRIED

9. GENERAL BUSINESS

9.1 COMMUNITY SUPPORT SERVICES COMMITTEE

Ms Padbury explained that there is a requirement to form a Community Support Services Committee. She said that Community Support Services have the same 8 Standards as Residential Aged Care. She suggested that rather than forming a separate committee, that the Residential Aged Care Committee be extended to include Community Support Services.

COMMITTEE RECOMMENDATION

RAC17/19

That the Residential Aged Care Advisory Committee be extended to include Community Support Services.

Moved Ms Ingram

Seconded Ms Linkenbagh

CARRIED

9.2 YALLAMBEE LODGE AND SNOWY RIVER HOSTEL - UPDATE

Ms Padbury was pleased to announce the following:

- Yallambee Lodge recently met the 44 Standards in the previous regime of the Accreditation process.
- Self-Assessments have been completed, measuring performance against all the new Standards (65 Standards to be met within the 8 Standards).
- Continuous Improvement Plans being implemented.

MINUTES OF THE RESIDENTIAL AGED CARE ADVISORY COMMITTEE MEETING OF SNOWY MONARO
REGIONAL COUNCIL
HELD ON MONDAY 22 JULY 2019

Page 7

-
- New equipment and electronic systems (including analytical reporting) are either in place or in progress of being implemented.

The Committee Members congratulated Ms Padbury and the staff for the remediation work undertaken to achieve meeting the 44 Standards of the Accreditation process.

9.3 MANAGEMENT RECRUITMENT

Ms Padbury provided the following update:

- Two Management positions have been readvertised. The new positions are responsible for Care and Operations, and there is no requirement for the applicants to be Registered Nurses.
 - The new Residential Aged Care Organisation Structure will be presented to Councillors in the first instance, followed by the Residential Aged Care Advisory Committee at the next meeting.
-

9.4 STRATEGIC DISCUSSION ON THE AGED CARE REFORMS AND FUNDING MODELS

This item is not a responsibility of the Residential Aged Care Advisory Committee.

.9.5 JASMINE NEWMAN - RESIGNATION

Ms Newman announced her resignation from the Residential Aged Care Advisory Committee.

Clr Castellari thanked Ms Newman for her contribution to the Committee.

.9.6 STAFF TRAINING

Ms Jeanes enquired about staff training, particularly in relation to Reportable Assaults.

Ms Padbury advised that:

- Certificate III Training in Aged Care is undertaken by all staff and the Altura Learning Solution is also utilised as specific training needs are identified.

Ms Ingram requested that the Altura Learning Solution training modules information be provided to Committee members.

- Processes are in place to screen new staff to ensure they do not have a criminal record and at the Induction staff are trained in the Code of Conduct.
- Contractors are vetted by the Providers.

ACTION:

- That the Altura Learning Solution Training Modules information be provided to Committee Members.
-

9.6 JINDABYNE AGED CARE STEERING COMMITTEE (JACSC)

Clr Castellari reported that the initial meeting of JACSC will be held on 24 July 2019 and that he will provide an update at the next meeting.

MINUTES OF THE RESIDENTIAL AGED CARE ADVISORY COMMITTEE MEETING OF SNOWY MONARO
REGIONAL COUNCIL
HELD ON MONDAY 22 JULY 2019

Page 8

10. MATTERS OF URGENCY

Nil.

11. NEXT MEETING

Monday, 28 October 2019 in the Cooma Office commencing at 9.30am.

It was agreed to commence future meetings at 9.30am to allow for the addition of the Community Support Services item.

Ms Linkenbagh advised her apologies for the next meeting.

There being no further business the Chair declared the meeting closed at 12.10pm.



CHAIRPERSON

The above minutes of the Residential Aged Care Advisory Committee Meeting of Snowy Monaro Regional Council held on 22 July 2019 were confirmed by Committee at a duly convened meeting on 28 October 2019 at which meeting the signature hereon was subscribed.

9.1.4 SECTION 355 COMMITTEE RESIDENTIAL AGED CARE AND COMMUNITY CARE ADVISORY COMMITTEE REVIEW PROPOSAL

Record No:

Responsible Officer: Acting Director Corporate and Community Services
Author: Group Manager Community Support Services and Aged Care
Key Theme: 1. Community Outcomes
CSP Community Strategy: 1.2 High quality community support and residential aged care services are available and accessible to residents across the region
Delivery Program Objectives: 1.2.1 Competitive cost effective aged care and community support services are available within the region
Attachments: 1. Attachment A: Residential Aged Care Advisory Committee - Charter

Cost Centre
Project
Further Operational Plan Actions:

EXECUTIVE SUMMARY

The Residential Aged Care Advisory Committee has been operational since 2018. The Community Care Advisory Committee is not yet active. On 1 July 2019, new Aged Care Quality Standards came into force. Due to this change and its effect on overarching governance, we propose to merge both committees into one named Community Services Committee.

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

OFFICER'S RECOMMENDATION

That Council:

- A. Endorse the proposal to merge the Residential Aged Care Advisory Committee with the Community Care Advisory Committee.
- B. Endorse the Committee name change to Community Services Committee.

BACKGROUND

Up until 1 July 2019, programs offered through Council under Community Support Services and facilities under Residential Aged Care, had an obligation to meet standards relating to care and services. The standards applicable to each outlet were:

- Home Care Standards
- Accreditation Standards
- Flexible Care Standards for short term restorative care

As at 1 July 2019, all care and service standards have been consolidated to form the new Aged Care Quality Standards (Quality Standards). Programs and services offered through Community

Support Services and Residential Aged Care are now measured and monitored against the new Quality Standards. The proposed changes specifically relate to Standard 8: Organisational governance that comprises of two components, these being:

Consumer outcome

1. I am confident the organisation is well run. I can partner in improving the delivery of care and services.

Organisation statement

2. The organisations governing body is accountable for the delivery of safe and quality care and services.

In acknowledging the outcome and statement related to organisational governance, the existing Residential Aged Care Advisory Committee agree to merge and rename the Committee to better reflect its overarching purpose. Consolidation of governance will provide Council with consistent dialogue surrounding organisational risk related to Community Support Services and Residential Aged Care.

The Residential Aged Care Advisory Committee is due for review in accordance with section 6 Appointment of the Committee, see Attachment A.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Our community will benefit from a consistent approach to the management of organisational governance in reference to Standard 8. Strong governance supports quality service provision.

2. Environmental

A reduction of meetings, and personnel required to travel to meetings will have a positive impact on the environment.

3. Economic

Nil.

4. Civic Leadership

Council demonstrates Civic Leadership through taking an interest in how best to capture risks associated with organisational governance related to Community Support Services and Residential Aged Care.



SNOWY MONARO
REGIONAL COUNCIL
Stronger together Better together

Residential Aged Care Advisory Committee Charter



Record of Versions

Date Published	Reason for Amendments	Resolution	Author/Document Owner
8/3/2019	New Document	RAC5/19	Bianca Padbury

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

Contents

1	Role of the Committee	4
2	Title of the Committee	4
3	Purpose of the Committee	4
4	Power of the Committee	4
5	Structure and Composition of the Committee	5
6	Appointment of the Committee	5
7	Quorum	5
8	Vacancies	5
9	Leave of Absence	6
10	Principal Office Bearers	6
	10.1 Chairperson	6
	10.2 Deputy Chairperson	6
	10.3 Secretariat	6
	10.4 Co-ordinator of the Committee	6
11	Meetings of the Committee	6

1 Role of the Committee

This Charter has been developed to facilitate the advisory role of the Residential Aged Care Advisory Committee for Council owned Residential Aged Care facilities in the Local Government Area (LGA) of the Snowy Monaro Regional Council.

2 Title of the Committee

The title of the Committee shall be the Residential Aged Care Advisory Committee (the Committee).

3 Purpose of the Committee

The purpose of the Committee is to assist Snowy Monaro Regional Council to facilitate community engagement and to ensure that Council is attuned to the needs and preferences of the community and has input such as local knowledge as well as religious, cultural and heritage perspectives.

The Committee shall:

- Consider, discuss and advise on specific issues related to the current and future needs of Council's Residential Aged Care facilities.
- Consider the views of the community as to the need for improvements in Aged Care facilities to ensure that the needs of residents are a priority.
- Liaise with Council on a range of Residential Aged Care strategic issues including issues raised within the community.
- At times be called upon to provide advice and recommendations on Council policies, procedures and processes that affect or impact on Residential Aged Care facilities.
- Provide Council with relevant reporting and commentary on projects and initiatives being undertaken at Council's Residential Aged Care facilities.
- Work within the guidelines of the *Aged Care Act 1997* and this Charter.

4 Power of the Committee

The Committee exercises functions of Council as a Committee under Section 355 of the *Local Government Act 1993*.

Pursuant to Section 377 of the *Local Government Act 1993*, Council has delegated to the Committee the power to carry out the functions necessary for its purposes.

The power of the Committee is limited to the exercise of advisory power. It does not have power to make decisions that will bind the Council or to commit the expenditure of the financial resources of Council or any other Organisation without express authorisation.

The Committee shall exercise its power by considering any matter relating to its purposes in a formal meeting and by making formal recommendations to Council as it deems appropriate.

5 Structure and Composition of the Committee

The Committee shall be made up of:

- SMRC Nominated Councillor representative.
- SMRC Group Manager, Community Support Services and Aged Care.
- SMRC Manager, Yallambee Lodge.
- SMRC Manager, Snowy River Hostel.
- One community representative with experience in the financial management sector.
- One community representative with experience in the audit and risk sector.
- One community representative with a legal background.
- One community representative with an interest in residential aged care.
- One community representative with a family member residing in Yallambee Lodge.
- One community representative with a family member residing in Snowy River Hostel.
- One community representative with industry experience and an interest in the aged care sector.

Decision Making:

- The Committee shall strive for a consensus, if not a vote will be undertaken.
- The preference is to hold face to face meetings however, in exceptional circumstances, a committee member can be granted permission to dial in to the meeting and have voting rights.

6 Appointment of the Committee

Following the first meeting after the election of the principal office bearers, the term of the Committee shall be 12 months. At the end of the term the composition and function of the Committee shall be reviewed and a recommendation made to Council.

7 Quorum

The quorum is six (6) members and must include:

- Nominated Councillor or Deputy Chair.
- Group Manager, Community Support Services and Aged Care or a Council representative.

The Committee may invite a guest for a specific purpose to attend a meeting.

8 Vacancies

- Vacancies on the Committee may be filled by a resolution of the Committee and the term of any substituted Member appointed shall be the same term as that of the Member absent, whose position has been vacated or forfeited.

9 Leave of Absence

- A request for Leave of Absence can be applied for and approved by Committee Resolution.
- Failure to attend three consecutive meetings without submitting a satisfactory explanation or request for Leave of Absence will forfeit membership on the Committee.

10 Principal Office Bearers

10.1 Chairperson

The nominated Councillor shall assume the role of Chairperson.

10.2 Deputy Chairperson

The Committee shall, at its first meeting and each subsequent 12 month period, elect a Deputy Chairperson.

10.3 Secretariat

Council shall provide Secretariat support for all meetings. The Secretariat shall:

- Prepare all records, including the agenda, minutes and any reports or recommendations.
- Provide members of the Committee with adequate notice of meetings confirming the date, time and venue.
- An agenda will be forwarded to each member of the Committee as soon as is practicable.
- Maintain an action items list.
- Ensure the Minutes of the meeting are promptly distributed to all members for review as soon as practicable after each meeting.
- Ensure the adopted minutes are signed by the Chairperson and presented to the next Council meeting.

10.4 Co-ordinator of the Committee

The Co-ordinator of the Committee shall be the SMRC Group Manager, Community Support Services and Aged Care or a nominated Council representative.

11 Meetings of the Committee

Meetings shall be held at venues in the LGA as determined by the Committee. Meetings shall be held quarterly and at other times in the discretion of the Chairperson or on the recommendation of the Committee.

9.1.5 MONTHLY FUNDS MANAGEMENT REPORT - OCTOBER 2019

Record No:

Responsible Officer: Director Corporate and Community Services
Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy: DP7.6 Increase and improve Council's financial sustainability.
Operational Plan Action: OP7.18 Effective management of Council funds to ensure financial sustainability.

Attachments:

Cost Centre 4010 Financial Services
Project Funds Management
Further Operational Plan Actions: OP7.2 Completion of reporting requirements in accordance with legislation.

EXECUTIVE SUMMARY

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

Cash and Investments are \$83,531,426.

Certification

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

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

OFFICER'S RECOMMENDATION

That Council:

- A. Receive and note the report indicating Council's cash and investments position as at 31 October 2019.
- B. Receive and note the Certificate of the Responsible Accounting Officer.

BACKGROUND

Council's Cash and Investments 31 October 2019:

Cash at Bank	1,327,010
Investments	82,204,416
Total	83,531,426

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Total Cash and Investments are available to provide services and infrastructure to the community in accordance with the 2020 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 \$82,204,416 on 31 October 2019.

Investment Register – 31 October 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	1,698,903	0.70%	At Call
n/a	AMP Bank - At Call	A2	BBB+	At Call	23	1.05%	At Call
n/a	Westpac Bank - At Call	A1+	AA-	At Call	505,490	0.15%	At Call
23-Mar-16	ING Bank	A1	A	TD	1,000,000	3.66%	22-Mar-21
23-Jun-16	Commonwealth Bank	A1+	AA-	TD	4,000,000	2.02%	23-Jun-21
21-Mar-17	Bank of Queensland	A2	BBB+	TD	1,000,000	3.15%	20-Mar-20
26-Jun-17	Bank of Queensland	A2	BBB+	TD	4,000,000	3.30%	25-Jun-21
29-Aug-17	Westpac Bank	A1+	AA-	TD	4,000,000	1.92%	29-Aug-22
15-Sep-17	Westpac Bank	A1+	AA-	TD	1,000,000	1.94%	15-Sep-21
06-Mar-18	ING Bank	A1	A	TD	1,000,000	2.86%	06-Mar-20
13-Mar-18	Rural Bank Limited	A2	BBB+	TD	4,000,000	2.80%	12-Mar-20
26-Jun-18	Bendigo and Adelaide Bank	A2	BBB+	TD	4,000,000	2.90%	25-Jun-20
29-Jun-18	National Australia Bank	A1+	AA-	TD	4,000,000	2.96%	29-Jun-23
11-Sep-18	RaboDirect	A1	A	TD	2,000,000	3.33%	08-Sep-23
13-Sep-18	AMP Bank	A2	BBB+	TD	2,000,000	2.85%	14-Sep-20
09-Nov-18	National Australia Bank	A1+	AA-	TD	1,000,000	2.72%	08-Nov-19
21-Nov-18	AMP Bank	A2	BBB+	TD	1,000,000	2.65%	21-May-20
26-Nov-18	AMP Bank	A2	BBB+	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
22-Feb-19	Westpac Bank	A1+	AA-	TD	2,000,000	2.52%	24-Feb-20
28-Feb-19	Westpac Bank	A1+	AA-	TD	2,000,000	2.50%	26-Feb-20
01-Mar-19	Suncorp Bank	A1	A+	TD	1,000,000	2.60%	26-Nov-19
13-Mar-19	AMP Bank	A2	BBB+	TD	3,000,000	2.80%	09-Dec-19
20-Mar-19	ME Bank	A2	BBB	TD	2,000,000	2.60%	19-Mar-20
10-Apr-19	Bankwest	A1+	AA	TD	1,000,000	2.20%	09-Apr-20
08-May-19	National Australia Bank	A1+	AA-	TD	1,000,000	2.30%	07-May-20
07-Jun-19	Rural Bank Limited	A2	BBB+	TD	4,000,000	2.10%	09-Jun-20
08-Jul-19	Suncorp Bank	A1	A+	TD	2,000,000	1.93%	05-Dec-19
16-Jul-19	Bankwest	A1+	AA	TD	1,000,000	1.85%	13-Dec-19
08-Aug-19	AMP Bank	A2	BBB+	TD	1,000,000	2.00%	07-Aug-20
27-Aug-19	ING Bank	A1	A	TD	3,000,000	1.44%	31-Aug-21
09-Sep-19	Macquarie Bank Limited	A1	A	TD	3,000,000	1.55%	03-Sep-20
10-Sep-19	National Australia Bank	A1+	AA-	TD	3,000,000	1.65%	09-Sep-20
17-Sep-19	Bank of Queensland	A2	BBB+	TD	1,000,000	1.85%	19-Sep-23
14-Oct-19	ME Bank	A2	BBB	TD	8,000,000	1.55%	13-Jan-20
23-Oct-19	Bank of Queensland	A2	BBB+	TD	1,000,000	1.80%	23-Oct-23
28-Oct-19	Suncorp Bank	A1	A+	TD	1,000,000	1.58%	28-Apr-20
					82,204,416		

Understanding Ratings:

Credit ratings are one tool used by Council when making decisions about purchasing fixed income investments. Credit ratings are opinions about credit risk.

Standard & Poor's ('S&P') is considered one of the Big Three credit-rating agencies, which also include Moody's Investors Service and Fitch Ratings. S&P publishes financial research and analysis on stocks, bonds and commodities. S&P is known for its stock market indices such as the U.S. based S&P 500, the Canadian S&P/TSX, and the Australian S&P/ASX 200. S&P ratings express their opinion about the ability and willingness of an issuer, such as a corporation, to meet its financial obligations in full and on time. Credit ratings are not absolute measure of default probability. Since there are future events and developments that cannot be foreseen, the assignment of credit ratings is not an exact science.

Credit ratings are not intended as guarantees of credit quality or as exact measures of the probability that a particular issuer will default. S&P issues both short-term and long-term credit ratings. Below is a partial list based, on Council's Investment Register.

Short-term credit ratings (term less than 1 year)

S&P rates the issuer on a scale from A1 to D. Within the A1 category it can be designated with a plus sign (+). This indicates that the issuer's commitment to meet its obligation is very strong.

A1: obligor's (*a person or corporation who owes or undertakes an obligation to another by contract or other legal procedure*) capacity to meet its financial commitment on the obligation is strong.

A2: is susceptible to adverse economic conditions however the obligor's capacity to meet its financial commitment on the obligation is satisfactory.

Long-term credit ratings (term greater than 1 year)

S&P rates the issuer on a scale from AAA to D. Intermediate ratings are offered at each level between AA and CCC (for example; BBB+, BBB).

AA: has very strong capacity to meet its financial commitments. It differs from the highest-rated obligors (rated AAA) only to small degree. Includes AA-.

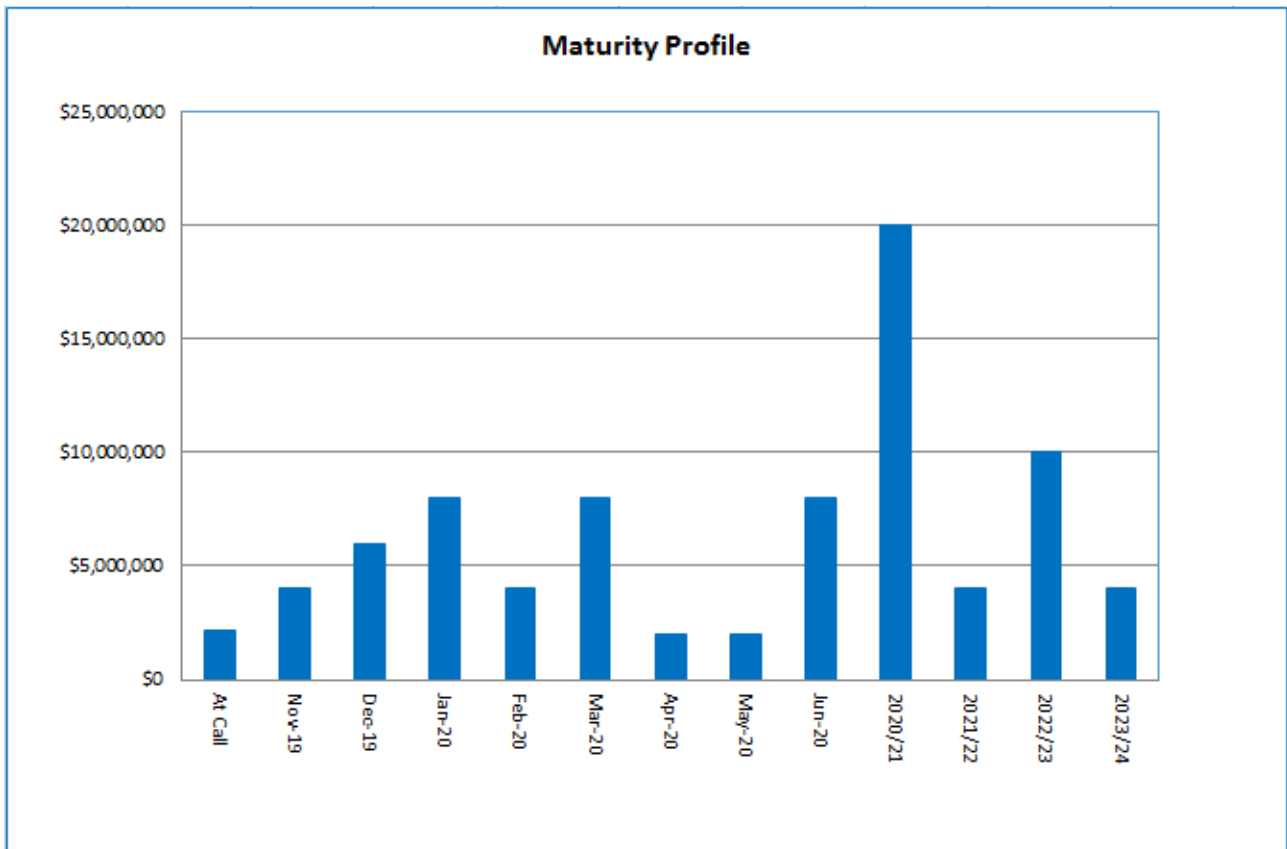
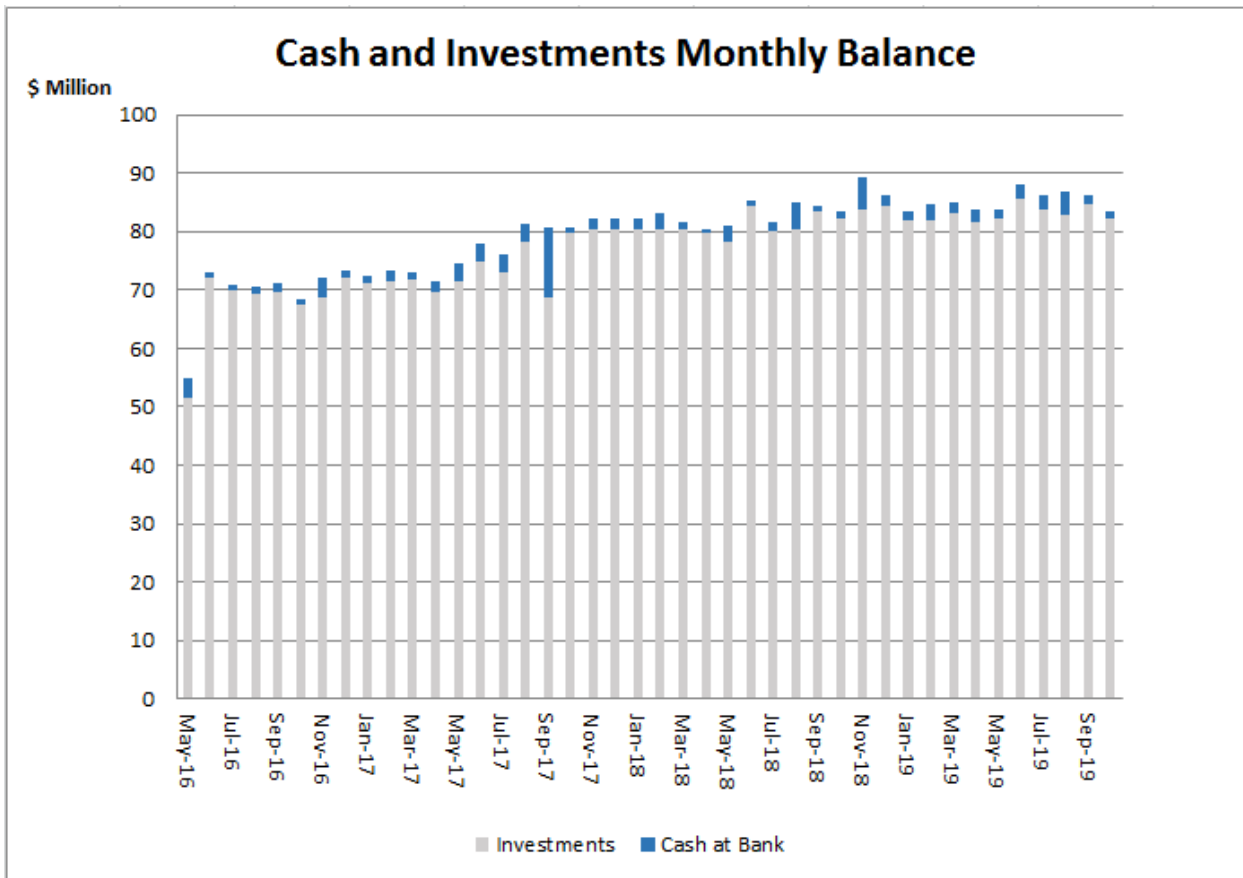
A: has strong capacity to meet its financial commitments but is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligors in higher-rated categories.

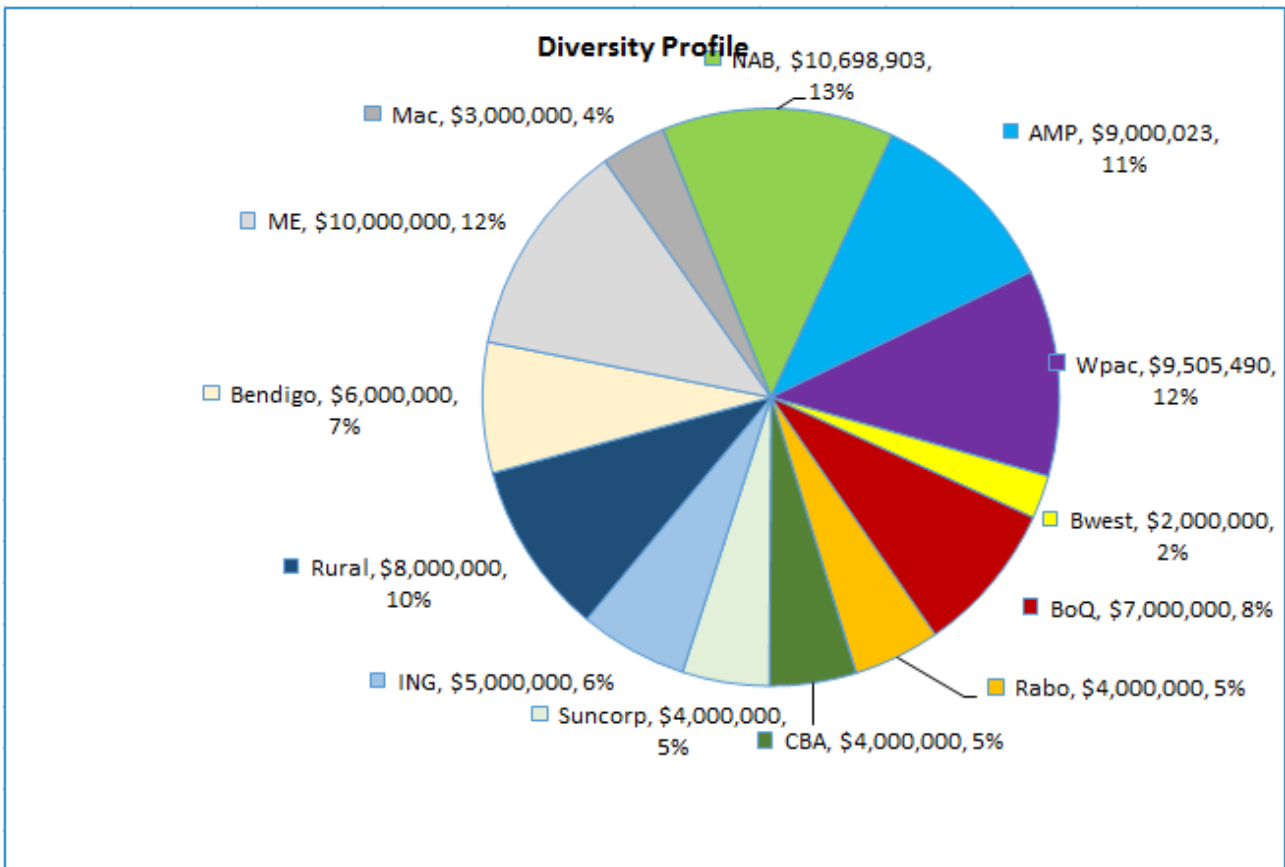
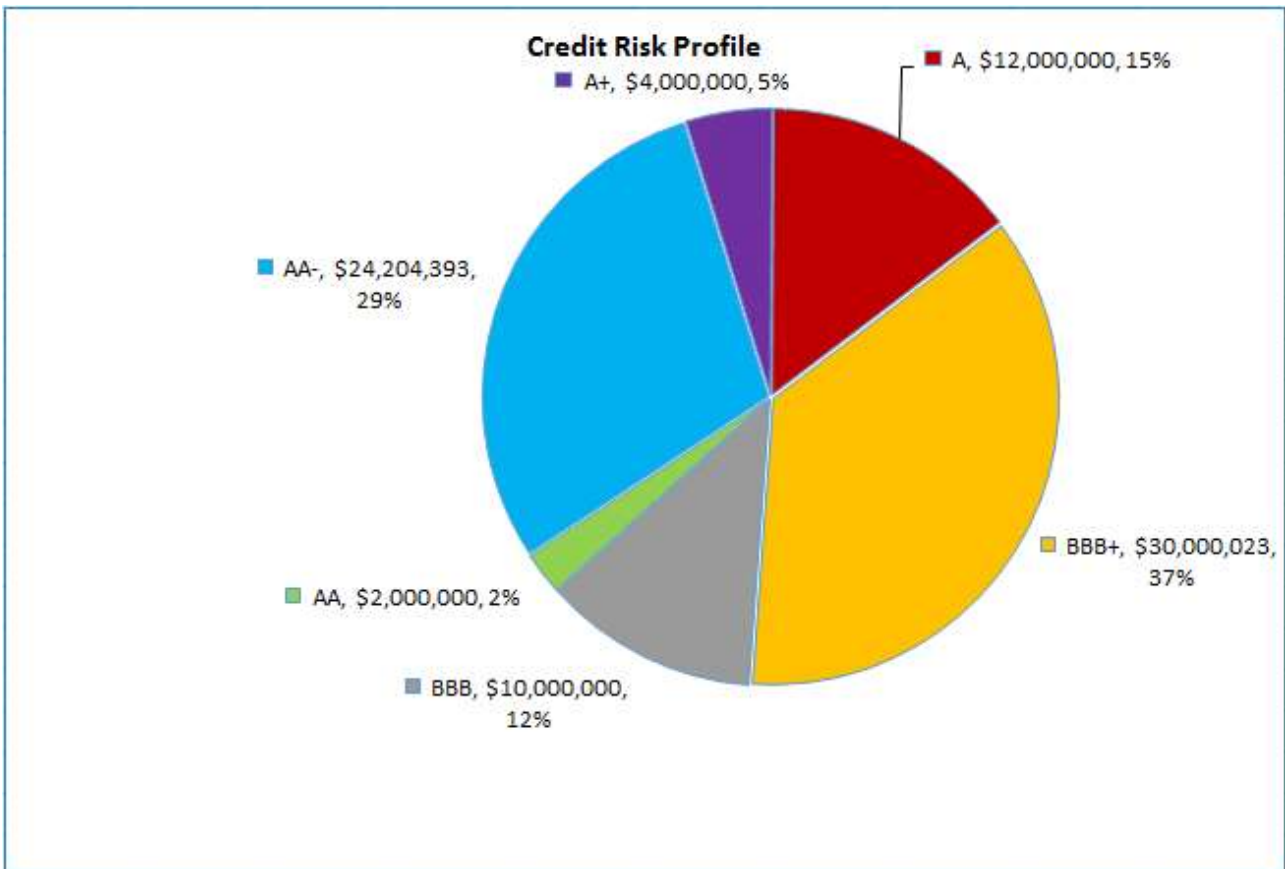
BBB: has adequate capacity to meet its financial commitments. However, adverse economic conditions or changing circumstances are more likely to lead to a weakened capacity of the obligor to meet its financial commitments.

Ratings from 'AA' to 'CCC' may be modified by the addition of a plus (+) or minus (-) sign to show relative standing within the major rating categories.

Source: S&P Global Ratings

Cash and Investments Charts:





Investment Portfolio Return:

Benchmarking is used by Council as a gauge for the performance of its portfolio against its investing universe (*universe*: securities sharing a common feature – liquidity, return patterns, risks and ways to invest). A suitable benchmark to review the return on Council’s portfolio is the Bank Bill Swap Rate (BBSW), or Bank Bill Swap Reference Rate – a short-term interest rate used as a benchmark for the pricing of Australian dollar derivatives and securities – most notably floating rate bonds.

Month	YTD Annualised Return	Monthly Average Interest Return	90 Day Bank Bill*	Margin
October	2.37%	2.25%	0.93%	1.32%
September	2.41%	2.31%	0.95%	1.36%
August	2.46%	2.48%	0.97%	1.51%
July (2019)	2.45%	2.45%	1.01%	1.44%

**The Australian Financial Market Association (AFMA)*

4. Civic Leadership

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

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

9.1.6 BOMBALA LIBRARY EXPANSION OF OPENING HOURS

Record No:

Responsible Officer:	Acting Director Corporate and Community Services
Author:	Group Manager Community Support Services and Aged Care
Key Theme:	2. Economy Outcomes
CSP Community Strategy:	5.1 Advocate for and promote education and lifelong learning opportunities
Delivery Program Objectives:	5.1.1 The Region's Library Network promotes community connectedness and facilitates the provision of information and services for the community
Attachments:	Nil
Cost Centre	
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The Bombala Library is a hub for lifelong learning and is currently open 13.5 hours per week, over a period of 3 days. This is not meeting the needs of the Community as confirmed through consultation and survey data. State Library NSW recommend a minimum of 17 hours per week for branch Libraries located in areas with a population less than 10,000. Bombala fits this criterion with a population of 2,195 inclusive of Delegate and Cathcart (Census 2016). We propose that the Bombala Library expand on this to open 18 hours per week over a period of 4 days.

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

OFFICER'S RECOMMENDATION

That Council approve an increase in the opening hours of Bombala Library from 13.5 hours per week to 18 hours per week over a period of 4 days.

BACKGROUND

Surveys were undertaken on two separate occasions in 2017 and 2018, in addition to community consultation relating to the future of Library Services throughout the Snowy Monaro Region. Data obtained was clear and consistent. Three prominent themes came out of data collected. These were that Council:

- increase opening hours
- improve the layout to activate places and spaces
- increase activities and events throughout the year.

The existing operating hours are inconsistent and described by patrons as confusing as they are different each day. The hours as at November 2019 are:

9.1.6 BOMBALA LIBRARY EXPANSION OF OPENING HOURS

- Wednesday: 11.30am – 4.30pm
- Thursday: 1.00pm – 5.00pm
- Friday: 8.30am – 1.00pm

The proposed hours commencing January 2020:

- Tuesday: 12.00pm – 4.30pm
- Wednesday: 12.00pm – 4.30pm
- Thursday: 9.00am – 1.30pm
- Friday: 9.00am – 1.30pm

By operating during the same hours on a rotational schedule of two days each, we can provide a service option catering to different generations. For example morning sessions are popular with seniors and younger children, where afternoon sessions provide the opportunity to also engage seniors, school aged children and youths.

The increase and greater spread of hours provides access to services such as Wi-Fi, study and research facilities that are becoming popular with university students. The existing Library Officer has agreed to cover the additional hours, reducing the need to advertise for the role. The position will be funded through the 2019/20 subsidy increase issued from the State Government. This funding is recurrent.

The proposal meets the objectives as listed in the Library Strategy 2019 – 2022 and the Snowy Monaro Youth Strategy 2019 – 2022.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The community will have greater access to Library services, which include collections, Wi-Fi, public access computers, study, research and printing facilities, e-resources, databases, Local Studies and Family History resources, events, activities and exhibitions. Patrons often need to travel distances to visit the Library and this will provide a wider window of opportunity to visit or attend events through a longer range of hours.

2. Environmental

The environmental impact due to an increase in hours is minimal. Residents of Bombala will have greater access to services such as printing and copying that may reduce their requirement to travel to Cooma or other centres thus reducing their carbon footprint.

3. Economic

Estimated Expenditure	Amount	Financial year	Ledger	Account string
-----------------------	--------	----------------	--------	----------------

9.1.6 BOMBALA LIBRARY EXPANSION OF OPENING HOURS

Salaries	\$6,786	2019/20	GL	10	2430	1001 - 60001
Funding (Income/reserves)	Amount		Ledger	Account string		
Operations	\$19,274	2019/20	GL	10	2430	1001-41409

The State Government has increased the per capita subsidy for Libraries from \$1.85 to \$2.45 per head for the 2019/20 financial year. As a result Snowy Monaro Regional Library (SMRL) will receive \$19,274 in additional funds from last year's allocation. These funds can be used to finance the cost of staffing the Library to enable the extension of hours.

4. Civic Leadership

Council is demonstrating Civic Leadership in acknowledging the increase in community need for Library services. Through increasing hours, Council will be meeting minimum standards as recommended by the State Library of NSW. The increase in hours demonstrates interest in responding to the important topics of Community.

9.2.1 DRAFT BOMBALA ACTIVATION PLAN

Record No:

Responsible Officer:	Director Environment & Sustainability
Author:	Economic Development Officer
Key Theme:	2. Economy Outcomes
CSP Community Strategy:	4.1 Attract diverse businesses and industries to the region, supporting their establishment and retention
Delivery Program Objectives:	4.1.1 Council's Regional Economic Development Strategy provides a framework that fosters and grows the Region's diverse businesses
Attachments:	1. Draft Activate Bombala 2020-25 2. Activate Bombala 2020-25 Community Consultation Survey Questions

EXECUTIVE SUMMARY

The attached "Draft Activate Bombala 2020-25" has been developed to improve liveability and attract working families to Bombala.

Activate Bombala 2020-25 is an 'activation plan' which details its own strategic context, a range of challenges Bombala needs to overcome and multiple actions for Council, the Bombala and District Chamber of Commerce, the Bombala business community and general community to implement over the next 3 - 5 years to 2025.

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

OFFICER'S RECOMMENDATION

That Council endorse the Draft Activate Bombala 2020-25 for community consultation through December 2019 to the end of February 2020.

BACKGROUND

The Snowy Monaro Regional Economic Development Strategy 2018-2022 (REDS) identifies the development and implementation of an Activation Plan for Bombala as an early stage action that will help grow the population to deepen the region's markets.

Development of the Draft Activate Bombala 2020-25 has been informed by previous community consultation, other actions in the REDS and projects in Bombala area that Council has previously committed to.

The Economic Development Unit propose to take the draft out for community consultation with the hope to develop a final Activation Plan by June 2020. The draft will be available on Your Say with the attached questions to gauge community opinions and a Drop-In Session will be held in Bombala during December to field further community feedback.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Activate Bombala 2020-25 aims to address the challenges and opportunities facing the town of Bombala and how Council will consult and collaborate with the Bombala community to stimulate additional economic activity for the town.

Once the draft is endorsed by Council, community consultation will be undertaken through December 2019 until the end of February 2020.

Once the community consultation period finishes and their feedback has been included in a revised version of Activate Bombala 2020-25, the Economic Development Unit will develop the Mayor's message in consultation with the Mayor.

A final version of Activate Bombala 2020-25 should then return to Council for adoption by April or May 2020.

An earlier version of the Draft Activate Bombala 2020-25 has been shared and discussed with the President of the Bombala Chamber of Commerce.

2. Environmental

Nil

3. Economic

The Draft Activate Bombala 2020-25 includes several recommendations which would require funding from Council to implement. Some of these actions are listed below and were budgeted for delivery in the current financial year (2019-20) within the Economic Development budget (cost centre 7010). Actions for delivery in future financial years will be accounted for through the annual budgeting process, or already have an amount of funding allocated from other sources. Once the Activation Plan is finalised more thorough costings will be developed for the below actions in FY 2020-21 and seek funding through the annual budget process:

- Deliver five (5) business reviews
- Use innovative methods to promote jobs and the town
- Provide training to upskill business owners
- Develop the Bombala Arts and Innovation Centre

4. Civic Leadership

The Regional Economic Development Strategy 2018 – 22 (REDS) was endorsed in December 2018 and the *“development and implementation of an Activation Plan for Bombala”* was a priority action included in the 2018-19 and 2019-20 Operational Plans.

Once Activate Bombala 2020-25 is finalised, the Economic Development Unit will investigate developing similar strategies for Adaminaby, Berridale, Cooma, Jindabyne and potentially Michelago. These documents will provide Council staff with greater direction in regards to deliverables for the economy in each town, and better demonstrate the actions and economic outcomes Council is trying to achieve across the region.

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Contents

Strategic Context	1
Where is Bombala	6
Who is Bombala	7
Strengths, Weaknesses, Opportunities and Threats	10
The Vision for Bombala	11
Initiatives and projects	12
Bombala and District Chamber of Commerce Initiatives	13
Feedback Received to Date and Planned Developments	14
Action Plan	15
Promote Skills Acquisition and Industrial Land Development	15
Develop the Agriculture, Forestry & Wood Products Specialisations	16
Grow the Population to Deepen the Region’s Markets	17
Develop a Year-Round Tourism Offering	18

Strategic Context

Snowy Monaro Regional Economic Development Strategy 2018-22

The Snowy Monaro [Regional Economic Development Strategy](#) 2018-22 (REDS) has four Strategy Elements for the Region that link directly to the opportunities presented by the Region's endowments and specialisations and aim to address some key regional risks.

The Strategy Elements were derived from an analysis of the endowments that underpin the Region's strengths, followed by examination of current industry specialisations and emerging specialisations, identified in consultation with the community and councils. The four elements for the Snowy Monaro Region are:

1. Develop a Year-Round Tourism Offering
2. Develop the Agriculture, Forestry & Wood Products Specialisations
3. Promote Skills Acquisition and Industrial Land Development
4. Grow the Population to Deepen the Region's Markets

Each element is accompanied by a set of early actions, one of which is an **Activation Plan for Bombala** as a priority to improve liveability and attract working families to the town. The REDS specifically state that the Activation Plan should be developed in partnership with the community, local industry and three levels of government.

South East and Tablelands Regional Plan 2036

The [South East and Tablelands Regional Plan 2036](#) details several directions and actions for Snowy Monaro Regional Council to further investigate and implement. Part of the narrative in this plan for Snowy Monaro perfectly captures current industry and the potential for growth in Bombala:

“The east of the area is known for its fine wool, beef cattle, timber and lavender production. A growing link with Eden is developing through the forestry and tourism industries. Other initiatives such as the development of the Bundian Way – the traditional Aboriginal route from the coast to the mountains – as a hiking trail improves tourism and cultural links with the coast.”

Directions in the South East and Tablelands Regional Plan that are relevant to Bombala and this Activation Plan include:

- Direction 1: Leverage access to the global gateway of Canberra Airport
 - Relevance for Bombala: access to international export markets.
 - Direction 2: Enhance tourism and export opportunities through the Port of Eden
 - Relevance for Bombala: gateway to export markets and international tourists.
 - Direction 5: Promote agricultural innovation, sustainability and value-add opportunities
 - Relevance for Bombala: increase the Bombala region’s agricultural production and output.
 - Direction 8: Protect important agricultural land
 - Relevance for Bombala: maintain biosecurity measures to ensure the region remains Lovegrass free.
 - Direction 9: Grow tourism in the region
-

- Relevance for Bombala: develop a range of tourism products to enhance the visitor experience in addition to the natural environment by the river.

 - Direction 12: Promote business activities in urban centres
 - Relevance for Bombala: Use flexible planning controls to facilitate knowledge-intensive industries and the development of small work hubs.

 - Direction 14: Protect important environmental assets
 - Relevance for Bombala: protect the large platypus population and lovegrass free pastures.

 - Direction 20: Enhance access to goods and services by improving transport connections
 - Relevance for Bombala: strengthen connections with Cooma, Canberra, Eden and international markets.

 - Direction 21: Increase access to health and education services
 - Relevance for Bombala: improve availability of post-high-school educational opportunities and access to general medical services.

 - Direction 22: Build socially inclusive, safe and healthy communities
 - Relevance for Bombala: support the community to be inclusive, safe and healthy.

 - Direction 23: Protect the region's heritage
-

- Relevance for Bombala: re-establish and maintain Bombala's heritage look and feel.

 - Direction 24: Deliver greater housing supply and choice
 - Relevance for Bombala: there is a need to provide a greater variety and improved quality of housing.
-

Destination Management Plan

The [Snowy Monaro Destination Management Plan 2019](#) (DMP) has four Themes and 12 Game Changers which aim to build on the recent successes and current tourism initiatives in place across the Snowy Monaro Region.

- Theme 1: Challenge Yourself in Nature
- Theme 2: Remarkable Journeys
- Theme 3: Our Heritage
- Theme 4: Savour the Snowies

Game Changers directly relevant to Bombala and this Activation Plan are:

- Game Changer 6: Boost nature-based and adventure experiences
 - Improve kayak/canoe/SUP access to major local rivers e.g. Snowy River at Dalgety, along the Murrumbidgee River and the Bombala and Delegate Rivers.
 - Game Changer 9: Revitalise drive tourism around the region
 - Undertake strategic planning and experience development for two strong drive journeys: -Canberra to the coast and Snowy Mountains via Bombala -Alpine Way, Cabramurra Road, Kiandra, Adaminaby and return.
 - Game Changer 10: The Monaro Rail Trail
 - A well-planned and constructed trail along the alignment of the redundant railway line supported by the right product would offer a great cycle tourism opportunity.
 - Game Changer 11: Snowy Heritage Centre - Supporting Projects: Cluster historic villages and improve experience
 - Seek funding to develop a heritage interpretation strategy which includes interpretative signage in the heritage villages of Delegate, Bombala, Nimmitabel, Adaminaby, Michelago and Cooma telling the stories of the towns and augmented and virtual reality elements to bring the history to life.
 - Game Changer 12. Bombala Commercial Activation
-

- Work with the Bombala Chamber of Commerce to seek an investor that can revitalise one of the hotels or properties to create a destination through high quality restaurant offering local produce, accommodation and experiences that will attract the Canberra market as well as regional Victoria and NSW.

Community Strategic Plan

High-level aspirations and goals for Bombala and the wider Snowy Monaro community are outlined in the [Snowy Monaro 2040 Community Strategic Plan](#). The plan is intended to help guide and direct the priorities and decision making of the community to realise four key themes for the future. Each theme is supported by a range of identified strategies that will aid in delivering the intended outcomes. Strategies relevant to activating Bombala include:

Community - Our communities are welcoming, inclusive and safe; our lifestyle needs are actively considered and planned for; and opportunities exist to enhance our health and social wellbeing.

- Youth of the region are engaged and supported to reach their maximum potential.
- Our culturally diverse heritage is preserved and celebrated for the richness it brings to our regional identity.
- Support and promote the arts, recognising the broad and diverse contributions they make to community identity, economy and wellbeing.
- Positive social behaviours (including law and order) are fostered and encouraged to maintain our safe, healthy and connected community.

Economy - We are a vibrant and prosperous community providing opportunities for growth and learning.

- Attract diverse businesses and industries to the region, supporting their establishment and retention.
- Foster and support adaptive, sustainable industries.
- Capitalise on the region's proximity to Canberra, Victoria and neighbouring NSW regions to attract industry and investment.
- Advocate for and promote education and lifelong learning opportunities.
- Encourage and promote vibrant towns and villages, acknowledging and celebrating the unique heritage and character of each town.
- Further promote and develop the region's visitor accommodation, products, and recreational infrastructure.

Environment - Our iconic natural environment and heritage is preserved and enhanced for future generations.

- Protect, value, and enhance the existing natural environment.
- Planning for rural, urban and industrial development is sensitive to the region's natural environment and heritage.
- Advocate for a range of suitable housing and accommodation to suit the changing needs of our community.
- Transportation corridors throughout the region are improved and maintained.
- Our region has access to effective telecommunication infrastructure and services.

Leadership - We have contemporary civic leadership and governance that fosters trust and efficiency.

- Planning and decision making are holistic, integrated, and have due regard for the long term and cumulative impacts.
- We advocate to, and work with other levels of government, community and industry.
- Residents have access to timely, relevant, and accurate information on issues that affect them.
- Our community is empowered to fully participate in shaping the future of our region.

Where is Bombala

The locality of Bombala is located in the south of the Snowy Monaro Region, 90kms from Cooma, 110kms from Eden, 485kms from Sydney and 530kms from Melbourne (Google Maps).

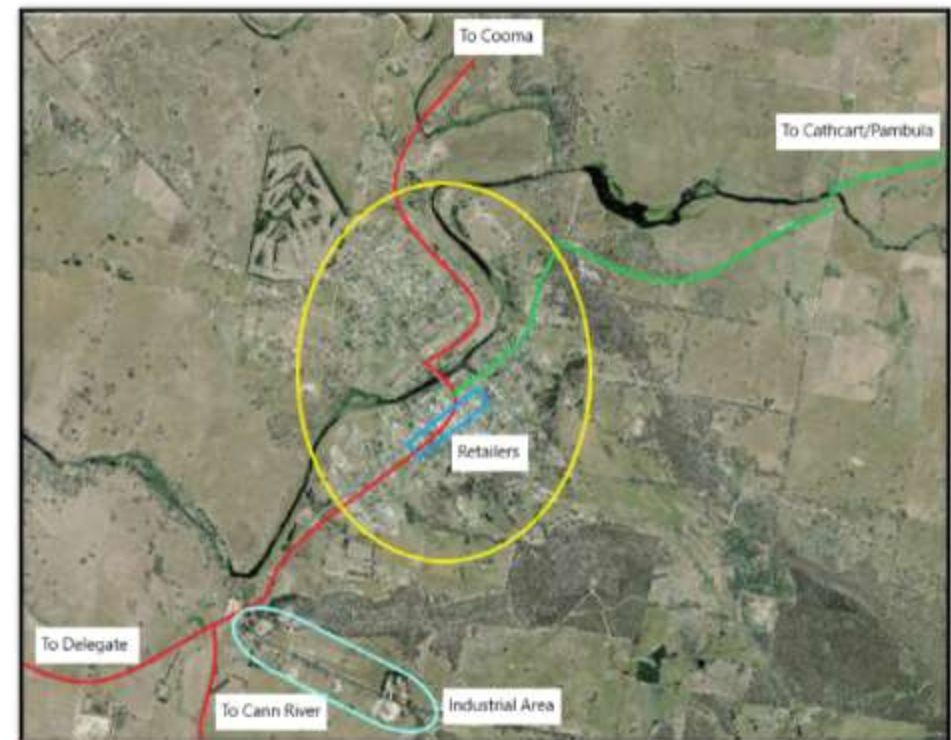
The focus area of this this Activation Plan is the Bombala State Suburb, highlighted in Figure 2:



• *Figure 1 Map of Bombala Source: Google Maps, 2019*

Bombala is dissected by the Bombala River and the Monaro Highway (highlighted in red below), with the majority of retailers based in the centre of town along the main street.

Residential land is split across both sides of the river and industrial land is to the south:



• *Figure 2 Satellite map of Bombala. Source: Google Maps, 2019.*

Who is Bombala

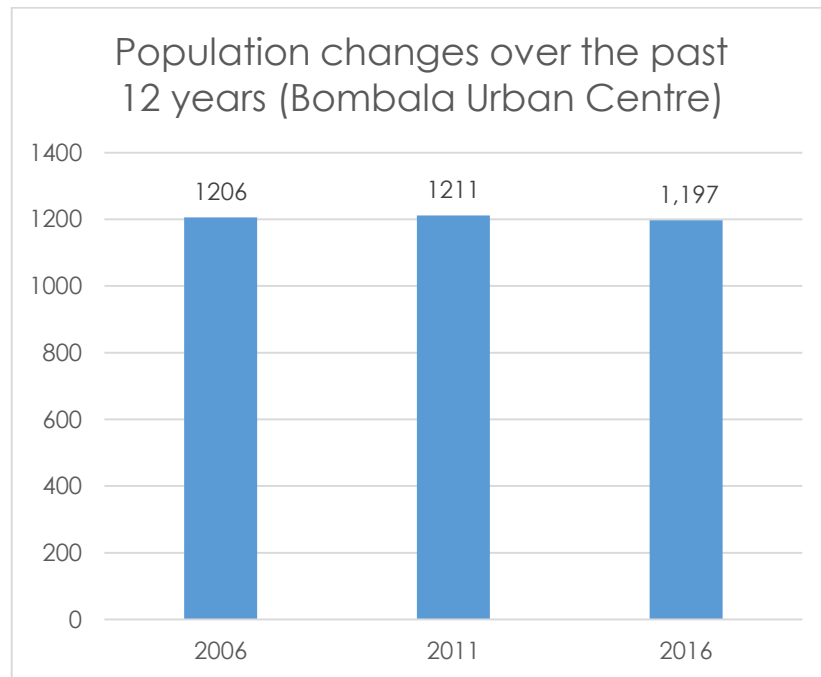
2018 Estimated Resident Population (ERP): 1,319 (.id, 2019)

2018 Median Age: 45 (ABS, 2016)

Male: 50.4% (ABS, 2016)

Female: 49.6% (ABS, 2016)

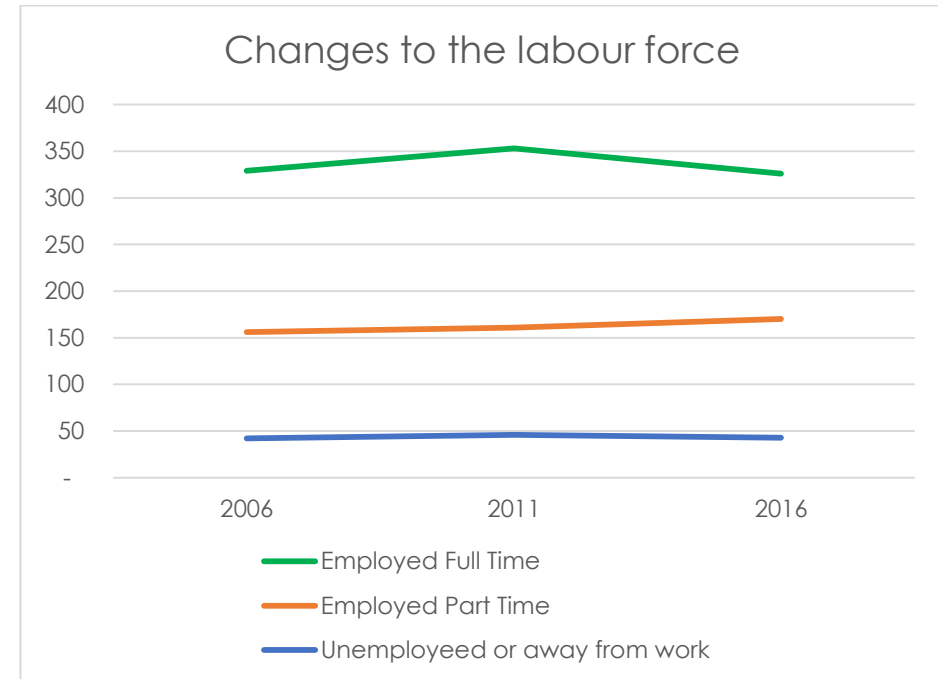
Between the 2006 and 2016 censuses, Bombala's Urban Centre population was stable but slightly declined by 9 people:



• *Figure 3 Bombala's Urban Centre population changes over time. Source: ABS and .id 2019.*

The unemployment rate in Bombala at the time of the 2011 and 2016 censuses was a low 3.4% (ABS, 2019), compared to the recent NSW unemployment rate of 5.3%, and is a great improvement on Bombala's unemployment rate in 2006 which was 5.2% (ABS, 2006).

Employment figures from 2006 to 2016 demonstrate that employment opportunities are fairly stable but limited:

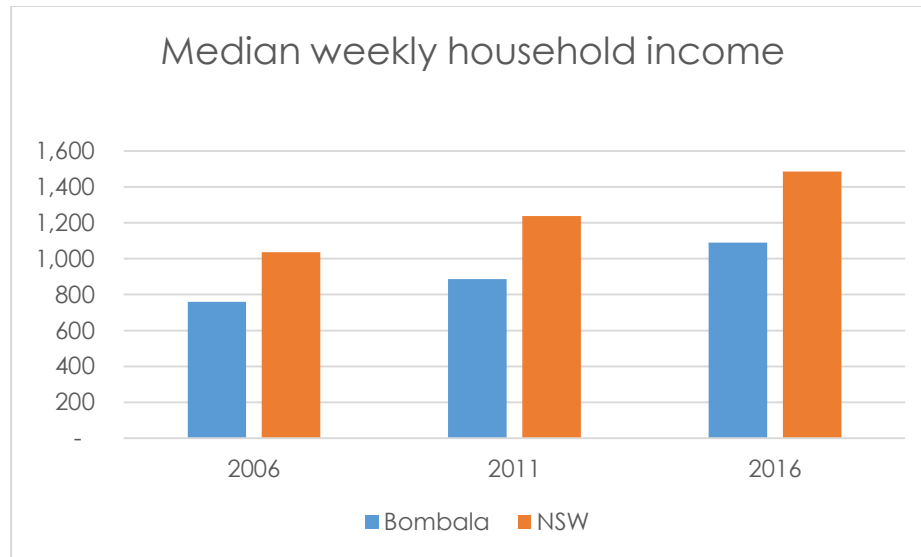


• *Figure 4 Employment per person in the workforce 2006 - 2016. Source, ABS 2019.*

Approximately 10 new full and part-time employment opportunities were created between 2006 and 2016.

Income and Housing

Between the 2006 and 2016 censuses, Bombala’s median weekly household income increased by \$330, however it remains \$110 less than the Snowy Monaro Region’s median weekly household income and well below the median weekly household income for NSW:



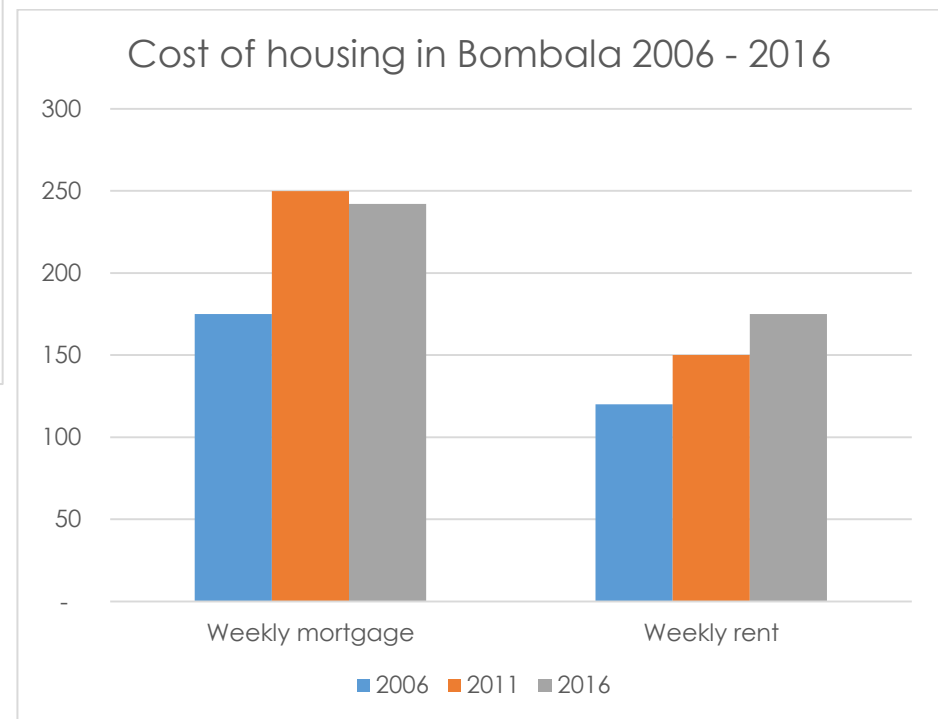
• *Figure 5 Median weekly household income 2006 - 2016. Source: ABS, 2019.*

Of the 43% increase in median weekly household income, 27% of the growth was achieved between 2011 and 2016, indicating a strengthening economy during this period.

Whilst current median weekly household income in Bombala is less than the NSW median, median housing costs are considered to be low; Bombala’s median house price is \$215,000 compared to the broader

Snowy Monaro Region’s median house price of \$328,000, and the Capital Region’s median house price of \$450,000.

Figure 6 demonstrates how weekly mortgage repayments and rent has increased between the 2006, 2011 and 2016 censuses. Noticeably, it is cheaper to rent in Bombala than pay a mortgage, however the rental market is “tight” in that there is often only one vacant rental property on the market at any one time.



• *Figure 6 Cost of housing in Bombala over time. Source: ABS, 2019.*

Sectors contributing to Bombala’s Economy

In July 2019 there were 556 active Australian Business Numbers (ABNs) across 20 Industry Divisions registered with Bombala as their main business location:

Industry Division	Number of ABNs
Electricity, Gas, Water and Waste Services	1
Mining	1
Information Media and Telecommunications	3
Public Administration and Safety	3
Education and Training	6
Wholesale Trade	8
Financial and Insurance Services	9
Not classified	9
Health Care and Social Assistance	12
Manufacturing	17
Transport, Postal and Warehousing	17
Accommodation and Food Services	21
Arts and Recreation Services	21
Professional, Scientific and Technical Services	25
Administrative and Support Services	30
Retail Trade	38
Construction	42
Other Services	47
Rental, Hiring and Real Estate Services	47
Agriculture, Forestry and Fishing	199

Trade, there is a minimal amount of competition and more services and retail outlets would help the community become more self-sufficient and reduce the amount of economic leakage from the local retail sector.

Bombala’s economy and jobs market is heavily reliant on Agriculture, Forestry and timber processing industries. The majority of businesses in the sector produce sheep and cattle; Bombala and the broader Monaro region is renowned for fine wool merino production:

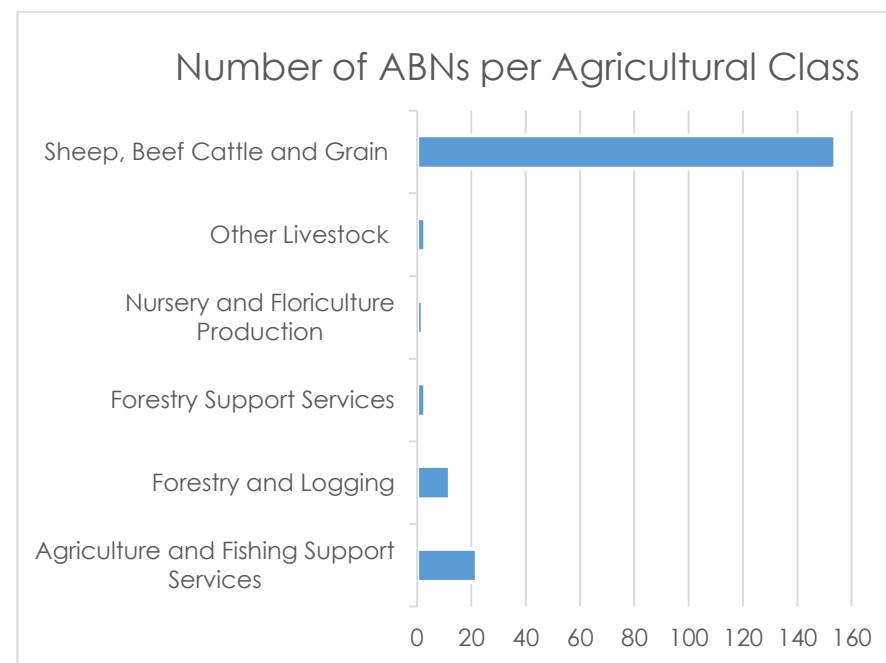


Figure 7 Registered ABN's by Agricultural Class. Source: ABR, 2019.

Whilst the ABN data does not give a breakdown of businesses in Retail

Strengths, Weaknesses, Opportunities and Threats

Strengths

- Central location between the Snowy Mountains and the Far South Coast; mid-way between Sydney and Melbourne; an hour from Cooma and Bega; two hours from South Canberra.
- Strong heritage appeal that can be built on to develop a stronger visual identity.
- Low cost land and house prices.
- NBN connected.
- Police, hospital, ambulance, aged care, accountants, solicitors, schools, public pool and a gym.
- Located by the River which provides a range of recreational activities such as Platypus watching, walking, and running, fishing and kayaking.
- Strong agricultural and forestry sectors for employment.

Weaknesses

- Employment is not as diverse as other areas and is heavily reliant on forestry and agriculture.
- Comparatively lower median weekly household income to the broader Snowy Monaro (\$110 less than 2016 Snowy Monaro median weekly household income).
- No strategies in place to attract new workforce/families.
- Aging housing stock and a tight rental market.
- No great attraction or encouragement for passing traffic to stop in the main street and purchase goods, food and coffee.
- The retail sector lack's competition.
- Poor online/digital presence amongst local business.
- Extremely small night-time economy.
- No direct access to tertiary education services.

Opportunities

- Growing Tourism; fishing, art, history, Bundian Way walking track, platypus country branding and related experiences.
- Attracting first home buyers/young families.
- Encouraging new business in the vacant shop-front space in the main street.
- Large potential to upskill youth across forestry, agriculture, transport and enabling services.
- Retaining youth to live and work in the Bombala area and attracting back those who have left for education and employment opportunities.
- Improving the heritage feel of the town.

Threats

- The 2 main employment industries can both be affected by climate and commodity prices. Losing timber supply for the mill is a large threat to local jobs.
- Major projects in the region attracting key local workers away from Bombala.
- Services not keeping up with changing population demands.
- Loss of youth to other regions for education and employment opportunities.
- Large focus on other parts of the region.

The Vision for Bombala

-

Initiatives and projects

Initiatives and projects implemented by both the Council and the community need to be SMART-C:

Specific **Measureable** **Achievable** **Relevant** **Timed** **Challenging**

The Snowy Monaro Regional Council (SMRC) needs to leverage the strong community bond to further enhance the connection people have with Bombala and the different places within the town. In addition to community consultation whilst developing this plan, we need to involve the community throughout the entire activation process. Establishing a range of volunteer groups who can assist in the delivery of different initiatives and improvement projects would be an effective way to build a sense of pride amongst those involved/the broader community, and provide the opportunity to develop/share skills and meet new people.

Key Challenges

- Encouraging healthy competition and new businesses in a retail mix that is currently in large a monopoly (when one business is the only supplier of a particular service or good).
- Improving existing business education and attitude to marketing and the customer experience.
- Jobs need to provide enough of a financial incentive (largely balanced with other benefits such as lifestyle and low housing costs) to attract new people to the town.
- Perceived 'chicken and egg' situation between jobs and housing – there is a perception that housing is not up to standard so it is difficult to attract employees and to encourage investment in new housing and renovation of existing, low quality housing.
- Aligning Council, Chamber of Commerce and key stakeholder objectives for Bombala.
- Leveraging upcoming large developments in the region to boost Bombala's economy.
- The Community's willingness to work with SMRC to deliver positive economic outcomes for Bombala.

Key Stakeholders

- Snowy Monaro Regional Council
-

- Bombala and District Chamber of Commerce
- Bombala Businesses
- Bombala Residents
- Surrounding communities who rely on Bombala for services

Bombala and District Chamber of Commerce Initiatives



The Bombala and Districts Chamber of Commerce are also working to strengthen Bombala’s economy. The Chamber is utilising \$250,000 from the State Government and \$10,000 from Council to:

- Deliver business related training to Chamber members.
- Provide up to \$3,500 to up to 45 local businesses to enhance the visual appeal of their shop fronts within a “heritage” theme. *businesses need to be a member of the Chamber to access funding.
- Roll out “Why Leave Town” eftpos cards to encourage shopping at local businesses.
- Promote Bombala through a new website and Facebook page.

bombalachamber.com

Feedback Received to Date and Planned Developments

Feedback received to date

Suggestions to improve the amenity and visual image of Bombala that were received during the 2017 Community Strategic Plan community consultation process include:

- **Improved parking for trucks/caravans/motor homes.**
- **Renovate the Old Bombala Infants School into a community asset for Arts and Cultural development.**
- **Develop a truck by-pass of Maybe Street.**
- **Promote the town online.**
- **Install and promote caravan and RV dump sites.**
- **Develop bush tourism.**
- **Update Maybe Street visual appeal and Therry Street parking**
- **Support primary, secondary / tertiary education and basic work-life skills.**
- **Restore building heritage.**
- **Attract economic growth and new business through improved telecommunications.**
- **Promote the low cost of housing and central location between Sydney/Melbourne, the Snowy Mountains/the Far South Coast.**
- **Encourage further development of recreational spaces along the river.**

Planned, In Progress and Completed Developments

KPIs for 2019-20 in Council's Delivery Program 2018-21:

- Undertake truck wash upgrades.
- Improve signage for the Bombala Information Centre.
- Implement the adopted recommendations from the Bombala Main Visitor Street Heritage Study.
- Review the business case for the Old Bombala Primary School to seek funding as a shovel ready project.

Under the Stronger Communities Fund:

- Therry St redevelopment, Forbes St upgrades and Maybe St streetscape updates.
- Bombala Pool Carpark upgrade.
- Accessibility and footpath upgrades in Bombala area.
- Undertake project to alignment the road and road reserves in Bombala area.
- Finalise design and approvals for the Bombala Heavy Vehicle Route.
- Construction of new public toilets in Bombala CBD.
- Upgrade to the kiosk facilities at the Bombala Exhibition Ground.
- Bombala Cemetery works.
- Upgrade of dining room at the Bombala Showground Exhibition Hall.

Funding has also been granted to enclose the Bombala swimming pool.

Action Plan

Promote Skills Acquisition and Industrial Land Development

What	Why and how	Responsible stakeholder/s	Deliverable by
Undertake regular Business Confidence Surveys	To determine current business confidence and provide a baseline to measure the success of various projects. This form of feedback will also inform future skills needs.	Council	Ongoing
Provide training to upskill business owners	To diversify the products and services available to residents and visitors, strengthening the ability to shop locally and the profitability of businesses. Training should address customer service, digital/online marketing and recruitment.	Council Chamber of Commerce	Ongoing
Deliver five (5) business reviews	Seek expressions of interest from Bombala businesses to work with a business consultant to deliver a Business Review and implementation plan. Businesses must commit to then acting as a case study for change in Bombala.	Council	June 2022
Facilitate relationships between Bombala High School and local industry	Expose local students to both the Business as Usual and management aspects of a business, teaching entrepreneurial and problem solving skills. If Bombala High School is successful at joining the start-up business program , assist with finding local businesses who are willing to engage and support them with any challenges engaging in the program causes them.	Council Department of Education Chamber of Commerce	June 2021
Gain an understanding of skills shortages	To determine opportunities for the existing workforce and prioritise training for future workforce requirements. <i>Need established through the business confidence survey.</i>	Council	Ongoing

Promote Skills Acquisition and Industrial Land Development continued

What	Why and how	Responsible stakeholder/s	Deliverable by
Use innovative methods to promote jobs and the town.	Coordinate more strategic and collaborative recruitment drives across local businesses to demonstrate that there are employment opportunities for spouses.	Council Chamber of Commerce Bombala businesses	Ongoing
Address the need for more industrial land based infrastructure	Reticulated systems and Roads need to be improved to attract industry. Review the demand for additional industrially zoned land through an Employment Lands Analysis and include any necessary zoning changes in a consolidated Snowy Monaro Local Environmental Plan.	Council	Indicative mid 2022

Develop the Agriculture, Forestry & Wood Products Specialisations

What	Why and how	Responsible stakeholder/s	Deliverable by
Protect biodiversity and landscape	Ensure landholders are able to identify new pest species and have Biosecurity plans in place to mitigate the risks of weed contamination and spread in the region.	Council Local Land Services Landowners	Ongoing
Partner with Universities for practical agricultural work placement	Promote the agricultural products (wool, lamb and beef) produced on the Monaro and encourage graduate relocation. Work with the Community University Centre to facilitate such discussions.	Council Chamber of Commerce	Ongoing
Campaign to encourage migrant integration with the community	Collaborate with Dongwha to increase cultural integration and connections between migrant employees and the Bombala community.	Council Dongwha	Ongoing

Grow the Population to Deepen the Region's Markets

What	Why and how	Responsible stakeholder/s	Deliverable by
Queanbeyan to Bombala Rail easement feasibility studies	Leverage the outcome of feasibility studies on the use of the Queanbeyan to Bombala rail corridor; railway for freight to Eden Port and the Monaro Rail Trail, to investigate opportunities that result in increased economic activity in Bombala. A potential opportunity is transforming Bombala into a freight and logistics hub.	Council Chamber of Commerce Community	Ongoing
Leverage economic benefit from the transport and logistics sector	Leverage economic benefit from the relatively high number of trucks which transport through Bombala on a daily basis on route from Melbourne/Gippsland to Sydney. Lobby for the update of Imlay Rd (from Bombala to the Port of Eden as a strategic transport link, as identified in Direction 11 of the South East & Tablelands Regional Plan 2036.	Council Chamber of Commerce Community	Ongoing
Encourage upgrades to existing housing stock	Encourage residents and investors to raise the quality of housing, particularly for the high-demand rental market.	Council Chamber of Commerce Real estate agents	Ongoing
Investigate opportunities for the Old Bombala Infant School "paddock" (8-12 Wellington St)	Investigate potential commercial options to use the land attached to the Old Infants School to financially support Council with the maintenance and operation of the building; the site currently includes approximately 2 acres of undeveloped land and is unlikely to be required for complimentary use with the building. *Currently zoned R1 – General Residential	Council Chamber of Commerce	June 2020

Develop a Year-Round Tourism Offering

What	Why and how	Responsible stakeholder/s	Deliverable by
Improve Bombala's online/digital presence	To improve the current online reviews and ratings of Bombala and the products and services on offer. The current reviews do not sell the town as a unique country town to live in or visit whilst travelling.	Council Chamber of Commerce Business owners	Ongoing
Increase the awareness of Lavender products manufactured from Bombala	Increase the presence of lavender in Bombala and grow general awareness of Bombala's suitability to grow and manufacture lavender products. In partnership with the community, plant lavender in any CBD planter boxes and investigate locations for large lavender beds or garden.	Council	Ongoing
Bombala Arts and Innovation Centre (8-12 Wellington St)	Develop the Old Infants School/former TAFE building into a community hub for arts and innovation. A working group has been formed to determine the fit out that would be required so that the building is multi-functional for commercial and community uses.	Council and 355 Committee	June 2021

Activate Bombala 2020-25 Community Consultation Survey Questions

1. What is your association with Bombala? Please select the answers relevant to you.

- Resident of Bombala
- Employed in Bombala
- Resident of the Snowy Monaro
- Visitor to Bombala
- Other

2. How old are you?

- 0 - 17
- 18 – 30
- 31- 50
- 51 – 70
- 71+

3. If you are involved in local business, which industry or industries, do you represent?

- Agriculture, forestry and/or fishing
- Wholesale and/or retail trade
- Accommodation and/or hospitality
- Transport, postal and/or warehousing
- Healthcare
- Education
- Other - please specify

4. Does the *Vision* in Activate Bombala 2020-25 represent your expectations of what Bombala should be? (Pg. 9)

To be a vibrant, connected and growing town that meets the needs of locals and the expectations of visitors by:

-
- *connecting the river with the main street's heritage buildings and retail outlets*
 - *improving the walkability of the town*
 - *activating the night-time economy*
 - *supporting local industry to create new jobs and support a larger population*

Why/why not?

5. Would you change anything about the following aspects of Bombala?

- Streetscape and public amenity
- Heritage appeal
- Recreational use of natural landscapes i.e. the River
- Housing quality and availability
- The retail mix or range of available good and services
- Customer service
- I would not change anything about Bombala
- Other

6. Who do you believe should be accountable for improving:

- Streetscape and public amenity
- Visual impact of buildings in Maybe St / their Heritage appeal
- Housing quality and availability
- Local business management capability and customer service
- The retail mix or range of available good and services
- Workforce development

Answers (select all relevant answers):

- Snowy Monaro Regional Council
 - Bombala and District Chamber of Commerce
 - Bombala Businesses
 - Bombala Residents
 - All
 - None of the above
-

- 7. How do you think Bombala's unique heritage and character can be further enhanced?**

 - 8. How do you think Bombala can capitalise on the region's proximity to Canberra, Victoria and neighbouring NSW regions to attract industry and investment?**

 - 9. Are there any other actions you think Council, the Chamber of Commerce and Community can realistically deliver and should be prioritised as part of the Activate Bombala 2020-25?**
-

9.2.2 MONARO RAIL TRAIL DRAFT FEASIBILITY REPORT

Record No:

Responsible Officer:	Group Manager Economic Development and Tourism
Author:	Recreation Planner
Key Theme:	2. Economy Outcomes
CSP Community Strategy:	6.1 The Snowy Monaro region is a destination that offers a variety of quintessential year – round experiences, attractions and events
Delivery Program Objectives:	6.1.1 Promote tourism and enhance the Snowy Monaro Region as a year round destination of choice through a collaborative approach between all stakeholders and interest groups
Attachments:	1. Draft Monaro Rail Trail Feasibility Study Volume 1 (<i>Under Separate Cover</i>) 2. Draft Monaro Rail Trail Feasibility Study Volume 2 (<i>Under Separate Cover</i>)
Cost Centre	7020
Project	Monaro Rail Trail Draft Feasibility Study Report
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

At the Council meeting held 19 September, Council was updated on the progress of the Monaro Rail Trail Feasibility Study. The project contract was awarded to Transplan Pty Ltd and Mike Halliburton Associates. Both Companies have a high level of experience and expertise within the subject area of rail trails.

The Draft Feasibility study report has been completed and is now available for Council review and further comment. The draft report is comprehensive and presents a number of outcomes in support of the proposed rail trail. There are a number of conditions that would need to be considered if the project were to proceed. One of the major issues pertaining to the development of the trail includes the requirement for the rail line to not be reinstated. It is recommended that a trail could not share the same corridor as a rail service.

The following report summarises the key outcomes of the draft Feasibility Study for Council's consideration. It is recommended that the Draft Feasibility Study be released on public exhibition for 21 days. This will allow for the general public to make any further comment or recommended changes to the draft report.

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

OFFICER'S RECOMMENDATION

That Council

- A. Receive and note the Draft Monaro Rail Trail Feasibility Study, including that if constructed, the Rail Trail will require an annual maintenance budget (estimated at \$660,000 per year for the Michelago to Bombala section), with no identified funding source.
 - B. Endorse the release of the Draft Feasibility Study for public comment over a 21 day period
-

BACKGROUND

The Draft Monaro Rail Trail Feasibility Study has been completed (refer to attachments 1 & 2). The feasibility study report provides an assessment on community consultation, issues and opportunities, visitor market and needs, general observations and conclusions, estimates of probable costs, the business case, feasibility statement, project implementation, trail management, resources and funding opportunities.

A series of open house sessions and an on-line survey were undertaken as part of the consultation phase of the project. A total of 104 people attended the open house sessions. A further 509 on-line surveys were received via the Snowy Monaro Rail Trail 'Your Say' platform. Generally the majority of those that participated were supportive of the proposed rail trail. There were some participants that were opposed to the project. The issues and concerns raised by those opposed to the rail trail have been addressed in the draft feasibility study.

The study recommends that the proposed rail trail proceed and considers that it is a feasible project, subject to a number of conditions being met. The following information summarises the major outcomes of the study as recommended by Transplan Pty Ltd:

- The proposed Rail Trail would be a world class trail attracting national and international tourism similar to the Otago Rail trail in New Zealand.
- The proposed cost would be \$48m unsealed or up to \$63m sealed (a sealed service would attract more users).
- The predicted economic benefits of the proposed rail trail include that it would inject up to \$19m (Michelago to Bombala) or \$24m (Queanbeyan to Bombala) of additional expenditure into the local economy per year plus stimulate business growth.
- The proposed rail trail would provide a recreation experience for a range user groups. This includes walking, cycling, and off road cycle touring.
- When compared with other rail trails assessed in NSW and Queensland, each individual section of the proposed Monaro Rail Trail rates highly. This is mainly due to the presence of a town (with services) at both ends, wonderful scenery along the way and proximity to potential users/markets.
- Estimated maintenance costs are provided in stages. Whilst each stage varies the overall estimates are \$852,000 per year (Queanbeyan to Bombala) or \$660,000 per year (Michelago to Bombala). Funding this amount may require either a special rate variation, or funding from within existing operational budgets with a corresponding reduction in service provision for other general fund activities; or a combination of both.
- Maintenance costs can be significantly lowered by 'Friends of' groups doing volunteer maintenance but in the experience of the authors the degree of involvement and commitment of such groups varies with each trail.

The conditions upon which the rail trail should proceed are:

- The NSW Government does not proceed with the reinstatement of a train service.
-

- The Queanbeyan Palerang Regional Council (QPRC) resolving to actively support support the development of a trail on the disused railway corridor within its area. No commitment from QPRC does not mean the trail should not proceed. A shorter rail trail between Michelago and Bombala would be successful.
- A Committee of Management, comprising (at least) representatives of both Councils, the Friends of the Monaro Rail Trail Inc, the Cooma Monaro Railway Inc. and the Friends of the Bombala Railway Inc, the NSW Rural Fire Service, residents of the communities, local landcare groups, local business proprietors and adjoining landowners, be formed to guide the ongoing planning, design and construction, management and maintenance of the proposed Monaro Rail Trail and the former railway corridor.
- Both Councils (or a Committee of Management) being prepared to accept vesting of the entire former railway corridor between Queanbeyan and Bombala, with an acknowledgement that sub-leases may be required to permit other activities (if appropriate) such as the possible future activities of the Cooma Monaro Railway Inc, and the Friends of the Bombala Railway Inc.
- A cooperative approach with the Cooma Monaro Railway Inc and the Friends of the Bombala Railway Inc be forged with regard to the shared use of the former railway station precincts at Cooma and Bombala.
- Detailed Trail Development Plans for the rail trail being prepared. This would involve a thorough and comprehensive examination of the entire corridor, the preparation of detailed works lists and cost estimates.
- A comprehensive program of one-on-one discussions on-site with affected adjoining landowners be undertaken to ascertain their individual concerns and to work out together solutions to each issue raised.
- The project proponents (the two Councils) seek funding from external sources (notably the NSW Government and Commonwealth Government) for the construction of the proposed rail trail, and identify revenue sources for annual maintenance.
- The preparation of a Corridor Management Plan before construction. This would include a comprehensive maintenance program and bushfire management plan.
- The proposed Committee of Management give consideration to the appointment of a trail manager so that landowners have a direct point of contact for issue resolution.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Research shows that rail trails have been highly successful in developing a cycle tourism product in an area and delivering significant economic, social, environmental and cultural benefits to regional Australia. Quality rail trails and riding experiences bring cyclists and walkers to regions and small communities.

The feasibility study has highlighted the specific social impacts for the Snowy Monaro Region.

2. Environmental

The project would have minimal impact on the environment as it involves adaptive re-use of an existing cleared trail corridor. Some environmental concerns, such as the spread of weeds, were raised during the consultation sessions. These and other environmental concerns, along with their possible mitigation measures, are addressed in the feasibility study.

3. Economic

The Draft Feasibility report provides a comprehensive economic analysis of the proposed rail trail. The predicted economic benefits of the proposed rail trail would inject up to \$19m (Michelago to Bombala) or \$24m (Queanbeyan to Bombala) of additional expenditure into the local economy per year plus stimulate business growth. External funding to construct the rail trail would be required. Examination of funding options for on-going maintenance will be required.

The feasibility study has been paid for from existing allocated budget funds.

Estimated Expenditure	Amount	Financial year	Ledger		Account string														
					1	0	7	0	2	0	1	0	0	1	6	3	3	0	4
Feasibility Study	\$75 000	2018-19 2019-20	G	L	1	0	7	0	2	0	1	0	0	1	6	3	3	0	4

4. Civic Leadership

Council, by leading and participating in the development of the Monaro rail trail feasibility study project, is pursuing key priorities identified by the community.

The Monaro Rail Trail Committee raised \$10 000 to undertake a pre-feasibility study. This was completed by TRC Tourism in December 2018. Council have previously committed \$75 000 to undertaking a full feasibility study at the Council meeting held 19 October 2017.

Council was updated on the pre-feasibility study report and recommendations for the contract scope at the Council workshop held on 17 January 2019 in Bombala. At the Council meeting held 21 March 2019 Council endorsed the contract brief to seek quotes and appoint a suitable contractor to undertake the feasibility study.

Council was again updated on the study progress and outcomes of the community consultation phases at the Council meeting held 19 September 2019.

9.2.3 ADOPTION OF A NEW COUNCIL FEE FOR THE INTRODUCTION OF THE NEW SUBDIVISION WORKS CERTIFICATE

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Development Engineer
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	8.1 Plan for rural, urban and industrial development that is sensitive to the region's natural environment and heritage
Delivery Program Objectives:	8.1.3 Development assessment processes are streamlined to support regional development and growth
Attachments:	Nil
Cost Centre	1505 Assets and Engineering Services
Project	Fee for
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

With the introduction of a new Subdivision Works Certificate (SWC) application under Section 6.13 of the Environmental Planning and Assessment Act 1979, Council must adopt a new fee structure. It is proposed that the new fee structure be the same as that adopted by Council in the 2019/2020 Fees and Charges for Construction Certificate applications as the only effective change has been a name change to separate the Construction Certificates for building works from subdivision works.

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

OFFICER'S RECOMMENDATION

That Council:

- A Amend the 2019/2020 Fees and Charges to include Subdivision Works Certificate application fees.
- B Adopt the 2019/2020 fee structure for a Construction Certificate application as the new fee structure for a Subdivision Works Certificate application.
- C Advertise the new Fees and Charges for 28 days and enable the new fee to be applied from the end of the exhibition period providing the general manager is satisfied that no significant issues have been raised.

BACKGROUND

The new provisions in the Environmental Planning and Assessment Act 1979 (Section 6.13) require all NSW Councils to issue a Subdivision Works Certificate (SWC) for subdivision construction activity prior to carrying out any physical works when a development consent has been granted after 1 December 2019.

The current provisions require the granting of a Construction Certificate (CC) for both subdivision and building work. The new provisions separate subdivision construction works through the granting of a SWC from building construction works through the granting of a CC.

Council has a fee structure adopted in its annual fees and charges for CC applications and now needs to adopt a fee structure for the new SWC applications. It is proposed to use the same CC fee scale for all SWC applications. The current 2019/2020 fees for CC applications are listed below.

Name	Year 18/19 Fee (incl. GST)	Year 19/20 Fee (incl. GST)	Unit	Statutory	GST
------	----------------------------	----------------------------	------	-----------	-----

Construction Certificate

No refund of Application Fees will be made where a determination has been made, including a Resolution of Council. No refund of Application fees will be made where the request for withdrawal is made after two (2) calendar months from lodgement, or for application other than "Local Development". 50% Refund of Application fees will be made where the request for withdrawal is made within two (2) calendar months of lodgement. Note: This applies to "Local Development" only i.e. excludes Integrated Development and Designated Development. All requests for withdrawal and refunds must be made in writing.

\$0 to \$10,000	\$155.00	\$159.00	per application	N	Y
\$10,001 to \$100,000	\$159+\$5.50 per 1,000 (or part of) in excess of 10,000		per application	N	Y
	Last YR Fee \$155+\$5.50 per 1,000 (or part of) in excess of 10,000				
\$100,001 to \$250,000	\$679+ \$3.30 per 1,000 (or part of) in excess of 100,000		per application	N	Y
	Last YR Fee \$675+ \$3.30 per 1,000 (or part of) in excess of 100,000				
\$250,001 to \$500,000	\$1,199+ \$2.20 per 1,000 (or part of) in excess of 250,000		per application	N	Y
	Last YR Fee \$1,195+ \$2.20 per 1,000 (or part of) in excess of 250,000				
\$500,001 or more	\$1,779 +\$1.50 per 1,000 (or part of) in excess of 500,000		per application	N	Y
	Last YR Fee \$1,775 +\$1.50 per 1,000 (or part of) in excess of 500,000				

QUADRUPLE BOTTOM LINE REPORTING

1. Social

With the adoption of the new Subdivision Works Certificate application, Council will be charging the same fees that it has previously charged. The adoption of the new fees will therefore have no social impact.

2. Environmental

The adoption of the new fees will have no environmental impact.

3. Economic

As there is no proposed change in the fee structure, the adoption of the new fees will have no economic impact.

4. Civic Leadership

By adopting the new application name change as required by legislation and adopting the new fee structure to be in line with the current fee structure, Council is fulfilling its legal obligation to the community.

9.3.1 MINUTES OF THE RECREATIONAL FACILITIES COMMITTEE MEETING HELD ON 22 JULY 2019

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Open Space & Recreation Manager
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. Recreation Committee minutes 22 July 2019
Cost Centre	N/A
Project	Recreational Facilities Committee of the 22 July 2019
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The Recreational Facilities Committee met on 22 July 2019 in the Cooma Council Chambers. The minutes from this meeting are attached for Council's information.

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

OFFICER'S RECOMMENDATION

That Council receive and note the minutes of the Recreational Facilities Committee meeting of 22 July 2019.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

No impact.

2. Environmental

There will be no negative impacts on the environment.

3. Economic

No impact.

4. Civic Leadership

This committee demonstrates Council's commitment to community consultation and provision of suitable facilities for community use.

Minutes



Recreational Facilities Committee

Date/Time Monday 22 July 2019 at 5.00pm
Location Council Chambers
Attendance

Member (Representing)	Present	Apology	Absent
John Rooney, Mayor SMRC		✓	
Rogan Corbett, Councillor SMRC (Chair)	✓		
John Castellari, Councillor SMRC	✓		
James Ewart, Councillor SMRC	✓		
Sue Haslingden, Councillor SMRC		✓	
Neroli O'Neill, Community Representative	✓		
Alannah Dickeson, Recreation Planner SMRC		✓	
Glen Hines, Group Manager Facilities		✓	
Jane Kanowski, Open Space & Recreation Manager	✓		
Suzanne Dunning, Community Representative	✓		
John Britton, Cooma Lions Club	✓		
Chris Reeks, Cooma Lions Club	✓		
Steve Aldous, Mountain Bike Club		✓	
Mathew Jamieson, Cooma Little Athletics		✓	
Louise Jenkins, Community Representative		✓	
Samuel Pevere (Leo Club)	✓		

1 Apologies

As per above attendance table.

2 Confirmation of Previous Minutes – 27 May 2019

It was noted that the Minutes of the meeting held on 27 May 2019 were an accurate record of the meeting. **Moved:** Mrs O'Neill **Seconded:** Clr James Ewart

3 Business Arising from the Previous Minutes

Snowy Monaro Regional Council

3.1 Cooma Pool Upgrade

Council will appoint a project manager and Monaro Aquatics will be consulted appropriately as will all relevant stakeholders. The Cooma Pool Upgrade will remain an agenda item through to project delivery.

3.2 Mt Gladstone

GH is to follow up with SMRC Road Safety Officer to investigate road and drainage issues that have been raised. GH to follow up.

Clr Corbett will touch base with Deputy Premiers Office regarding funding for new amenities.

Fencing and fire trail gate repairs (ref Pine Range design) - work to be scheduled.

The walking track extension will be scheduled pending the return of plant from Manus – JK will continue to liaise with the Corrective Services personnel and mark out the track for them to be able to start work with clearing of the vegetation.

'No 4WD' signage required to deter this activity on the reserve.

3.2 Norris Park

Works are completed on the toilet block – a disabled access and pathway from the car park in Crisp St to the walking path and toilets is being scoped. Mr Reeks suggested that this path should connect to the existing footpath along Massie St. JK to follow up with staff to include this in the design.

3.3 Southern Cloud Memorial & Cooma Showground fence

The fence panels have been constructed and are currently being painted. Installation is to be scheduled with staff.

Mr Reeks asked if a DA would be required to install a small structure/information panel in the section where the hedge has not been successful – no DA would be required if the area is less than 20m².

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. Mr Reeks has had a meeting with the General Manager to determine if the Lions Club are to manage this project. JK to ask Mr Wiggins (Project Manager) to contact Mr Reeks and set up a meeting to discuss priorities and scope of work.

3.5 Badja Reserve Plan of Management

Work has incorporated with the Major Projects Program for the Reserve – tenders submissions are being requested at the present time.

Council have approved the recommendation to extend the 50km speed zones on the roads adjacent to the reserve – this recommendation to go to the traffic committee. Follow up with representative to determine if this has been presented to them – JK.

3.6 Multifunction Centre

GH is preparing a scope of work so that a project manager can be engaged for this project. They will continue to liaise with stakeholders to determine the priorities and scope out the works prior to it going out to tender. No further update from this meeting.

Snowy Monaro Regional Council

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

A project manager will be engaged for this project and will include input and consultation with stakeholders including the former S355 Bombala Swimming Pool Advisory Committee. GH is investigating different styles and materials and talking to a couple of pool enclosure companies. Site visits to various indoor pool facilities is being planned. No further update from this meeting.

3.8 Time Walk

Maintenance issues include cleaning and patching is required. The previous quote was for around \$4,500 –JK is to organise for the purchasing of the paint and material and the Lions Club will do the work possibly with assistance from the Leo Club members. The concrete will need cleaning prior to painting.

4 Disclosure of Interest

Nil

5 General Business

5.1 Structure of the Recreational Facilities Committee

The Recreation survey has been developed to collect data from sporting groups and from the general public relating to recreational facilities throughout the region. It is hoped that this will assist in provision of appropriate sporting facilities and will highlight any areas that require additional ones. It will also allow Council to determine whether the existing ones are acceptable for the community and will hopefully identify emerging trends within the community.

A copy of the survey was passed around to members and this should be live within the coming weeks.

Governance is reviewing all Section 355 committees and may be able to assist with the structuring of these across the Region –Clr Corbett will follow up with Mrs Brady.

5.2 North Ridge Reserve (NRR)

Mrs Jenkins had intended to apply for Crown Land grant funding for trail extension works and markers, signage and car park development (Balli Place) for North Ridge. She has received a quote for interpretive signage for the Balli Place entry to the NRR –JK to follow up with Mrs Jenkins regarding the sign and the markers as this may be able to be included in the current budget. Designs for signage are required.

Further scoping and consultation is required for the carpark area at Balli Place.

5.3 Cooma Creek and Cooma Back Creek Corridors

Clr Corbett is planning to set up a meeting with the GM and Director Operations & Infrastructure regarding a submission to John Barilaro's office for funding to clean up the Back Creek.

JK met on site with Crown Lands and relevant SMRC staff regarding the scope of works that may be able to be done along the creek. Crown Lands advised that it is unlikely that approval will be given to remove the native reeds from within the creek – and even if they were removed they would grow back quickly. It was suggested that Council concentrate on weed removal from the banks and also within the creek bed.

Snowy Monaro Regional Council

JK met with Corrective Services staff and work has commenced along Cooma Back Creek behind Southern Cloud towards the Showground. Corrective Services are planning to keep on this as an ongoing project over the winter months and will remove the tree suckers and willows within the creek bed –including Cooma Creek.

6 New Business

6.1 Jindabyne Skatepark upgrade

Clr Castellari stated that some Jindabyne residents have raised the issue of the lack of funding for the skatepark upgrade in Jindabyne. Both the skatepark and the MTB trails have strong links to tourism so opportunities for funding should be sought. The committee agreed these facilities were important recreational facilities for the region.

6.2 Fees for sporting facilities

Clr Ewart has been contacted by The Monaro Cricket Association who have raised concerns over the fees and charges for Sporting Fields as they use more than one field and will not be able to afford to pay the seasonal fee for all these. The Cricket Club were requested to do a presentation to Council outlining their concerns.

6.3 Nijong Oval playing surface

Clr Ewart stated that the Capital FFA are writing to the Cooma Soccer Club regarding the condition of Nijong Oval playing surface - they may not be able to use the oval for the Premier League. Nothing has been received from the Cooma Club at this time – the only issue that has arisen was that they are unable to play the FFA Cup game there as it is played at night and the oval does not have floodlights to meet this standard and it is one game per year.

Investigation is required to determine if additional money is required to be allocated for maintenance and upgrading of the ovals/

6.4 Learner Bike Track

Mrs Dunning queried where the Learner Bike project was up to – it was confirmed that plans for the Learner Bike Track were proceeding and will be established on land near Nijong Oval.

6.5 Multifunction Centre

Mrs O'Neill asked if there is a defibrillator at the Multi-Function Centre in Cooma? The committee confirmed that one is not present at the centre for use by hirers. Apparently the footballers have one in their kiosk area. The committee suggested there may be a need to apply for funding when it is available.

6.6 Lions Park

Mr Reeks raised maintenance issues – the softfall need to be topped up under the flying fox and some maintenance in the toilets – JK will follow up with this.

6.7 Leo Club

Mr Pevere asked if there is any work that the Leo Club members could be involved in – JK suggested the painting of the Time-walk in conjunction with the Lions Club.

6.8 Time-walk lights and Southern Cloud footpath

Snowy Monaro Regional Council

The floodlights to the time-walk are still not working – JK to follow up with ADO Electrical.
There are a couple of sections of footpath along Sharp St near the Southern Cloud memorial that require replacement or topping – JK to follow up with Works section.

6.9 Centennial Park

Centennial Park surface is in need of renovating – bare patches from the playground installation and general wear. General discussion regarding the possibility of installing a pathway from the bus shelter to the bandshell amenities.

General discussion regarding the condition of the Park and the need for renovation and improvement given the high use and profile of this area. The committee agree that consideration and investigation is required to determine if additional funds are required to be allocated for renovation of the surface of the Park.

6.10 Playgrounds

JK raised the issue that many of the playgrounds within the region are under-utilised and in poor condition. JK is proposing to submit a report to Council to remove some of these as they do not meet any of the safety standards, are not used and take up staff time to inspect and maintain. The areas will then be maintained as open space without any infrastructure – the committee were supportive of this.

7 Next Meeting

The next meeting will be held on Monday 16 September 2019 at 5.00pm in the Cooma Council Chambers.

There being no further business the meeting closed at 6.35 pm.

9.3.2 MINUTES OF THE WATER AND SEWER COMMITTEE HELD ON 29 OCTOBER 2019 AND ADOPTION OF RECOMMENDATIONS

Record No:

Responsible Officer: Director Operations & Infrastructure
Author: Group Manager Water & Wastewater Services
Attachments: 1. Business Paper to the SMRC Water and Sewer Committee held
on 29 October 2019

-
2. Final Draft Terms of Reference of the SMRC Water and Sewer Committee
 3. Draft minutes of the SMRC Water and Sewer Committee held on 29 October 2019
-

EXECUTIVE SUMMARY

The Water and Sewer Committee met on 29 October 2019 in Cooma at the Council chambers. The Committee's recommendations are presented for Council's consideration and adoption.

The following documents from the meeting are attached:

- Business paper
- Terms of Reference of the Water and Sewer Committee
- Draft Minutes of the meeting held on 29 October 2019

OFFICER'S RECOMMENDATION

That the recommendations of the meeting of the Water and Sewer Committee held on 29 October 2019 be adopted.

RECOMMENDATION OF THE WATER AND SEWER COMMITTEE – 29 OCTOBER 2019

That the committee receive and note the information in the report and approve the following to be submitted to Council for approval:

- Draft minutes of the Water and Sewer Committee meeting held on 29 October 2019
 - Adoption of the Terms of Reference of the SMRC Water and Sewer Committee
 - Amendments to the Sewer pricing and billing policy to be reported to Council for adoption post consultation period
 - S64 Development Servicing Plan – A further Councillor workshop to be held on a date suitable to the consultant and Councillors.
-

Responsible Officer:	Director Operations and Infrastructure
Author:	Group Manager Water and Wastewater
Key theme:	Environment Outcomes
CSP Community Strategy:	7.2 Water, waste, sewer and stormwater management practices are contemporary and efficient
Delivery program objectives:	7.2.2 Water and sewer infrastructure is maintained and improved to provide a quality service
Attachments:	<ol style="list-style-type: none">1. Minutes of the water and sewer committee meeting held on 27 May 20192. Terms of Reference of the SMRC Water and Sewer Committee3. Minutes of the public meetings held in Cooma and Jindabyne on 24 July 20194. S64 Development Servicing Plan agglomeration of areas and cap on charges5. LTW implementation progress
Cost Centre:	13-2010 Water management / 14-2110 Sewer management
Project:	Various
Further Operational Plan Actions:	7.2.2 Construction of Bombala Sewage Treatment Plant

EXECUTIVE SUMMARY

The progress on activities noted at the last water and sewer committee have been summarised.

The operations and strategic updates of the water and sewer department have been detailed and where applicable recommended for approval by Council.

The following officer's recommendation is submitted for the Committees consideration

OFFICER'S RECOMMENDATION:

That the committee receive and note the information in the report and approve the following to be submitted to Council for approval:

- Draft minutes of the Water and Sewer Committee meeting held on 29 October 2019
 - Adoption of the Terms of Reference of the SMRC Water and Sewer Committee
 - Amendments to the Sewer pricing and billing policy to be reported to Council for adoption post consultation period
 - S64 Development Servicing Plan – Cap on calculated S64 charges to be adopted to enable cross subsidy to be calculated
-



Water & Sewer Committee

Location: Council Chambers, 81 Commissioner Street, Cooma

Date: Tuesday 29 October 2019

Time: 10am to 1pm

AGENDA

- **Guest Speaker - Not available**
- **Committee meeting**
 1. Adoption of the minutes of the previous meeting
 2. Adoption of the Terms of Reference of the Water and Sewer Committee
 3. Water and Sewer - Operations and Strategic Updates (In order of priority)
 - 3.1 Status of actions reported at the last committee meeting on 27 May 2019
 - 3.2 S64 Development Servicing Plan – cap on calculated charges
 - 3.3 Sewer Pricing and Billing Policy – Amendment to include discount for multiunit properties less than 35 square meters.
 - 3.4 Bombala and Delegate Water Treatment Plant – Progress to date
 - 3.5 IWCM – Funding approval from DPIE and quote from Public Works for the preparation of the strategy
 - 3.6 Augmentation of the Adaminaby STP and the Michelago water and sewer infrastructure scoping study
 - 3.7 MOU with SHL for assistance with Cabramurra water supply
 - 3.8 Summary of funding received and status of the water and sewer projects
 - 3.9 BAU and operational issues – Mark Rixon
 - 3.10 Current capital works – John Booker
 - 3.11 LTW Implementation in Cooma and Bombala progress to date – Mike Broder

3.1 Status of actions reported at the last committee meeting on 27 May 2019

- A pamphlet on “Water and Sewer Services Customer Information June 2019” was sent to all water and sewer customers with details on the harmonizing of the water and sewer pricing and billing regimes.
- Public meetings to discuss water and sewer pricing were held in Cooma and Jindabyne (Refer attached minutes of meetings).
- Media release on the commencement of LTW regulation in Bombala, Cooma, Delegate and Nimmitabel and commencement of inspections (Refer attached report)
- Retender of the Bombala STP after extensive consultation with the EPA and DPIE Water and report to Council for the award of Tender for construction to commence.

3.2 S64 Development Servicing Plan – cap on calculated charges

The S64 Councilor workshop was held on 4 April 2019. The outcome of this workshop was for a reduction of the very high calculated developer charge. However, the reduced amount (capped charge) was not decided. The consultant is awaiting advice from Council on the cap to the charges to enable the calculation of the cross subsidy and to progress the draft DSP for Council approval, auditing and public exhibition and consultation.

The agglomeration of the plans for the different areas and the capped amount is in the attachments (Refer attachment)

3.3 Sewer Pricing and Billing Policy – Amendment to include discount for multiunit properties less than 35 square meters.

- The amendments to the policy to discount the sewer access charges by 50% for dual occupancies under 35m² was advertised and 7 comments were received. The comments related primarily to the size of the dwelling to be increased from 35m² to 65m² to reflect the LEP conditions given below. (Note the LEP condition is 60m² and not 65m²)
- The other submission was in relation to the access charges that related to development that had been approved for pumping effluent from the septic system into Councils sewer main (inability to have absorption trenches due to proximity to a river). As the sewer system does not receive full sewage, a 50% discount will be recommended for receipt of effluent only. These recommendations will be in the report to Council for the adoption of the amendments to the sewer pricing and billing policy.

- **Cooma Monaro LEP 2013 Clause 5.4(9)**

(9) Secondary dwellings

If development for the purposes of a secondary dwelling is permitted under this Plan, the total floor area of the dwelling (excluding any area used for parking) must not exceed whichever of the following is the greater:

- a) 60 square metres,*
- b) 50% of the total floor area of the principal dwelling.*

- **Snowy River LEP 2013 clause 5.4(9)**

(9) Secondary dwellings

If development for the purposes of a secondary dwelling is permitted under this Plan, the total floor area of the dwelling (excluding any area used for parking) must not exceed whichever of the following is the greater:

- a) 60 square metres,*
- b) 30% of the total floor area of the principal dwelling.*

○ **Bombala LEP 2012 clause 5.4(9)**

(9) Secondary dwellings

If development for the purposes of a secondary dwelling is permitted under this Plan, the total floor area of the dwelling (excluding any area used for parking) must not exceed whichever of the following is the greater:

- (a) 60 square metres,*
- (b) 43% of the total floor area of the principal dwelling*

3.4 Bombala and Delegate Water Treatment Plant – Progress to date

Work is currently underway on the options study and several problems have been encountered in finalizing it. The key staff member dealing with the project has resigned and has led to further delays. The raw water test results were inadequate and further sampling and testing is underway. The applications for the test bore to determine alternate supplies has been delayed due to delays in seeking approval of the locations.

A meeting with DPIE water and the consultant has been proposed to review the options study report prior to release to the public for comments.

A meeting was also held with the funding section of DPIE water to brief them on the status of the project.

3.5 IWCM – Funding approval from DPIE and quote from Public Works for the preparation of the strategy

Council applied for funding for the IWCM strategy for the whole region. Council was successful in receiving 50% funding from the Safe and secure funds. (The percentage of funding is based on the number of connected properties).

A priced proposal was received from Public works for the IWCM strategy for the whole region. This proposal was scrutinized by DPIE water and Council and clarification sought on some elements of the proposal. The total price is around 500k (including optional items) and Council will be required to pay 50% of the cost. The completion of the IWCM is in the Community Strategic Plan and Delivery Program and has been budgeted for. Council approval of the quote will be sought at the November / December Council meeting after which work will commence on the strategy study.

3.6 Adaminaby STP and the Michelago water and sewer infrastructure scoping study

- The funding application for the augmentation of the Adaminaby STP was submitted to both the Commonwealth BBR and the State SSW funds.

We were unsuccessful in the first round for both funds. Subsequently, we were asked to resubmit the application with a revised Cost Benefit Ratio calculation to the SSW. We were recently advised that this application has been successful. Funds of approx. \$3.5M has been granted for the Adaminaby STP. The Funding Deed has not been finalised.

Final design is currently underway with a completion date of June 2020 after which tender and construction will be undertaken.

- Council also received advice on the successful funding application for the Michelago water and sewer infrastructure scoping study. The Funding Deed has not been finalised neither has any work commenced on this project

3.7 MOU with SHL for assistance with Cabramurra water supply

Council was requested by Snowy Hydro to provide technical advice on the operations of the water supply in Cabramurra. Council sought advice from DPIE Water and NSW Health and there were no objections to the proposal from the regulatory authorities.

Council has initiated the MOU and provided procedural advice on water quality and also technical contacts for water quality related issues. Ongoing visits and technical advice will be undertaken.

3.8 Summary of funding received and status of the water and sewer projects

Table 1

No.	PROJECT DESCRIPTION	FUNDING	PROJECT STATUS
1	Bombala STP Augmentation	BBR - \$3.5M SSW - \$3.5M SMRC - \$4.5M?	Contract award early Nov 2019 and commencement of construction with completion in Dec 2020
2	Bombala and Delegate WTP	SSW - \$15M	Options study underway
3	Adaminaby STP augmentation	SSW - \$3.5M SMRC - \$3.5M?	Detailed final design underway
4	Jindabyne and East Jindabyne WTP options study	SSW - \$35K SMRC - \$35K	Signed Deed of Agreement Nil commencement
5	Snowy Monaro Villages water safety program	SSW - \$40K SMRC - \$40K	Signed Deed of Agreement Nil commencement
6	Michelago water and sewerage infrastructure options study	SSW - \$90K (TBC) SMRC - \$30K	Deed of Agreement NOT signed Nil commencement
7	IWCM – Region wide study	SSW – Approx \$250K SMRC - Approx \$250K	Deed of Agreement NOT signed Acceptance of quote to be finalised
8	Jindabyne and East Jindabyne New Fluoridation Plants	\$1.0M (NSW Health)	Final design and Hazop workshops completed
9	Timor St Bombala SPS	SMRC - \$750k (2020) SMRC - \$1.4M (2021)	Concept Study underway
10	Water meter replacement program	SMRC - \$100K (2020) SMRC - \$100K (2021)	Bombala meter replacements completed. Other areas underway
11	Water Mains replacement	SMRC – \$278K	Contract awarded
12	Sewer Mains replacement	SMRC – \$1.2M	Scope of work and tender documents being finalised
13	Smoke Testing	SMRC - \$83K	Completed Bombala Adaminaby yet to be done
14	Snowy Reservoir – repairs to structure and leaks	SMRC - \$800K	Structural report completed and tender for works being evaluated

BBR – Commonwealth Government Building Better Regions - \$3.5M

SSW – State Government Safe and Secure Water - Approx \$22.4M

SMRC - Council Funds Approx \$12.9M

Water and Sewer Committee



Terms of Reference

1 Purpose

The Snowy Monaro Regional Council Water and Sewer Committee has been established in accordance with Council resolution 11/19.

Its purpose is to provide strategic direction and leadership on matters detailed in the Committee's Roles and Responsibilities. The Committee will review much of the investigative and detailed work carried out by Council officers leading to a recommendation to council to enable an informed decision to be made.

2 Scope and Objectives

The Water and Sewer Committee considers and advises council in relation to strategy and policy for the Water and Sewer functions and services of council.

The objectives of the Committee are to:

1. Provide a forum to enable complex or strategic issues to be discussed at length;
2. Receive and consider officers' reports in order to provide a recommended course of action to council to determine matters outlined in the roles and responsibilities of the Committee.

3 Authority / Delegation

The Water and Sewer Committee has the power only to recommend a course of action to council.

Council may, by resolution, delegate authority to the Water and Sewer Committee to decide matters.

Delegations of authority may be specific to an individual matter or in general terms to provide lasting authority to determine nominated issues. Such delegations must be in accordance with council's Delegations Policy and be included in Council's Delegation Register.

4 Roles and Responsibilities

The role of the Water and Sewer Committee is to consider matters within the defined scope and to provide recommendations and advice to council. The Committee shall have a primary role in considering the long term strategic direction of council's Water and Sewer services and functions and provide a monitoring role on the whole of council financial, asset and performance management.

The Committee is charged with considering matters relating to the following functions of the water and sewer services:

Functions:

- Operations and Maintenance - Water and Sewer Services
- Strategic Planning and Compliance – Water and Sewer Services:

Council business referred to in the above functions will include but not limited to the following:

- Development of goals and strategies for council's Integrated Planning and Reporting and water and sewer Best Practice Management Plans;
- Quarterly review of functions of the water and sewer services progress and achievement towards council's Integrated Planning and Reporting and water and sewer Best Practice Management Plans;
- Development of the annual budget for council's functions of the water and sewer services;
- Quarterly review of the annual budget for council's functions of the water and sewer services and
- To report to council on a regular basis on the progress on the functions of council's water and sewer services.

5 Membership

Membership of the Committee is in accordance with the resolution passed at the meeting of council held on 17 January 2019, being three Councillors and the Mayor (four Councillors). Staff members include the Director Engineering and Operations, the Group Manager Water and Wastewater and relevant staff will also attend as advisers to the Committee. Water and sewer management staff to have full participation rights. All Councillors are welcome to attend as non-voting members.

Councillors will be appointed to the Committee for the term of the council unless otherwise removed by a resolution of council or acceptance of a resignation.

In the event of a Councillor resigning his/her position on the Committee, the council will nominate a Councillor to fill the vacant position.

5.1 Appointment of Chairperson

The Chairperson of the Committee shall be appointed by the committee at the first meeting in the financial year.

In the absence of the appointed Chairperson from a meeting, the meeting will appoint an Acting Chairperson from the members present for the duration of that particular meeting.

5.2 Role of Chairperson

The Chairperson becomes the spokesperson on behalf of council in discussing matters relating to the Water and Sewer Committee with the community and Council.

The role of Chairperson allows that Councillor to specialise in the areas relating to the Water and Sewer Committee's responsible services and functions of council.

The Chairperson will preside at the meeting and conduct the meeting as they see fit. If there is a dispute about meeting procedure reference will be made to the Snowy Monaro Regional Council's Code of Meeting Practice.

5.3 Role of Committee Members

The role of a Committee Member is to consider and make recommendations on matters relating to council achieving the goals for council's Water and Sewer services and functions, as outlined in council's Integrated Planning and Reporting and water and sewer Best Practice

Management Plans and considering the implementation of policies relating to water and sewer service functions, while serving the overall public interest of the whole local government area.

6 Meetings

All meetings of the Committee shall not be open to the public.

6.1 Quorum

The quorum for the Water and Sewer Committee must be in accordance with council's Code of Meeting Practice and is half of the Committee's membership.

6.2 Frequency and Location

Committee meetings are held at the Council Chambers located at 81 Commissioner Street, Cooma at least three times a year or as decided by the committee as and when required.

The schedule of the Water and Sewer Committee meetings are to be adopted in July of each year for the following financial year.

6.3 Conduct

Meetings must be conducted in accordance with Council's Code of Meeting Practice. If there is a dispute regarding meeting procedure or the conduct of an individual the Chairperson must refer to the Snowy Monaro Regional Council Code of Meeting Practice.

6.4 Conflict of Interest

Committee members must declare their interest, whether material or personal, real or perceived.

6.5 Agenda Distribution

The agenda for this Committee will be distributed at least two (2) clear business days prior to the meeting date.

6.6 Meeting Records

Accurate minutes and records shall be kept of all meetings.

7 Reporting Guidelines

Draft Minutes including recommendations shall be provided to Council at the ordinary council meeting following the committee meeting.

8 Review and Performance Evaluation

8.1 Terms of Reference

The Committee shall review these Terms of Reference at the first Water and Sewer Committee meeting of each financial year.

8.2 Performance Evaluation

At the first Water and Sewer Committee meeting of each financial year the Committee shall undergo a self-assessment process to ensure all the functions and business of the Committee is being dealt with in an efficient and effective manner.

The assessment process shall include but not be restricted to time of meetings, length of meetings, attendance at meetings, location of meetings (suitability), content of meetings, results of recommendations on matters discussed, achievements, satisfaction rating of members and meeting management.

Water & Sewer Committee Minutes



Address: 81 Commissioner Street Cooma

Date: 29 October 2019

Time: 10.00am

Present:

Name	Present	Apology
Mayor B Beer	✓	
Clr J Rooney	✓	
Clr L Miners	✓	
Gnai Ahamat, Group Manager Water & Wastewater	✓	
Mark Rixon, Manager Water & Wastewater	✓	
Ahmad Selamat, Senior Water & Wastewater Engineer	✓	
Gary Shakespeare, Acting Director Operations & Infrastructure	✓	
Michael Broder, Backflow Prevention & Liquid Trade Waste Officer	✓	
Debbie Constance, Executive Assistant to Director Operations & Infrastructure	✓	
Clr A Maslin		✓
Suneil Adhikari, Director Operations & Infrastructure		✓

1 Opening of the Meeting

The Chair, Mayor P Beer, opened the meeting at 10:10am.

2 Apologies

Apologies for the meeting were received from Clr A Maslin and Mr S Adhikari, Director Operations & Infrastructure.

3 Adoption of Previous Minutes

Minutes of the meeting held on 27 May 2019 are confirmed as a true and accurate record of proceedings with an amendment to the name of the Committee from Water Sub Committee to Water and Sewer Committee.

Moved: Cllr J Rooney

Seconded: Mr M Rixon

4 Business Arising from Previous Minutes

Nil

5 Water & Sewer Committee Terms of Reference

The Committee adopted the Terms of Reference as presented to the meeting. The document is now ready to be formalised by document control.

6 Water & Sewer-Operations & Strategic Updates

6.1 Status of Actions Reported at the Last Committee Meeting on 27 May 2019

Group Manager Water & Wastewater provided an update on the status of actions from the previous meeting. Main points were:

- Minimal complaints received since pamphlet was released.
- Report to November Council meeting to amend the Water & Sewer Pricing Policy to 60sqm for second dwellings instead of 34sqm.
- Media Release of commencement of LTW inspections.

Mayor Beer queried the responses received from Agents following the release of the pamphlet. It was reiterated minimal complaints following the release of the pamphlet.

6.2 S64 Development Servicing Plan – Cap on Calculated Charges

Group Manager Water & Wastewater advised S64 pricing not able to be adopted today. Auditors will not accept pricing calculated on 17/18 financial year, needs to be based on 18/19 financial year.

It was agreed a workshop is to be held for the Consultant to explain costs to Council. Mayor Beer pressed the point on Developer charges for the Shire as a whole.

Proposed date for the workshop to brief all councillors on developer charges is 1.00pm 7 November 2019.

Group Manager Water & Wastewater to confirm.

6.3 Sewer Pricing and Billing Policy – Amendment to Include Discount for Multi Unit Properties Less Than 35 Square Metres

Group Manager Water & Wastewater to report to Council on 21 November 2019 regarding this matter.

6.4 Bombala and Delegate Water Treatment Plant – Progress to Date

Manager Water and Wastewater provided an update on progress to date.

- Draft submission from GHD – lacked critical data and ALS has been engaged for testing of the raw water supply on a weekly basis providing independent analysis. This will present a much clearer picture of the raw water supply for the design options
- Decision – Augment existing plant or building a new plant?

Discussion took place on bore options, licensing agreements and funding.

Mayor Beer asked the question – Can the treatment plants survive until the decision is made. Manager Water and Wastewater advised the plants are functional at the present time, however the water quality remains the issue.

6.5 IWCM – Funding Approval from DPIE and Quote from Public Works for the Preparation of the Strategy

Group Manager Water & Wastewater advised Council was successful in receiving 50% funding from the Safe and Secure Funds. Percentage is based on the number of connected properties. Council will be required to pay 50% of the costs. No report to Council necessary.

6.6 Adaminaby STP and the Michelago Water and Sewer Infrastructure Scoping Study

Funding applications have been successful for the augmentation of the Adaminaby STP and a Scoping Study for Michelago Water and Sewer Infrastructure.

Group Manager Water and Wastewater explained the cost benefit ratio and how this round was based on risk factors.

Council will need to fund 3.5m and a report will be prepared to Council.

Clr Rooney thanked the Group Manager Water & Wastewater for her work in securing the grant funding.

Adaminaby growth was discussed. The IWCM Study will look at growth.

Several options of supplying water to Michelago was discussed including tank water harvesting.

6.7 MOU with Snowy Hydro Limited for Assistance with Cabramurra Water Supply

Manager Water & Wastewater provided an overview to the Committee on how Council is providing assistance to Snowy Hydro Limited with Cabramurra Water Supply. This is costed at an hourly rate and ongoing visits and technical advice will be undertaken. MOU has been signed off.

Recruitment was discussed at length. Mayor Beer to raise Water and Sewer staffing levels with the General Manager. Acting Director Operations & Infrastructure advised the draft structure will be presented at the November Council meeting for adoption and this might be a good time to discuss staffing levels.

7 Summary of Funding Received and Status of the Water & Sewer Projects

Group Manager Water & Wastewater provided an update on the list of projects as presented in the business paper.

Mayor P Beer asked that the 13 projects listed be brought to the attention of Council to note.

Acting Director Operations and Infrastructure advised Minister Pavey was concerned about the progress on the projects. CRJO is working with the Minister to speed up timeframes.

Clr Rooney requested that we followup on Michelago Water and Sewerage Infrastructure Options Study Deed of Agreement.

8 Business as Usual and Operational Issues

Manager Water and Wastewater updated the meeting on the above. Main points covered:

- Water restrictions – secure at the moment.
- Impacts on Cooma Water Supply from Snowy 2.0.

- Clr Rooney queried the feasibility of a pipeline from Lake Wallace to Nimmitabel Water Supply. Manager Water and Wastewater provided an explanation on how Lake Wallace works in relation to Nimmitabel Water Supply which is a combination of water from the McLaughlin River and bores. Water is hard however Nimmitabel has never run out of water. Best option would be a packaged plant with water softening process.
- IWCM Study would look at all options.
- Voluntary restrictions discussed. Clr Rooney suggested that Council's pricing regime has incentivised water use.
- Snowy 2.0 – Council has the ability to supply water to Snowy 2.0. Storage is the problem with Snowy One Reservoir needing to be repaired. Once again there is project delays – currently waiting on Public Works. The reservoir will remain off line until the leaks have been repaired. Hydraulic analysis states we have the capacity to deliver water, however we need the reservoir repaired. Committee prepared to lobby if needed.
- Land Management issue affecting the quality of water coming into the Cooma Plant.
- Staffing issues.
- Update on Bredbo developer and watermain on private property. Most cost effective solution would be for council to purchase the land for the easement – approximately \$40,000. A report will be prepared for council.

9 Liquid Trade Waste Implementation in Cooma and Bombala – Progress to Date

Backflow Prevention and Liquid Trade Waste Officer provided an update on the implementation of Liquid Trade Waste Inspections for Cooma and Bombala.

- Some issues have been discovered in Bombala. Reception from businesses has been good overall.
- Encountered a few issues in Cooma and other areas. Still 220 premises to inspect in Cooma.
- Bombala, Nimmitabel, Delegate inspections completed.
- Inspections are free this year only.

10 Date of next Meeting

The next meeting will be held at

7 Close of Meeting

There being no further business the meeting concluded at 12.00 midday.

CHAIRPERSON

DATE

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

9.3.3 AMENDMENTS TO THE SMRC SEWERAGE PRICING AND BILLING POLICY

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Group Manager Water & Wastewater Services
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	7.2 Water, waste, sewer and stormwater management practices are contemporary and efficient
Delivery Program Objectives:	7.2.1 Water and sewer management services and operations meet legislative and quality requirements
Attachments:	1. Submissions and Consultation Documentation - Confidential
Cost Centre	14-2110 Sewer Management
Project	N/A
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Following Council approval of 18 July 2019, the amendments to the Sewerage Pricing and Billing Policy was advertised for public comment in the Monaro Post on July 31, August 7,14,21,28 and September 4 2019 and on Councils website throughout this period. Submissions closed on 5 September 2019.

Additionally, an information pamphlet which noted the proposed amendment to the policy was sent to all customers with their bills in July/August 2019. The proposed amendments were also discussed at the public meetings held in Cooma and Jindabyne on 24 July 2019.

Seven comments were received and a summary of the comments received are in the attachments (Note all names and addresses have been redacted).

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

OFFICER'S RECOMMENDATION

That Council

A. Approve the following proposed amendments to the SMRC Sewerage Pricing and Billing Policy:

Add the following subclauses 2.2.1 and 2.2.2 under the current clause 2.2 "Residential and Non-residential Strata, Flats, Dual Occupancies and Vacant Properties":-

2.2.1 – Discount on sewer access charges for multiunit properties with area under 60m²

The sewer access charge for multiunit properties with an area under 60m² will be discounted by 50% of the 20mm residential access charge. The 20mm access charge that will apply shall be the charge as set in the Annual Fees and Charges for that particular year. All customers who qualify for this discount will need to make an application to Council in

writing stating the number of units with area under 60m² subject to meeting the following criteria:

- All units are legal and considered habitable residential units
- All units are serviced by one service line / water meter
- All units are a studio style accommodation (one living area, separate bathroom, kitchen) and each unit has a floor area of no more than 35m² measured as the internal area (including any internal dividing walls).
- Applications shall include the approved plan of the unit.

2.2.2– Discount on sewer access charges for development pumping effluent ONLY into Councils sewerage network

A 50% discount shall apply to properties that have been approved to pump effluent only into Council’s sewerage network subject to the following conditions:

- The property owner shall make an application to Council for the discount
- Council’s approval to pump effluent only shall be attached to the application

- B. All references in the current policy to the “Revenue Policy” to be amended to “Fees and Charges”.
- C. The 50% discount to be applicable from the date of adoption of the amendments and on approval of the applications. Customers shall be refunded any extra charges that have been billed this financial year. Notification regarding these amendments to the policy will be sent to all customers with the next water bills.

BACKGROUND

The harmonisation of the water and sewer charges was undertaken over 3 years and the final phase was the harmonisation of the charging regimes. The dual occupancies were being charged in Cooma but not in the Snowy areas and this was implemented region wide last year. This led to several complaints from the Snowy area.

It was also brought to our attention that in the Cooma area, multiunit properties under 35m² had a discount applied to the sewer access charges previously. This discount is considered to be fair for sewerage access charges as the impact on the sewer system from small units is not high. However, the water access charge will not be discounted as all users impact on the peak day demand for water.

Based on the above, an amendment to the sewer billing policy was presented to the water and sewer committee along with a draft customer information pamphlet. After endorsement from the committee, a report was presented to Council on 18 July 2019 for the approval of the draft amendments to be advertised for public comment. The pamphlets were sent to the customer in July/August followed by public meetings in Jindabyne and Cooma on 24 July 2019. Amendments to the Sewerage Pricing and Billing Policy were also highlighted at these meetings.

The submissions related primarily to the size of the dwelling to be increased from **35m² to 65m² to reflect the LEP conditions given below. (Note the LEP condition is 60m² and not 65m²)**

The other submission was in relation to the access charges that related to development that had been approved for pumping effluent from the septic system into Councils sewer main (inability to have absorption trenches due to proximity to a river). As the sewer system does not receive full sewage, a 50% discount will be recommended for receipt of effluent only. This discount is considered fair as the owners have to also pump out septic in addition to paying annual sewer access charges

- **Cooma Monaro LEP 2013 Clause 5.4(9)**

- (9) *Secondary dwellings*

- If development for the purposes of a secondary dwelling is permitted under this Plan, the total floor area of the dwelling (excluding any area used for parking) must not exceed whichever of the following is the greater:*

- a) *60 square metres,*
 - b) *50% of the total floor area of the principal dwelling.*

- **Snowy River LEP 2013 clause 5.4(9)**

- (9) *Secondary dwellings*

- If development for the purposes of a secondary dwelling is permitted under this Plan, the total floor area of the dwelling (excluding any area used for parking) must not exceed whichever of the following is the greater:*

- a) *60 square metres,*
 - b) *30% of the total floor area of the principal dwelling.*

- **Bombala LEP 2012 clause 5.4(9)**

- (9) *Secondary dwellings*

- If development for the purposes of a secondary dwelling is permitted under this Plan, the total floor area of the dwelling (excluding any area used for parking) must not exceed whichever of the following is the greater:*

- a) *60 square metres,*
 - b) *43% of the total floor area of the principal dwelling*

This report is to enable finalisation and adoption of the amendments to the policy and to notify all customers of the need to apply for the discount

The proposed amendments once adopted will be added to the policy with the resolution number

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The consideration of fair charging regimes will ensure the community region wide is treated fairly.

2. Environmental

The treatment and disposal of sewerage which meets the EPA licence requirements will ensure the pollution of the environment is minimised. Impact from small units on the sewer system is minimal.

3. Economic

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

Reduction in revenue from this change is considered minor due to the contra increase in revenue from the introduction of the charges for dual occupancies in the former Snowy area which was not charged previously.

4. Civic Leadership

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

Council resolution - 217/18 of 7 June 2018 for the adoption of the Sewer pricing and Billing Policy

Council resolution - 1/19 of 20 June 2019 for the exhibition of the amendments for public consultation.

9.3.4 REQUEST FOR COUNCIL TO APPLY FOR POVEYS ROAD COLINTON TO BE TRANSFERRED TO COUNCIL AS A COUNCIL PUBLIC ROAD

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Land & Property Officer
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	9.1 Transportation corridors throughout the region are improved and maintained
Delivery Program Objectives:	9.1.2 Our local road network is planned, built and repaired to improve movement across the region
Attachments:	1. Letter to Council and Replies - Poveys Road Colinton - Confidential 2. Map - Poveys Road Colinton - Confidential
Cost Centre	1802 – Roads Management Operations

EXECUTIVE SUMMARY

On 15 April 2019 Council received a letter from a resident who resides on Poveys Road, Colinton requesting that Council consider opening approximately 1.3 kms of Crown Road from the intersection of the Council public road (Poveys Road) travelling south east.

There is a creek crossing on the Crown road which currently is the responsibility of the Crown and if Council resolves to open the relevant section of Crown reserve road as a Council public road, then there will be significant costs incurred to remediate the creek crossing and construct the road to Council's standard.

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

OFFICER'S RECOMMENDATION

That Council

- A. Decline the request to open the Crown reserve road section of Poveys Road as a Council public road.
- B. Notify the landowner of Council's decision.
- C. Enter into negotiations with the Crown to authorise Council to carry out minor maintenance grading on certain Crown roads, to be identified, at the landowners' expense subject to a Memorandums of Understanding with the Crown and landowners.

BACKGROUND

On 15 April 2019 Council received a letter from a resident who resides on Poveys Road, Colinton requesting that Council consider opening approximately 1.3 kms of Crown Road from the

9.3.4 REQUEST FOR COUNCIL TO APPLY FOR POVEYS ROAD COLINTON TO BE TRANSFERRED TO COUNCIL AS A COUNCIL PUBLIC ROAD

intersection of the Council public road (Poveys Road) travelling south east. The map below was attached to the letter.

The resident has stated that he and a neighbour fixed the creek crossing on the Crown reserve road (marked in blue on the map) as it was unsafe to travel across. This crossing is owned by the Crown and is not a Council responsibility.

The section of "road" marked in yellow is, in fact, a track in use and is the responsibility of the user(s).



If Council considers opening the Crown reserve road as a Council public road (marked in green on the map) then it will be Council's responsibility to construct and maintain the road in addition to constructing and maintaining the crossing over the creek to Council's road standards.

9.3.4 REQUEST FOR COUNCIL TO APPLY FOR POVEYS ROAD COLINTON TO BE TRANSFERRED TO COUNCIL AS A COUNCIL PUBLIC ROAD

There are approximately 7 properties which are accessed via the Crown reserve road (marked in green on the map) which would benefit from Council opening the Crown reserve road as a Council public road.

There is no restriction on who or how many people use Crown reserve roads and the maintenance of these roads is always contentious.

At present the Department of Primary Industries – Lands has agreed to explore the possibility of Council carrying out maintenance on specific Crown reserve roads (under the terms of an MOU between Council and DPI) at the landowners expense and Poveys road would be ideal to add to this list.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Whilst the opening of the section of Crown reserve road (Poveys Road) would benefit the properties which are accessed from Poveys Road, there are many Crown reserve roads in Snowy Monaro Regional Council LGA which residents have requested to have transferred to Council and have been refused.

Presently Council is responsible for maintaining 1,700 kms of gravel road throughout the Monaro and a considerable amount of work has been undertaken to convince both State and Federal Governments to invest in reducing that liability through sealing. As a result, the State Government has committed \$34.5M to seal sections of unsealed roads and it would be counter-productive if decisions were then made to increase our liability.

2. Environmental

Whether Council resolves to open the section of Crown reserve road (marked in green on the map) approximately 3km long or whether Council declines the request, there will be a negative impact on the environment. The creek crossing, regardless of whether it belongs to Council or the Crown has a negative impact on the environment due to erosion and disturbance of the creek bed.

3. Economic

If Council resolves to open the section of Poveys Road marked in green on the map the costs for construction of the road and the creek crossing will be significant.

However, if Council negotiates with the Crown to be responsible for maintenance grading of certain sections of the Crown reserve roads in the Shire (yet to be identified) at the cost of the landowners there will be no financial impact on Council.

The Crown will not permit Council to construct Crown reserve roads (table drains etc.) but may agree to maintenance grading at the expense of the landowners who benefit from the road.

4. Civic Leadership

Council considers its obligation to meet community expectation in relation to its budgetary constraints.

9.3.5 COUNCIL'S LISTING ON THE PROTECTION OF THE ENVIRONMENT OPERATIONS (CLEAN AIR) REGULATION 2010 - SCHEDULE 8

Record No:

Responsible Officer:	Director Environment & Sustainability
Author:	Environmental Health Officer
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	7.1 Protect, value and enhance the existing natural environment
Delivery Program Objectives:	7.1.1 The Region's natural environment remains protected through delivery of a range of Council programs and regulatory compliance
Attachments:	Nil
Cost Centre	10-1010-1001-40088
Project	Council's Listing on the POEO (Clean Air) Regulation
Further Operational Plan Action:	

EXECUTIVE SUMMARY

Snowy Monaro Regional Council has been invited to review Council's listing within Schedule 8 of the *Protection of the Environment Operations (Clean Air) Regulation 2010*.

Currently Cooma-Monaro Shire Council is the only former Council entity listed within schedule 8 – which refers to controlling the burning of vegetation and domestic waste materials within areas where a waste collection service is provided.

By removing Cooma-Monaro Shire Council and including Snowy Monaro Regional Council, the Regulation will be amended to ensure consistency across the region.

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

OFFICER'S RECOMMENDATION

That Council

- A. Resolve that all burning, including vegetation and domestic waste within areas with domestic waste collection services is prohibited except with Council approval; and
- B. Endorse that Snowy Monaro Regional Council be included within Schedule 8 – Part 2 and Part 3 of the Clean Air Regulation as part of the remake of this Regulation.

BACKGROUND

The NSW Government is remaking the *Protection of the Environment Operations (Clean Air) Regulation 2010 (the regulation)*, as required under the *Subordinate Legislation Act 1989*.

The Regulation has been highly successful in eliminating backyard burning and improving air quality in the Greater Metropolitan Area (Newcastle, Sydney and Wollongong) as well as in many

regional areas of NSW. Feedback to government in recent years indicates that the regulation provides adequate regulatory measures for use by local councils where burning in the open needs to be controlled.

Of the three merged Councils, only Cooma-Monaro Shire Council was listed on Schedule 8 (both Parts 2 and 3).

Schedule 8 of the regulation includes three parts which a council can choose to be listed. This enables a council to choose a level of control of burning that is appropriate to conditions within their local government area (LGA):

- Part 1 lists LGAs having the highest level of control, where all burning in the open is effectively prohibited except with approval by the EPA.
- Part 2 lists LGAs where the burning of vegetation is prohibited except with approval by council.
- Part 3 lists LGAs where all burning of waste (other than burning of vegetation) is prohibited except with approval by the EPA.
 - For local government areas listed in Part 3 of Schedule 8 a general prohibition on the burning of anything other than vegetation applies. For example, residents in a Part 3 local government area are not permitted to burn household waste. Alternatively, if Council is not listed in Part 3, residents will be allowed to burn household waste unregulated. Note that residents in a Part 3 local government area are permitted to burn household waste if domestic waste collection services are not available to those premises (see clause 12(5) of the Regulation).

Burning material is still subject to observance of Total Fire Bans and the need for permits during specified fire danger periods).

On 23 August 2019, Council received correspondence from the NSW Department of Planning, Industry and Environment advising of the remake of the *Protection of the Environment Operations (Clean Air) Regulation, 2010* – Part 3 Control of Burning

Council has been requested to review its current listing to ensure the controls on burning in the open will support improved air quality outcomes.

Council's Public Health Team have reviewed the current status whereby only the former Cooma-Monaro Council area is regulated in accordance with the current Schedule. This does not provide a consistent approach across the region for burning in the open. To be consistent Council should take this opportunity to include the former Bombala and Snowy River areas by ensuring the Schedule is updated to reflect Snowy Monaro Regional Council within Part 2 and Part 3 lists.

By including the whole of the Council region, within Part 2 and Part 3 lists, it requires any person in an area where a waste collection service is provided wishing to burn vegetation and domestic waste in the open to make application with Council, pay an adopted application fee and arrange an inspection with an Authorised Officer.

An application will be assessed taking into consideration the following;

- a. taking into account the potential for smoke impacting on any person having regard to:
 - (i) wind direction, and
 - (ii) weather conditions, and
 - (iii) the length of time that the material being burnt is likely to burn,
- b. reasonable measures are implemented to ensure that the material being burnt is not wet,
- c. burning only material that is suitable for disposal by burning, having regard to possible effects on human health and the environment.
- d. the impact on regional air quality and amenity,
- e. the impact on local air quality and amenity,
- f. the feasibility of re-use, recycling or other alternative means of disposal,
 - (i) including the ability to remove and transport waste or vegetation to a lawful disposal facility
- g. any opinions of the sector of the public likely to be affected by the proposed approval.

It is not an offence:

- a. to cook or barbecue in the open, or to light, maintain or use a fire for recreational purposes such as camping, picnicking, scouting or other similar outdoor activities, so long as only dry seasoned wood, liquid petroleum gas (LPG), natural gas or proprietary barbecue fuel (including a small quantity of fire starter) is used, or
 - b. to burn vegetation, in the course of carrying on agricultural operations, on premises on which the vegetation grew, including:
 - (i) the burning of vegetation for the purposes of clearing (other than for construction), or
 - (ii) the burning of stubble, orchard pruning's, diseased crops, weeds or pest animal habitats on farms, or
 - (iii) the burning of pasture for regenerative purposes, or
 - c. to burn anything for the purposes of the giving of instruction in methods of firefighting by any of the following persons when acting in his or her official capacity:
 - (i) an officer or member of a fire fighting authority (within the meaning of the Rural Fires Act 1997),
 - (ii) a fire control officer (within the meaning of the Rural Fires Act 1997),
 - (iii) an industrial fire control officer, or
 - d. to burn anything under the authority of, and in accordance with, a bush fire hazard reduction certificate issued under the Rural Fires Act 1997, or
 - e. to burn anything in an incinerator that is authorised or controlled by a licence under the Act, or
-

- f. to burn anything in an incinerator that:
- (i) is equipped with a primary and secondary furnace, and
 - (ii) is designed, maintained and operated in a manner that ensures the maintenance of appropriate temperatures for the complete combustion of anything that the incinerator is designed to burn and prevents the escape of sparks or other burning material, and
 - (iii) is equipped with suitable equipment that is designed, maintained and operated for the purposes of controlling air impurities in the exhaust gas once the incineration process has been completed, and
 - (iv) is not installed in a residential building comprising home units, flats or apartments, or
- g. to burn air impurities by the process known as flaring if the flare is designed, maintained and operated so as to prevent or minimise air pollution.

Note.

It is not an offence under subclause (3) to burn domestic waste on residential premises in a local government area specified in Part 3 of Schedule 8, being premises on which the waste was generated, if domestic waste management services are not available to those premises.

Approvals.

Any approvals issued;

- a. will be issued on an approved form;
- b. is subject to such conditions (if any) as are specified in the notice by which the approval is granted, and;
- c. may be amended or revoked by means of a notice given or published in the same way as the original notice granting the approval was given or published, and
- d. remains in force **only** for the requested burn date.

If applicants do not satisfy the application criteria a refusal will be issued.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Air quality affects our health, the liveability of our cities and towns, and our environment. Air pollution, particularly from human activity, can cause health problems that affect the heart and lungs, and can cause cancer.

Even short-term exposure to air pollution can cause health problems. Children, the elderly and people with existing heart and lung conditions are especially affected by air pollution. By restricting open air and incinerator burning, Council reduces the potential for such harm. In comparison, wood fire smoke pollutants are controlled by emissions standards prescribed by set Australian Standards. A strict testing regime on the manufacturers of these heaters is in place for all new heaters sold on the market.

4. Civic Leadership

To ensure the community is well educated and the process is clearly understood, the Public Health and Environment team will ensure that the Council website is updated to provide correct and understandable information. In addition, a clean air procedure will be drafted to set-out the processes to ensure compliance with the listings under the regulation.

The procedure will aim to;

Protect the environment, the health and the amenity of people in the Snowy Monaro Regional Council area.

- Ensure consistency and fairness in the way Council deals with open burning applications.
- Ensure compliance with the Regulation.
- Increase public awareness of obligations under the Regulation.
- Make Council's procedure and requirements for burning readily accessible and understandable to the public.

It is envisaged regulating the program will require resourcing from current staffing in accordance with Table 1 below.

Table 1: Resourcing

Requirements		Responsibility
1	Applications Applications to burn will be processed by the Public Health and Environment Team	Environmental Health Officers
2	Enforcement Rangers will enforce the policy with delegations under the <i>Protection of the Environment Operations Act 1997</i> .	Rangers

9.3.6 MANAGING HEAVY VEHICLES IN BOMBALA TOWN CENTRE - COMMUNITY CONSULTATION

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Group Manager Asset Management & Engineering
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	8.2 Improve and maintain our public owned infrastructure and assets and facilities to a high standard
Delivery Program Objectives:	8.2.3 Major capital projects deliver improved community infrastructure and assets through the major project program
Attachments:	1. Managing Heavy Vehicles in Bombala Town Centre - Community Consultation Report
Cost Centre	
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The report on the Management of Heavy Vehicles in Bombala Town Centre was put to the community for their comments and input in the priorities for improving the Bombala Town Centre.

A consultation program was completed with the community using face to face and on-line processes to ensure maximum input on the project from the community.

As a result of the consultation, the equal highest priorities are: Option 2 Mahratta St Extension and Option 5 Town Centre Improvements.

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

OFFICER'S RECOMMENDATION

That Council:

- A. Receive and note the 'Management of Heavy Vehicle Traffic in Bombala Town Centre' Community Consultation report.
- B. Seek grant funding for the design and construction of the Town Centre Improvements (Option 5).
- C. Seek grant funding for the design and project approvals for the Mahratta St Extension (Option 2).

BACKGROUND

The Options Study: Management of Heavy Vehicle Traffic in Bombala Town Centre was developed by Council's consultant.

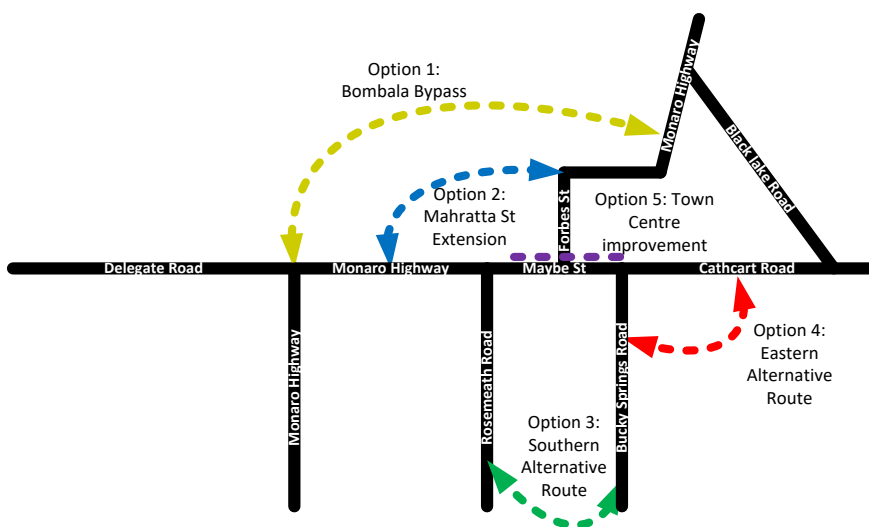
The report is a technical assessment of various options to meet the problem identification objective of “the current transport network into the town centre of Bombala is reducing the amenity of the main street and impacting the quality of pedestrian movements and connectivity”.

Council undertook a Community Engagement program to consult with the community so that Council can be informed of their priorities with the option.

To do this council conducted an information session, drop in session and a survey via *YourSaySnowyMonaro*.

A copy of the consultation report is attached to this business paper.

Options Considered



Option 1 – Bombala Bypass	Option 4 – Eastern Alternative Route
Option 2 – Mahratta St Extension	Option 5 – Town Centre Improvements
Option 3 – Southern Alternative Route	Option 6 – Do Nothing

Results

The community engaged well with Council on this issue and provided significant feedback on the report.

Session	Participants
Information Session	37
Drop In Session	9
Your Say Survey	67
TOTAL	113

The results from the consultation survey show that Option 2 – Mahratta St Extension and Option 5 – Town Centre Improvements were equally the priority within the community.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

This program will ensure the agreed projects are delivered to the required standard and will minimise the ongoing operation and maintenance costs for Council and community. The SCFMPP will be delivered to improve social amenity for our regional communities.

2. Environmental

Projects will be delivered using sound environmental practices to ensure no negative environmental impact during the delivery phase.

3. Economic

The infrastructure projects will be responsibly managed and ensure cost effective delivery of projects to achieve best value for money during and after delivery. All projects are funded through Stronger Communities Fund.

4. Civic Leadership

The Major Projects Program (MPP) is wholly grant funded and the planning, delivery and implementation of individual projects will be undertaken in accordance with:

- Funding guidelines and conditions
- Applicable legislation and regulations
- Building codes
- Australian standards
- Council policies and procedures

Following extensive consultation and assessment by a diverse panel, Council resolved on the 100 projects to be delivered during the period May 2017 to June 2019.

The attachment to this report provides assurance that the major projects program is being managed in accordance with recognised project management principles.

Community Engagement and Stakeholder Management Report



Management of Heavy Vehicle Traffic in Bombala Town Centre

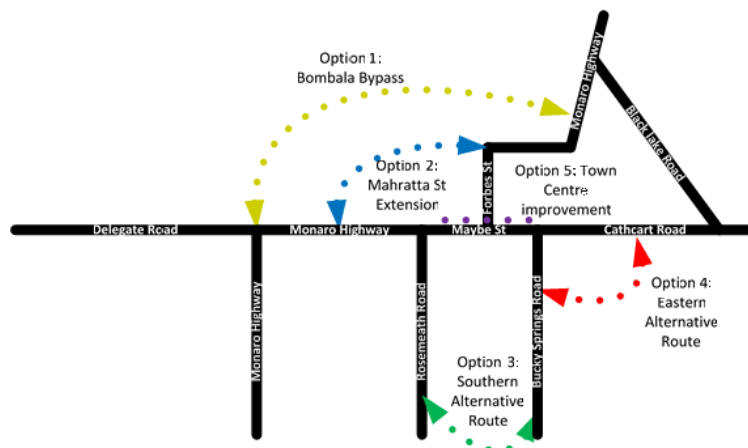
1 Introduction

The Options Study: Management of Heavy Vehicle Traffic in Bombala Town Centre was developed by Council’s consultant WSP.

The report is a technical assessment of various options to meet the problem identification objective of “the current transport network into the town centre of Bombala is reducing the amenity of the main street and impacting the quality of pedestrian movements and connectivity”.

A presentation to Councillors was undertaken on Thursday 4 July 2019, and the report was noted by Council on Thursday 15 August 2019 to begin community consultation.

1.1 Options Considered



Option 1 – Bombala Bypass	Option 4 – Eastern Alternative Route
Option 2 – Maharatta St Extension	Option 5 – Town Centre Improvements
Option 3 – Sothern Alternative Route	Option 6 – Do Nothing

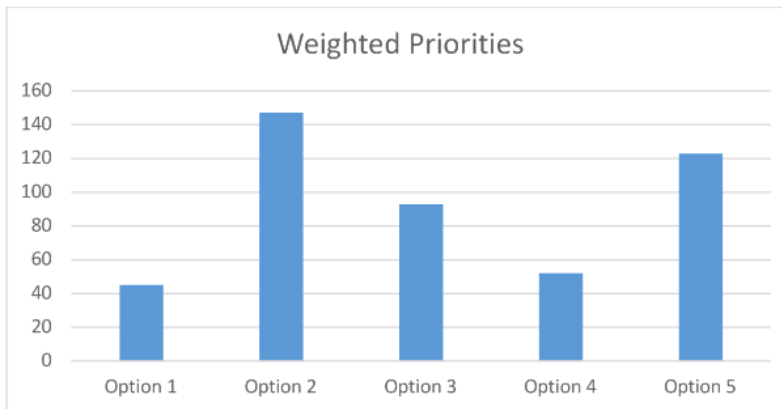
The results from the consultation survey show that Option 2 – Maharatta St Extension and Option 5 – Town Centre Improvements were equally the priority.

Community Engagement and Stakeholder Management Report



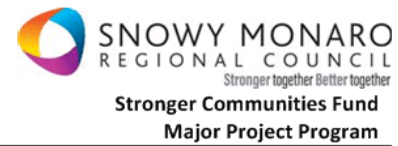
2 Information Session and Drop-In Session

Results from the Information Session and Drop-In Session have been collated. Each priority has been weighted (highest priority vote = highest weighting).



Information Session						
Ranking	Option 1	Option 2	Option 3	Option 4	Option 5	Weighting
1	0	18	2	0	12	5
2	4	4	4	4	9	4
3	2	1	12	3	5	3
4	3	3	5	11	1	2
5	16	2	1	3	2	1
Sub-Total	44	117	73	50	115	
Drop Session						
Ranking	Option 1	Option 2	Option 3	Option 4	Option 5	Weighting
1		6			1	5
2			5			4
3					1	3
4				1		2
5	1					1
Sub-Total	1	30	20	2	8	
TOTAL	45	147	93	52	123	

Community Engagement and Stakeholder Management Report



2.1 Comments

Option 1

- Too expensive, over done

Option 2

- Low level crossing or bridge
- Southern end joins through old mill sites
- Southern end joins Monaro Hwy south of sewerage farm
- Truck stop build on Town side of Southern End of Railway
 - a) Move skate park to other side of railway yard (safety for kids)
- Old Mill site is an ideal place for fueling point
- Truck drivers easiest access for parking and access to town
- Promote RV friendly town
- Promote caravan parking in town
- If it doesn't come out at the high school
- Provide more parking behind shops if possible
- Swimming pool safety for patrons to park
- Low level bridge and extension road as previously proposed
- Will somebody please think of the Platypus
- Low level bridge on "Council Road"
- Take the majority of trucks away from Town Centre. Low Level bridge then take road along Southern side of river and bring it out to the west of the sewage plant. Easy grade route. Keep it simple
- Low level bridge to heavy vehicle standard. This would also provide alternate route for emergency service vehicles and low level crossing could serve as low level weir (good for Platypus)
- A combination of option 2 & 5
- A low level bridge with weir for future water supply and activity
- Where does this start/finish on Monaro Hwy? Will sound barriers be erected to stop some noise for the homes?

Option 3

- As part of the solution only
- Will only benefit log trucks – not the through heavy vehicles

Option 4

- Nil noted

Option 5

- Garden bed up the middle will reduce the space in the street to much

Community Engagement and Stakeholder Management Report



- More car & truck parking needs to be made
- Decrease speed limit to 40km
- Beautify town centre – but trucks don't belong there
- Too much talk, not enough action
- Traffic lights
- Marked pedestrian crossing
- More parking needed, heavy and small vehicles
- Whatever you buy a truck carted it
- Live and let live
- More parking needed close to town for trucks, caravans, general sedans. Many people are parking presently on private land at the back of the shops

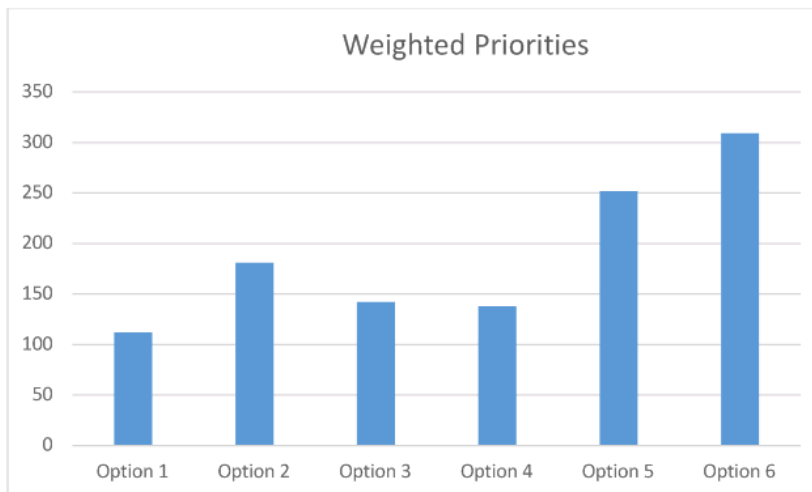
Other

- Council has reduced RV parking with the restructure of the pools carpark. RV's need easy and quick access to town
- Once an option has been decided will there be a community meeting to put forward ideas on the decision or will council only decide?
- Why would council want to divert traffic away from business houses?
- We desperately need more parking – Idea...Council purchase the old Bombala Hotel and turn area into a car park (beautified)
- Agreed or Caviarias building (next to IGA) or old furniture shop – pull them down for more parking
- Agreed, we need people to be bought into this town, not diverted away. It will end up a ghost town
- Agreed, pull down old furniture shop. Extra parking close in the main street
- Mahratta St extension with low level bridge connecting to Blight St

Community Engagement and Stakeholder Management Report



3 Your Say Survey



Information Session							
Ranking	Option 1	Option 2	Option 3	Option 4	Option 5	Option 6	Weighting
1	7	7	1	0	9	41	6
2	1	10	3	2	32	7	5
3	3	11	12	15	4	3	4
4	4	6	18	12	5	2	3
5	6	13	8	15	3	1	2
6	29	1	3	2	1	8	1
Sub-Total	112	181	142	138	252	309	

Option 6 (Do Nothing) was added to this survey following the information session feedback that this should also be included for ranking.

Limitations of Survey

The YourSay survey did not require the community to login to the system to complete the survey. This means that we had no control on who completed the survey, or how many times someone completed the survey. As a result the data could be skewed in a direction that does not reflect the community's preference. However the results do reflect the same priority as those from the information session and drop in session.

Community Engagement and Stakeholder Management Report



3.1 Comments

What are your thoughts on heavy vehicle movements through Bombala's town centre?

I have personally witnessed several incidents of heavy vehicles almost striking cars who stop to reverse park along Maybe Street, Bombala and also some very close calls of trucks almost hitting pedestrians (particularly elderly people) crossing the main street. Hundreds of interstate heavy vehicles pass through Bombala every day. The amount of B-Double huge trucks is astounding. Bonaccords, Abbletts, Bobbins and many other transport companies as well.

In my opinion the most dangerous heavy vehicles (on average) are logging trucks, and the worst offenders are the empty logging trucks who constantly speed through the main street without any regard for the safety of others.

What will happen when a child or an elderly person (whose movement may be slow) gets run over?

Or when a local driver is pulling out from a parking space beside a larger (4x4 vehicle) that is blocking their view and gets hit by a logging truck? (or other heavy vehicle).

With the amount of heavy vehicle movements through the main shopping area it's only a matter of "when" a tragedy is going to happen!

Those few people who say that a bypass will kill the town are wrong.

There are very few heavy haulage trucks that stop in Bombala to do their shopping! Some stop over in the truck parking bay on the other side of the bridge that use the toilet amenities then move on.

People with caravans, camper trailers and motor homes will still come into town if they require petrol or refreshments, etc.

Council is very responsible for bringing the heavy vehicle movements through the town centre issue up for public discussion, and they should not abandon the "safety first" priority of residents.

Other than the few that object because they think they might lose money, the majority of the people I have discussed the issue with want a truck bypass.

There are 1,500 residents in Bombala a couple of dozen objectors should not have the final say when the lives of people are daily put at risk by the sheer amount of heavy vehicle movements!

The Mahratta Street Extension should be constructed to remove heavy vehicles from the Bombala town centre. In town Caravan parking availability signs should be erected prior to the heavy vehicle bypass signs.

RV friendly signs should be erected.

Option 3 Southern alternative route should be constructed to remove logging trucks from the town centre.

We are a country town and have to expect trucks coming through town, as far as I know there have been no accidents to date.

The only real issue is the reduction in visitors and trucks stopping for meals fuel etc. They should be addressing the need for bypass around Cooma and Berridale for snow traffic and the highway traffic around Bredbo and Nimmitabel

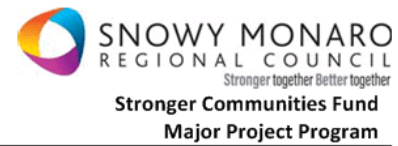
Bombala needs to urgently address a tourism destination management plan & noisy & polluting trucks detract from the required ambiance in the shopping area. To attract extended stay visitation we need to make the main street a major attraction & the Chamber of Commerce is currently working towards this end. Tourism is essential for the

Community Engagement and Stakeholder Management Report



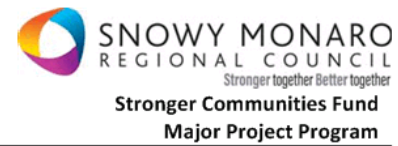
<p>future development & growth of Bombala's economy. Potential specialty shop owners currently reject investment in Bombala as the trucks detract from a welcoming country atmosphere - an "Escape to the Country" feeling which would attract visitors. A Mahratta Street Extension together with Town Centre Improvement would be the ideal. If the Centre is really attractive with unique shops tourists would not bypass but aim at visiting to see our lovely destination.</p>
<p>Alternatives will be costly and will cause problems in other areas. These roads will need to be upgraded and maintained . Other roads in the district that have heavy trucks on them are constantly having to be repaired and even after being sealed they have potholes back in them before the white lines have been added. Bypassing the town will no doubt cause other transport to follow the trucks. We need to do all we can to make any traffic passing through the town want to stop here and buy food or just look around. When travelling to Sydney there was a time when I would visit Goulburn, not any more I stay on the highway. Perhaps a speed hump in street to slow down traffic otherwise if a bypass is put in it will kill the town!</p>
<p>I have no issues what so ever with heavy vehicles in the main st</p>
<p>You divert traffic the town will die due to no one stopping. Don't do it</p>
<p>It's a part of our town. Has been for many years. I don't see a problem at all.</p>
<p>Majority of trucks respect that it is our main street. There are some that don't but there are cars and 4x4 that don't either.</p>
<p>I think there is no issue! There are small change that could make it better but definitely wouldn't say it's an issue. As a local my whole life I can only recall 1-2 times when I've seen any problems!</p>
<p>The trucks travel much too fast and sometimes in their phones at the same time. It is pure luck we have not had a,serious,accident</p>
<p>I've been a resident of Bombala for 43years, never had a problem with heavy vehicles in the Main Street, and have no knowledge of any accidents involving trucks in the Main street</p>
<p>There is no issue. Bombala has always been a timber town. No issue at all. An upgrade of our Main Street would be nice though.</p>
<p>If people are concerned about the vehicles travelling the Main Street they have to remember we do not have zebra crossing for people to cross with the right way and all we need to do is install a speed hump and caveat street and Forbes street and reduce the speed limit to 40km in that zone and leave the parking the way it is.</p>
<p>No problem with it at all.</p>
<p>You want to stop heavy vehicle movements in town centre but you allow trucks to park for days on end in main street of town ie in front of our homes.</p>
<p>In all the years I have lived and worked in the Main Street I haven't seen any major issues with trucks in the Main Street. All vehicles, regardless of type, occasionally travel to fast in the area. Maybe if anything a speed hump near the club to slow all traffic down.</p>
<p>Working around the area trucks are a majorly impacting the township roads and I find it a issue that will cause larger issues in the future. Bypass the town itself for heavy vehicle movements and problem solved</p>

Community Engagement and Stakeholder Management Report



<p>Didn't think it was a big problem, maybe if the local council consulted with the industries that are directly affected by there town beautification projects they wouldn't have this problem.</p>
<p>I don't have an issue with any vehicle travelling through the Main Street, we need appropriate parking put in the town centre to accommodate vehicles. Any detours of any vehicles will turn our town into a ghost town, we need as many people to come through as possible!!</p>
<p>It's the only way Bombala will survive.</p>
<p>No problems. No accidents in main street. We dont need a bypass. Leave our town alone.</p>
<p>As a local log truck driver I would like to see option 2 happen but have a roundabout at either end and have it sign posted as an over dimensional and heavy vehicle route with the main focus on directing the majority of traffic to the town centre. Also I would like to see the southern alternative route to be struck from the plan so state forests and local council can put in play the route from Monaro logging on rosemeath rd across to burombucco rd that the previous council had been working on as this also would open up the possibility's of sub division for more industrial area which the town also desperately needs. Thanks for your time John Ford, Ford Haulage Bombala</p>
<p>Construction of a bypass or alternate route that diverts traffic away from the main street will impact tourist trade, a negative for the community when there have been no incidents in recent memory that justify this move.</p>
<p>It's pretty obvious that none of these are an option for council. The cost of any of these options would be well out of reach. I know it, the town knows it and so does council. Why patronise residents, we all know no-one will like these options, and council will say "well we tried". We're not stupid, also we would rather have water that doesn't taste like shit and a shit treatment plant that doesn't smell like the drinking water. It's hard to tell the difference.</p>
<p>With the round about & pedestrian refuge the traffic has slowed to what it was i don't see the problem</p>
<p>You will kill the town if this bypass goes a head</p>
<p>All that needs to happen is to slow them down. A few speed humps or something like that would be sufficient. I wouldn't need to go to Bombala if the bypass goes in and i am a resident.</p>
<p>There is no need for any bypass what so ever. Why does this need to happen.</p>
<p>I have lived in BOMBALA my whole life and I don't see an issue with they way it is at the moment</p>
<p>If You put this bypass in then make sure you come and buy our businesses as they will no longer exist.</p>
<p>If a bypass is put in place the retail, cafes, petrol stations etc will suffer massive time. The town will become a ghost town as it's our jobs that will suffer therefore the local residents will have to move to other towns for work. Definitely a big mistake if a bypass is put in. In my life there's never been an issue with the trucks in the Main Street and they stop and use our facilities such as the cafes and petrol stations.</p>
<p>It will effect the economy of Bombala as a small town if a bypass is created. Other traffic other than trucks will also bypass and revenue among the shop fronts will diminish. An example of where a bypass has had effect before is the township of Bulahdelah.</p>
<p>There's no problem with them</p>

Community Engagement and Stakeholder Management Report



I have never had a problem with truck traffic through our town. I think Bombala is struggling as it is and the suggested detours would only see the demise of the town further.
Parking is more the issue for the street. Off sight parking would allow better traffic flow
It has worked this way for many years, if we put a bypass in other travelers will also take it driving away tourists and thus killing our town.
I don't have an issue with heavy vehicles in bombala, what I have an issue with is council not providing or taking away the areas that trucks could park so that the drivers could pull up and spend their rest time in town and have a break and buy food in town, now with the reductions of parking at the pool will these truck drivers be able to take their breaks or risk driving further than they legally should ?? Also the reduction to the carpark I wonder where you expect all the people to park when there is a swimming carnival on, that whole place would fill with parents cars.....
There needs to be more information on these proposed routes before anyone can make any kind of an informed decision
I have been in the street in business since 1997 and have NEVER had a problem with heavy vehicle movements located in the town centre.
There is not problem with the trucks driving through town as long as they are doing the speed limit there is not issue. They should be encouraged to stop at Bombala and support local businesses. Where can the trucks park near the town centre? The closest place they can stop is now near the information centre?! Therefore they keep driving. There are no truck stops near the town. I think instead of looking at alternative routes, you should be putting money into a rest stop for truck drivers and support them coming to our town. If bypasses are put it, it won't just be truck drivers using it. The town survives on tourist. We need to support people visiting Bombala and not encourage them bypass to the next town.
There is no way to exclude trucks without missing out on the other traffic which is essential to our town. We only need to look at the terrible consequences the Merimbula bypass has had on local businesses. People are saying we just need a niche market. Well we don't have that so we need to welcome all the visitors we possibly can, not divert them through.
This diagram is garbage. How can an opinion be generated from such a pathetic diagram. Have a real crack at community consultation and get back to us. Black lake road. - are you serious?
Dont see a problem and i live in main street...
The trucks coming through town are the town's prosperity, my only suggestion would be to reduce speed limit through Bombala town centre!!!!
It is a huge impact on our CBD WITH NOISE DUST AND DANGEROUS
There is no issue with heavy vehicle movements through town. It seems the council are doing its best to kill Bombala and deter any visitors whether they be heavy vehicle drivers, car and caravan/trailers or any long vehicle in general being able to stop in close proximity to our centre. We need to be promoting traffic through the town center and encouraging them to stop and support our local small businesses or sooner rather than later Bombala will become a ghost town like so many others that have had a bypass put in place.

Community Engagement and Stakeholder Management Report



<p>NO BYPASS. (And I have only selected all 6 options In order of preference above because I had to in order to submit this). By creating the bypass, you will damage local business to the point of no return which will cost many their livelihoods. In a small, regional town, this is not the solution.</p>
<p>When was the last time there was an incident in the Main Street invoking a heavy vehicle? Couldn't tell in the 24 years I have lived there.</p>
<p>Only needs a small roundabout at the intersection of Caveat Street and Maybe Street this would make all vehicles and trucks slow down? Not a big cost at least worth trying</p>
<p>Nothing wrong with it however a round about at the intersection on Club Bombala/Nab would be great. Slow down heavy vehicles and also improve traffic flow</p>
<p>The heavy vehicles bring business to our town. A bypass would be used by more than just the heavy vehicles meaning loss of income for many businesses and loss of employment when the businesses lose the income.</p>
<p>Leave things alone. Trucks need to go through town. A lot of trucks used to stop close to town centre for toilets and also buying a meal from local eateries. Bypass the town and the businesses will suffer more! I don't know who the hell are thinking of these dumb wit ideas. As a local trucks do not bother me in town, they are part of our community Also who is going to pay for the alternate route?? Under current economic climate is really a wise idea to spend money on things that will take money out of the town?? Why not maintain our existing roads and maybe put better water infrastructure in place if this so called climate change is really happening and store more water for the town??</p>
<p>There is no problems with trucks passing by the town centre. This is how small towns are ruined. No business running into the town. Keep our town the way it is</p>
<p>I have lived here for 7 years and have not had any issues with heavy vehicles making their way through town. We need to support their movements not push them out. We don't have tourism as such so we need to take advantage of what we have.</p>
<p>There has been no issue in regards to heavy vehicle passing through the Main Street. I really don't understand why you would waste such money on this idea. Look else where improve things such as kids sport playground / swimming cover that was talked about but again nothing has come of it.</p>
<p>Too many - it's unsafe and I don't know how there hasn't been a death when the heavy vehicles travel through there doing on average more than the speed limit</p>
<p>Create a bypass kill a small town. Seriously are they not struggling enough, perhaps put a government funded bakery and food van with fuel up the highway too, just to kill a small town a bit more?</p>
<p>There's never been an issue/ accident with heavy vehicles in the Main Street. Farming and forestry are the industries that we rely on the most. Suggest slowing the speed limit to 40 instead of building a bypass of the whole town!</p>

Option 1

Benefit of this option

none
Page 10 of 22

Community Engagement and Stakeholder Management Report



It is the most sensible, least noisy and smooth bypass option.
None except for through traffic
faster service and less noise
None & too costly
I don't think financially there is a benefit.
None
None
I don't see any benefits. It will ruin our lovely river. The scenery will be ruined
There is less impact on housing than any of the others.
Zero benefits! Shouldn't even be an option!
None
There is no benefit, if a truck bypasses the Main Street cars will follow, ask the residents of Holbrook
None. Bombala will be a ghost town
Nil
No benefit at all
None
No benefits. Bombala will be at a disadvantage if this option proceeds. All traffic will travel on the bypass option unless they have a specific reason to drive into the township.
It's great no damage to township, less potential accidents and ease for the truck drivers
None
None
Absolutely no benefit to the town
There are none
None
Nil
None for local community.
None, it won't happen
None
I see no benefits of a bypass
None.
No benefit
No benefits at all
I don't see any benefit with this option.
None for the community
None
No benefits
No trucks in town
Unable to see any benefits to this option.
No benefits.
None
nil
less traffic in main street, but there is insufficient detail on the map on the exit points back onto the Monaro Highway and impact on resumption of private land.
Does anyone know where option 1 goes i dont think so
None!!
No benefits

Community Engagement and Stakeholder Management Report



no Benefit not viable
None
There's no benefits
No benefit at all
None. If I can bypass a town to get to my desired destination I do! So let not even consider this option.
Heavy vehicles are taken off the main road where the majority of the community/families walk and enjoy the town. The heavy vehicles are redirected but not too far - it's still very easy for them to stop for a rest if they wish to
None

Advantages or Disadvantage with this option?

Option 2 is the second best option after Option 1.			
The disadvantages are it is too far out of town and too expensive			
Will steer tourists away from town affecting the business houses			
advantage - faster times and less noise			
disadvantage - less visitors and money being spent in town.			
Many tourists would bypass Bombala			
Getting too far away from any potential to spend any money in the town.			
Bypass tourists who then wont stop in town and support local businesses			
Disadvantages... it doesn't take long for caravans to start following trucks			
Less business for our community...			
The scenery down the river will be ruined!			
Less impact on housing the disadvantage is that all vehicles will by pass town and our local businesses.			
Every business in Bombala will be DISADVANTAGED if this goes ahead! Not only trucks but cars/caravans/bikes/ TOURISTS will go straight on passes our town!			
None			
Disadvantages. No tourists to help our town			
No one will travel through Bombala			
The town is struggling now with a bypass things will only get worse			
None			
Loss of visitors to town will see a decrease in patronage to local businesses. This in turn has a flow on effect - decreased/closed business, loss of jobs, families will then need to leave town to find employment, loss of children attending school etc. this option could be disastrous for Bombala			
It's great just do it no disadvantages what so ever			
Advantage would be no trucks in town.			
Disadvantage would be no trucks in town, costly to build a new road.			
The town will die			
Major disadvantage to our town. All traffic diverted from town, results in no jobs, no money, no town			
If there is a bypass everyone will use it. Not just trucks. If you think a sign will stop regular vehicles you're insane			
			Page 12 of 22

Community Engagement and Stakeholder Management Report



People will bypass bombala...we dont need that
Would seriously kill the town
Will divert more traffic from town, reducing the possibility of tourists stopping and utilizing amenities, shops and restaurants.
Any option (which is bullshit) won't happen but let's pretend... how is a bypass going to help bombala? Answer it wont
Bypass the town & the local businesses will suffer,
Noone would go through town. Have a look at the other townz that have had a bypass put in
People will use the bypass and won't stop in town
Bombala will suffer massive time with a bypass, it will close our local shops.
Drive tourism away and kill the town
The route is through a residential area which is not an ideal option.
Loss of people entering Bombala
Diverting traffic out of bombala will kill the town
Tourism in Bombala will die completely
massive disadvantage with this option to Bombala
As listed before. Other people will use this route. Bombala relies on tourist to support this town. Encourage them to stop, don't give them a reason to keep driving.
Disadvantage- negative effects on local businesses
take traffic away from our starving shops....
You would need a bridge bigger than SDNEY HARBOUR to get across the river let alone the cost
Driving business and income away from Bombala, what a way to turn it into a ghost town!
Will kill small and local business
None
No advantage just disadvantage to our small town. People won't shop local
Disadvantage is that our already struggling food businesses will suffer. So will our small retailers, we need the traffic and need to encourage travellers to stop
None
Loss of business

Option 2

Benefits of this option

none				
This the most practical and economical option which will benefit both the town and heavy vehicles.				
It reduces heavy vehicle noise on the southern entry to Bombala.				
take trucks, caravans and tourists away from town				
This was always one of Bombala's preferred projects of the Council's 100 projects. If as originally agreed on this is a local road, costs would be reduced.				
Still getting away from the town centre. Not really in favour of this either but maybe better option than 1.				
None such a waste of money				
No				
				Page 13 of 22

Community Engagement and Stakeholder Management Report



Will keep most traffic coming through town.
Zero! Absolutely nothing!
Allows truck drivers to stop closer to town for refreshment
Nope
No benefit
None
No real benefits, other road traffic will still take this route unless they have a specific reason to enter Bombala
The town will still benefit from the trucks and drivers from a retail point.
Could work
no benefit
None
None
Reduce heavy vehicle movements in the town centre
None
Employment for a few while being constructed, but I guess they wouldn't be local
None
None
Nothing will benefit
I see no benefits in this route option.
Maybe allow heavy vehicles a back street option
None
unable to see any benefit to this option.
Nothing.
None
nil
Heavy vehicles off main street but still allows passing traffic to stop in town. Also provides for a second river crossing option for traffic around town.
This is what the community asked for originally it is the most effective route
None
No benefit - but slightly better than option 1.
But an absolutely horrible place to try and put a bypass in between rosemeath rd and Monaro Highway.
Existing businesses will have to move as a result of this.
It's also a dangerous part of the road.
Not viable
There's no benefits
No benefits
None.
None

What are the advantage or Disadvantages of this option?

				Page 14 of 22
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Community Engagement and Stakeholder Management Report



It allows heavy vehicles to bypass the town centre but still allows them to park up in reasonable distance from the business area. It encourages RVs to come into the town centre as bypass entry points are within the town boundaries. It has a fuel fill point within the bypass area.
bad for businesses Trucks would choose this route but have the option of the Monaro Highway if flooding occurs.
How easy for anyone wanting to come over town to purchase anything? Not encouraging anyone to spend money in the town.
River track ruined Disadvantages is the impact on houses.
Every business in Bombala will be DISADVANTAGED if this goes ahead! Not only trucks but cars/caravans/bikes/ TOURISTS will go straight on passed our town!
None
Non
Would have to set up a toilet block and showers that truck drivers can use with out walking 500m to one
No advantage
None
Disadvantage to town for same reasons as stated previously, unless people have a reason/need to enter the town they will use this option.
You are just moving truck movements to a more residential area
Disadvantage, no traffic, no jobs , no money, no town
Waste of money
People will bypass. Not good
If done adequately it will advantage road transport with the new PBS truck standards gathering momentum whilst also keeping heavy Haulage out of the Main Street allowing the street to be beautified with more trees and garden beds. There may be a small trade off as it would take a small portion of tourists around the town centre but I do believe if there was a roundabout at the bridge into town centre and at the southern end with prominent sign posting directing traffic through the town centre and the small bypass being categorised as an over dimensional and heavy vehicle route the affect on tourism would be minimal.
None
Town will suffer
This area has a park area and skate park which is used by local children. The increase in traffic would make the road crossing and the general area unsafe for the children.
If built as a highway standard Tourism will be lost
Loss of people stopping and spending money
Diverting traffic from main street - is a disadvantage
Nowhere for caravans to park. loss of tourism money spent in Bombala.
NO advantages for this option.
As stated previously.
Negative impact on local businesses.
Simple and effective
Driving business and income away!!

Community Engagement and Stakeholder Management Report



Will kill small and local business
No advantage
Give Truckie a a chance to stop in Bombala for food and toilet break if needed
No advantages the disadvantage would be people will not stop on our little town
This option still bypasses the Main Street centre, tourists will use it and therefore not stop in our town!
Loss of business

Option 3

Benefits of this option

Would only benefit the log trucks coming out of the forest				
none				
This option will take heavy logging trucks from the town centre.				
take trucks off Burton St				
This would take many of the timber trucks out of town & hopefully off Burton Street which was always only supposed to be a temporary route.				
None.				
None				
The river won't be affected				
There is not much in the way of benefits for this route.				
Yet another ridiculous option! Zero benefits!				
None				
What an absolute joke				
Nope				
None				
None				
None				
None				
Stupid option				
Not many				
Dont know				
None				
None				
Maybe for log trucks but there would be mo benefit for any 1 else				
None				
None				
Nothing				
No benefit to the town				
Allow log truck back access to mill				
None				
This will see a small percentage of log trucks bypass Bombala				
unable to see any benefit to this option.				
Nothing.				
Will decrease truck movement without decreasing through traffic.				
Doesn't make sense from map.				
				Page 16 of 22

Community Engagement and Stakeholder Management Report



This is so easy to do and would take all the log trucks out of the Main Street
None
Better than option 1 & 2, limits how much tourism is lost
Are you for reel !!!
None
Wtf
No benefits
Traffic still has to hit the main centre of town before being bypassed.
None

What are the advantage or Disadvantages of this option

Peaceful for residents but would increase costs for truck owners eg time and fuel
As above
Costs
Such a ridiculous waste of money
Disadvantages is impact on infrastructure already there. If Bombala is to expand this is where it will need to go. Also only local trucks using this route making little difference in town with the amount of interstate trucks using Monaro Highway.
Has anyone counted how many intersections and roads will need to be upgraded. Not to mention the noise and congestion with the log trucks that already use Bucky springs to access the bush and rosemeath road to access Monaro logging! Where do they go once they get back into town left to the roundabout or right to Cathcart which then means more intersection and road upgrades! Seriously!
None
None
Roads would be updated but a waste of money
No advantage
None
Same as stated previously
Disadvantage, we don't need to divert traffic
Will probably only be used my trucks carting wood
This route should be moved to the gazzeted lane way on the town plans that is closer to town that enters rosemeath rd opposite to Monaro Logging's depot this would also give the opportunity to increase the industrial area that bombala is seriously lacking this being a major problem for company's to invest in infrastructure in the town. I also believe Forestcorp had money set aside to also invest in this access road.
None
Town will suffer
I can not see any advantages with this option. I'm sure new families along this route would find disadvantages.
Keep local traffic out of the streets
Again loss of tourism
Don't even know why this is an option
The cost will out weight the benefits
NO advantages for this option.

Community Engagement and Stakeholder Management Report



Sooo many disadvantages
No disadvantage - maybe cost?
Very cost effective
Driving business and income away!!
Will limit the amount of people who opt for a 'bypass' due to the geographical location - not many people come through the town via those ways
Cost would be no advantage
None
No advantages the disadvantage would be people will not stop on our little town
This option allows tourists to see the Main Street and consider stopping and shopping!
Loss of business

Option 4

Benefits of this option

can't see any benefit at all				
Some trucks would be re-directed				
None.				
None				
No benefits for this one				
Absolutely nothing! Zero!				
None				
Nope				
No advantage				
None				
None				
Nothing				
None				
You've got to be kidding, this is the worst one, sack whoever thought of this unless it was "bring your kid to work day"				
Absolutely no benefits at all				
I see no benefits in this route.				
Little benefit other options are available				
None				
I can't see any benefits from this option				
Unable to see any benefit to this option.				
Nothing.				
None				
This would not achieve anything				
None				
Better than previous options.				
Not user friendly				
None				
No benefits				
Black lake road might get sealed! But it would/might still have an impact on our community.				
				Page 18 of 22

Community Engagement and Stakeholder Management Report



None
The same as option 3
none
I'm still laughing
None
Really stupid option
None
None
None
Doesn't make sense from map
Council killing the town

What are the advantage or Disadvantages of this option

Might take a few off the main road
Costs.
It's basically there already there's a road that links coolengubrah to Cathcart but what's the point when the harvesting contracts change so frequently
Only changing the dynamics. What happened to the agreement with Forest NSW and Bombala Council that the northern access route be upgraded and used. Already has the best intersection onto the highway and no houses impacted. Would take log trucks from Burton Street, Maybe Street and Cathcart Road. What disadvantages for Cathcart end made up for at the southern end of forest. The agreement was made and Forestry was to pay for it and construct it.
How is this even going to work? Again how many roads and intersections would need upgrading!
None
Nope
Still no one coming into the town
None
None
Disadvantages same as stated previously
Disadvantage, don't need diversions
Will probably only be used by wood trucks
Haha
This bypass is completely ridiculous
As I travel in this area frequently I would not like to see an increase in the traffic along this route.
Same as the last options
Unsure why this is an option at all
NO advantages for this option
I've stated the disadvantages.
Would take longer so I don't think the trucks would use this route- waste of money.
The mill is on the southern side of town and the highway trucks will continue through town Driving business and income away!!
Limits tourism lost due to geographical location of 'bypass'

Community Engagement and Stakeholder Management Report



No advantage
None
No advantages the disadvantage would be people will not stop on our little town
Loss of business
The road can't cope with the truck movements on it now, let alone adding more
A tourist drive???

Option 5

Benefits of this option

This would enhance Bombala's opportunity to be a tourism destination.
Financial advantage Can choose to stop if they need to purchase anything. That's if they can find anywhere to park that's not two kilometres away.
Less money spent could be fixed by. 40km speed limit between Nab bank and other end of town
Keeps visitors coming through
Tourism TOURISM TOURISM!
Everyone benefits from this option absolutely everyone! It's the ONLY option that should be considered! It would require minor works/improvements with maximum benefits!
Absolutely none
Yes. Keep tourists visiting. Supporting our little town
People will stop in the town and support local businesses win win
None
None unless we have businesses in empty buildingsa
All traffic still travelling through town and using our businesses and facilities
Keeps traffic flowing through town
Depends on the Improvements
A nice facelift for the town.
Joke
Improving the current town centre to allow the trucks and tourists to follow through would be a great improvement
A toilet in the main street would have benefits for those needing it.
Keeps through traffic into the community . Low cost
Depending how it is done, could help could hinder with tourists
Unsure
This will keep tourism traffic coming through town. If dedicated caravan and truck parking could be included on Forbes St this would be the best option
The benefits to beautify the town is highly needed.
Keeps tourism into bombala
Keep the visitors in the town.
Town centre improvement won't will be good but a b double log truck is what it is
Provide every opportunity possible to keep Bombala thriving as a small town, encouraging travelers and heavy vehicles alike to stop.
BEST OPTION

Community Engagement and Stakeholder Management Report



Round about would slow traffic at the intersection of Caveat St and Maybe St plus a pedestrian crossing where traffic has to give way to pedestrians in the middle of the street out the front of the newsagent
Traffic/tourists still having access to Bombala businesses
Nice to update the town
Makes our town more appealing to visitors.
Create enthusiasm, morale and business for a small town
None
reduce speed
Any improvements to Bombala town centre will be a benefit to the residents and tourists in the town.
improve the look of this area
Keeps tourists and trucks in town, keeps businesses open and therefore no loss of jobs and families in the area
Under the fatigue laws the council has a duty of care to supply trucks with shade, runny water and toilets, could you please advise me of where these are outside of town
It's the most direct route, if you need to stop for something everything is within walking distance, minimal impact on residential area as 50% of road is commercial property.
Needs doing regardless
Keeps traffic in town. Only way to have a thriving town is to have a busy street
Improvements to this area would be the best option
None
Focus on the 4 buildings at round about that are empty or falling apart
Improvement of the town will bring more tourists in and invite them to stay and improve cash flow in the town
we keep our traffic and tourists..
Regardless of any change to heavy vehicles, the main street needs a pedestrian crossing. The small businesses prosper!!!!
Keeps people travelling through the main part of town so there isn't a loss of trade for businesses
Improve the Main Street to encourage trucks to stop to spend dollars at the eateries etc. every dollar helps!

What are the advantage or Disadvantages of this option

With all the new gardens and trees surely it will cut down on the amount of available parking
If trucks did use this route it should slow them down as they approach.
Parking.
I have never had an issue with the trucks in the main st it's more impatient tourists who drive out around people on the wrong side of the road or almost run in to you a full length island would fix that and a speed bump at the start near nab and mid way and at round about I think I t would be nice if there is some short term parking for the trucks to still be able to purchase food from our eateries
If it wasn't for the trucks the street would be dead if it wasn't for the trucks this town would have nothing
I think we need to accommodate the industry that supports this town not banish it

Community Engagement and Stakeholder Management Report



May be sometimes noisy but newer truck are not as loud as they once were.
There aren't any!
Disadvantages - no better traffic control than now.
All advantages
Leave Parking the way it is and open more areas up for caravans
None
As above
No disadvantages. Depending what the upgrades/improvements are as to how much benefit there would be - speed humps would work well placed strategically along the Main Street, this would slow all traffic down which would be great.
Major Advantage
Traffic driving through, people stopping for food, supplies, checking out other shops, stopping for fuel, brings money into town, keeping jobs, keeping the town afloat
Need parking in town for trucks, caravans and tourists
Limits the ability for heavy Haulage and larger trucks to pass through town easily
All
Said above
A lot of money spent and a lot of money wasted. What for if a bypass is put in place.
How many locals were employed in these improvements?
Low cost
Parking needs to be improved
To be honest I don't know much about it
No disadvantages as beautifying the town can only be a step forward.
Nothing
Garden beds may limit space but Caveat street roundabout is a good idea. I suggested it about 10 years ago as it is difficult to turn right safely from Caveat Street when traffic from the left is speeding and some people exiting tge Caltex actually try to race onto Maybe Street to beat you through the intersection. It's amazing there hasn't been an accident.
Beautification of the Main Street is needed and a roundabout at Caveat st
Providing extra income for Bombala
Advantage - keep the people of Bombala happy.
Maintain small and local business
Improves safety
Slower traffic would make the street safer
Trucks do need to slow down while coming into the main centre of town
Beautifying the town
May encourage tourists to stop. Our Main Street has needed a makeover for a lot of years. The movement of heavy vehicles through our town is not an issue!
Business left in town is good
Would not solve the problem of trucks coming through the main street
Any improvements to the town centre will encourage residents to take more pride in their town and tourists to stay longer.
Oh lets plant some more trees , so when you try to exit a car park your vision is obscured by hanging branches 😞
Leave it the way it is
nil
Reduce speed through centre if town!!!!

9.4.1 MINUTES OF WASTE MANAGEMENT COMMITTEE MEETING HELD ON 5 NOVEMBER 2019

Record No:

Responsible Officer: Group Manager Resource & Waste Management
Author: Resource & Waste Administration Officer
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: 10.1.1 Council has a transparent and bold growth objective which provides a framework for decision making
Attachments: 1. Waste Management Committee Meeting minutes 5 November 2019

Cost Centre
Project
Further Operational Plan Actions:

EXECUTIVE SUMMARY

The Waste Management Committee met on 5 November 2019. The Committee's recommendations from the meeting are presented for Council's consideration and adoption.

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

OFFICER'S RECOMMENDATION

That council

- A. Receive and note the minutes of the Waste Committee held on 5 November 2019; and
- B. Adopt the recommendations of the Waste Management Committee meeting held on 5 November 2019 listed in this report WMC32/19, WMC33/19, WMC34/19, WMC35/19, WMC36/19, WMC37/19, WMC38/19 and WMC39/19

BACKGROUND

The Waste Management Committee met on 5 November 2019. The minutes of this meeting are provided as attachment 1. The Committee has made a number of recommendations for consideration by Council.

Councillors' particular attention is drawn to the following recommendations:

Item 6.1 Action Sheet

COMMITTEE RECOMMENDATION

WMC33/19

That the Committee receive and note the information in the Action Sheet.

Specifically Councillors attention is drawn to the officers update information for action items 5 and 6 which relates to the removal of the caged bin enclosures at Delegate and Cathcart. The relevant update information has been provided below.

Officers Update:

The committee was updated on the meeting held on the 17 October with 4 Councillors.

The EPA have also communicated their concerns with Council about the management of the sites, the environmental impact caused from illegal dumping, the potential for Council to be liable for clean-up costs and potential fines.

Local Land Services have also previously raised concerns about the facility and the impact to Biosecurity through feral animal impacts as the site is not secure.

The committee believes that the proposed community meetings for Cathcart and Delegate should be combined with the community consultation for the development of the Waste Strategy which is to be held in January/February.

One option suggested by the committee is that if the bins are removed from the Delegate bin enclosure, the previous opening hours of the waste facility could be reinstated for a period of time, possibly until the end of the financial year. This would assist the community with adjusting to the changes associated with waste disposal in the region. The current Delegate waste facility operating hours would then be reinstated from 1 July 2020. This could be put forward during the community consultation

Item 7.1 – Snowy Monaro Regional Council Waste Strategy

COMMITTEE RECOMMENDATION

WMC34/19

That the Committee:

- A. Receive and note the information in the report on Snowy Monaro Regional Council Waste Strategy;
- B. Nominate Councillor Corbett to assist with reviewing documentation during development of the Waste Strategy as required during the project.

Item 7.2 – Proposed domestic waste and recycling Bank of Bins service arrangements for residents in the Moonbah area

COMMITTEE RECOMMENDATION

WMC35/19

That the Committee

- A. Authorise local residents to be surveyed;
- B. Receive a report with the outcomes of the survey.

Item 7.3 – Request for kerbside collection service petition from Carinya Lane Jindabyne residents

COMMITTEE RECOMMENDATION

WMC36/19

That the Committee

- A. Decline the request from the petitioners;
- B. Write to all property owners of Carinya and Charlottes Lanes detailing the outcome of the petition.

Item 7.4 – Draft Domestic Kerbside Collection Policy

COMMITTEE RECOMMENDATION

WMC37/19

That the Committee

- A. Remove the wording for a “Category 2 Domestic Kerbside Service Exemption” in the draft policy;
- B. Authorise the amended draft Policy to be presented to Council for adoption.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Council is responsible for providing its residents with an environmentally and economically sound option for domestic waste and recycling management services. The recommendations which have been adopted by the Waste Committee have considered the social impacts to the community.

2. Environmental

Council is committed to providing Snowy Monaro Regional Council residents with an effective and efficient waste and recycling disposal service through the use of regular kerbside collection services, landfill facilities, transfer stations, collection points and Bank of Bins (BOBs). This ensures that environmentally sustainable disposal habits can be developed thus reducing waste to landfill and increasing the recycling throughout the region. Council’s services and site operations are required to meet minimum acceptable standards and EPA requirements.

3. Economic

Economic impacts of the actions endorsed by the Waste Committee have been identified within the reports presented to the Waste Committee. In particular, the proposed revised operating hours for various transfer stations is reflective of the Committee’s and Council’s previous request to identify operational savings for the 2019/20 operational year and beyond.

4. Civic Leadership

Council is showing strong civic leadership through the recommendations which have been made by the Waste Committee. Such recommendations have considered past reports along with the social, economic and environmental impacts of the recommendations.



SNOWY MONARO
REGIONAL COUNCIL

Minutes

Waste Management Committee Meeting

5 November 2019

**WASTE MANAGEMENT COMMITTEE MEETING
HELD IN COMMITTEE ROOM, 81 COMMISSIONER STREET, COOMA NSW 2630
ON TUESDAY 5 NOVEMBER 2019**

MINUTES

Notes:

1.	OPENING OF THE MEETING.....	2
2.	APOLOGIES.....	2
3.	DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST.....	2
4.	ADOPTION OF MINUTES OF PREVIOUS MEETING	2
4.1	Waste Management Committee Meeting 25 July 2019	2
5.	BUSINESS ARISING.....	2
6.	ACTION SHEET	2
6.1	Action Sheet	2
7.	GENERAL BUSINESS	12
7.1	Snowy Monaro Regional Council Waste Strategy	12
7.2	Proposed Domestic Waste and Recycling Bank of Bins Service Arrangements for Residents in the Moonbah area	13
7.3	Request for Kerbside Collection Service Petition from Carinya Lane Jindabyne Residents	14
7.4	Draft Domestic Kerbside Collection Policy	15
7.5	Lakeside Scavenge Wrap Up - September 2019	16
7.6	Resource and Waste Education Update Report - July to September 2019	17
8.	MATTERS OF URGENCY.....	17
9.	NEXT MEETING.....	17

**MINUTES OF THE WASTE MANAGEMENT COMMITTEE MEETING
HELD IN COMMITTEE ROOM, 81 COMMISSIONER STREET, COOMA NSW 2630**

**ON TUESDAY, 5 NOVEMBER 2019
COMMENCING AT 1.00PM**

PRESENT: Deputy Mayor, Lynley Miners
Councillor, Rogan Corbett
Peter Smith, Director of Environment and Sustainability
Patrick Cannon, Group Manager Resource and Waste Management
Mathew Cross, Manager Resource and Waste Operations
Mandy Thurling, Manager Resource and Waste Services

1. OPENING OF THE MEETING

The Chair opened the meeting at 1.05PM

2. APOLOGIES

An apology for the meeting was received from Councillor, James Ewart.

An apology for the meeting was received from Lorinda Coulton, Resource and Waste Administration Officer.

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil

4. ADOPTION OF MINUTES OF PREVIOUS MEETING

4.1 WASTE MANAGEMENT COMMITTEE MEETING 25 JULY 2019

COMMITTEE RECOMMENDATION	WMC32/19
THAT the Minutes of the Waste Management Committee Meeting held on 25 July 2019 are confirmed as a true and accurate record of proceedings.	
Moved Councillor Corbett	Seconded Deputy Mayor Miners
	CARRIED

5. BUSINESS ARISING

6. ACTION SHEET

6.1 ACTION SHEET

Record No:

Responsible Officer: Group Manager Resource & Waste Management

Author: Resource & Waste Administration Officer

MINUTES OF THE WASTE MANAGEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 5 NOVEMBER 2019 **Page 3**

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: 10.1.1 Council has a transparent and bold growth objective which provides a framework for decision making

Attachments: Nil

Cost Centre

Project

Further Operational Plan Actions:

EXECUTIVE SUMMARY

Reference	Date	Action	Assignee	Completed	Notes
1	12/04/18	Development and implementation of Resource and Waste Strategy	Patrick Cannon		<p>Subject to funding provided in the 2018/19 financial year.</p> <p>Copies of Resource and Waste strategies have been obtained from other councils, as well as CRJO's documents for review. Strategy will most likely not be completed by this financial year.</p> <p>12/4/19 Item now forms part of the 2019/20 Council DP/OP program</p> <p>26/9/19 RFQ specification is nearing completion. Document scheduled to be issued in early October</p> <p>5/11/2019 This week will see the engagement of the consultants to undertake the development of the SMRC Regional Waste Strategy.</p> <p>Strict timelines will need to be adhered to, to ensure that the final waste strategy document is presented to Council in June 2020 for adoption.</p>

MINUTES OF THE WASTE MANAGEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 5 NOVEMBER 2019 **Page 4**

2	12/04/18	EPA and Council operation and site planning for Bombala and Delegate Landfills	Patrick Cannon and Mathew Cross	<p>26/2/19 A written report of site inspections from EPA has been received and a formal response, management plan and timeline will be drafted.</p> <p>Works to be costed and included in response to EPA. Report to Committee and Council approved plant to be sent to EPA. Proposed works plan sent to EPA.</p> <p>12/4/19 Received a draft design and fill plan from consultant. Once finalised will be used to design stormwater and leachate system.</p> <p>30/5/19 The draft is now a proposed design for storm water and leachate.</p> <p>26/9/19 Final design received for Bombala Landfill. Operational changes are currently incorporated into daily operations. Tender documents are under preparation.</p> <p>26/9/19 Quotes for Delegate Landfill extend investigations are currently being sought.</p>
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MINUTES OF THE WASTE MANAGEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 5 NOVEMBER 2019 **Page 5**

3	12/04/18	Legacy Landfill Sites	Mathew Cross and Mark Doran	<p>Ongoing investigations.</p> <p>A report is to be prepared for ARIC and a third party assessor. A business case is to be prepared for the General Manager in relation to resourcing work. The EPA is to be contacted to discuss how other regions are tackling this issue.</p> <p>Report went to Council meeting on 7/2/2019 for information.</p> <p>30/5/19 Open discussions with EPA to occur.</p> <p>5/9/19 Email sent to EPA with draft program of sites to visit.</p> <p>26/9/19 Email sent to EPA again on 19/9/19. Still awaiting response on proposed dates and attendees to visit sites.</p> <p>5/11/2019 Met with the EPA 2 weeks ago. EPA visited 4 legacy site to gain an overview of the rehabilitation requirements of different sites.</p> <p>Purpose of the meeting was to discuss a risk based approach to the rehabilitation of sites which could allow some sites to be rehabilitated to a lesser standard than currently.</p> <p>Individual closure plans will be required to be submitted to EPA before final rehabilitation cost estimates can be determined.</p> <p>Development of closure plans will require additional resources to complete.</p>
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MINUTES OF THE WASTE MANAGEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 5 NOVEMBER 2019 **Page 6**

4	12/04/18	Harmonisation of Commercial Waste method of Charging	Mandy Thurling	Deferred to 2019/20	<p>22/3/19 Ongoing investigations.</p> <p>12/4/19 Review of commercial pricing structure is currently underway with all possible options to be investigated. Item now forms part of the 2019/20 Council DP/OP program</p> <p>23/9/2019 Ongoing investigations and options</p> <p>5/11/2019 Investigation of options is ongoing. A report is intended to be presented at the next Waste Committee meeting with recommendations for consideration.</p>
5	12/04/18	Removal of the caged bin enclosure to the entrance of the Delegate Landfill	Mathew Cross and Patrick Cannon		<p>22/2/19 Community Consultation to occur about site closure and rehabilitation.</p> <p>Improved layout to be considered.</p> <p>25/7/19 Consultation with community is commencing.</p> <p>25/7/19 consultation with Councillor Bob Stewart, Councillor Anne Maslin and Councillor Sue Haslingden to occur.</p> <p>16/8/19 Email sent to all Councillors regarding the removal of the Delegate BOB and the response from Delegate Progress association</p> <p>26/9/19 Council endorsed the actions from the last committee meeting at the OCM 19/9/19. Requires meeting to occur prior to 17 October 2019</p> <p>5/11/2019 The committee was updated on the meeting held on the 17 October with 4 Councillors.</p> <p>The EPA have also communicated their concerns with Council about the management of the sites, the environmental impact caused form illegal dumping, the</p>

MINUTES OF THE WASTE MANAGEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 5 NOVEMBER 2019 **Page 7**

					<p>potential for Council to be liable for clean-up costs and potential fines.</p> <p>Local Land Services have also previously raised concerns about the facility and the impact to Biosecurity through feral animal impacts as the site is not secure.</p> <p>The committee believes that the proposed community meetings for Cathcart and Delegate should be combined with the community consultation for the development of the Waste Strategy which is to be held in January/February.</p> <p>One option suggested by the committee is that if the bins are removed from the Delegate bin enclosure, the previous opening hours of the waste facility could be reinstated for a period of time, possibly until the end of the financial year. This would assist the community with adjusting to the changes associated with waste disposal in the region. The current Delegate waste facility operating hours would then be reinstated from 1 July 2020. This could be put forward during the community consultation.</p>
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MINUTES OF THE WASTE MANAGEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 5 NOVEMBER 2019 **Page 8**

6	12/04/18	Cathcart Transfer Station Prior Street Cathcart be removed and the area rehabilitated	Mathew Cross and Patrick Cannon	<p>22/2/2019 Community Consultation is required and the possibility of relocation of the site to within the villages are to be investigated with the proposed site closure and rehabilitation.</p> <p>25/7/19 consultation with Councillor Bob Stewart, Councillor Anne Maslin and Councillor Sue Haslingden to occur.</p> <p>26/9/19 Council endorsed the actions from the last committee meeting at the OCM 19/9/19. Requires meeting to occur prior to 17 October 2019</p> <p>5/11/2019 The committee was updated on the meeting held on the 17 October with 4 Councillors.</p> <p>The EPA have also communicated their concerns with Council about the management of the sites, the environmental impact caused from illegal dumping, the potential for Council to be liable for clean-up costs and potential fines.</p> <p>Local Land Services have also previously raised concerns about the facility and the impact to Biosecurity through feral animal impacts as the site is not secure.</p> <p>The committee believes that the proposed community meetings for Cathcart and Delegate should be combined with the community consultation for the development of the Waste Strategy which is to be held in January/February</p>
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MINUTES OF THE WASTE MANAGEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 5 NOVEMBER 2019 **Page 9**

WMC7/19	28/02/19	That the policies of Domestic Kerbside Collection Policy, Bank of Bins Policy and Event Waste Management Policy go out for comment and follow Council process.	Patrick Cannon		<p>30/5/19 Internal consultation has occurred. Policy documents to be finalised with some amendments to be made.</p> <p>26/9/19 The Committee is to receive a further report on the Draft Domestic Kerbside Collection Policy at Today's meeting</p> <p>5/11/2019 The Committee recommended to remove the wording for "Category 2 Domestic Kerbside Service Exemptions" in the draft Policy.</p>
WMC11/19 C.	12/04/19	Investigation of expansion of organic composting and marketing analysis C) Refer the Short, medium and long term recommendations for the consideration in the development of the Snowy Monaro Regional Council Waste Management Strategy.	Mathew Cross	5/11/2019	<p>Key report recommendations will be considered in the development of the Waste Strategy next financial year.</p> <p>5/11/2019 The recommendations from the organics report have been identified for consideration in the development of the Waste Strategy.</p> <p>Completed</p>

MINUTES OF THE WASTE MANAGEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 5 NOVEMBER 2019 **Page 10**

<p>WMC11/19 D.</p>		<p>Investigation of expansion of organic composting and marketing analysis:- D) Endorse the proposed planning and EPA Licence approvals application process outlined in Investigation of Licensing Parameters report dated 21 March 2019.</p>	<p>Mathew Cross</p>	<p>5/11/2019</p>	<p>30/5/19 Investigations are commencing into the expansion of processing of organics 26/9/19 Funding for EIS and DA approved at Ordinary Council meeting to be held 19/9/19. Preferred Vendor Identified. Recommendation Report presented to General manager for Approval. Anticipated expenditure is \$220K 5/11/2019 working with planning to submit a modification to the current DA to allow the current organic processing plan to be licenced. MRA have been engaged and have commenced the preliminary work required for the EIS. The EIS is proposed to take approximately 18 months. Completed</p>
<p>WMC19/19 D.</p>	<p>30/05/19</p>	<p>Commence the necessary planning design and construction processes for a landfill expansion within the quarry for Jindabyne Regional Waste Management Facility</p>	<p>Mathew Cross</p>	<p>5/11/2019</p>	<p>26/9/19 Documents are in final phase of preparation. Expected date for the RFT to be issued via Vendor Panel is 7 October. 5/11/2019 RFQ has been issued which commences the planning design for expansion into the quarry. Completed</p>
<p>WMC19/19 F.</p>	<p>30/05/19</p>	<p>The additional funds required to undertake the Jindabyne Landfill Quarry Expansion to be considered during the establishment of Council's budget for 2020/21 and beyond (For a total project cost of \$4.6 Million)</p>	<p>Mathew Cross</p>	<p>5/11/2019</p>	<p>5/11/2019 Budget adjustment for finances has been undertaken to reallocate from the construction of the second lift to the expansion into the quarry, all other funding requirements will form part of future budget process. Completed</p>

MINUTES OF THE WASTE MANAGEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 5 NOVEMBER 2019 **Page 11**

<p>WMC20/19 A.</p>	<p>30/02/19</p>	<p>Establishment of Bank of Bins (BOB) near the corner of Binjura and Bunyanvale Roads</p>	<p>Mandy Thurling</p>	<p>5/11/2019</p>	<p>25/7/19 approval was gained from the Waste Management Committee to proceed with the construction of BOB.</p> <p>26/9/19 Construction work on site is completed. BOB metal frame is currently getting built. Once completed residents will be notified.</p> <p>23/09/2019 BOB enclosures have been completed with locks and keys to be ordered, service will be ready for first service Friday 4 October 2019.</p> <p>Completed</p>
<p>WMC21/19 A.</p>	<p>30/02/19</p>	<p>Community consultation to occur regarding establishing an enclosed BOB within the confines of the former Michelago RFS shed and proposed BOB within the grounds of the Colinton RFS.</p>	<p>Mandy Thurling</p>		<p>26/9/19 community consultation occurred on 17/9/19 regarding establishment of Michelago RFS shed been used as a BOB.</p> <p>Captain of Colinton RFS has expressed a number of concerns about the establishment of a BOB on the land near the RFS Shed. An alternative location is now being investigated.</p> <p>23/09/19 Community consultation was undertaken at Michelago Hall on Tuesday 17 September – 19 community residents were in attendance and voice their concerns over the repurposing of the Michelago RFS Shed for the purpose of housing bins for disposal of waste and recyclables for the Michelago rural residents.</p> <p>Further investigations and consultations required matter ongoing.</p> <p>Community survey will be distributed throughout the Michelago rural community.</p>

MINUTES OF THE WASTE MANAGEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 5 NOVEMBER 2019 **Page 12**

WMC21/19 B.	30/05/19	Establishment and servicing of the enclosed BOB within the confines of the former Michelago RFS shed	Mandy Thurling		26/9/19 DA for Michelago RFS shed has been submitted to planning. 15/11/2019 submissions received as part of the DA process.
WMC28/19 A. B.	25/07/19	Proposed changes to opening hours at Cooma and Jindabyne Landfills	Mathew Cross	4/11/2019	25/7/19 Changes to the opening hours of both Cooma and Jindabyne Landfills to be implemented from Monday 4 November. 5/11/2019 Changes have been implemented Completed.

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

COMMITTEE RECOMMENDATION	WMC33/19
That the Committee receive and note the information in the Action Sheet.	
Moved Deputy Mayor Miners	Seconded Councillor Corbett
	CARRIED

7. GENERAL BUSINESS

7.1 SNOWY MONARO REGIONAL COUNCIL WASTE STRATEGY

Record No:

Responsible Officer:	Group Manager Resource & Waste Management
Author:	Resource & Waste Operations Manager
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	8.2 Improve and maintain our public owned infrastructure and assets and facilities to a high standard
Delivery Program Objectives:	8.2.1 Council maximises its Asset utilisation to deliver services today and into the future
Attachments:	Nil
Cost Centre	GL2200 Waste Management
Project	PJ220064 Waste Management Administration
Further Operational Plan Actions:	

MINUTES OF THE WASTE MANAGEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 5 NOVEMBER 2019 **Page 13**

EXECUTIVE SUMMARY

Resource and Waste Management has commenced work on developing an SMRC Waste Strategy. The Strategy document is being developed to consider how Council can best deliver its waste services, provide the community with access to facilities across the LGA and develop an appropriate pricing structure and to look at improving overall waste management for our region whilst addressing the key challenges being faced.

The development of the Strategy has been identified through the Council Operational Plan, with a draft plan to be presented to Council for adoption on June 2020. The timelines associated with the development of the plan are restrictive and will require input from staff and Waste Committee Councillors to ensure delivery. The desired outcome of the Strategy is to deliver an easy to read public document, with a more technical reference document, which will allow for the careful planning of waste services and capital expenditure over the next 10 years, providing achievable outcomes whilst giving due consideration to the changing face of waste management within Australia and the current challenges SMRC faces with managing Landfill Legacy Sites and declining landfill airspace.

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

COMMITTEE RECOMMENDATION	WMC34/19
That the Committee;	
A. Receive and note the information in the report on Snowy Monaro Regional Council Waste Strategy;	
B. Nominate Councillor Corbett to assist with reviewing documentation during development of the Waste Strategy as required during the project.	
Moved Councillor Corbett	Seconded Deputy Mayor Miners
	CARRIED

7.2 PROPOSED DOMESTIC WASTE AND RECYCLING BANK OF BINS SERVICE ARRANGEMENTS FOR RESIDENTS IN THE MOONBAH AREA

Record No:

Responsible Officer:	Group Manager Resource & Waste Management
Author:	Resource & Waste Operations Manager
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	7.2 Water, waste, sewer and stormwater management practices are contemporary and efficient
Delivery Program Objectives:	7.2.3 Innovative solutions and infrastructure supporting waste and recycling operations to reduce landfill have been investigated
Attachments:	1. Bank of Bins Request - Barry Way/Big Yard Rd, Moonbah 2. Moonbah Site Preparation Quote
Cost Centre	GL2210 Domestic Collections

MINUTES OF THE WASTE MANAGEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 5 NOVEMBER 2019 **Page 14**

Project PJ220074 Domestic Collections
Further Operational Plan Actions:

EXECUTIVE SUMMARY

Residents in the Moonbah area have lodged interest with Council in providing a Bank of Bins (BOB) at the intersection of Big Yard Road and Barry Way for the disposal of their waste and recyclable material. Community members have undertaken a small survey of residents situated in the area and 5 property owners would support the installation of a BOB at this location.

Resource and Waste services will survey the residential rural properties within the Moonbah area to gauge interest in domestic households utilising the proposed Bank of Bins (BOB) service.

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

COMMITTEE RECOMMENDATION	WMC35/19
That the Committee:	
A. Authorise local residents to be surveyed;	
B. Receive a report with the outcomes of the survey.	
Moved Deputy Mayor Miners	Seconded Councillor Corbett
	CARRIED

7.3 REQUEST FOR KERBSIDE COLLECTION SERVICE PETITION FROM CARINYA LANE JINDABYNE RESIDENTS

Record No:

Responsible Officer: Group Manager Resource & Waste Management
Author: Resource & Waste Operations Manager
Key Theme: 3. Environment Outcomes
CSP Community Strategy: 7.2 Water, waste, sewer and stormwater management practices are contemporary and efficient
Delivery Program Objectives: 7.2.3 Innovative solutions and infrastructure supporting waste and recycling operations to reduce landfill have been investigated
Attachments: 1. Petition from Residents of Carinya and Charlottes Lane for a more regular collection service
Cost Centre GL2210 Domestic Collections
Project PJ 220074 Domestic Waste Collections
Further Operational Plan Actions:

EXECUTIVE SUMMARY

On Friday 30 August 2019 Council received a community petition from the residents of Carinya and Charlottes' Lanes Jindabyne. The petition requests Council to provide a more regular collection service

MINUTES OF THE WASTE MANAGEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 5 NOVEMBER 2019 **Page 15**

(kerbside) to the residents of these lanes. Population growth locally has seen an increase in usage of the nearest Bank of Bins (BOB), situated at the Carinya RFS shed site on Snowy River Way.

The following officer's recommendation is submitted for the Committee's consideration.

COMMITTEE RECOMMENDATION	WMC36/19
That the Committee:	
A. Decline the request from the petitioners;	
B. Write to all property owners of Carinya and Charlottes Lanes detailing the outcome of the petition.	
Moved Councillor Corbett	Seconded Deputy Mayor Miners CARRIED

7.4 DRAFT DOMESTIC KERBSIDE COLLECTION POLICY

Record No:

Responsible Officer: Group Manager Resource & Waste Management

Authors: Group Manager Resource & Waste Management
Resource & Waste Operations Manager

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: 10.1.4 Harmonisation of policies, procedures and processes deliver customer focused business practices

Attachments: 1. Draft SMRC Kerbside Collection Policy
2. Legal Advice from Lindsay Taylor Lawyers

Cost Centre 2200 Waste Management Administration, 2210 Domestic Kerbside Collections

Project

Further Operational Plan Actions:

EXECUTIVE SUMMARY

At the 31 January 2019 Waste Committee Meeting the committee received a report (item 7.5) on a number of draft policies. Consultation on these policies has been undertaken and a key point of difference for a clause in the Draft Domestic Kerbside Policy has been identified. The Committee is being asked to approve the final wording to the draft kerbside policy before submitting the policy for adoption.

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

MINUTES OF THE WASTE MANAGEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 5 NOVEMBER 2019 **Page 16**

COMMITTEE RECOMMENDATION

WMC37/19

That the Committee:

- A. Remove the wording for a "Category 2 Domestic Kerbside Service Exemption" in the draft policy;
- B. Authorise the amended draft Policy to be presented to Council for adoption.

Moved Deputy Mayor Miners

Seconded Councillor Corbett

CARRIED

7.5 LAKESIDE SCAVENGE WRAP UP - SEPTEMBER 2019

Record No:

Responsible Officer: Group Manager Resource & Waste Management
Author: Resource & Waste Education Officer
Key Theme: 3. Environment Outcomes
CSP Community Strategy: 7.1 Protect, value and enhance the existing natural environment
Delivery Program Objectives: 7.1.3 Council delivers a range of initiatives to the Snowy Monaro community to enhance their awareness and engagement of sustaining our pristine natural environment
Attachments: 1. Lakeside Scavenge Report 2019
2. Monaro Post Lakeside Scavenge Post Event Article 18 September 2019
3. Lakeside Scavenge Council Display 2019
4. Lakeside Scavenge Sorting Station 2019
Cost Centre 2201 - Education
Project 220010 – Resource & Waste Education
Further Operational Plan Actions:

EXECUTIVE SUMMARY

Jindabyne Lakeside Scavenge held its third annual event on Saturday 14 September, with a total of 570kg of waste being collected from around Jindabyne. The amount of waste collected was slightly less than the previous year's 740kg in 2018 and 750kg in 2017. This shows that substantial quantities are still being collected by volunteers over the 4 hours that the event is held.

Warm and sunny conditions saw 101 individuals participate in this year's event, slightly more than last year's 93 that attended despite the wild stormy weather last year.

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

MINUTES OF THE WASTE MANAGEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 5 NOVEMBER 2019 **Page 17**

COMMITTEE RECOMMENDATION

WMC38/19

That the Committee receive and note the information in the report on Lakeside Scavenge event held during September 2019 and support future annual events.

Moved Deputy Mayor Miners

Seconded Councillor Corbett

CARRIED

7.6 RESOURCE AND WASTE EDUCATION UPDATE REPORT - JULY TO SEPTEMBER 2019

Record No:

Responsible Officer: Group Manager Resource & Waste Management

Author: Resource & Waste Education Officer

Key Theme: 3. Environment Outcomes

CSP Community Strategy: 7.1 Protect, value and enhance the existing natural environment

Delivery Program Objectives: 7.1.3 Council delivers a range of initiatives to the Snowy Monaro community to enhance their awareness and engagement of sustaining our pristine natural environment

Attachments: Nil

Cost Centre

Project 220010 Waste Education

Further Operational Plan Actions:

EXECUTIVE SUMMARY

Council's Resource and Waste Department continue promote and improve on educating the community on best methods of recycling and waste diversion ensuring that less waste is disposed of to landfill.

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

COMMITTEE RECOMMENDATION

WMC39/19

That the Committee receive and note the information in this report for Resource and Waste Education updates for the period of July to September 2019.

Moved Councillor Corbett

Seconded Deputy Mayor Miners

CARRIED

8. MATTERS OF URGENCY

9. NEXT MEETING

Tuesday, 17 December, 2019 at 2:30pm to be held in Committee Room, first floor, 81 Commissioner Street, Cooma

MINUTES OF THE WASTE MANAGEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 5 NOVEMBER 2019 **Page 18**

There being no further business the Chair declared the meeting closed at 2:34pm

CHAIRPERSON

The above minutes of the Waste Management Committee Meeting of Snowy Monaro Regional Council held on 5 November 2019 were confirmed by Committee at a duly convened meeting on 18 December 2019 at which meeting the signature hereon was subscribed.

9.4.2 SECTION 355 COMMITTEE REVIEW UPDATE

Record No:

Responsible Officer:	Acting Director Corporate and Community Services
Author:	Governance Officer
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. s355 Proposed Timeline

EXECUTIVE SUMMARY

In November 2017 Council endorsed consistent criteria for Advisory and Management Committees, allowing Council to move forward with the implementation and consolidation of the Advisory Committees. Council also resolved to reappointment of the Management Committees as existing until a review could be undertaken.

This report provides an update on the review and current status of the committees.

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

OFFICER'S RECOMMENDATION

That Council receive and note the information on the report Section 355 Committee Review Update.

BACKGROUND

Council received a report on 16 November 2017 addressing the consolidation of the Advisory Committees, from 24 to 11, and Management Committees, from 32 to 30. In addition four (4) committees were reclassified as Project Committees, identified as short term activity committees. New criteria guidelines for Committees for Snowy Monaro Regional Council (SMRC) were also endorsed to rectify inconsistencies from the former three Council Advisory and Management Committees.

This report also acknowledged the requirement for a further review into Section 355 Advisory and Management Committees regarding;

- Advisory and Management criteria and charter composition
 - Committee representation/ Membership
 - Funding
-

- Reporting requirements
- Council oversight
- Volunteer engagement
- Community engagement

Following the Council meeting initial focus was establishing structure and governance for key Advisory Committees. Council advised Management Committees to operate as normal, escalating support requirements to Council as they arose until such time as we could undertake a review to determine consistency across the region.

Council recognises the important part that volunteers and community groups play in managing Council facilities. By achieving a standard set of guidelines for the Section 355 committees, council will be able to provide consistent support and advice to these committees and ensure facilities are available for the communities they support.

Activities to date:

Advisory Committees - The nominated Councillors have worked with staff to determine the preferred skill requirements for 9 of the Advisory committees and drafted committee charters. Expressions of interests were sort and memberships confirmed by Council.

Council nominations for the period September 2019 to September 2020 were appointed at the September Council meeting.

Current Status:

- Five (5) of the Advisory Committees; Snowy Monaro Weeds, Snowy Monaro Cemeteries, Arts and Culture, Recreational Facilities and Residential Aged Care, have establish their membership, developed a committee charter, are holding regular meetings and reporting back to Council
- Snowy Monaro Tourism committee is in the process of advertising for community members, a draft charter has been developed and will be presented to Council following confirmation of membership by Council.
- Residential Aged Care is operational and holding regular meetings. This committee and the Community Care committee (not active) are being reviewed with a proposal to merge the two (2) committees into one. This proposal has been included in the November 2019 Council Business Paper.
- Three (3) committees, Yamaga Sister City, Cooma Sale Yards and Koala Management, are currently not functioning. There will be further investigation in to these to confirm the status and function.

Management Committees –

Council has a large number of S355 Management Committees that are supported by a significant volunteer network of community members, that have a specific interest in a particular asset. Council acknowledges that this is a valuable contribution to the operational management of its facilities.

Prior to amalgamation the previous councils managed support for these committees in a variety of ways.

It was important that the Governance team first gathered information from the committees to understand specifically how they were being run so that agreement on consistent practices, where required, could be facilitated.

Resourcing was directed at the end of 2018 to gather information from the Management committees. A questionnaire was sent to all committees to obtain information such as committee details, purpose, activities, funding, fees, facilities, members, volunteers, charter, minutes, concerns and challenges. A Strengths, Weakness, Opportunities, Threats (SWOT) analysis was created for each Management Committee.

An overview of the SWOT results include:

General Statistics

Criteria	Yes	No
Ownership by Council/Crown Land controlled by Council	27	3*
Membership (Minimum 4 Members)	23	7
Committee Charters	18	12
Meeting held at least once a year/Annual General Meeting	25	5
Minutes Sent to Council	17	13

**Shannons Flat Hall is not owned by Council. Jindabyne Shared Trails is located on a mix of Snowy Hydro, Council controlled and private land. Bombala Railway land is leased from John Holland Rail.*

Overview of Strengths

Committees provide significant support to the community
Committees have committed and motivated members and board
A larger number of committees hold regular meetings (monthly and quarterly)
A large number of Facilities are maintained fit for purpose
A number of committees actively raise funds for improvements on facility

Overview of Challenges

Lack of clarity around funding
Not recognising opportunity for membership
Comprehensive charters required to meet Council Governance
Variables in risk management
Council support
Equitable use of facilities

Overview of Opportunities

Succession planning with committees
Support on Council responsibility and Committee responsibility
Engaging council departments
Formalise engagement protocol
Formalise asset review
Profiles of committees – links on council website for advertising meetings, membership, events and communication with committees
membership engagement

Overview of Threats

Unknown risk assessment, may impact use of some facilities
Viability of smaller communities, some areas may not be able to support the function of the committee – through regular usage of the facility
Decline in membership levels

Financial Support

It was clear numerous financial models existed across the range of management committees including:

- Some committees have fees and charges for the use of facilities
- Some committees receive ongoing financial support from Council for maintenance
- Some committees undertake fundraising activities
- Some committees seek grant funding
- Some Committees are a combination of all models.

Alignment with Council Budget process and the setting of Fees and Charges published by Council is inconsistent.

From the SWOT analysis the following goals were determined;

- Appropriate and consistent governance across the committees reflected in the Charters including roles and responsibilities, powers, financial accountabilities and reporting, membership engagement, composition and turnover;
 - Alignment of committee meetings to a quarterly cycle for Council to inform Operational Plan and Budget activities to ensure adequate ongoing support for the committees;
-

- Ensure tools are available to assist the management of meetings, volunteers, risks, insurance requirements, financial management and WH&S.

From Feb 2019 to current

Key priorities as a result of the engagement;

1. Established a central contact in Council for Committees to engage for support
2. Facilities to undertake an action to review the compliance and maintenance of the assets.
3. Budget to be approved in the 2020 FY to address any urgent support requirements for the committees
4. Equitable support from Council to all committees

What has been achieved

- From the SWOT analysis, identified maintenance concerns were escalated to the Facilities department to be considered and actioned;
- Irregularities of payments made by Council to the Committees are being addressed;
- Understanding and recording the ownership or leasing structure including identification of the committees managing Crown land or leased assets;
- Established a single contact point to:
 - Regularly communicate with committees including, 2020 fees and charges, assist with enquiries of committee processes, enquiries into funding requests, and updates on the review,
 - Facilitate audit of committee finances
 - Facilitate communications with a number of departments to assist committees with their inquiries and requests
- Regularly communicate with departments across council to identify areas of opportunities for improvement (operational level)
- Advise committees to continue to hold regular meetings,
- Update council's webpage with the current Management and Advisory committee list, including Council Representation.
- Research former councils committee constitutions to assist with inquiries made by committees,
- Develop a register and understanding of information from committees including caretaker agreements, licencing agreements, funding provided by council, operations undertaken by committees.

Following to be achieved by 30 June 2020

The following is to be achieved in the 2020 FY:

- Develop annual timeline for committees to include regular reporting to Council, AGMs, communication and consultation on Fees and Charges and Budgets;
- Finalise and implement a Section 355 Manual to define the functions and delegations including:
 - responsibility and conduct,
 - appointment and membership,
 - conduct of meetings,
 - fees and charges,
 - engagement of volunteers,
 - minimum number of meetings,
 - Annual General Meeting,
 - minutes of the meeting,
 - inspection of assets,
 - insurance for assets and volunteers
- Provide Committees a support template for Charters to achieve consistency, and review all committee charters and provide to Council for adoption.
- Streamline how committees make a request and/or advise Council;
- Consolidate and confirm payments made by Council (Management Committees);
- Regular attendance of a Council staff representative at committee meetings;
- Clarify with committees' the procedure for leasing property owned by Council and managed by a Section 355 Committee.
- Develop a plan to support new committee membership following Council elections in September 2020.

In the 2021 FY our objective is to have:

- All committees following a regular reporting schedule to Council;
- Implement a plan for membership allowing community access to join committees;
- Support all committees in review of their charters;
- Confirm new delegates to committees

QUADRUPLE BOTTOM LINE REPORTING

1. Social

A number of Section 355 Committees manage facilities on behalf of Council. Others advise Council on areas of Council's operations and are often comprised of a mixture of council representative and community members.

2. Environmental

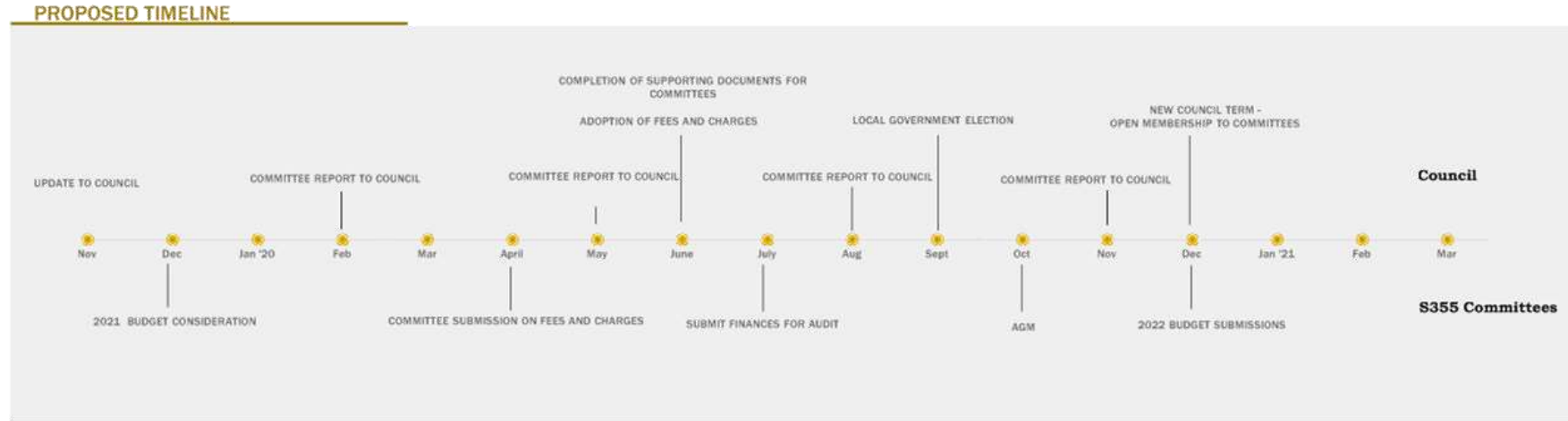
There are no impacts on the environment through the review of support provide by Council to Section 355 Committees.

3. Economic

Provision has been made in the 2020 budget to provide support to these committees.

4. Civic Leadership

A consistent approach to the support council provides to S355 Committee will have significant improvements on how council responds to committees and further efficiencies in the management of requests and advice provided to these committees.



9.4.3 ANSWERS TO QUESTIONS WITH NOTICE

Record No:

Responsible Officer:	Acting Director Corporate and Community Services
Author:	Secretary Council and Committees
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.2 Sound governance practices direct Council business and decision making
Delivery Program Objectives:	10.2.2 Councillors are supported to make informed decisions in the best interest of the community and to advocate on behalf of the community
Attachments:	1. In Progress Councillor Questions for Period Ending October 2019
Cost Centre	3120 Governance
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

In order to provide Councillors with updates on questions asked by Councillors, a report has been generated with a summary of questions that are current and have recently been completed, for the period ending October 2019.

The Councillor Questions In Progress for the period ending October 2019 is attached to this report.

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

OFFICER'S RECOMMENDATION

That Council receive and note the Councillor Questions In Progress report for the period ended October 2019.

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
2	05 April 2018	21.4	<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>	Group Manager Facilities Management	<p>31/10/2019 – LN: Compliance audit for building (81 Commissioner Street) underway. Report due February 2020.</p> <p>30/09/2019 – GH: Council currently considering premises in Vale St OR the potential to upgrade the Commissioner St premises. RFT currently out to undertake Compliance Inspection of the Commissioner St premises.</p> <p>27/08/2019 – GH: Lease of premises in Vale St is being considered for Council Meetings.</p> <p>24/07/2019 – GH: Alternate options are still being discussed at ELT.</p> <p>02/07/2019 – GH: Alternate options are being discussed at ELT.</p> <p>03/06/2019 – GH: Still being reviewed.</p> <p>02/05/2019 – GH: Awaiting GM/Director advice on proposed ground level floor plan alterations including Council Chambers relocation to Finance area.</p> <p>After exploring the option of providing a chair lift for the Council Chambers, staff are developing options for an alternate space for</p>	31/10/2019	N

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>Council meetings. A report will be provided to Council soon.</p> <p>30/10/2018 – GH: 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.</p> <p>31/08/2018 – GH: Price estimate for installation of wheel chair lift to public entry stairwell requested. Continuing EOI process for new civic centre.</p> <p>21/08/2018 – GH: 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 center – neither have available webcasting capabilities. Staff are investigating feasibility of a platform wheelchair lift for the current chambers.</p> <p>16/08/2018 – DC: Action reassigned to Glen Hines by: Debbie Constance.</p> <p>11/08/2018 – DC: A report will be presented to Council on</p>		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					changes required to make the existing building compliant and other possible premises under Council's ownership. – Ongoing.		
8	17 May 2018	21.5	<p>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?</p>	Group Manager Facilities Management	<p>29/10/2019 – GH: Discussions between Council staff and the CMCA remain ongoing. There are three (3) dump points across the region; these are:</p> <ul style="list-style-type: none"> • Berridale (Southern Cross Motor Inn) which is non-compliant as there is no access to a water point. • Jindabyne Caravan Park for use by park patrons. • Jindabyne Discovery Holiday Park for use by park patrons. <p>The cost to establish additional dump points (and possible locations) will be determined by staff, in consultation with the CMCA and a report submitted to Council for consideration in February 2020.</p> <p>30/09/19 – GH: No progress this month</p> <p>24/08/19 – GH: Meeting requested with W&S at proposed Berridale and Jindabyne locations. W&S do not support dump points at Nimmitabel or Adaminaby due to the impact on existing sewer infrastructure. CMCA will be advised of this.</p>	29/10/2019	Y

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>24/07/2019 – GH: Applications for Berridale and Jindabyne on hold pending determination of CMCA's preferred "researched locations" with Water & Sewer.</p> <p>01/07/2019 – GH: Facilities have been in contact with CMCA in relation to grant applications for Berridale and Jindabyne based on Water Sewer advice to proceed. CMCA have suggested installation of dump points at Adaminaby, Bombala, Buckenderra, Delegate and Nimmitabel as well. Query forwarded to Water and Sewer for advice on the ability to connect these to existing sewer systems regarding capacity.</p> <p>03/06/2019 – GH: Water Sewer staff have advised that application to CMCA for grant can be submitted and to contact them for design and exact location at the below mentioned areas. Applications being prepared by Facilities to be submitted to CMCA prior to 30 June 2019.</p> <p>02/05/2019 – GH: The following dump points have been identified in consultation with Water and Wastewater Business Unit: *Bombala – improvement to the existing dump point at the caravan park. * Berridale – location identified is the Highdale carpark in Berridale near the flower beds</p>		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>* Jindabyne – location in the vicinity of the new public toilet is being explored with the Stronger communities' project. Cooma already has a dump point at Polo Flat.</p> <p>02/04/2019 – GH: Facilities to arrange site meetings with Water and Waste Water for proposed locations in Jindabyne and Berridale. W&WW have stated that no additional dump point will be possible for Bombala at this time. Public access to the existing Bombala dump point will be contingent on widening of the adjacent carpark which may be included in Ginger Leigh Stage 2 pending funding.</p> <p>26/02/2019 – GH: Water Sewer to advise suitable locations and consider impact on current infrastructure. Once advice received Facilities can work with CMCA on funding and installation. Current dump points are</p> <ul style="list-style-type: none"> Polo Flat Cooma Bombala Caravan Par (can be made public with widening of carpark) - Jindabyne Holiday Park <p>Proposed for further "publicly accessible" dump points</p> <ul style="list-style-type: none"> - Berridale - Jindabyne - Bombala 		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>29/01/2019 – GH: Meeting scheduled for 5 February with CMCA representative to discuss potential caravan/RV parking sites in Cooma. Dump point installation options will also be discussed and reported to Council.</p> <p>03/12/2018 – GH: Advice received from Water Sewer: The locations for dump points which were identified previously are as follows:</p> <ul style="list-style-type: none"> •Berridale shopping Centre manhole. •Jindabyne – manhole near the bowling club 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>30/10/2018 – GH: 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>31/08/2018 – GH: No further progress on this. Meeting with Water / Sewer requested 31/8</p> <p>02/08/2018 – GH:</p>		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>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 with regards to impact on present infrastructure.</p> <p>23/07/2018 – GH: 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. 28 Jun 2018 - 1:53 PM - Glen Hines Contact made with CMCA Sean Constable for meeting late July in Cooma. Will discuss potential overnight sites as well as dump points.</p> <p>23/05/2018 – ED: Action reassigned to Glen Hines by: Erin Donnelly.</p>		
57	15 Nov 2018	18.3	<p>Delegate School of Arts, Drainage Councillor Anne Maslin What is the time frame for repair work to be done on gutters and downpipes to improve drainage at the Delegate School of Arts?</p>	Group Manager Facilities Management	<p>29/10/2019 – GH: RFT being prepared for construction of toilets and to be put on Vendor Panel in November. Awaiting outcome of SCC3 application for other works.</p> <p>30/09/19 – GH: SCCF Round 3 Grant application submitted for upgrade works in line with compliance report recommendations</p>	29/10/2019	N


No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>27/08/2019 – GH: Council resolved to fund construction of new toilets. Facilities staff to project manage this. L&P staff to prepare SCCF 3 application for improvement works as scoped by the building compliance reports.</p> <p>24/07/2019 – GH: August report to Council and preparation of Grant Application.</p> <p>01/07/2019 – GH: Report received early this week. Application for funding under SCCF Round 3 to be prepared in line with report recommendations. Report will be tabled at August Council meeting.</p> <p>03/06/2019 – GH: Awaiting Building Inspection report.</p> <p>02/05/2019 – GH: Scope is much greater than repairs to gutter and downpipes. Council allocated \$50K for a building inspection and projects scope with report expected in May. A Fire inspection was carried out by Council staff which identified a significant amount of recommendations to achieve compliance. Following receipt of the building inspection report and estimates, funding for upgrades and repairs will be sought either through Council Reserves or available Grants. Facilities only hold \$10K in Capital Project funding for both School of Arts and Pre-School combined.</p>		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>02/04/2019 – GH: Crown advised that owner is SMRC (former BSC) and this was not clear due to an administrative error at time of transfer. This excludes Council from pursuing funding for the toilets through Crown Land. Inspection and planning as per below to continue as planned and Staff will investigate funding possibilities and present to Council.</p> <p>26/02/2019 – GH: Council resolved to allocate \$50K (21 March) to undertake building inspection and developing scope of works for drainage works and project management. Land and Property liaising with Crown regarding boundary adjustment or establishing easement to facilitate drainage works. Grant application to be submitted to Crown for installation of public toilets and rear of block (est \$80K+).</p> <p>29/01/2019 –GH: Awaiting Crown Land advice on boundary adjustment. Investigation ongoing with the scope to be included under Major Projects team undertaking the street drainage works.</p> <p>03/12/2018 – GH: 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</p>		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					drainage works and if possible be packaged into this body of work with funds already allocated in the Facilities capital projects for this facility.		
112	20 June 2019	12.6	<p>Bobeyan Road Councillor Lynley Miners Question: With the announcement of the 20 million for Bobeyan Road in the spare budget, we should be shovel ready to take this money. Are we ready? If not, what is our time frame? Who is in charge – Council or RMS?</p>	Group Manager Transport Infrastructure (Operations)	<p>31/10/2019 – GS: The Deed of Agreement has still not been received by Council.</p> <p>25/09 2019 – GS: The Minister for Regional Transport and Roads has been requested to provide an update on when a Deed of Agreement will be released. To date there has been no response and therefore this project cannot be progressed to “shovel ready” status. Council staff continue to make requests for confirmation on funding commitments for both Bobeyan Road (\$20M) and the upgrades to the gravel road network (\$17.5M); without success at this time.</p> <p>27/08/2019 – GS: There has been no progress on preparing Bobeyan Road to “shovel ready” status. Council still wait for confirmation from State Government of the funding source, timeframe for availability of the \$20M and reporting obligations aligned with the grant fund.</p> <p>24/07/2019 – GS: The section of Bobeyan Road between Snowy Mountains Highway and Shannons Flat Road has been identified as possible routes for returning Heavy Traffic from the Snowy 2.0 construction site. Council staff are working with Snowy Hydro and Snowy 2.0 to determine the scope of works required that will ensure both Bobeyan and Shannons Flat Road, including the bridges,</p>	31/10/2019	N

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>are capable of accommodating proposed traffic levels without detriment to existing traffic i.e. School Buses.</p> <p>The State Government confirmed \$20M for the upgrade of Bobeyan Road from the Snowy Mountains Highway to the ACT Border over a 4 year period; the State Government also committed \$1,432,713 for the upgrade of a further 25% (approximately 4km) of the unsealed section of Shannons Flat Road. This project is not Shovel Ready and the scope will be determined by a Survey & Design. A decision has not yet been made on who will undertake works once a design has been approved; this could be either RMS or Council.</p> <p>26/06/2019 GS: Bobeyan Road is a Council Road currently classified as a Collector, so will not involve the RMS as a Road Maintenance Authority. John Barilaro MP announced in a media release on the 18th June 2019 \$20 million to seal Bobeyan Road. It is expected that funding and conditions will follow shortly. Staff are aware of the issues to be addressed on Bobeyan Road and have started planning following this announcement, but this funding will also be required to bring the project to a shovel ready status.</p>		

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
113	18 July 2019	12.1	Tree Clearing of the Lake Foreshore Councillor Brian Old Question: When is the next stage of this project going to commence?	Manager Open Space & Recreation	24/10/2019 – JK: Quotes received and works to commence and be completed, depending on contractor availability, within the next two weeks Corrective Services also to undertake part of the work on an ongoing basis – to tidy area and remove some areas of suckers. 30/09/2019 – JK: Ongoing. On schedule to be completed by 31/10/2019. 30/08/2019 – JK: Ongoing. Planning for work to be completed by 31/10/2019. 26/07/2019 – JK: Plan for work to commence mid to late August and to be completed by end of October.	31/10/2019	N
119	19 September 2019	12.3	Townsend Street Jindabyne Councillor Castellari: Question: Could staff please look into the possibility of increasing the number of lights on Townsend Street Jindabyne? Residents, including young women, older people and mothers with children have commented that they do not feel safe walking along the street at night. This is especially so at the end of Townsend Street farthest from the highway.	Group Manager Transport Infrastructure (Operations)	31/10/2019 – GS: Currently this work is not factored into the 2019/2020 financial year and, if this were to be prioritised, that would be to the detriment of an existing (approved) project. 27/09/2019 – GS The issue of street lights along Townsend Street, Jindabyne was inspected by staff on Thursday 26 September 2019. There are six lights currently installed separated by distance as follows: Light 1 and 2 – 89 metres. Light 2 and 3 – 71 metres.	31/10/2019	N

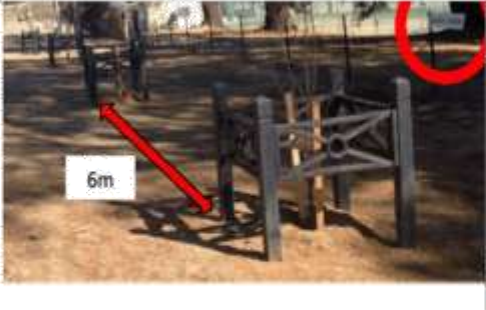
No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>Light 3 and 4 – 103 metres. Light 4 and 5 – 126 metres. Light 5 and 6 – 82 metres.</p> <p>As displayed in the picture below, the available street lighting is inadequate to cover the whole of Townsend Street and fails to provide sufficient light between street lights.</p> <p>To resolve this a major project would be required and the energy provider engaged to determine scope, design, costs and implementation.</p> <p>Currently this work is not factored into the 2019/2020 financial year and, if this were to be prioritised, that would be to the detriment of an existing (approved) project.</p> 		
120	17 October 2019	12.1	<p>Southern Tablelands 4 Wheel Drive Club Councillor Sue Haslingden Question: Is the use by the Southern Tablelands 4 Wheel Drive Club a permitted land use in regards to the land zoning?</p>	Group Manager Development & Building Certification	<p>6/11/2019 – JG: The land is zoned RU1 Primary Production under the Cooma-Monaro LEP 2013. Under the previous LEP it was zoned Rural 1A. The land use is not prohibited under the Cooma-</p>	6/11/2019	Y

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					Monaro LEP 2013.		
121	17 October 2019	12.2	<p>Public Presentations to Council Councillor Anne Maslin Question: In the interest of the Councillor information, please could all presenters to Council be asked to provide their name and a contact number or email address (if they so wish) at the end of their presentations as a matter of course. Because of the nature of meetings, councillors are not all able to speak with the presenters following their talk.</p>	Secretary Council & Committees	<p>01/11/19 – NB: The following text has been added to the Public Forum sign in sheet from the October 2019 Council meeting requesting contact details from speakers. “**Please note, by providing your contact details in the table above, you give the consent to share your information to the Councillors following your address in public forum.”</p>	01/11/2019	Y
122	17 October 2019	12.3	<p>Adaminaby Development Councillor Lynley Miners Question: Can we look more into the possible expansion of Adaminaby i.e. Developments with the forthcoming Snowy 2.0 project. Adaminaby needs to grow.</p>	Group Manager Economic Development & Tourism	<p>5/11/2019 – MA: Discussions are occurring with Future Gen regarding how opportunities from Snowy 2.0 can be realised in Adaminaby, however at this stage most of the impacts appear to be in Cooma. The Economic Development Officer will be working with local businesses in Adaminaby to try and assist with preparing them to be Snowy 2.0 ready. The current zoning controls allow for new dwellings in Adaminaby at present but needs a developer to realise this potential.</p>	05/11/2019	Y
123	17 October 2019	12.4	<p>Pedestrian Crossing in Cooma Councillor John Rooney Question: Can we provide a proper pedestrian crossing on Sharp Street Cooma to allow elderly and disabled residents to cross safe from one side of town to the</p>	Group Manager Transport Infrastructure (Operations)	<p>05/11/2019 – GS: Sharp Street is an RMS Road and conversations to date have not been supported by RMS in relation to a pedestrian crossing on Sharp Street.</p>	05/11/2019	Y

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
			other?				
123	17 October 2019	12.5	Michelago Creek Crossing Councillor John Rooney Question: What progress has been made towards restoring the Ryrie Street crossing of Michelago Creek that was washed out in a flood some years ago?	Group Manager Transport Infrastructure (Operations)	31/10/2019 – LN: The current project (as per 19/20 budget) is to undertake survey, design and costing to extend Ryrie St. Surveyor has been engaged to do the works, and the flood analysis and options study has been approved. By Dec 2019 we would expect to have the completed concept design and cost estimate. This will allow council to undertake a cost / benefit analysis and to determine if a feasible project can be included in the strategic plans for the transport network. No funding past the concept stage has been allocated for an additional works on this project	31/10/2019	Y
124	17 October 2019	12.6	Werralong Road Councillor John Rooney Question: When will Werralong Road be gazetted and maintained as a public road as previously agreed by Council?	Group Manager Transport Infrastructure (Operations)	31/10/2019 – GS: An updated report will be prepared for the November Council meeting A meeting has been requested by one of the complainants with the GM and Director Environment & Sustainability. Correspondence has also been received from the daughter of one of the landowners who has recently passed. The outcomes of these discussions and correspondence are being factored into an updated report for consideration at the November meeting of Council.	31/10/2019	N
125	17 October 2019	12.7	s355 Michelago Hall Committee Councillor John Rooney Would staff please submit the minutes of the s355 Michelago Hall Committee to Council for its consideration?	Group Manager Governance	01/11/2019 – NB: Michelago Hall Committee has not held a recent meeting. Group Manager Governance and the Governance Officer managing the S355	01/11/2019	N

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>Committee contacts recently met with a representative of the Hall Committee and advised a meeting would be required with the full committee in November to determine use and access of the facility and also potential of one S355 committee for the tennis and clubhouse facilities as well.</p> <p>This meeting is being scheduled for November.</p> <p>At this time Governance are acting as an intermediary between the community groups.</p>		
126	17 October 2019	12.8	<p>Storm water Drain in Michelago Councillor John Rooney Question: What progress has been made on remediating the storm water drain running through two properties in Michelago Village?</p>	Group Manager Transport Infrastructure (Operations)	<p>31/10/2019 – GS A meeting with the affected property owner took place on Wednesday 23 October 2019. This reiterated an agreement from a previous meeting with Councillor Rooney the Group Manager and the property owner that any decision and/or remediation work was incumbent on his son allowing survey work to be undertaken on the property. A more detailed analysis of flood mitigation measures through this property is being progressed and that analysis report will be available in November 2019.</p>	31/10/2019	N
127	17 October 2019	12.9	<p>Grading Povey's Road Councillor John Rooney Question: Would it be possible for Council to grade 1.5kms of Povey's Road known as Old Ravenswood Road?</p>	Group Manager Transport Infrastructure (Operations)	<p>31/10/2019 – GS: A report will be submitted for Council consideration in relation to Povey's Road at the November meeting of Council.</p>	31/10/2019	N
128	17 October	12.10	<p>Michelago Tennis Club</p>	Group Manager Governance	<p>01/11/2019 – NB: Group Manager Governance and the</p>	01/11/2019	N

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
	2019		Councillor John Rooney Can Council establish a s355 Committee to manage and maintain the public tennis courts and clubhouse on Michelago Oval?		Governance Officer managing the S355 Committee contacts recently met with two community groups separately regarding concerns in the community on use and access to Council assets by the community. A further meeting is to be held in November with all groups to determine if a single S355 committee can be facilitated to manage both the Hall and the Tennis courts and the clubhouse.		
129	17 October 2019	12.11	Dalgety Hall Pavilion Upgrade Councillor Bob Stewart Question: Can we please have a report back on the upgrade of the Dalgety Hall Pavilion and a timeframe on how long the upgrade will take?	Group Manager Asset & Engineering	31/10/2019 – LN: The second stage of the Dalgety Pavilion upgrade is underway. We expect the design to be completed by mid-November to allow the next stage of request for construction quotes to be undertaken. The project team has weekly conversations/ emails with the S355 committee to advise them of the project status. It is expected that the completed construction project will not be completed until April /May 2020.	31/10/2019	Y
130	17 October 2019	12.12	Dalgety Beautification Councillor Bob Stewart Question: Why was the tree garden (for the Dalgety Beautification) put in an inappropriate position (in the disabled parking area)?	Group Manager Asset & Engineering	31/10/2019 – LN: The beautification project installed 2 tree guards around the existing trees. The location of the existing disabled parking was (and still is) between these 2 existing trees. The approx. distance between the 2 trees is 6m.	31/10/2019	Y

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
							

9.4.4 RESOLUTION ACTION SHEET UPDATE

Record No:

Responsible Officer:	Acting Director Corporate and Community Services
Author:	Secretary Council and Committees
Key Direction:	7. Providing Effective Civic Leadership and Citizen Participation
Delivery Plan Strategy:	DP7.1.1.2 Council's leadership is based on ethics and integrity to enable informed and appropriate decisions in the community's best interest.
Operational Plan Action:	OP7.7 Provide timely, accurate and relevant information to Council to enable informed decision making.
Attachments:	1. In Progress Action Sheet for Period ending October 2019
Cost Centre	3120

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 October 2019.

The In Progress Resolution Action Sheet for period ending October 2019 is attached to this report.

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

OFFICER'S RECOMMENDATION

That Council receive and note the In Progress Resolution Action Sheet Update for the period ending October 2019.

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
12	15 March 2018	64/18		<p>Creation of road reserve over Jerangle Road through lot 6 DP 754888 at Jerangle That Council</p> <p>A. Accept the quotation from Bradley Surveying and Design Pty Ltd in the amount of \$9,500</p> <p>B. Agree to the expenditure of an additional estimated \$2,000 to include the closure of the corresponding section of Crown reserve road passing through lots 5 and 6 in the survey plan.</p> <p>C. Authorise the General Manager to execute the necessary documents, including the Transfer of the closed section of Crown reserve road to the landowner in compensation.</p> <p>D. Apply to the Department of Primary Industries to take the sections of Crown reserve road within Jerangle Road into Council's public road assets register.</p> <p>E. Gazette the entire length of Jerangle Road as a Council public road.</p>	Property Officer	<p>17/10/2019 – JH: The plan of subdivision is lodged and ready for registration, as is the possessory title application for the balance of Jingera Lot 6 DP 754888</p> <p>24/09/2019 -JH: No further update from Solicitor with regard to approval from LPI.</p> <p>27/8/2019 –JH: Solicitor has advised some minor technical requisitions with the lodged plan have been dealt with by the surveyor. Solicitor now awaiting advice from LPI. Solicitor will update Council when this advice is received.</p> <p>23/7/2019- JH: Email has been sent to Solicitor requesting an update. Waiting for a response.</p> <p>01/07/2019 – JH: No further update from Solicitor. Staff will advise Council as soon as advice is received.</p> <p>5/6/2019-JH: Solicitor has advised that they are still waiting on discharge of mortgage and will advise Council as soon as this has taken place.</p> <p>30/4/2019 –LB: Waiting on discharge of mortgage.</p> <p>26/3/2019-JH: Solicitor has advised lodgement of the subdivision plan has been awaiting consent from NAB as they</p>	30/11/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>hold the mortgage over one of the affected lots. NAB has arranged the Discharge of that Mortgage – the registration of Discharge is imminent and the plan will then be lodged forthwith.</p> <p>29/02/2019 –JH: Update request sent to solicitor still waiting reply.</p> <p>30/01/2019- JH: Still waiting for update from the landowner’s Solicitor.</p> <p>02/01/2019 –JH: Have sent an email request to Andrew Freer who advised they will advise when lodgement of the plan of subdivision has occurred.</p> <p>22/11/2018 –LB: Landowners solicitor has been asked for further update. Presently awaiting response.</p> <p>24/10/2018 – LB: Still waiting on landowner’s solicitor to lodge the plan – mortgagor’s consent needed.</p> <p>03/10/2018 – LB: Waiting on landowner’s solicitor to lodge the plan.</p> <p>27/08/2018 – LB: Email sent to surveyor and solicitor asking for update on progress of registration of the plan.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>02/08/2018 – LB: Plan has been lodged. Email sent to solicitor acting for the other party asking for an update.</p> <p>23/07/2018 –LB: Waiting on registration of plan of subdivision.</p> <p>11/07/2018 – LB: Documents returned to surveyor for lodgement with the LPI.</p> <p>21/06/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 30 Jun 2018 To: 30 Sep 2018.</p> <p>21/06/2018 – LB: All documents have been executed by Council and sent back to the surveyor for lodgement at the LPI.</p> <p>04/06/2018 – LB: Currently waiting on Subdivision Cert.</p> <p>26/05/2018 – LB: 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>23/04/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 16 Apr 2018 To: 30 Jun 2018.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						24/04/2018 – DC: Surveyor has been contacted and is proceeding with survey of road. 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.		
16	05 April 2018	118/18		<p>Proposed Road Closure & Sale of old Lions Park at Bombala That Council;</p> <p>A. Approve the partial road closure on the corner of High Street and Stephen Street Bombala so that the fence line becomes the boundary of lot 9 DP 995614;</p> <p>B. Engage the services of a land surveyor to provide a plan for the boundary adjustment;</p> <p>C. Authorise the General Manager to execute any documents necessary to complete the boundary adjustment and sale of the property;</p> <p>D. Readvertise the property on the open market for auction with an appropriate reserve; and</p> <p>E. Make the Report public once the matter is settled.</p>	Property Officer	<p>17/10/2019 - JH: Plan has been registered for the road closure and a request for a plan of consolidation has been requested to finalise this project.</p> <p>24/09/2019- JH: Surveyor enquiring with LPI as to status of this registration.</p> <p>27/08/2019-JH: The plan has been submitted to the Land Registry Service for registration.</p> <p>23/07/2019-JH: Email sent to Surveyor requesting an update. Waiting on a response.</p> <p>01/07/2019 –JH: Awaiting Subdivision Plans from Land Registry Service.</p> <p>05/06/2019–JH: Subdivision documents are being lodged by the Surveyor and once returned, the process to combine into one Lot and DP will begin</p>	30/11/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>30/04/2019 – SA: Planning Staff actioning the subdivision this week.</p> <p>26/03/2019 –JH: Still waiting return of subdivision certificate from Council.</p> <p>29/02/2019 – JH: Plans with Council waiting for return of subdivision certificate.</p> <p>30/01/2019 – JH: Plan is with Council and waiting for return of Subdivision Certificate.</p> <p>02/01/2019 – JH: Plans are lodged with Council for Subdivision Certificate waiting return of Certificate.</p> <p>21/11/2018 – JH: 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> <p>25/10/2018 – JH: 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>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>25/10/2018 – JH: 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>05/10/2018- JH: Letters have been sent to adjoining landowners with notification of the proposed closure and notification letters to the authorities are being prepared. The advertisement has been placed in the Monaro Post for 11 October and 25 October. The 28 day period for submissions ends on 8 November. Submissions will be reviewed and the correct process followed.</p> <p>03/10/2018 – LB: Notifications sent out to commence road closing.</p> <p>27/08/2018-LB: 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>02/08/2018 – LB: Spoke to surveyor this week and he has promised to get the plan to me within the week.</p> <p>23/07/2018 – LB: Still waiting on plan for boundary adjustment.</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>11/07/2018- LB: Still waiting on plan from surveyor. Contact with the surveyor revealed that there were issues with the road alignment and he was working on it.</p> <p>21/06/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 30 Jun 2018 To: 30 Sep 2018.</p> <p>21/06/2018 – LB: Surveyor has confirmed that Council will receive the plan etc. in about two weeks.</p> <p>04/06/2018 – LB: Currently waiting on survey plan for road closing.</p> <p>23/05/2018 – LB: Waiting on plan.</p> <p>23/04/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 16 Apr 2018 To: 30 Jun 2018.</p> <p>23/04/2018 – LB: Surveyor has been engaged to provide a plan for boundary adjustment and road closure will commence as soon as a plan is available.</p>		
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 That Council A. Rescind resolution 131/14 of 26 August 2014</p>	Land & Property Officer	<p>28/10/19 – LB: Email from Public Works confirmed that the valuation was received and sent to Primary Industries. Invoice is yet to be received for payment.</p> <p>30/09/2019- JH: No further update from Public Works at this stage.</p>	30/11/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>B. Proceed to acquire Lot 13 Deposited Plan 239506 by compulsory process under the Land Acquisition (Just Terms Compensation) Act 1991 by authority contained in the Roads Act 1993 for the purposes of providing legal access to the Jindabyne Sewer Treatment Works, Jindabyne Landfill and Sewer Pump Station 6.</p> <p>C. Dedicate the land as Public Road in accordance with the Roads Act 1993</p> <p>D. Note minerals are to be excluded from this acquisition</p> <p>E. Note this acquisition is not for the purpose of resale</p> <p>F. Make the necessary applications to the Minister for Local Government and the Governor</p> <p>G. Authorise the Common Seal be affixed to all documentation required to be sealed to give effect to this resolution.</p>		<p>02/09/19 – LB: Confirmed with Public Works that receipt of an invoice for compensation has not yet been received.</p> <p>26/07/19 – LB: Still waiting on invoice.</p> <p>01/07/19 – LB: Waiting on receipt of invoice for compensation of the land acquisition.</p> <p>31/05/2019 – LB: Valuation has been received by Public Works. PW will forward to Council after reviewing the valuation.</p> <p>30/04/2019 – LB: Still waiting for the valuation from the Valuer General.</p> <p>27/03/2019 – LB: Waiting for the Valuer General to send an invoice for the value of the land.</p> <p>04/03/2019 – LB: Land has been gazetted to Council.</p> <p>30/01/2019 – LB: This property will be gazetted to Council in February 2019.</p> <p>22/11/2018 – LB: Council has been advised that gazettal of the transfer of the stock route to Council will take place</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>in February 2019. Roads, Waste and Waste Water have been notified.</p> <p>24/10 2018 – LB: Minister’s consent to the acquisition has been received and we are now progressing to finalise the matter by 30 November 2018. Council has been notified by Public Works that OLG has approved acquisition and we are currently waiting on gazettal and notification from the Valuer General for the cost.</p> <p>03/10/2018 – LB: Waiting on Valuer General's valuation of the land.</p> <p>27/08/2018 – LB: This matter is still waiting on consent from the OLG.</p> <p>02/08/2018 – LB: This matter is still with the Governor.</p> <p>23/07/2018 – LB: Waiting on reply from the OLG.</p> <p>11/07/2018 – LB: Application is with the OLG and we should receive word from the Valuer General within the next month with respect to purchase price.</p> <p>21/06/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 21 May 2018 To: 21 Oct 2018.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						21/06/2018 – LB: Application has been sent to OLG for consent. 04/06/2018 – LB: This matter has been submitted to the Dept of Local Gov. for consent. 23/05/2018 – DC: Application has been submitted to the Dept of Local Government for consideration. Ongoing. 01/05/2018 – LB: 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 That Council</p> <p>A. Approve the proposal to realign The Barry Way over the constructed road from the intersection with MR286 to the boundary of the national park.</p> <p>B. Approve the proposal to apply to the Crown to transfer those sections of The Barry Way which are Crown reserve road to Council.</p> <p>C. Authorise staff to negotiate with landowners for acquisition of the constructed Barry Way and, where possible, to offer to close corresponding sections of paper road and to dedicate the land to the landowner in compensation.</p> <p>D. To engage the services of a surveyor to identify those sections of the Barry Way which are not on line with the constructed road.</p> <p>E. To acquire any Crown land upon which the Barry Way has been constructed through the process of the Land Acquisition (Just Terms Compensation) Act 1991 through the authority of the Roads Act 1993.</p> <p>F. Authorise the General Manager to execute any documents necessary to complete the project.</p>	Land & Property Officer	<p>28/10/19 – LB: NSW ALC has confirmed that they are prepared to consent the acquisition of land (TSR) by relinquishing the claim over the road 20m wide. They have requested an amended plan prior to consent being given for the acquisition. The surveyor is currently amending the plan. Letter has been sent to Local Land Services seeking consent to the acquisition but no reply has been forthcoming at this time.</p> <p>30/09/2019-JH: Communicating with NSW Aboriginal Land Council with regard to a parcel of Crown Land required for this access.</p> <p>02/09/19 – LB: Realignment of Barry Way at the intersection of Bungarra Lane has commenced. Eagle View Lane Intersection will be addressed within the next month.</p> <p>26/07/19 – LB: Survey plan has been received. Negotiation with landowners to commence shortly.</p> <p>01/07/19 – LB: Survey plan still not received. When the plan is received, negotiations with affected landowners will commence.</p> <p>31/05/2019 – LB: Surveyor has completed survey to Moonbah Bridge. He is currently checking his calculations and expects to be able to send it to Council within a week.</p>	31/12/2020	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				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>30/04/2019 – LB: Survey and plan is still underway with the surveyor.</p> <p>27/03/2019 – LB: No further update.</p> <p>04/03/2019 – LB: Survey is ongoing. Surveyor has given assurance that work is progressing.</p> <p>30/01/2019 – LB: No further update. It is anticipated that the survey work will be ongoing for approx. 12 months.</p> <p>22/11/2018 – LB: No further update. It is anticipated that the survey work will be ongoing for approx. 12 months</p> <p>24/10/2018– LB: Surveyors are presently working on identification plan.</p> <p>03/10/2018- LB: Keven Spain engaged to carry out survey.</p> <p>27/08/2018 – LB Surveyor selected and work to progress shortly.</p> <p>07/08/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 06 Jun 2019 To: 31 Dec 2019.</p> <p>02/08/2018 – LB: Call for expressions of interest from local land surveyors. Submissions currently being considered.</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>23/07/2018 – LB: No EOIs received by due date. All surveyors were contacted and were given an extension of time to submit their EOI. Closing date is 27/7.</p> <p>11/07/2018 – LB: Specification sent to three surveyors requesting that they submit expressions of interest. Due by cob 13/7.</p> <p>21/06/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 06 Jun 2018 To: 06 Jun 2019.</p> <p>21/06/2018 – LB: Draft specification with Group Manager Transport and Infrastructure for approval.</p> <p>04/06/2018 – LB: 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>23/05/2018 – LB: Specification being developed to seek quotations from suitably qualified land surveyors.</p>		
29	21 June 2018	253/18	22.3	<p>Council Property - Town View, Waterworks Hill, Bombala</p> <p>That Council</p> <p>A. Approve the proposal to demolish the residence located on lot 1 DP 1216130</p>	<p>Water & Wastewater Manager</p> <p>Land & Property Officer</p>	<p>28/10/2019 – MR: Waiting on finalisation of Bombala/Delegate Water Options Study Report on the refurbishment/replacement of the Bombala Water Treatment Plant.</p>	31/12/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>B. Serve notice on the tenant to vacate the premises in accordance with the Residential Tenancy Act.</p> <p>C. Engage the services of a suitably qualified contractor to demolish the residence, clear the site and dispose of any asbestos in accordance with the EPA Act; and</p> <p>D. Authorise the expenditure and allocate an amount in the 2018 Financial Year Budget with funding to be provided from the Former Bombala LGA Reserve.</p>		<p>02/10/2019 – MR: W&WW is waiting on the finalisation of the Bombala/Delegate water supply options report so that a decision can be made around incorporating the demolition of the cottage in the potential rebuild/rehabilitation of the BWTP and associated site. The preferred option is to have the demolition/removal, timing and cost of the cottage be a component of the \$15M grant funding to improve Bombala’s and Delegate’s water supplies.</p> <p>02/09/2019 – RP: The power and sewerage services have been disconnected and water service is being disconnected from the house. Once the disconnection of services is completed, quotes will be sourced for the demolition of the house based on the outcome of the option assessment of the water treatment plant.</p> <p>26/08/2019 – RP: Awaiting on Options Study Report from GHD. It is anticipated the report will be received mid-August. Removal of the cottage will form part of the Bombala Water Treatment Plant refurbishment or replacement.</p> <p>26/07/2019 – MR: Awaiting on Options Study Report from GHD. It is anticipated the report will be received mid-August. Removal of the cottage will form part of the Bombala Water Treatment Plant refurbishment or replacement.</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>01/07/2019 – MR: Power and water being disconnected. OSSM connections being investigated. House won't be demolished until the Options Study- Bombala Water Treatment Plant has been finalised.</p> <p>31/05/2019 – LB: Council's Water and Wastewater Department is currently seeking quotations to demolish the cottage.</p> <p>30/04/2019 – LB: Planning to demolish the cottage is underway.</p> <p>27/03/2019 – LB: Tenant has found alternative accommodation and has been given an extension to 7 April to move out of the cottage at Bombala Waterworks.</p> <p>04/03/2019 – LB: Tenant has until 31 March 2019 to vacate the premises.</p> <p>30/01/2019 – LB: Disadvantaged housing in Delegate must be advertised. This is currently being done and the tenant will be given an additional written reminder to vacate.</p> <p>10/12/2018 – LB: Tenant has been notified that alternative housing has been found for him in Delegate. 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>accommodation in Delegate is managed by Council and the house needs work before anyone moves in. This work will take approx. 1 month so it is intended to give the tenant at the Waterworks cottage notice to vacate when the work is completed.</p> <p>24/10/2018 – LB: Commercial Land & Property Officer investigating availability of housing in Delegate for tenant.</p> <p>08/10/2018 – LB: 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>03/10/2018 – LB: Looking into disadvantaged housing for tenant in either Bombala or Delegate.</p> <p>27/08/2018 – LB: Enquiries made of real estate agents if they have any properties for rent in Bombala. Emailed tenant details to access assistance with rental bond.</p> <p>02/08/2018-LB: Currently working with tenant to find suitable alternative accommodation.</p> <p>23/07/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 23 Jul 2018 To: 29 Sep 2018</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						23/07/2018 – LB: Still waiting on tenant finding new premises. Council has supplied a letter saying that he has always paid his rent on time. 23/07/2018 – LB: 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.		
30	21 June 2018	255/18		Request to Purchase Council Land in Percy Harris Street Leesville That Council A. Approve the release of proposed lots 14, 15 and 16 at Leesville Industrial Estate B. Engage the services of an independent valuer to value the three properties C. Advertise the sale of lots 14, 15 and 16 through local real estate agents and Council's website, and; Authorise the expenditure and allocate an amount of \$42,000 in the 2019 Financial Year Budget with funding to be provided from Property Reserves	Property Officer	17/10/2019 – JH: Waiting on design plan from Surveyor for the modification of DA document to be completed so that conditions of same can be addressed. 24/09/2019 – JH: Waiting on the modification for the DA to be received so that any works required can be carried out to enable the subdivision to be registered and the sale commenced. 02/09/19 – LB: D/A Conditions need to be assessed and completed. 26/07/19 – LB: Modification will be released shortly. 01/07/19 – LB Still waiting on approval of Modification of Consent to amend stages of the development. Modification expected to be released shortly. 31/05/2019 – LB: Waiting on approval of Modification of Consent.	30/12/2019	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>30/04/2019 – LB: Application has been submitted for modification of the D/A to amend the stages of the subdivision.</p> <p>27/03/2019 – LB: Modification of D/A has been prepared for lodgement to amend the stages of the subdivision.</p> <p>04/03/2019 – LB: Plan of subdivision has been received at Council. Subdivision certificate has been applied for.</p> <p>30/01/2019– LB Plan has not been received at this stage. Surveyor has been reminded.</p> <p>22/11/2018 – LB: Surveyor has agreed to have the plan completed by the end of January 2019</p> <p>24/10/2018 – LB: Surveyor has been reminded that we need the plan.</p> <p>03/10/2018 – LB: Waiting on plan.</p> <p>27/08/2018 – LB: Awaiting plan from surveyor. As soon as plan is received expressions of interest will be sought from real estate agents in order to select a real estate agent to place the properties on the open market.</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>07/08/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 23 Jul 2018 To: 31 Oct 2018</p> <p>02/08/2018 – LB: Waiting on valuation of land from valuer.</p> <p>23/07/2018 – LB: Surveyor has been requested to produce plan for registration of lots 14, 15, and 16. Still waiting on valuation from valuer.</p> <p>11/07/2018 – LB: Surveyor has been requested to prepare plan of subdivision to enable the plan to be registered. Value has been asked to provide sales prices for the three blocks.</p>		
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>	Property Officer	<p>17/10/2019 – JH: Waiting on advice with regard to alternative location.</p> <p>24/09/2019 – JH: Discussions have been held on an alternative location and this resolution has been put on hold pending the outcome of those discussions.</p> <p>02/09/19 – LB: Further report to September Council meeting re alternative location. Waiting on result of the report.</p> <p>26/07/19 – LB: Lease expected next week. It will then be sent to Lessees for execution.</p>	30/11/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>01/07/19 – LB: Development Consent released. Council’s solicitor currently preparing peppercorn lease. The Contamination report was received on 27 June 2019 at a cost of \$20,000.</p> <p>31/05/2019 – LB: Still waiting on the contamination report.</p> <p>30/04/2019 – LB: Council is still waiting on the contamination report.</p> <p>27/03/2019 – LB: No further update.</p> <p>04/03/2019 – LB: Remediation investigations taking place to ensure that the land has been remediated.</p> <p>30/01/2019 – LB: Waiting on completion of advertising period for D/A.</p> <p>22/11/2018 – LB: 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>24/10/2018 – LB: Still waiting on D/A to be lodged.</p> <p>08/10/2018 – LB: Waiting on D/A being lodged prior to finalising lease. Environmental Services has been requested to notify Property Officer when D/A is lodged.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>03/10/2018 – LB: Waiting on submission of D/A.</p> <p>31/08/2018 – LB: Draft lease is currently being prepared in accordance with the resolution. The lease will be finalised upon determination of the development application.</p> <p>27/08/2018 – LB: Awaiting outcome of development application. In the meantime draft licence agreement will be drafted.</p> <p>21/08/2018 – GH: Action allocated to Lyn Botrill to assist GM in preparing lease.</p>		
57	6 September 2018	314/18		<p>Proposed Acquisition of Land in Cooma</p> <p>That Council</p> <p>A. Acquire Lots 400 and 434 DP 750535 and lot 461 DP 41999 by compulsory process under the Land Acquisition (Just Terms Compensation) Act 1991 by authority contained in the Local Government Act 1993 for the purpose of saleyards.</p> <p>B. That the land be dedicated as Operational land in accordance with the Local Government Act 1993</p> <p>C. That minerals be included in this acquisition</p>	Property Officer	<p>17/10/2019 – JH: Application is with the OLG for processing. No updates have been received from OLG.</p> <p>24/09/2019 – JH: No response from Crown Lands with request from Council to begin project. No response yet from OLG about the acquisition application. Applications traditionally take approximately 90 days to be processed.</p> <p>02/09/2019 – LB: Email has been sent to the Crown requesting permission to proceed with the truck wash.</p> <p>26/07/2019 – LB: Application to OLG imminent. Currently waiting on results of searches of Native Title Register.</p>	8/10/2020	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>D. That this acquisition is not for the purpose of resale</p> <p>E. That the necessary applications be made to the Minister for Local Government and the Governor.</p> <p>F. That the Common Seal be affixed to all documentation required to be sealed to give effect to this resolution.</p> <p>G. That following the acquisition of the three Crown allotments, the eleven lots comprising the Cooma saleyards be consolidated into a single allotment.</p> <p>H. That this project be funded from the former Cooma Monaro Shire Council reserve fund.</p>		<p>01/07/2019 – LB: Consent received from the Crown. Advertising period still current. Acquisition cannot proceed until advertising period has concluded.</p> <p>31/05/2019 – LB: Still waiting on consent from the Crown.</p> <p>30/04/2019 – LB: Update from the Crown in response to email from Council revealed that the Crown has not dealt with the matter yet.</p> <p>27/03/2019– LB: Still waiting on consent from the Crown.</p> <p>04/03/2019 – LB: Waiting on consent from the Crown.</p> <p>30 January 2019 – LB: Letter of notification has been prepared. Consent of Crown has been requested.</p> <p>22/11/2018 – LB: Compulsory process has been commenced. The process will take approx. 12 months to complete.</p> <p>30/10/2018 – GH: Documentation for acquisition currently being prepared. Documentation for acquisition currently being prepared.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						28/09/2019 – LB: Preliminary investigations are being carried out to commence the compulsory acquisition process.		
74	4 October 2018	353/18	15.1	<p>Clr Castellari Notice of Motion - Rooftop Solar 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 subsidy schemes for residence and businesses within the SMRC council area; and</p> <p>D. Provide for public consultation process once the above has been carried out.</p>	General Manager	<p>03/07/2019 – PB: A – Complete B – GM spoke with LGNSW and the Local Member. LGNSW have agreed to put it on their agenda. C & D – no action.</p> <p>29/04/2019 – PB: Complete. B, C and D, no action to date.</p>	Ongoing	N
88	1 November 2018	394/18	12.1	<p>Planning Proposal 461 Barry Way, Moonbah to Amend Snowy River Local Environmental Plan 2013 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</p>	Senior Strategic Land Use Planner	<p>4/11/2019 – KM: Still awaiting response.</p> <p>30/09/2019 – AA: Still awaiting response.</p> <p>29/08/19 – AA: Still awaiting response.</p> <p>26/07/19 – AA: Still awaiting response.</p>	3/12/2019	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>for a Gateway Determination in accordance with Section 3.34 of the <i>Environmental Planning and Assessment Act 1979</i>.</p> <p>C. The Department of Planning and Environment be advised that Council wishes to be issued with an authorisation to use delegation for the Planning Proposal.</p> <p>D. In the event NSW Department of Planning & Environment issues a Gateway Determination to proceed with the Planning Proposal, consultation be undertaken with the community and government agencies in accordance with Schedule 1, Division 1, Clause 4 of the <i>Environmental Planning and Assessment Act 1979</i> and any directions of the Gateway Determination.</p> <p>D.</p>		<p>27/06/2019 – AA: Still awaiting response.</p> <p>30/05/2019 – AA: Further information has been requested from the proponent – awaiting response.</p> <p>01/05/2019 – AA: Advice from Office of Environment and Heritage received – awaiting further clarification.</p> <p>29/03/2019 – AA: Staff are still awaiting advice from Office of Environment and Heritage.</p> <p>11/03/2019 – AA: Application has been referred to the Office of Environment and Heritage as per the Gateway Determination. Will be placed on public exhibition once advice has been received from OEH – estimated to be April 2019.</p> <p>04/02/2018 – MA: The Gateway Determination has been received and the applicant contacted. Looking to progress to public exhibition and consultation with government agencies.</p> <p>20/12/2018– MA: Staff are expecting to receive Gateway Determination imminently</p> <p>06/12/2018 – MA:</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. Planning proposal has been submitted to the Minister of NSW Planning and Environment for a 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	<p>DA Best Practice Guideline and Processing Times</p> <p>That Council endorse the following recommendations;</p> <ol style="list-style-type: none"> 1. Council staff develop a Snowy Monaro Region Development Guide that also includes a rural and regional context; 2. Increased promotion of pre-lodgement meetings with applicants and a media campaign be undertaken; 3. Creation of a user friendly information portal on Council's website; 4. Development assessment staff actively participate in the review of the consolidated LEP and DCP with the Strategic Planning Group to achieve practical workable provisions; 5. A review and report be presented to the General Manager on resourcing requirements for Building Surveying and Development Engineering staff in order to reduce development application referral times, assist with approvals relating to the issuance with Complying Development Certificates and provide efficient and timely advice to applicants; 	Group Manager Development & Building Certification	<p>4/11/2019 – JG: Draft will be finalised for presentation to Council December.</p> <p>30/09/2019 – KM: Ongoing.</p> <p>29/08/2019 – JG: Draft developed for presentation to council in November.</p> <p>26/07/2019 – JG: To be discussed as part of the internal audit project.</p> <p>01/07/2019 – JG: 1 – Being developed in anticipation of workshop and consultation with councillors.</p> <p>03/06/2019 – JG: 1 – Being developed. 3 – Portal being created as part of IT platform development. Completed. 5 – Review being undertaken as part of organisational redesign review. Completed. 9 – Completed.</p>	3/12/2019	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>6. Councillors continue to be provided with a list of applications lodged with Council on a monthly basis and a list of determined development applications on a monthly basis;</p> <p>7. Ensure that when the corporate IT platform is implemented it includes online tracking of applications and use of mobile IT platforms, to improve efficiencies in administration of development assessment and building certification processes;</p> <p>8. That checklists and guidelines are updated and expanded to ensure applicants have detailed information to ensure applications are submitted with all relevant information as required by Part 1 of Schedule 1 of the EP&A Regulation (in accordance with Clause 51 of the EP&A Regulation);</p> <p>9. A review be undertaken and report be put forward to Council proposing amendments to the Bombala, Snowy and Cooma DCP's to align notification requirements as being commensurate with impacts and to reduce the number of development applications being notified;</p> <p>10. That development applications be determined based on the information held at the time where an applicant has been requested to provide additional information (under Clause 54 of the EP&A Regulation) but has failed to respond within 21 days; and</p> <p>11. Additional information requests be provided to applicants in a timely manner.</p>		<p>03/05/2019 – JG: 1 - Being developed 3 - Being developed 5 - Waiting for structure 6 - Report going to June meeting</p> <p>4/4/2019 – JG: 1. Being developed 2. Completed 3. Being developed 4. Completed 5. To be provided in proposed structural review of organisation 6. Completed 7. Completed. Brief for corporate system incorporates use of mobile IT platforms and DA tracking 8. Completed 9. Report being compiled and to be reported to Council May 2019 10. Completed. Step included in DA assessment processes. 11. Completed. Step included in DA assessment processes.</p> <p>11/03/19 – KM: Ongoing.</p> <p>01/02/2019 – JG: 1. To be developed 2. Ongoing 3. To be developed 4. To be undertaken 5. To be undertaken</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				The response time on these requests be increased from 14 days to 21 days.		6. Lists have been and will be continued to be provided 7. Ongoing 8. Completed 9. To be undertaken 10. Ongoing 11. Ongoing 20/10/2018– JG: No further update at this time 06/12/2018 – DA: Best Practice Guideline and Processing Times is to be developed.		
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 approximately 800m2 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.	Land & Property Officer	28/10/19 – LB: Plan of subdivision has been registered. This was lodged and processed prior to discussion with the landowner who has now requested that the transfer of the land to Council be delayed. 30/09/2019 – JH: No further update from the Landowner. 02/09/19 – LB: Landowner has requested that this matter be placed on hold until they investigate their options. 26/07/19 – LB: Recent discussion with the landowner resulted in Council being requested to delay the matter for the time being as the family was not sure it wanted to progress with the transfer of the property to Council.	30/11/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>01/07/19 – LB: Still waiting on the plan of subdivision. Mr Luton contacted and situation explained.</p> <p>31/05/2019 – LB: Surveyor expects to be able to send plan of subdivision to Council next week.</p> <p>30/04/2019 LB: Still waiting on the plan of subdivision.</p> <p>27/03/19 – LB: Contacted the surveyor on 25 March and he agreed to prioritize the plan of subdivision.</p> <p>04/03/2019 – LB: Waiting on plan of subdivision from the surveyor.</p> <p>28/02/2019- JH: Plan for subdivision has been requested and waiting for return of plan from the Surveyor.</p> <p>30/01/2019 – LB: Mr Luton has agreed to the proposal going ahead with a signed consent. Kleven Spain has been engaged to provide a plan of subdivision to excise the hall.</p>		
151	21 February 2019	54/19	10.2	<p>Lease Agreement Renewal - Boral Resources (Country) Limited - Bombala That Council</p> <p>A. Approve the renewal of a 5 year Lease to Boral Resources (Country) Pty Ltd; and</p>	Property Officer	<p>17/10/2019 – JH: Letter of consent is with Council.</p> <p>24/09/2019 – JH: Council's Solicitor has requested some documents to be signed by Boral and waiting return of these so the Lease can be registered.</p>	30/10/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				B. Authorise the General Manager and Mayor to execute and Affix the Council Seal to the Lease.		<p>27/08/2019 – JH: Lease has been fully executed and is with Council Solicitor for registering.</p> <p>23/07/2019 – JH: Lease Agreement is with Boral with all updates completed and should be received by the end of week.</p> <p>01/07/2019 – JH: Boral advised they are seeking to complete asap.</p> <p>05/06/2019 -JH: Boral have advised the Lease Agreement is with the Directors for signing.</p> <p>30/04/2019 -LB: Still waiting on return of the lease.</p> <p>26/03/2019 –JH: The Lease Agreement is still being reviewed by Boral and should be returned by end of April.</p> <p>07/03/2019 – JH: The Lease Agreement is with Boral Resources and will go to their board meeting to be reviewed and executed and returned to council. Once received, the Lease Agreement will be presented to the General Manager and Mayor for executing.</p>		
165	21 February 2019	68/19	13.9	Parking in the laneway at the rear of the Jindabyne Town Centre That Council	Roads Safety Officer	29/10/2019 – GH: Letter forwarded to NSW RMS requesting funding for survey and design work.	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>A. Approve the proposal to enter into public consultation with the shopkeepers and owners in Jindabyne Town Centre regarding changes to the laneway at the rear of the shops.</p> <p>B. Receive a further report regarding the results of the public consultation and the proposed way forward together with detailed costings.</p>		<p>28/09/2019 – GH: Road Safety Officer, through the Local Traffic Committee, has been requested to:</p> <p>A. Initiate report to Council seeking approval to commence with the project.</p> <p>B. Investigate the survey & design costs with Councils Manager Construction.</p> <p>C. Draft letter on behalf of the Director Infrastructure & Operations requesting funding from RMS to cover cost of the survey and design process.</p> <p>02/09/2019 – LB: RMS is seeking funding to develop a strategy for parking and traffic movement in the laneway.</p> <p>26/07/2019 – LB: Council's Roads Safety Officer is currently working with RMS to apply for funding.</p> <p>01/07/2019 – LB: Council's Road Safety Officer is in discussion with RMS regarding the possibility of grant funding to progress this matter.</p> <p>31/05/2019 – LB: This has been revised and a report will be prepared for the July 2019 Council meeting.</p> <p>30/04/2019 – LB: Public consultations were held and a report will be presented to the June meeting of Council.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>27/03/2019 – LB: A good response was received from the shopkeepers and shop owners. Public consultation will be held at two sessions on 2 April at 2pm and 6.30pm.</p> <p>04/03/2019 – LB: Letters to go to shop owners/shopkeepers this week advising of date for public consultation.</p>		
200	21 March 2019	114/19	9.2.5	<p>Proposed Acquisition of Crown land - Part lot 209 DP 729704 That Council</p> <p>A. Acquire 3210m² of lot 209 DP 729704 by compulsory process under the Land Acquisition (Just Terms Compensation) Act 1991 by authority contained in the Roads Act 1993 for the purpose of road;</p> <p>B. Include minerals in this acquisition;</p> <p>C. Make the necessary applications to the Minister for Local Government and the Governor</p> <p>D. Affix the Common Seal to all documentation required to be sealed to give effect to this resolution; and Request the owner of lot 6 DP 709106 to enter into a Deed of Agreement with Council requiring the owner of that land to be responsible for all costs associated with the acquisition, survey, transfer fees, solicitors fees and LRS fees etc. prior to commencing the process</p>	Land & Property Officer	<p>28/10/2019 – LB: Cost agreement still has not been received. NSW ALC has confirmed that they are prepared to consent to acquisition of land (TSR) by relinquishing the claim over the road 20m wide. They have requested an amended plan prior to consent being given for the acquisition. The surveyor is currently amending the plan. Letter has been sent to Local Land Services seeking consent to the acquisition but no reply has been forthcoming at this time.</p> <p>30/09/2019 – JH: Waiting on a copy of cost agreement from landowner/developer.</p> <p>02/09/2019 – LB: Landowner/developer is currently preparing the costs Agreement.</p> <p>26/07/2019 – LB: No further update. To be followed up with landowner.</p> <p>01/07/2019 – LB: Further letter has been sent to landowner's solicitor.</p>	31/12/2020	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>31/05/2019 – LB: Waiting on landowner’s Solicitor to respond to correspondence.</p> <p>30/04/2019 – LB: Still waiting on the Deed of Agreement.</p> <p>27/03/19 – LB: Council’s solicitor has been asked to provide a Deed of Agreement for the landowner to cover all costs associated with the land acquisition.</p>		
211	21 March 2019	127/19	13.2	Delegate Disadvantaged Housing That Council continue with the current arrangement of Facilities staff managing the tenants and maintenance on the properties pending community consultation, and bring a report back to Council.	Acting Manager - Land & Property	<p>30/10/2019 – KH: Further communication to occur with a broader cross section of community.</p> <p>30/09/2019 – KH: Acting Land and Property Manager has met with the Delegate Progress Association – they would like to have a say as to who resides in this accommodation. Survey to be sent to the residents to request feedback.</p> <p>27/08/2019 – KH: Staff to meet with some members of the community in Delegate on Thursday 29 August. Survey to be sent to each resident to complete and return.</p> <p>26/07/2019 – KH: Have made contact with the Project Team and the Communications Team about the best way to consult a broad cross-section of the community.</p> <p>01/07/2019 – KH: Ongoing.</p>	30/12/2019	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>29/05/2019 – KH: Ongoing – Community Consultation Plan is in the draft stages.</p> <p>02/05/2019 – KH: Staff are preparing a Community Consultation Plan for the Delegate Community.</p> <p>26/03/2019 – KH: Facilities Team to prepare a plan as to the best way to communicate with the Delegate Community.</p>		
216	17 April 2019	140/19	9.1.1	<p>Snowy Monaro Youth Crew (SMYC) Apparel Update That Council</p> <p>A. Receive and note the information in the report on the SMYC Apparel, noting that individual item prices have been included in the draft Fees and Charges for 2019-20;</p> <p>B. Endorse the launch of the project and commencement of retail sales from 1 July 2019;</p> <p>C. Endorse the use of a refunds and returns policy for the apparel which is in accordance with the Australian Competition and Consumer Commission (ACCC) guidelines and model policy</p>	Youth Development Officer	<p>4/11/2019 – KM: Apparel is for sale. Project complete.</p> <p>30/09/2019 – JG: The official launch was held on 4 September and sales at the Cooma Visitors Centre has commenced. The refunds and returns policy is on display with the items as required.</p> <p>29/08/2019 – KM: The launch is scheduled for 4 September at the Hub. Arrangements are being made to retail the product through the VCs.</p> <p>25/07/19 – KM: All items except socks have arrived. The launch is expected to be held in August.</p> <p>30/05/19 – JG: A. Completed. B. Completed – all units ordered and in production. Anticipated brand launch to be undertaken at the end of June.</p>	4/11/2019	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. A sign will be on display showing the refunds and returns policy for all SMYC Apparel products at the Cooma Visitors Centre. This will go on display with the SMYC products when they arrive.</p> <p>03/05/2019 – MA: Progressing towards the official launch of the merchandise.</p>		
218	17 April 2019	142/19	9.1.3	<p>Non-Renewal of Lease - Starr Alpine Investments That Council</p> <p>A. Approve the advertising for use of the space to a suitable health practitioner; and</p> <p>B. Authorise the General Manager and Mayor to execute and Affix the Council Seal to the Lease when a suitable tenant is found</p>	Facility Officer - Snowy River Health Centre	<p>31/10/2019 – NW: A submission has been received for rental as an ultrasound clinic. A report is being prepared for Council.</p> <p>25/09/2019 – NW: Ongoing discussion with interested parties for rental as ultrasound clinic.</p> <p>27/08/19 – NW: Following up with interested parties for rental to ultrasound clinic.</p> <p>29/07/19 – NW: Advertising commenced.</p> <p>01/07/2019 – NW: Further advertising to be carried out in broader market as no response received from original advertising.</p> <p>29/05/2019 – NW: Advertising underway – only one enquiry to date.</p>	30/11/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						29/04/2019 – NW: Facilities Officer preparing advertisement for lease of space.		
227	17 April 2019	151/19	9.2.2	<p>Consolidation of Reserve no. 530002 Centennial Park and Lot 6 DP 758280 Cooma Visitors Centre as one Crown Reserve for General Community Use That Council</p> <p>A. Request that the Crown add lot 6 DP 758280 to Reserve 530002 comprising Centennial Park and add an additional purpose of "General Community Use" to the Reserve.</p> <p>B. Relinquish Licence LI 453017 for the use of the Cooma Visitors Centre when Lot 6 DP 758280 is added to Reserve 530002.</p>	Land & Property Officer	<p>28/10/2019 – LB: The Crown has agreed to take the matter to a higher level and seek advice on whether the amalgamation of the two reserves can be achieved.</p> <p>30/09/2019- JH: Crown have rescheduled this meeting for the third week in October.</p> <p>02/09/2019 – LB: A meeting is being arranged with the Crown to discuss this matter and the process Council needs to follow.</p> <p>26/07/2019 – LB: No further update. Request has been sent to Crown Lands for meeting to discuss the way forward.</p> <p>01/07/2019 – LB: Still waiting on the Crown for advice on procedure.</p> <p>31/05/2019 – LB: Waiting on advice from the Crown regarding process and procedure.</p> <p>30/04/2019 – LB: Email has been sent to the Crown requesting that they advise Council of the process on this matter.</p>	30/12/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
241	17 April 2019	166/19	13.1	<p>Purchase of Part Lot 1 DP101714 and Part lot 1 DP 222016 in Commissioner Street Cooma - Flood Mitigation Works Stage 2 That Council</p> <p>A. Rescind Resolution 39/14 of 10 February 2014;</p> <p>B. Offer to purchase lot 4 DP 1242464 \$9,650 ex GST;</p> <p>C. Offer to purchase lot 3 DP 1242464 for the sum of \$5,500 ex GST;</p> <p>D. Authorise the General Manager to negotiate with the owners of lots 3 and 4 to within 10% of the valuation;</p> <p>E. Calculate the apportionment of property rates from the date of registration of the plan of subdivision (17 December 2018);</p> <p>F. Classify both lots as operational land upon acquisition; and</p> <p>G. Authorise the expenditure and allocate an amount of \$21,450 ex GST in the 2019 Financial Year Budget with funding to be provided from other internal reserves.</p>	Land & Property Officer	<p>28/10/2019 – LB: Offer of \$25,000 plus GST and costs received from the vendor. This has been referred to the General Manager.</p> <p>30/09/2019-JH: Council is waiting on a response for the offer submitted for lot 3.</p> <p>02/09/2019 – LB: Purchase of lot 4 has been completed. Offer has been submitted for lot 3 and Council is now awaiting response.</p> <p>26/07/2019 – LB: Contracts have been exchanged for the purchase of lot 4. Lot 3 is subject to a Council report in August.</p> <p>01/07/19 – LB: The owner of lot 4 D 1242464 has agreed on the purchase price and purchase of the land is proceeding. Council is still in negotiations with the owner of lot 3.</p> <p>31/05/2019 – LB: Negotiations are ongoing.</p> <p>30/04/2019 – LB: The resolution of Council has been sent to Council's solicitor so that negotiation can take place.</p>	30/12/2019	N
251	16 May 2019	185/19	9.2.1	<p>CMCA RV Park – Cooma That Council support in principle the development of a CMCA RV park at the</p>	Group Manager Facilities Management	<p>29/10/2019 – GH: Draft designs complete, CMCA awaiting review and will discuss with Council when review complete.</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
				Hawkins St site and provide in-kind assistance through internal plant rates.		<p>30/09/2019 – GH: CMCA have advised that they have engaged a local design engineer and are expecting draft designs and estimates shortly. This will inform CMCA as to the cost and viability of proceeding with this proposal.</p> <p>02/08/2019 – GH : CMCA have been unable to secure local design consultant and are approaching suitable firms in the ACT.</p> <p>24/07/2019 – GH: CMCA have advised they are still trying to secure a local design consultant.</p> <p>01/07/2019 – GH: CMCA requested and were provided with local survey and design engineer contacts that can undertake detailed design and estimates for the establishment of the RV Park in Hawkins St. Awaiting responses from CMCA as to whether the project is feasible within CMCA site establishment cost criteria inclusive of Council resolved internal plant hire rate for civil works.</p> <p>05/06/2019 – GH: CMCA advised of Council resolution regarding in principle support and will now proceed with more detailed investigation, design and costing for site establishment.</p>		
253	16 May 2019	187/19	9.3.2	Floodplain Risk Management Committee recommendation to Council. That Council undertake a strategic analysis of identified risks (Natural Hazard Risk	Environment Technical Officer	30/10/2019 – PV: It was identified that no further Flood Studies would be required within the LGA at this stage.	30/10/2019	y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				Assessment) throughout the LGA and prioritise the identified gaps.		<p>Identified risks include bushfire throughout much of the LGA and snow in Jindabyne. These risks are slowly being incorporated into Councils Corporate Risk Management System and Emergency Management.</p> <p>30/09/2019 - PV: Requests for information have been sent to relevant staff. Spreadsheet received from Emergency Management Workshop (PV still reviewing) Phone calls to staff determined no need for further flood studies as no identified high flood risk areas. The FRMC will meet this afternoon (30.9.19). Under discussion will be the 'NSW climate data and information needs analysis project'. This program "includes updating and enhancing climate projections for NSW, mapping natural hazards under climate change, and providing information for assessing risks to critical infrastructure". OEH are encouraging Councils to be part of this program and it needs to be incorporated into Councils Strategic documents and engagement is required by Council and the Senior Management level.</p> <p>05/09/2019-PV: To be followed up with relevant staff.</p> <p>28/05/2019 – PV: This action will be implemented by staff from Transport and Infrastructure with the support of Assets and Engineering staff.</p>		
260	16 May 2019	194/19	9.4.1	Classification and Categorisation of Crown Land in Council's Care and Control	Land & Property Officer	<p>28/10/2019 – LB: Reply from Crown Land confirming that rubbish depot sites have been classified as operational land.</p>	30/12/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				That Council approve the proposed categorisation of Crown land as per attachment 1 to report Classification and Categorisation of Crown Land in Council's Care and Control		<p>Two sites have been deferred and one drainage site in Cooma has been classified as community land.</p> <p>Tender responses received for POM and are currently under evaluation. Preferred consultant should be identified by the end of the week.</p> <p>30/09/2019 –JH: Tender for Plans of Management closed Friday 27 September and all submissions are being reviewed.</p> <p>02/09/2019 – LB: Tender process for development of Plans of Management has commenced through Tender Panel.</p> <p>26/07/2019 – LB: Waiting on response from the Minister. In the meantime request for tender to prepare Plans of Management is in progress.</p> <p>01/07/2019 – LB: Application has been submitted to the Minister.</p> <p>31/05/2019 – LB: Application to the Minister with maps and aerial photos is currently being prepared. One application for change of classification and another for categorisation.</p>		
285	20 June 2019	222/19	9.3.2	<p>Disposal of Graders 60 and 303 That Council approve:</p> <p>A. Option 2B: Purchase of one additional grader with GPS control functionality;</p>	Group Manager Asset & Engineering	<p>31/10/2019 – LN: Orders placed.</p> <p>24/09/2019 – LN: Order to be placed by November.</p>	30/10/2019	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. To dispose plant 60 and 303 assets via professional public auctioneers with a reserve set; and</p> <p>C. Monitor contractor grader utilisation and when 550hrs annually is reached, a Business Case be prepared to investigate the feasibility of an additional grader purchase for Council's ongoing use</p>		<p>02/09/2019 – LN: Tender review underway, with demonstrations planned for next few weeks.</p> <p>25/07/2019 – LN: Specifications under review with relevant department. GPS compatibility to be scoped and procured separately.</p> <p>01/07/2019 – LN: Specification for new grader underway, aim to have tender issued by end of July.</p>		
290	20 June 2019	227/19	9.4.1	<p>Application to Crown Land to be appointed as Land Manager to Various Waste Management Sites That Council requests to be appointed as Land Manager of the following Reserves:</p> <p>A. Dalgety Landfill Lot 2 DP 837128, Reserve 88070 for Rubbish Depot under Crown control;</p> <p>B. Bombala Landfill Lot 123 DP 756819, Reserve 15472 for Night Soil Depot under Crown control;</p> <p>C. Bombala Landfill Lot 300 DP 756819, Reserve 49491 for Night Soil Depot under Crown control;</p> <p>D. Berridale Transfer Station Lot 178 DP 756837, Reserve 73609 for Sanitary Purpose under Crown control;</p> <p>E. Berridale Landfill Lot 153 DP 756694, Reserve 47391 for Rubbish Depot under Crown control; and</p>	Resource & Waste - Project Manager	<p>02/09/2019 – MD: No further progress. Advice received from Crown Lands is that this will take some months to complete.</p> <p>26/07/2019 – PC: No further progress.</p> <p>01/07/2019 – MD: Property Officer has contacted Crown Lands regarding A, B, C, D and E. They have advised they will respond with actions that are necessary to be undertaken to appoint Council as land manager. At this stage the timeframe of completing this task is unknown.</p>	Ongoing	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				Request the purpose of land be changed to Urban Services for Reserves 15472 & 49491				
300	20 June 2019	238/19	13.1	<p>Boundary Adjustment for Boundary Street Berridale - Acquisition of Private Land That Council</p> <p>A. Approve the acquisition of the land at the valuation nominated by the land owner in the body of this report for the land required to complete the boundary adjustment of Boundary Street Berridale; and</p> <p>B. Authorise the General Manager to continue and finalise negotiations with the owners of Lot 3 Section 19 DP 1242</p>	Property Officer	<p>17/10/2019 – JH: Surveyor has come across some old plans of registration and these are being reviewed to ensure this process is completed correctly.</p> <p>24/9/2019 – JH: Surveyor advised survey plan would be completed this week.</p> <p>27/08/2019 – JH: Surveyor has commenced the plan of subdivision and will advise when the plan is complete so the next stage can take place.</p> <p>23/07/2019 – JH: Follow up email request sent for this item. Waiting for response.</p> <p>01/07/2019 – JH: Survey report requested for Boundary Adjustment.</p>	01/12/2019	N
333	18 July 2019	277/19	13.1	<p>Australian Tourist Park Management - NRMA - Caravan Park Jindabyne That Council consider the approval for the Lessee to execute the 2 x 5 terms on the Lease Agreement when the first option to renew is due in October 2019 which will take the Lease Agreement through until October 2029.</p>	Property Officer	<p>17/10/2019 – JH: Council Solicitor is liaising with NRMA for this Lease Agreement to be finalised.</p> <p>24/9/2019 – JH: Council Solicitor is preparing documents for the Lease Agreement to be in place on the due date.</p> <p>27/08/2019 – JH:</p>	1/12/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						NRMA notified of Council Resolution, Lease document being prepared. 23/07/2019 –JH: Australian Tourist Park Management NRMA advised of outcome from Council meeting. Lease documents being prepared.		
341	15 August 2019	290/19	9.1.2	Closure to part of the road reserve in Barrack St Cooma That Council A. Approve the proposal to close part of the Barrack Street Cooma road reserve in accordance with the plan in this report; B. Classify this new lot as operational land; C. Approve the consolidation of lot 4 DP 32321 with the new lot to be created by the road closure; and D. Classify the new consolidated lot as operational land.	Land & Property Officer	28/10/2019 – LB: Report to Council in November including submissions from residents opposing the proposal. 30/09/2019- JH: Submissions have been received and meetings are being scheduled with the community members to discuss the issues. 02/09/2019 – LB: Road closure notifications have been sent out. 28 Day advertising period will conclude on 28 September. Road closure will then be submitted to Crown lands if no objections are received. Otherwise a report will be presented to Council noting the objections.	30/12/2019	N
342	15 August 2019	291/19	9.1.3	Delegate School of Arts and Delegate Preschool That Council A. Approve the construction of toilet amenities at the rear of the School of Arts and an accessible pathway from exit points in the School of Arts to the toilet facility; B. Fund the toilet amenities and pathway from former Bombala LGA internal	Land & Property Officer	28/10/2019 – LB: This will go to vendor panel within the next week. 30/9/2019 – JH: An application for grant funding has been submitted, waiting for outcome of this submission. 02/09/2019 – LB: Group Manager Facilities is managing the construction of the toilets at the rear of the School	31/03/2020	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>reserves to the value of \$120,000 including project management cost;</p> <p>C. Apply to the Stronger Country Communities Fund Program for grant funding to carry out the works identified in the Building Condition Report attached to this report in the amount of \$385,791.</p> <p>D. Seek quotations for a Building Condition Report for the Delegate Preschool to be funded from former Bombala LGA internal reserves; and</p> <p>E. Bring a report to Council for consideration when the Building Condition Report is completed.</p>		of Arts. The application for grant funding for the School of Arts is currently underway.		
345	15 August 2019	294/19	9.1.6	<p>Minutes of the Arts and Culture S355 Committee Meeting held 12 June 2019</p> <p>That Council note the minutes of the Arts and Culture 355 Committee meeting held 12 June 2019 and adopt its recommendations, being:</p> <p>A. That Council accepts the donation of the Taking Flight sculpture from Lake Light Sculpture and funds the cost of lighting associated with the installation (up to an amount of \$1000), and accepts responsibility for ongoing maintenance as required;</p> <p>B. That the Rix Wright Shearing Sculpture is installed in the preferred location in Centennial Park after consultation with Council engineers regarding the installation requirements e.g. plinth construction, lighting; and</p>	Community Development Planner & Support	<p>4/11/2019 – KH: The design for the plinth is completed. Staff are currently reconfirming the installation location.</p> <p>30/09/2019 – KH & DS: A. The installation plan for Taking Flight is underway, with the artist and the Design Engineer working together on concept designs. Once an installation design is confirmed, the installation will move to the next stage in partnership with Lake Light Sculpture and NPWS.</p> <p>The Shearer sculpture project is now finalised with the sculpture permanently erected in Cooma Centennial Park. An unveiling ceremony was held on 17 September 2019 with all contributors and those involved in the projected invited to attend. About 50 people attended.</p>	Ongoing	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				That the amendments to the Charter are noted and approved		29/08/2019 – KH: A. Council’s Design Engineer has agreed to draw up design options and costings for installation of the plinth. Once this has been completed, we will be able to move forward with installation. B. Design of the display plinth and plaques was conducted in consultation across Council teams and with relevant community members. Construction of the plinth is almost complete, with a grand opening expected to take place in mid-September. Mayor and Councillors, the artist’s family, former Arts 355 Committee members and other relevant stakeholders will receive an invite.		
347	15 August 2019	296/19	9.2.1	Road Closure and Creation of Road Reserve - Badja Road That Council A. Approve to formally close the Council public road that traverses lot 1 DP 124507, Lot 2 DP 1195991 and Lots 15,16 & 81 of DP 752146; B. Engage the services of a Surveyor to prepare a plan of subdivision for the creation of a road reserve over Badja Road; C. Agree to exchange the former closed road through the affected properties in compensation of the area required of the privately owned properties for the road	Land and Property Officer	28/10/2019 –LB: This matter has been delayed due to absence of staff. The letters and advertisement will be sent out during the next two weeks. 30/09/2019 –JH: Letters to adjoining land owners have been prepared and the notice will be advertised. 27/8/2019 –JH: Land and Property Officer has commenced this process.	01/12/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				reserve to be created over Badja Road; and D. Authorise the General Manager to execute the documents to give effect to the above				
349	15 August 2019	298/19	9.3.1	Bombala Heavy Vehicle Alternative Route - Options Study That Council A. Receive and note the report; and B. Begin community consultation on the management of Heavy Vehicle Traffic in Bombala Town Centre.	Group Manager Asset & Engineering	31/10/2019 –LN: Report to be presented to November Council Meeting. 24/09/2019 –LN: Community engagement underway. Report to be presented to November Council Meeting. 02/09/2019 – LN: Community engagement and consultation plan has been finalised: Information Session: 9/9/19 Drop In session: 13/9/19 Online Survey: 13-27 / 9 Facebook Poll: 27/9/ - 1/10	21/11/2019	Y
352	15 August 2019	301/19	9.3.4	Proposed Closure and Sale of Public Pathway in Kalkite That Council A. Agree to close the pathway and sell the land 50% to each adjoining landowner for \$10,000 including GST each with each party to pay their own legal fees; B. Notify the owners of lots 38 and 39 that Council approves the payment for 50% of the pathway as a "repayment schedule" to be paid in conjunction with the land rates to be fully paid prior to 30 June 2020;	Land & Property Officer	28/10/2019 – LB Landowners have been notified of the Council resolution and the process of road closing is underway. 30/09/2019-JH: Process for closing the pathway is underway and each party has been contacted and advised of the process. 02/09/2019 – LB: Landowners to be notified and road closing process to commence.	31/01/2020	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				C. Apply to the Crown to close the public pathway; D. Engage the services of a surveyor to create a plan of subdivision with the pathway to be divided along its length (front to back); E. Engage the services of a solicitor to draw up contracts for the sale of the land; and F. Authorise the General Manager to execute the documents for the sale of the property				
354	15 August 2019	303/19	9.4.2	An Alternative Solution to Recruitment Shortfalls That Council A. Approve participation in Wagga Wagga City Council's one-year trial of an office located in Sydney to facilitate the recruitment of suitable staff; B. Authorise the General Manager to enter into an appropriate sub-lease or other agreement with Wagga Wagga City Council; and C. Fund the trial through a transfer from Council's adopted budget for consultants.	General Manager	30/10/2019 – SC: Sub lease documentation not yet received. Site visit conducted by GM. 27/09/2019 – SC: Still waiting for sub lease documentation. Expect it to be received within the next few weeks. 28/08/2019 – SC: Wagga City Council has been advised of Council's decision. Awaiting sub lease documentation.	Ongoing	N
363	15 August 2019	310/19	10.2	NSW Government Funding That Snowy Monaro Regional Council lobby the NSW Government for a grant of \$6.5 million to cover the outstanding costs of amalgamating the Cooma Monaro, Snowy River and Bombala Shire Councils and reduce the current deficit.	Acting Director Corporate & Community Services	01/10/2019 -DR: NSW Government funding of \$6.5 million for merger costs – the issue has been raised with the Member for Monaro and Deputy Premier John Barilaro MP by the Mayor and General Manager. This was a positive discussion on the issue and a formal request is being	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
						developed for submission with the NSW Government for consideration of funding. 09/09/2019 – DR: Background information has been gathered to support the lobbying efforts. Draft correspondence under development.		
365	15 August 2019	313/19	13.1	Snowy Mountains Cookies - Renewal of Deed of Licence That Council A. Approve the renewal of the Deed of Licence under the current terms and conditions to Snowy Mountains Cookies from March 2020 to 31 August 2022; and A. B. Authorise the General Manager to execute the Deed of Licence on behalf of Snowy Monaro Regional Council.	Property Officer	17/10/2019 –JH: Documents ready to go for signing when due. This item is not due for signing until March 2020. This item completed for the preparation stage. 24/09/2019 – JH: Documents prepared and being sent to Snowy Mountains Cookies for perusal. 27/08/2019 –JH: Deed of Licence document being prepared to ensure Licence is in place on the due date.	17/10/2019	Y
367	15 August 2019	315/19	13.3	Replacement of Council's road maintenance truck. Plant number 3028 That Council approve the following A. Purchase the Fuso FK61FK/Flocon Engineering combination from Hartwigs Trucks Pty Ltd for \$248,284 excluding GST; B. Additional funding of \$11,075 from plant reserves to be included in the QBRs for September 2019; and C. The disposal of Plant 3028 via public auction with a reserve set at \$36,000	Manager Fleet & Plant	30/08/2019 – SS: PU027415 – Ordered 16.8.19, approximately 36 week delivery timeframe.	April 2020	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
369	15 August 2019	317/19	13.5	Newpave Asphalt - Expression of Interest - 84 Polo Flat Road That Council Approve for 84 Polo Flat Road Cooma being Lot 11 DP 1108723 to be sold by public auction	Property Officer	17/10/2019 – JH: Council has chosen a Real Estate Agent to facilitate this item. 24/09/2019 – JH: Quotes received for sale by auction from local Real Estate Agents and report prepared for October Council meeting. 27/08/2019 –JH: Receiving quotes for cost of auction and requesting a valuation to take place.	1/12/2019	N
371	15 August 2019	319/19	13.7	Purchase of Lot 3 DP 1242464 and Lot 4 DP 1242464 - Cooma Levee Bank That Council A. Note the purchase price for lot 4 DP 1242464 being \$10,500 ex GST; B. Submit an offer to purchase lot 3 DP 1242464 for the sum of \$18,000 ex GST; C. Authorise the General Manager to negotiate within 10% of \$18,000 ex GST; and D. Authorise the expenditure and allocate an amount of \$15,150 ex GST (in addition to previous resolution 166/19 of \$21,450 ex GST) in the 2020 Financial Year Budget with funding to be provided from other internal reserves	Land & Property Officer	28/10/2019 – LB: Offer of \$25,000 plus GST and costs has been received and passed to the General Manager. 30/9/2019-JH: Waiting for response to the offer submitted. 02/09/2019 – LB: Offer for lot 3 has been submitted.	30/12/2019	N
373	15 August 2019	321/19	13.9	Adaminaby School of Arts That Council A. Accept the tender from Adaptive Interiors Pty Ltd (A.B.N. 48 618 967 696)	Group Manager Asset & Engineering	31/10/2019 – LN: Contract awarded. Kick off meeting planned. 02/09/2019 – LN: Negotiations underway.	31/10/2019	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>for \$281,780.00 excluding GST in accordance with Clause 178 (1) (a) of the Local Government (General) Regulation 2005 for the Adaminaby School of Art building facility upgrade; and</p> <p>B. Approve the additional \$250,500 required for delivery of this project be transferred from the PP-222 Upgrade to Clay Pits area at Lake Jindabyne Balancing Project</p>				
379	19 September 2019	333/19	8.2	<p>Finalisation of Draft Bush Fire Prone Lands Map 2019 That Council</p> <p>A. Receive and note the report of the Senior Strategic Land Use Planner on the finalisation of the draft Bushfire Prone Land Map;</p> <p>B. Submit the draft Bush Fire Prone Land Map and associated supporting documentation to the NSW Rural Fire Service for certification and provide a letter (attachment 3) to the NSW RFS Commissioner;</p> <p>C. Consent to a public notice (attachment 4) being attached to Section 10.7 (formerly Section 149) Planning Certificates advising of the bushfire prone lands changes until such time as the draft map is certified; and</p> <p>D. Advise the community and stakeholders via its website and the local newspaper once the Bush Fire Prone Land Map has come into effect.</p>	Senior Strategic Land Use Planner	<p>5/11/2019 – AA: The RFS have responded to our letter and have advised they will progress with the finalisation of the mapping and is likely to be signed by the Commissioner in April/May 2020.</p> <p>30/09/2019 – AA: A. Noted. B. Letter will be forwarded the Rural Fire Service on 1 October 2019. C. Information has been circulated to all relevant planning administration officers to be distributed with all 10.7 certificates Will be actioned once the Rural Fire Service have advised that the map will be certified by the commissioner.</p>	Ongoing	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
382	19 September 2019	336/19	9.1.3	<p>Adoption of Road Name Black Sallee Lane and Candlebark Circuit That Council endorse</p> <p>A. The name of Black Sallee Lane for crown road accessed from Alpine Way, Crackenback Gazettal; and</p> <p>B. The spelling of Candlebark Circuit and proceed with measures needed to ensure this spelling of the road name is consistent on the road signage and in council and state government databases.</p>	GIS Administrator	<p>02/10/2019- JC: Gazettal Notice for Black Sallee Lane has been submitted and approved for publication The following actions are in progress for Candlebark Circuit</p> <ol style="list-style-type: none"> 1. Writing to all affected property owners to inform them of the Council decision and confirm their address 2. Preparation of Erratum Notice for Gazettal of name Candlebark Circuit 3. Once gazettal is complete the roads signs will be replaced, Valuer General and Spatial Services notified and advised to update relevant NSW databases. 	02/12/2019	N
388	19 September 2019	343/19	9.3.1	<p>Proposed Compulsory Acquisition of Part Lot 7002 DP 1028529 Crown Land Travelling Stock Reserve That Council</p> <p>A. Approves the acquisition of the constructed section of Dalgety Road 20m wide which traverses lot 7002 DP 1028529 for the purpose of public road through the process of <i>Land Acquisition (Just Terms Compensation) Act 1991</i> for the purposes of s.178 of the Roads Act 1993;</p> <p>B. Seek approval from the Minister for Local Government and/or the Governor in accordance with section 187 of the Local Government Act 1993 to give all necessary Proposed Acquisition Notices in accordance with the Land Acquisition (Just Terms Compensation) Act 1991;</p>	Land & Property Officer	<p>28/10/2019 LB Provisional consent to the acquisition has been received from the NSW ALC upon production of a plan of subdivision. Currently waiting on quotations for survey.</p> <p>30/09/2019 – JH: The Acquisition process has commenced with approval being sought by the Minister.</p>	30/12/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				C. Upon receipt of the Minister's/Governor's approval, Council serve each PAN and take each other action necessary to carry out the acquisition; D. Upon receipt of the Minister's/Governor's approval Council give effect to the acquisition by publication of an Acquisition Notice in the NSW Government Gazette and such other publication as may be required by law; E. Pay compensation to all interest holders entitled to compensation by virtue of the compulsory acquisition on the terms set out in the Land Acquisition (Just Terms Compensation) Act 1991; F. That Council authorise the General Manager and the Administrator to complete and execute all documentation necessary to finalise and bring into force Council's acquisition of the land and if necessary to affix the Council seal to any documents related to the acquisition; and G. That upon acquisition the acquired Property is dedicated as road following gazettal of the acquisition;				
389	19 September 2019	344/19	9.3.2	Proposal to Close Part of Laneway (Lot 32 DP 227005) At the Rear of Jindabyne Town Centre That Council	Land & Property Officer	28/10/2019 – LB: Letters will be sent this week and advertisement will appear in the Monaro Post next week. 30/09/2019-JH:	30/01/2020	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				A. Approve the proposal to close part of the road reserve (lot 32 DP 227005) which forms the unnamed laneway behind the Jindabyne Town Centre shops in accordance with the plan attached to this report; and B. Classify the new lot as "Operational land".		The process to close part of laneway at rear of Jindabyne Town Centre has commenced. Notice to be placed in Monaro Post and letters to adjoining land owners being prepared.		
390	19 September 2019	345/19	9.3.3	Proposed Men's Shed Relocation to the Ti Tree Racecourse, Cooma That Council A. Approve a payment of no more than \$8,970 for those costs for services that cannot be reused for any development application for construction of the Men's Shed at the Ti Tree Racecourse, Cooma, with such payment to be deferred until Council receives written confirmation of an agreement between the Ti Tree Trust and Cooma Men's Shed Inc to use the Ti Tree Racecourse site; and B. Request the General Manager prepare a report on potential future use of the Mulach St property.	General Manager / Executive Assistant to GM, Mayor & Councillors	28/10/2019 SC: A. Written confirmation received from Ti Tree Trust. Waiting for Men's Shed to lodge DA. B. No action pending completion of racecourse DA. 27/09/2019 SC: A. Letter sent to the Men's Shed advising of Council Resolution 345. Awaiting written confirmation of an agreement. B. No action pending confirmation from the Men's Shed that the Mulach St site is not required.	Ongoing	N
392	19 September 2019	347/19	9.4.1	Minutes of Waste Management Committee Meeting held on 25 July 2019 That Council A. Receive and note the minutes of the Waste Committee held on 25 July 2019; B. Adopt the recommendations of the Waste Management Committee meeting held on 25 July 2019 listed in this report	Administration Support Resource & Waste	24/10/2019 – PC: Meeting was held with Ctrs Stewart, Haslingden, Maslin and Corbett on 17 October 2019 to discuss the removal of the free access waste and recycling bins at the Cathcart and Delegate Waste Facilities. 30/09/2019 – PC:	17/10/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				WMC28/19, WMC 29/19, WMC 30/19 and WMC 31/19; and C. Request the General Manager to ensure the recommendations of WMC 30/19 and WMC 31/19. Occur within four (4) weeks of the date of this meeting.		The meeting with Councillors is proposed to occur on or before 17 October 2019.		
395	19 September 2019	350/19	9.4.4	Answers to Questions With Notice That Council receive and note the Councillor Questions In Progress report for the period ended August 2019.	Secretary Council & Committees	24/09/2019 – AS: No further action required.	24/09/2019	Y
398	19 September 2019	354/19	13.1	Ausnet Services Request for Novation of Deed of Agreement to Downer - Delegate Depot That Council A. Agree to Novate the Deed of Agreement from AusNet to Downer Utilities Pty Ltd under the same conditions as the original Deed of Agreement. B. Authorise the General Manager to execute the Novation Deed.	Property Officer	17/10/2019 – JH: The signed copy of the Deed of Agreement has been sent to Ausnet. This item is complete. 24/09/2019-JH: Novation of Deed Agreement is prepared and with the General Manager for signing.	30/10/2019	Y
400	19 September 2019	356/19	13.3	Select Purchase - Solar Lighting That Council enter into select tendering (as per Clause 55 (3) (i) of the Local Government Act 1993) with the preferred supplier of 84 Solar Light for the Cooma Creek beautification project to ensure consistency of supply across the region	Group Manager Asset & Engineering	31/10/2019 – LN: Negotiations with supplier underway. 24/09/2019 – LN: Quotation requested for supply of lights.	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
401	17 October 2019	362/19	8.1	<p>Development Control Plan Amendments (Notification, Vegetation Removal and Building Efficiency) Post Exhibition Report That Council:</p> <p>A. Adopt the Cooma Monaro Development Control Plan (Amendment 2), Bombala Development Control Plan (Amendment 1) and Snowy River Development Control Plan (Amendment 1) as amended, in accordance with Clause 21(1) of the <i>Environmental Planning and Assessment Regulation 2000</i>;</p> <p>B. Provide public notice of its decision in a local newspaper within 28 days of this resolution, in accordance with Clause 21(2) of the <i>Environmental Planning and Assessment Regulation 2000</i>;</p> <p>C. Notify persons who made a submission of Council's decision.</p>	Senior Strategic Land Use Planner	4/11/2019 – KM: A. Noted. B. Advertisement will be placed in the Monaro Post on 6 November 2019 C. Letter to be forwarded to submitters.	10/11/2019	N
402	17 October 2019	363/19	8.2	<p>Snowy Monaro Planning and Development Community Participation Plan Post Exhibition Report That Council adopt the Snowy Monaro Planning and Development Community Participation Plan (Attachment 1).</p>	Senior Strategic Land Use Planner	4/11/2019 – KM: Noted. No further action required.	18/10/2019	Y
403	17 October 2019	364/19	9.1.1	<p>Section 355 Committee Minutes: Bombala Exhibition Ground, Bredbo Hall, Dalgety Hall and Smiths Rd Hall That Council receive and note:</p> <p>A. Minutes of the Dalgety Hall Section 355 Management Committee meeting held 30 August 2018;</p>	Governance Officer	18/10/2019 – NB: No Further action required	18/10/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				B. Minutes of the Bombala Exhibition Ground Section 355 Management Committee meeting held 12 June 2019 and 10 July 2019 including AGM; C. Minutes of the Smith's Rd Hall Section 355 Management Committee meeting held 29 June 2019; and D. Minutes of the Bredbo Hall Section 355 Management Committee meeting held 4 September 2019.				
404	17 October 2019	365/19	9.1.2	Monthly Funds Management Report - September 2019 That Council: A. Receive and note the report indicating Council's cash and investments position as at 30 September 2019; B. Receive and note the Certificate of the Responsible Accounting Officer.	Finance Officer	01/11/2019 – MP: Receive and note – no further action required.	17/10/2019	Y
405	17 October 2019	366/19	9.1.3	Jindabyne Water Tower Mural Art Project That Council A. Receive and note the information in the report on Mr Mike Shankster's proposal to install a mural on the Jindabyne water tank at the top of Twynam Street in Jindabyne, and B. Approve this particular artwork and endorse Mr Shankster seeking grant funding to install the mural.	Youth Development	4/11/2019 – KM: A. Noted B. Letter of support forwarded to Mr Shankster on 4 November 2019.	4/11/2019	Y
406	17 October 2019	367/19	9.1.4	Funding for the Relocation and Establishment of Bombala Dog Pound That Council undertake the following works;	Group Manager	4/11/2019 – GM: A. Noted. B. Noted.	4/11/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				A. That Council fund the refurbishment of the unused kiosk building located at the Bombala Saleyards to be established into a two pen dog pound and exercise run. B. That the funds be identified in the September quarterly review.	Environmental Management			
407	17 October 2019	368/19	9.1.5	Reconsideration of Resolution Number 1/19 - Bundarra Rd That Council: A. Note that Part G of Resolution 258/19 has been implemented and the Crown Road that passed through Lot 20 DP 655382 has been transferred to Council; B. Not proceed with the implementation of parts E, H and I from Resolution 258/19; C. Refer the matter back to the relevant parties indicating that it is a civil matter that should be resolved by the parties without Council's engagement; D. Formally apologise to the owners of Lot 20 DP 655382 for Council's action in seeking the transfer of the Crown Road that previously formed part of their Enclosure Permit; and E. Ask the General Manager to assist the parties in finding independent mediation services to assist with the issue.	General Manager / Executive Assistant to GM, Mayor & Councillors	5/11/2019 – SC: A. Letters sent to relevant parties. B. Letter of apology sent to owners of Lot 20 DP 655382. C. Relevant parties provided with details of mediation services.	5/11/2019	Y
408	17 October 2019	369/19	9.1.6	Arts and Culture Advisory Committee Meeting held 11 September 2019 That Council	Community Development Planner & Support	4/11/2019 – KH: A. Noted. B. The GM is to negotiate with Land and Property NSW to transmit the property at 5 Dawson St Cooma to SMRC for the nominal fee of \$1,	30/12/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				A. Receive and note the minutes of the Arts and Culture Advisory Committee meeting held 11 September 2019; B. Support the Committee recommendations relating to Item 5.3 – Community Arts and Culture facility in Cooma; C. Support the Committee recommendation relating to Item 5.5 – Communication / Promotion of Committee; and D. Supports the Committee recommendation relating to Item 5.6 – Bombala Arts and Innovation Hub.		inclusive of related fees and charges such as stamp duty. C. The communications team are to prepare a media release and additional website to be included on the website. D. Community Development Planner & Support to form working group.		
409	17 October 2019	370/19	9.1.7	Snowy Monaro Local Traffic Committee Report That the recommendations of the meeting of the Local Traffic Committee held on 26 September 2019 be adopted.	Road Safety Officer	29/10/2019 – GH: Minutes adopted by Council on 17 October 2019.	29/10/2019	Y
410	17 October 2019	371/19	9.1.8	Relocation of Park Street and Lions Park Bus Stops in Berridale. That Council approves the relocation of the Park Street and Lions Park Bus Stops to the Highdale Street Carpark for the duration of the Myack Street re-construction.	Road Safety Officer	29/10/2019 – GH: Completed – ongoing monitoring to address issues as they arise.	14/10/2019	Y
411	17 October 2019	372/19	9.1.9	September Youth Council Minutes That Council receive and note the minutes of the Youth Council meeting, held 3 rd September 2019.	Youth Development Officer	4/11/2019 – KM: Noted – no further action required.	18/10/2019	Y
412	17 October 2019	373/19	9.2.1	August 2019 Business Confidence Survey Results That Council receive and note the information in the attached report on the August Business Confidence survey results and the actions	Economic Development Officer	4/11/2019 – KM: Noted – no further action required.	18/10/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				included to help address the challenges confronting Snowy Monaro businesses.				
413	17 October 2019	374/19	9.3.1	<p>Relaxation of Restrictions Prohibiting Delivery Trucks from Loading/Unloading in Clock Tower Car Park – Jindabyne That Council</p> <p>A. Approve the relaxing of parking restrictions in Clock Tower Car Park, Jindabyne to allow delivery companies parking while loading/unloading goods to businesses located within Nuggets Crossing, and</p> <p>B. Support the investigation into a long term parking solution for delivery companies servicing the Jindabyne CBD.</p>	Group Manager Transport Infrastructure (Operations)	<p>31/10/2019 – GS: In accordance with the Council resolution (Part A), restrictions on delivery trucks using the parking facility at Clock Tower, Jindabyne have been relaxed.</p> <p>In accordance with the Council resolution at (Part B) a source of funding will now be determined to enable a study into options for a long term parking solution for heavy vehicles within the Jindabyne CBD to commence.</p>	31/10/2019	Y
414	17 October 2019	375/19	9.3.2	<p>Draft SMRC Flood and Floodplain Risk Management Studies That Council approve the DRAFT SMRC Flood and Floodplain Risk Management Studies Report be published to allow community consultation for a period of one month starting Monday 4 November 2019.</p>	Environment Technical Officer	<p>30/10/2019- PV: Email sent to Communications team requesting Report be placed on Council website/FB sites. Also requested media release to be placed in Monaro Post and advertised on local radio stations. Hard copies will be placed at Cooma and Berridale Council offices. Hard copy will be placed at Michelago General Store. Staff to source a contact from Bredbo Progress Association to find suitable location for hard copy at Bredbo. Hard copies will be bound.</p>	2/12/2019	N
415	17 October 2019	376/19	9.4.1	<p>Tabling of Disclosures of Pecuniary Interest Returns That Council receive and note;</p> <p>A. That Disclosure of Pecuniary Interest returns have been completed by all</p>	Governance Officer	<p>01/11/2019 – NB: No Further Action required.</p>	18/10/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				Councillors and designated staff by 30 September 2019; B. The list of Council staff roles identified who are required to complete a Disclosure of Pecuniary Interest Returns for the period 1 July 2018 to 30 June 2019; and C. That these returns will be kept in a register at Council as required.				
416	17 October 2019	377/19	9.4.2	End of Year Closure 2019/2020 That Council approve: A. The closure of council offices, facilities and work sites at 12 noon on Friday, 13 December 2019 in order to hold the staff end of year function (as per attached table); B. The closure of council offices, facilities and work sites from Monday, 23 December 2019 to Friday, 27 2019 both days inclusive (as per attached table); and C. The re-opening of council offices, facilities and work sites on Monday, 30 December 2019 (as per attached table).	Group Manager People & Culture	01/11/2019 – LO: A, B & C – Recommendations approved by Council. All staff have been notified via email by the General Manager. The Communications Team will place details in the Newspaper, on the radio, Council's website and social media in December 2019 to ensure members of the community are aware of the closures.	17/10/2019	Y
417	17 October 2019	378/19	9.4.3	Answers to Questions With Notice That Council receive and note the Councillor Questions In Progress report for the period ended September 2019.	Secretary Council & Committees	24/10/2019 – AS: Noted. No further action required.	24/10/2019	Y
418	17 October 2019	379/19	9.4.4	Resolution Action Sheet Update That Council receive and note the In Progress Resolution Action Sheet Update for the period ending September 2019.	Secretary Council & Committees	24/10/2019 – AS: Noted. No further action required.	24/10/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
419	17 October 2019	380/19	9.4.5	Minor Boundary Change to Kiandra Locality That Council endorse the proposed boundary change for the locality of Kiandra.	GIS Administrator	18/10/2019 – SG: Noted. No further action required.	18/10/2019	Y
420	17 October 2019	381/19	9.4.6	Establishing a Policy to Govern the Appointment of an Acting General Manager That Council A. Appoint Director Environment and Sustainability to act in the General Manager for the period 19 October 2019 to 27 October 2019 during the General Manager’s approved annual leave; B. Appoint the holder of the following positions to act in the position of General Manager where the General Manager is unavailable and no person has been otherwise appointed to the position for that period: (i) The Director Environment and Sustainability and if that person is not available, (ii) The Director Operations and Infrastructure and if that person is not available, (iii) The Acting Director Corporate and Community Services and if that person is not available, (iv) The Group Manager Governance	General Manager / Executive Assistant to GM, Mayor & Councillors	30/10/2019 – SC: Noted. Director Environment and Sustainability appointed A/GM 19-28 Oct 19.	30/10/2019	Y
421	17 October 2019	382/19	9.4.7	Adjustment of Purchasing and Tendering Policy to Reflect Legislative Changes. That Council update policy 250.2016.55.2 – Purchasing and Tendering Policy to reflect the legislative change that tenders are only required for purchases over \$250,000.	Finance - Procurement	6/11/2019 – MP: This is being updated as part of a broader re-write of the policy which is due for revision. It will be presented to Council adoption in the near future.	19/12/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
422	17 October 2019	383/19	9.4.8	<p>Audit, Risk and Improvement Committee and Internal Audit Annual Report 2018/2019 That Council</p> <p>A. Receive and note the information in the attached Audit, Risk and Improvement Committee and Internal Audit Annual Report 2018/2019, and</p> <p>B. Authorise publication of the attached Audit, Risk and Improvement Committee and Internal Audit Annual Report 2018/2019 on Council's website.</p>	Senior Internal Auditor	6/11/2019 – TK: A. Receive and note – no further action required. B. Webpage on ARIC will be created by Feb 2020 and ARIC & IA Annual Report will be published on that webpage.	29/02/2020	N
423	17 October 2019	384/19	10.1	<p>Request to Snowy Hydro to Pause Land Sale in East Jindabyne That Council, in view of the discussion currently taking place in the Go Jindabyne Masterplan (GJM) project around public access to, and activation of, Lake Jindabyne's foreshores, make representation to Snowy Hydro to pause the sale of Snowy Hydro land in East Jindabyne known locally as "The Paddock" (see maps below) until the GJM is completed and, prior to sale, enable the re-zoning of "The Paddock" that is consistent with land use strategies identified through the Go Jindabyne Masterplan.</p>	Group Manager Development & Building Certification	4/11/2019 – KM: Letter forwarded to Snowy Hydro on 24 October 2019 detailing Council's resolution.	24/10/2019	Y
424	17 October 2019	LOST MOTION	10.2	<p>Waiver of Swimming Pool Fees That Council waives swimming pool fees at the uncovered pools at Bombala, Berridale and Adaminaby for the 2019/2020 season.</p> <p>LOST MOTION</p>	Group Manager Facilities Management	29/10/2019 – GH: Motion outcome noted. 24/10/2019 – AS: Motion was put to a vote and lost at the 17 October 2019 Council Meeting.	24/10/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
425	17 October 2019	385/19	10.3	Cooma Clock Tower That Council engage with the Litchfield family to locate a suitable location to place the Cooma Town Clock . A report be brought back to the November meeting of Council, including recommendations.	Group Manager Transport Infrastructure (Operations)	31/10/2019 – GS A meeting to be arranged between Council and the Litchfield family.	31/10/2019	N
426	17 October 2019	Nil.	10.4	Notice of Motion Regarding the Establishment of Access to Lot 10 DP 7505534 and Lot 73 DP 750565 - Southern Tablelands 4 Wheel Drive Club That Council cease all action related to the establishment of Access to Lot 10 DP 7505534 and lot 73 DP 750565 - Southern Tablelands 4 Wheel Drive Club as reported in the July 2019 Council meeting, specifically regarding the following: A. Negotiation with the owner of lot 15 to realign the road over the track through his property; B. Engagement of the services of a surveyor to survey the off-line section of Bundarra Road through lot 15; C. Closure of the section of Bundarra Road which is off line; D. Dedication of the section of Bundarra Road to be closed to the landowner in compensation; E. Taking ownership of the bridge which has been constructed over the creek; F. Acquiring the land within the proposed road reserve 20 wide in accordance with a survey plan; G. Acquiring approximately 3ha of lot 20 around the Crown reserve road in order	Group Manager Transport Infrastructure (Operations)	24/10/2019 – AS: Motion was withdrawn from the agenda at the 17 October 2019 Council Meeting.	24/10/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				to create a more viable access to the bridge; H. Gazetting of the length of Bundarra Road as a Council public road from the intersection of Jerangle Road to the creek; and I. Authorising the expenditure amount of \$60,000 in the 2020 Financial Year Budget with funding to be provided from Other Internal Reserves account 35116. MOTION WITHDRAWN				
427	17 October 2019	386/19	11.1	Country University Centre Board Membership Country University Centre Board requires a motion from Council to appoint the Mayor to the Board.	Executive Assistant to GM, Mayor & Councillors	30/10/2019 – SC: Letter sent to CUC Chair advising that Mayor Beer has been appointed as SMRC's representative on the CUC Board.	30/10/2019	Y
428	17 October 2019	388/19	13.1	Cooma Visitors Centre – Upgrade That Council A. Award the tender for the Cooma Visitors Centre upgrade to Adaptive Interiors Pty Ltd (ABN 82 624 822 259) for \$342,977.80 (Excluding GST) with an additional 6% Bank Guarantee, and B. Approve the transfer of the additional fund required from the SCFMPP Cooma Balancing Project	Group Manager Asset & Engineering	31/10/2019 – LN: Contract awarded, finalisation of delivery program and relocation of visitors centre to Vale Street.	31/10/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
429	17 October 2019	389/19	13.2	<p>Proposed Acquisition of Part Lot 6 DP 218752 for the Purpose of Road That Council, consistent with the guidelines contained within with the body of report,</p> <p>A. Authorise the General Manager to negotiate the purchase of 0.2542ha of lot 6 DP 218752;</p> <p>B. That Council be responsible for any additional costs including survey, legal fees, fencing;</p> <p>C. Authorise the General Manager to execute all necessary documents and affix Council's Seal if required; and</p> <p>D. Approach the plantation owners for a contribution towards the works prior to commencing the project.</p>	Property Officer	28/10/2019 – LB: Letter of offer has been drafted and will be sent to the General Manager for execution.	30/01/2020	N
430	17 October 2019	Nil.	13.3	<p>Sale of 84 Polo Flat Road That Council</p> <p>A. Approve the General Manager to undertake all negotiations for the sale of 84 Polo Flat Road and, if necessary, proceed the sale by private treaty to the highest bidder if public auction is unsuccessful; and</p> <p>B. Authorise the General Manager to execute all legal documents and contracts for the sale of 84 Polo Flat Road, Cooma.</p> <p>REPORT WITHDRAWN</p>	Property Officer	24/10/2019 – AS: Report was withdrawn from agenda at 17 October 2019 Council Meeting.		
431	17 October 2019	390/19	13.4	<p>Renewal of Lease 59 Vale Street Cooma - Barber Shop That Council</p>	Property Officer	28/10/2019 – LB: This matter will be finalised when the Property Officer returns from leave. A letter has been sent to the lessee notifying him of the Council resolution.	30/12/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				A. Approve the renewal of the Lease Agreement for Shop 1/59 Vale Street, Cooma for a period of 12 months with Options to extend by a further 2 x 12 month periods if it is determined to be in the best interest of the business owner, community and Council; and B. Authorise the General Manager to execute all legal documents and the Lease Agreement.				
432	17 October 2019	391/19	13.5	Legal Actions and Potential Claims Against SMRC as at 30 September 2019 That Council receive and note the information in the Legal Actions and Potential Claims Against SMRC as at 30 September 2019 report.	Executive Assistant to Director Corporate and Community Services	30/10/2019 – SM: Receive and note – no further action required.	17/10/2019	Y
433	17 October 2019	392/19	13.6	Replacement of Council's Road Maintenance Truck. Plant Number 9264 That Council: A. Approve the purchase of the Ausroad Jetmaster/Isuzu FXZ combination from Ausroad Systems Pty Ltd for \$412,238 excluding GST. B. Accept the trade in offered by Ausroad Systems of \$13,636 excluding GST. C. Approve additional funding of \$50,243 from plant reserves.	Manager Fleet & Plant	25/10/2019 - SS A. Order placed 23/10/2019 with Ausroad PU029305 . Delivery expected November/December 2019 B. Ausroad to be invoiced for purchase of trade in\ C. Funding approved	31/12/2019	N
434	17 October 2019		13.7	2019-20 Weed Control Services That Council award 2019-20 Weed Control Services contracts as per the following	Acting Group Manager	4/11/2019 – KM: A. Noted – tenderer advised and works commencing.	31/12/2020	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				recommendations and attached tender evaluation documents: A. North West region- McMahon's Earthmoving and Tree Service \$131,120 B. South West region - Buckley's Rural Services \$195,850 C. Northern region- Southern Slopes Weed Services \$140,800 D. Eastern region - Southern Slopes Weed Services \$60,500 E. South east region - Rippers Rural Services \$93,500 F. Southern region - Stone Bros forestry & rural contracting \$93,500 G. That Council acknowledges and endorses an increase of \$296,102 to the 2019-20 roadside weed control budget to be addressed in the September quarterly budget review.	Environmental Management	B. Noted – tenderer advised and works commencing. C. Undertaking negotiations with tenderer as they have sought clarification on Council's requirements. A further report will be presented to Council. D. Noted – tenderer advised and works commencing. E. Noted – tenderer advised and works commencing. F. Noted – tenderer advised and works commencing. Noted.		
435	17 October 2019	395/19	13.8	Audit, Risk and Improvement Committee - Minutes of Meeting That Council receive and note the attached minutes of meeting of the Audit, Risk and Improvement Committee held on 12 September 2019.	Senior Internal Auditor	18/10/2019 – TK: Receive and note – no further action required.	18/10/2019	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
436	17 October 2019	396/19	13.9	<p>Purchase of a construction motor grader replacing plant 60 and 303</p> <p>That Council:</p> <p>A. Approve the purchase the John Deere 670G Motor Grader from Semco Equipment Sales for \$421,630 excluding GST</p> <p>B. Disposal of Caterpillar 12H Motor Graders via public auction.</p>	Manager Fleet & Plant	<p>25/10/2019 - SS</p> <p>A. Order placed 23/10/2019 with Semco Equipment PU029304. Delivery advice received 3-4 weeks.</p> <p>B. Caterpillar machines will be sent to auction upon new grader being put into service.</p>	30/11/2019	N

9.4.5 ENDORSEMENT OF GOVERNMENT INFORMATION PUBLIC ACCESS (GIPA) POLICY, REDACTION POLICY AND AGENCY INFORMATION GUIDE

Record No:

Responsible Officer:	Acting Director Corporate and Community Services
Author:	Manager Corporate 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:	10.1.4 Harmonisation of policies, procedures and processes deliver customer focused business practices
Attachments:	1. GIPA Policy 2. Agency Information Guide

EXECUTIVE SUMMARY

Council has developed a revised draft Government Information Public Access (GIPA) Policy and Agency Information Guide (AIG) as a result of changes to the legislation. In accordance with the legislative requirements these policies are required to be submitted for public exhibition and feedback prior to adoption by Council.

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

OFFICER'S RECOMMENDATION

That Council resolve the draft GIPA Policy and Agency Information Guide to be placed on public exhibition for a period of 28 days.

BACKGROUND

As a result of the changes to the GIPA Regulation made on 31 August 2018, Development applications received or made before 1 July 2010 (as well as associated documents and records of decision) are no longer open access information. Information pertaining to these development applications can only be accessed through formal applications which led to a significant increase in effort to process, document and release this information.

As a result, Council adopted the *Access Application GIPA - Triage Process for Property and Development Application* at its meeting on 21 February 2019 [Resolution No. 65/19]. The process provided for Development Applications, made on or prior to 1 July 2010, to be accessed through informal application and on priority over other informal applications.

The number of GIPA applications in FY 2017/18 to FY 2018/19 have significantly increased from 2 to 35 for formal applications and from 40 to 133 for informal applications respectively.

Council has updated policies and internal procedures to reflect the legislation changes and improve the understanding of the release of information to the public.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

By adopting the document framework there will be a positive impact to community as this would make the process faster, smoother and very efficient for the access of information.

2. Environmental

There is no environmental impact by adopting the GIPA Framework Documents.

3. Economic

There is no economic impact by adopting the GIPA Framework Documents.

4. Civic Leadership

An effective GIPA Framework will assist the Council and the leadership to fulfil their responsibilities smoothly and efficiently.

Policy



Title of Policy	SMRC Government Information Public Access Act Policy		
Responsible Department	Governance	Document Register ID	250.2019.XXX
Policy Owner	Manager Corporate Governance	Review Date	Date [document date1]
Date of Council Meeting	Date Approved [checklist 25002 10 DD LAST VALUE]	Resolution Number	Number [checklist 25002 11 DD LAST VALUE]
Legislation, Australian Standards, Code of Practice	<ul style="list-style-type: none"> • <i>Government Information (Public Access) Act 2009</i> • <i>Government Information (Public Access) Act Regulations 2018</i> • <i>Local Government Act 1993</i> • <i>Privacy and Personal Information Protection Act 1998</i> • <i>State Records Act 1998</i> • <i>Environmental Planning and Assessment Act 1979</i> • <i>Other subordinate legislation mentioned in the GIPA Act 2009</i> • <i>Council's Code of Conduct</i> • <i>Council's Code of Meeting Practice</i> • <i>Copyright Act 1968 (Cth)</i> 		
Aim	This policy documents Council's commitment to the principles of the <i>Government Information (Public Access) Act 2009</i> , to enable the public's access to government information held by Council, and to facilitate the understanding of staff member's responsibilities across Council.		

1 Policy Statement

Snowy Monaro Regional Council (Council) is committed to the objectives of the *GIPA Act*, through maintaining an access to information process that presents Council as open, accountable, fair and effective.

This policy details the key components of that process to facilitate the community's right to access the government information held by Council and at the lowest possible cost.

There is a presumption in favour of the release of government information unless there is an overriding public interest against disclosure.

This policy makes reference to Council's *Agency Information Guide*, *Records Management Framework* and other key NSW legislation. Details of these are not included within the scope and context of this document. Managing government information and its release should be read in conjunction with the requirements of Council's Privacy Management Plan and Records Management Framework.

2 Policy Objectives

The objectives of this policy are to:

- Demonstrate Council's commitment to an open, accountable, fair and effective organisation.
- Facilitate the public's access to government information held by Council
- Drive Council wide approach to its *GIPA Act* obligations through awareness and training of the *GIPA Act*, and establishing staff responsibilities

- Establish a corporate Access to Information system which includes this policy, alignment to best practice records management and accompanying procedures and guidelines.

3 Scope

The policy applies to all government and personal information held by Council in the various forms, comprising all councillors, employees, consultants and contractors providing a service to Council.

4 Definitions

Term	Explanation
Government Information Record	Refers to information contained in a record held by a government agency i.e. Council. Means any document, data or information created, compiled, recorded or stored in written form by electronic process, film or recordings, or in any other manner or by any other means that is evidence of or captures business activities and transactions.
Access Application (Approved Form)	Council has an approved form to be used for the purpose of formal request for information that is does not come under the categories of open access information. The approved from is to be accompanied by the required application fee.
Public Officer	

5 Providing Access to Information

5.1 Agency Information Guide

Council’s Agency Information Guide provides details of the range of government information stored on Councils systems and how the public can gain access to these. The Agency Information Guide is reviewed annually. Government information is available via four pathways:

1. Open Access Information
2. Informal Access

Category 1 – Informal Access Application – ‘Open Access’

- Information available publically
- Development Information made on or after 1 July 2010
- Neighbours contact details

Category 2 – Informal Access Application – ‘Government Information’

- Simple requests relating to Development Information dated before 1 July 2010
- Plans (floor and building)

3. Formal Access Application.

- Requests for information that are complex, take a considerable length of time, sensitive by nature, personal or confidential.

The *Local Government Act 1993* stipulates the range of documents that Council’s should make openly available to the public, these are listed in the Agency Information Guide and are available either on Councils website or via access at a Council Administration Office.

5.2 Information Request Timeframes

Council strives to provide an applicant's access to information efficiently and in accordance with the timeframes stipulated in the *GIPA Act*. These may be extended where it is necessary to consult with a third party in relation to the release of certain types of information.

6 Responsibilities

All Councillors and Council staff are required to have an awareness of the public's right to access government Information. In addition they are required to understand how access to this information is facilitated within Council to maintain compliance.

The table below details the specific responsibilities of key staff within Council

Council Responsibility	<i>GIPA Act</i> Responsibility	Responsibilities
General Manager	Principal Officer	<ul style="list-style-type: none"> • Ultimate responsibility for the Council's commitment to the objects, principles and functions of the <i>GIPA Act</i>. • Facilitate Council employees adherence to sound record keeping practices as this reduces Council's risk to non-compliance and enables swift response to the public's request for information.
Governance (Group Manager governance, Manager Corporate governance (Public Officer) , Governance officers)	Right to Information Officer	<ul style="list-style-type: none"> • Facilitate the release of government information • Raise awareness about the <i>GIPA Act</i> and to promote compliance • Provide specific GIPA training sessions • Develop and review Council's <i>GIPA Act</i> Management System, including • Conducting the annual AIG Review • • Undertake GIPA Internal Reviews • Liaise with the Information and Privacy Commission • Undertake required reporting • Process requests for government information in accordance with the legislation, this policy and Council's GIPA procedural document
Directors, Group and Department Managers		<ul style="list-style-type: none"> • Ensure employees working in their areas are aware of this policy • Facilitate the attendance of their employees at relevant training • Ensure their areas cooperation to a Request for Information that is applicable to their area.

All Staff		<ul style="list-style-type: none"> • Attend required training • Comply with Councils records management procedures - as this facilities and simplifies the release of information. • Facilitating the release of government information held within their area • Working with Governance staff to identify what if any information not to release as per GIPA guidelines • Assist to redact this information where necessary from government information.
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7 Training and Guidance

GIPA Act awareness training will form part of new employee and councillor induction programs. Additional training will be provided to employees who are responsible for managing requests for information in other areas of Council.

8 Reporting

Council uses the Information and Privacy Commission GIPA Reporting tool for further management and recording of Access to Information decisions. Governance Officers will utilise this tool to record the details and decisions in relation to information release.

The Right to Information Officer will provide regular reports to Council as required and in Council’s Annual Report.

Documentation

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

- 250.2019.###.1 Agency Information Guide
- 250.2019.###.1 Government Information (Public Access) Procedure
- 250.2019.###.1 Government Information (Public Access) Regulation
- 250.2019.541.1 Privacy Management Plan/Policy
- 250.2019.540.1 Records Management Policy and Framework
- 250.2019.###.1 Redaction Policy
- 250.2019.###.1 Redaction Procedure

9 Variation

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



Government Information (Public Access) Act 2009 (GIPA)
Agency Information Guide 2019



Prepared in accordance with the provisions of Section 20 of the *Government Information (Public Access) Act 2009* No 52, current version 1 July 2018.

Version Control

Date Published	Reason for Amendments	Resolution	Author/Document Owner
9 August 2018	Annual review		Governance
xxxxxx	Updated to incorporate amendments arising from the <i>GIPA</i> Regulations 2018.		Governance

Contents

1	Structure of Council	4
1.1	Councillors	4
1.2	Mayor	4
1.3	General Manager	4
1.4	Organisational Structure	5
2	Council Vision and Values	5
2.1	Council Vision	5
2.2	Values	5
3	Council Functions and How They Affect the Public	6
4	Participation in Local Government – ‘have your say’	7
4.1	Public Participation and Community Engagement	7
4.2	Councillor Representation	8
5	Access to Information	8
5.1	How to access information	8
5.2	Informal Release	9
5.3	Formal Release	11
5.4	Viewing Documents	12
6	Contacting Council	12
7	The Information and Privacy Commission	12

1 Structure of Council

Snowy Monaro Regional Council (SMRC) is constituted under the *Local Government Act 1993* (the Act) and was formed by proclamation of the NSW Government on 12 May 2016, amalgamating the former Bombala, Cooma-Monaro Shire and Snowy River Shire local government areas (LGA).

The SMRC region covers an area of 15,162sq kms extending from the Australian Capital Territory in the north to the Victorian border in the south with a population of 20,2018 as at 2016 census.

Eleven Councillors represent the whole community of the region, with the Mayor being elected by the Councillors from amongst their numbers. The Council is not broken into separate wards.

1.1 Councillors

The role of the Council is to:

- Direct and control the affairs of the Council in accordance with the Act;
- Provide effective civic leadership to the local community;
- Ensure as far as possible the financial sustainability of the Council;
- Ensure as far as possible that the Council acts in accordance with the principals set out in the Act and the plans; programs; strategies and policies of the Council;
- Develop and endorse the community strategic plan, delivery program and other strategic plans, programs, strategies and policies of the Council;
- Determine and adopt a rating and revenue policy and operational plans that support the optimal allocation of the Council's resources to implement the strategic plans (including the community strategic plan) of the Council and for the benefit of the local area;
- Keep under review the performance of the Council, including service delivery;
- Make decisions necessary for the proper exercise of the Council's regulatory functions;
- Determine the process for appointment of the General Manager by the Council and to monitor the General Manager's performance;
- Determine the senior staff positions within the organisations structure of the Council;
- Consult regularly with community organisations and other key stakeholders and keep them informed of the Council's decisions and activities; and
- Be responsible for ensuring that the Council acts honestly, efficiently and appropriately.

1.2 Mayor

The Mayor chairs the meetings of Council, performs the civic and ceremonial functions of the office, and in cases of necessity, exercises the decision making functions of the body politic, between meetings and performs any other functions that the Council determines.

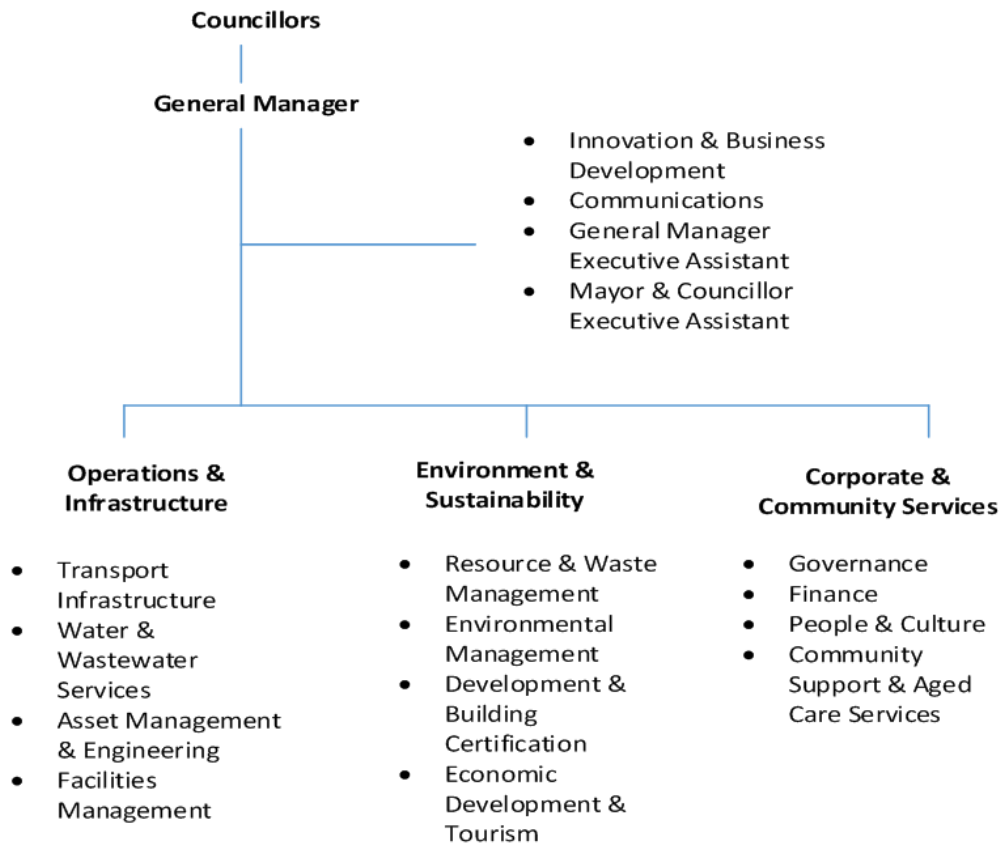
1.3 General Manager

The General Manager is responsible for managing efficient operational functions of Council and for ensuring the implementation of Council decisions. The General Manager is also responsible for the day to day management of the Council, and the exercising of any functions delegated by the Council and for the appointment and management of council employees.

Three Council Directorates Operations & infrastructure, Environment & Sustainability and Corporate & Community Services assist the General Manager perform the functions required of Council.

1.4 Organisational Structure

The organisational structure of Snowy Monaro Regional Council is set out below:



2 Council Vision and Values

2.1 Council Vision

A trusted community partner

2.2 Values

Solutionary – We inspire others by best practice and inventive problem resolution that delivers revolutionary changes and quality outcomes for our customers and our community.

Together – We collaborate and work together in a harmonious and well organised way to support organisational initiatives.

Accountable – We own and take responsibility for our decisions and actions that are evidence based and justifiable, and we do what we say.

Innovative – We constantly seek continuous improvement and use creative thinking to look for new ways of doing things, embracing and introducing new, advanced and original ideas, products, methods and systems.

Caring – Our service culture is based on caring, displaying kindness and concern for each other and our community and being proud of what we do and deliver.

3 Council Functions and How They Affect the Public

The *Snowy Monaro 2040 Community Strategic Plan*, developed in consultation with the community, guides and directs the priorities and decision making of Council, and supports provision of a range of services, programs and initiative on behalf of the community.

As a service organisation, most of Council’s activities have an impact on the public. Below is an outline of the broad functions of Council, and how they can affect the public, conferred or imposed on it by the *Local Government Act 1993*.

Service Functions

Council provides services and facilities to the public, these include community health, recreation, education and information services, environmental protection, waste removal and disposal, land and property, industry and tourism development and assistance, civil infrastructure, maintenance and construction.

Regulatory Functions

Council regulates development and buildings to ensure that they meet certain requirements affecting the amenity and safety of the community. These include issuing development and construction approvals, orders and building certificates. Members of the public must be aware of, and comply with, such regulations.

Ancillary Functions

These functions include, for example, the resumption of land or the power for Council to enter onto a person’s land. In these circumstances, only the owner of the property would be affected.

Revenue Functions

Revenue from rates and other charges paid by the public helps fund services and facilities provided for the community. These functions include levying rates, charges and fees as well as borrowings and investments.

Administrative Functions

Councils administrative functions include employment of staff, development of management plans and financial and performance reporting. These have an indirect impact on the community through the efficiency and effectiveness of the service provided.

Enforcement Functions

Enforcement function include matters such as the non-payment of rates and charges, environmental planning or companion animals' offences, construction outside of hours and parking offences. Council may issue penalty notices or initiate legal proceedings for breaches.

Community Planning and Development Functions

Council advocates and develops plans for the needs of our community. These include initiating partnerships, participating on regional, State or Commonwealth working parties and preparation and implementation of the Community Strategic Plan.

Council also facilitates opportunities for people to participate in the life of the community through the conduct of a range of community events such as NAIDOC Week, Youth Week, as well as sponsoring many other events.

As well as the *Local Government Act 1993*, Council has powers under a number of other Acts including:

- *Biodiversity Conservation Act 2016*
- *Coastal Management Act 1979*
- *Commons Management Act 1989*
- *Community Land Development Act 1989*
- *Companion Animals Act 1998*
- *Contaminated Land Management Act 1997*
- *Conveyancing Act 1919*
- *Crown Lands Act 1989*
- *Environmental Planning and Assessment Act 1979*
- *Fire Brigades Act 1989*
- *Fluoridation of Public Water Supplies Act 1957*
- *Food Act 2003*
- *Government Information (Public Access) Act 2009*
- *Heritage Act 1977*
- *Impounding Act 1993*
- *Library Act 1939*
- *Privacy and Personal Information Protection Act 1998*
- *Protection of the Environment Operations Act 1997*
- *Public Health Act 2010*
- *Recreation Vehicles Act 1983*
- *Roads Act 1993*
- *Rural Fires Act 1997*
- *State Emergency & Rescue Management Act 1989*
- *State Emergency Service Act 1989*
- *Strata Schemes Development Act 2015*
- *Strata Schemes Management Act 2015*
- *Swimming Pools Act 1992*
- *Unclaimed Money Act 1995*

4 Participation in Local Government – ‘have your say’

There are many ways to participate in the policy development and the general activities of Council. These are through representation and participation, member of the public are encouraged to participate and provide input on issues considered by Council.

4.1 Public Participation and Community Engagement

Council holds one meeting a month on the third Thursday commencing at 5pm. Council meetings are open to the public and prior to the meetings the opportunity is offered to interested persons to register their request to address Council on any matters that are within its jurisdiction.

Members of the public can participate in community consultation and engagement through Council's website www.snowymonaro.nsw.gov.au where you can see matters Council is seeking public comment through [Your Say](#) and view current development applications.

Councillors serve on a number of committees comprising and including members of the public, which deal with various areas of responsibility. These committees included Section 355 management and advisory committees and external committees, such as Local Traffic Committee, BOCO Rock Community Fund and Monaro Interagency. Minutes from these committees can be viewed in Council Business Papers.

4.2 Councillor Representation

Local government in Australia is based on the principle of representative democracy. This means that people elect representatives to their local council to make decisions on their behalf. In New South Wales, local government elections are held every four years the next being held in September 2020.

Snowy Monaro Regional Council is represented by 11 Councillors who are responsible for providing strategic direction, leadership and vision for the Council. Members of the public are encouraged to discuss local community concerns with their elected representatives. For information and contact details visit the Councillors page on the SMRC website.

5 Access to Information

Under the *GIPA Act* people have an enforceable right to access government information unless there is an overriding public interest against disclosure of the information.

How to access information

In accordance with the *GIPA Act* there is an underlying principle to provide the public with greater accessibility to government information and transparency of Council decision making for members of the public. Council's website contains a significant amount of information which Council publishes proactively.

Information that is not published on the website may be requested via informal request, free of charge, or via a formal access application in line with section 9 of the *GIPA Act* (an application fee will apply plus hourly processing charges – sometimes exemptions and discounts may apply).

5.1 Open Access Information

Members of the public are entitled to inspect mandatorily open access information either on Council's website, at any of the offices during ordinary office hours or at any other place as determined by the Council.

The list of Government information held by Council is set out below:

Information about Council

- Code of Conduct
- Code of Meeting Practice

	Issue Date:	Revision Date:	Page 8 of 12
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- Annual Report
 - Annual Financial Reports
 - Auditor’s Report
 - Community Strategic Plan, Resourcing Strategy, Delivery Program and Operational Plan
 - EEO Management Plan
 - Payment of Expenses and the Provision of Facilities to Councillors Policy
 - Annual Reports of Bodies Exercising Functions Delegated by Council
 - Any Codes referred to in the LGA
 - Returns of the Interests of Councillors, Designated Persons and Delegates
 - Agendas and Business Papers for any meeting of Council or any Committee of Council
 - Minutes of any meeting of Council or any Committee of Council
 - Departmental Representative Reports presented at a meeting of Council
 - Register of development applications and consents
 - Land Register
 - Register of Investments
 - Register of Delegations
 - Register of Graffiti removal works
 - Register of current Declarations of Disclosures of Political donations
 - Register of Voting on Planning Matters Land
 - Environmental Planning Instruments, Development Control Plans and Contribution Plans
- Plans and Policies**
- Local policies adopted by Council concerning approvals and orders
 - Plans of Management for Community

5.2 Informal Release

Council endeavours wherever possible and appropriate to deal with request for information informally. Informal applications are free of charge. Council encourages the public to seek information in the first instance by searching the website, and then via informal request. Not all applications can be treated informal but the vast majority can be.

To meet the requirements under the *GIPA Act*, Council has taken a resolution to manage access to information in accordance with the below categories;

Category 1 – Informal Access Application – ‘Open Access’

- Information available publically
- Development Information made on or after 1 July 2010
- Neighbours contact details

Category 2 – Informal Access Application – ‘Government Information’

- Simple requests relating to Development Information dated before 1 July 2010
- Plans (floor and building)

Information about Development Applications as per category 1. (Lodged on or after 1 July 2010)

The *Government Information (Public Access) Regulations 2018* introduced changes to the way Council determines and releases information about development applications, as detailed below:

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:
- home warranty insurance documents,
 - construction certificates,
 - occupation certificates,
 - structural certification documents,
 - town planner reports,
 - submissions received on development applications,
 - heritage consultant reports,
 - tree inspection consultant reports,
 - acoustics consultant reports,
 - 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 point 2 below.
2. However, the information released does not include:
- 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.

Information about Development Applications as per category 2. (Lodged prior to 1 July 2010)

The *Government Information (Public Access) Regulation 2018* enacted changes relating to how Council determines the release of Development Application information Pre 1 July 2010. The 2018 regulation reclassified this information category from 'Open Access' information to 'Government Information' meaning the information must be obtained via an 'Access Application'.

Development application information has always been something commonly requested from Council as part of sale/purchase of a property and/or proposed works to existing houses etc. and previously provided informally to the Public under the provision it was 'Open Access' meaning it is publically available information at no cost.

Access to information relating to development applications and their accompanying support information prior to 1 July 2010 will need to be applied for using the informal Access Application form, given that they fall into Category 2 of Council's Triage System. Copyright legislation is to be considered in relation to the release of all information relating to development applications.

Approvals, Orders and Other Documents

- Applications for approvals under part 7 of the LGA,

- Applications for approvals under any other Act and any associated documents received,
- Records of approvals granted or refused, any variation from Council Policies with reasons for the variation, and decisions made on appeals concerning approvals,
- Orders given under Part 2 of Chapter 7 of the LGA, and any reasons given under section 136 of the LGA,
- Orders given under the Authority of any other Act,
- Records of Building Certificates under the *Environmental Planning and Assessment Act 1979*,
- Plans of land proposed to be compulsorily acquired by Council,
- Compulsory Acquisition Notices,
- Leases and Licenses for use of Public Land classified as Community Land,
- Performance improvement orders issued under Section 6 of Chapter 13 of the LG.

In addition to the above the following Council held government information known as "open access information" is also publicly available:

- Agency Information Guide
- Information about the Council contained in any document tabled in Parliament by or on behalf of the Council, other than any document tabled by order of either House of Parliament,
- Policies
- Disclosure log of access applications
- Register of government contracts
- Record of the open access information (if any) that it does not make publicly available on the basis of an overriding public interest against disclosure,
- Other government information as may be prescribed by the regulations as open access information.

5.3 Formal Release

It may be necessary to submit a formal access application if the information sought;

- Is of a sensitive nature
- Contains personal or confidential or commercially sensitive information about a third party
- Would involve a considerable amount of time and resources to assemble
- Is of uncommon complexity

Where formal application under the *GIPA Act* are made, Council will apply application, processing and advanced deposit charges as specified in the Act. For an application be considered it must;

- Be in writing
- Have the \$30 application fee paid upon lodgment
- Include a postal address within Australia, or email address
- Contain enough detail to allow the required information to be identified
- Must disclose on their access application whether they have applied to another agency, at any time, for substantially the same information, identifying the agency.

The application fee covers the first hour of processing, subsequent time spent processing the application will incur a charge of \$30 per hour. Formal Access Application forms can be found on

Council's website or by calling Council on 1300 345 345.

Public Interest Test

When a person makes a formal access application, we must decide whether there are any public interest considerations against disclosure of the requested information. If so, Council needs to determine the weight of the public interest considerations in favour of and against disclosure and where the balance between those interests lies. Access can only be refused if the public interests against disclosure outweigh those in favour of disclosure. This is called the 'public interest test'.

Third Party Consultation

When a person requests information from us, that information often contains details about other individuals, businesses, or agencies. Council may need to consult with those third parties before deciding whether or not to release the information to the applicant.

Consultation with third parties is important in balancing information access rights, and the rights of individuals to protect and control the privacy of information about themselves.

Viewing Documents

Some open access documents require an appointment to be accessed, in order to allow files to be retrieved from Council's off-site storage facilities. Appointments can be made to view documents at Council offices between the hours of 9am to 4.30pm, Monday to Friday (except public holidays). Any current and previous government (open access) information may be inspected free of charge. Copies can be supplied for reasonable copying charges, subject to copyright.

6 Contacting Council

Member of the public can provide feedback, ask questions or make a complaint by contacting Council via:

Phone: 1300 345 345
Email: Council@snowymonaro.nsw.gov.au
Website: <https://www.snowymonaro.nsw.gov.au/9/How-Do-I>
Post: PO Box 714, Cooma, NSW 2630

Written correspondence should be addressed to the General Manager.

7 The Information and Privacy Commission

The Information and Privacy Commission oversees the *GIPA Act*. The commission provides information about the right to access information and can be contacted via:

Phone: 1800 472 679
Email: ipcinfo@ipc.nsw.gov.au
Website: www.ipc.nsw.gov.au
Post: GPO Box 7011, Sydney, NSW 2001

9.4.6 MINOR AMENDMENT TO ADOPTED COMPLAINTS HANDLING POLICY 245/18

Record No:

Responsible Officer:	Acting Director Corporate and Community Services
Author:	Governance IP&R Contractor
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	12.2 Residents have access to timely, relevant and accurate information on issues that affect them
Delivery Program Objectives:	12.2.2 Council provide convenient ways for customers to engage with us and we respond appropriately
Attachments:	1. Complaint Handling Policy 245/18 2. Complaint Management Policy
Cost Centre	3120

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That Council adopt the Complaints Management Policy.

BACKGROUND

Proposed Changes

Four Guiding Principles

The adjustments proposed to the policy provide clear alignment to the NSW Ombudsman's four guiding principles of complaint handling. The adopted policy currently emphasises only three. A comparison change table is provided below.

Principle	Current Adopted Policy	Proposed Policy
1	Facilitate Complaints	Enabling Complaints
2	Respond To Complaints	Managing Complaints
3	Manage the Parties of a Complaint	Managing the Parties
4	—	Accountability, Learning and Prevention

The Council's review process has resulted in the development of a corporate wide complaint's management system with an organisational emphasis placed on the 4th NSW OMB principle, i.e. improved 'accountability, learning and prevention'.

It is therefore considered that the current policy should be altered to incorporate this emphasis. Refer to the attached proposed policy (page 4- 8/11), sections 6 and 6.4 – Accountability, learning and Prevention.

Proposed Policy Title Change

It is proposed to amend the policy title from SMRC Complaint Handling Policy to SMRC Complaint Management Policy.

The rationale behind this is because the term 'Complaints Management' more accurately reflects the holistic and integrated nature of a good Complaint Management System. Complaint Handling refers primarily to the individual handling of a single complaint.

Other minor formatting changes

A number of document formatting changes were also made to the policy with existing sections of the policy moved to different locations within the propose policy to make it more streamlined in content.

Public Exhibition and Immateriality of Changes

It is normal practice with Policy amendments and reviews to place the proposed changes on public exhibition for 28 days prior to adoption by Council. As the changes are aligned to best practice of the NSW Ombudsman and are of an immaterial nature, it is the report author's recommendation to adopt the proposed changes to the policy without placing on public exhibition.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

2. Environmental

There are no anticipated environmental impacts to the adoption of the above recommendations.

3. Economic

There are no anticipated economic impacts to the adoption of the recommendations proposed.

4. Civic Leadership

There are considerable positive Civic Leadership impacts associated with the adoption of the Amended Complaints Management Policy. These include:

- Council recognising the extension that well managed complaints are a vital part of Council service delivery and corporate governance.
- Council actively working to increase community trust and confidence; and
- Council is seen to be delivering best practice complaint management to the community

CONCLUSION

Council is working to improve the way that it manages complaints it receives from the community. A number of internal procedures and support tools are currently being finalised to facilitate this improvement and efficiency. Policy direction is a key enabler to improvements. It is seen that Council's current *Complaint Handling Policy* needs refreshing to provide this function.

Policy



Title of Policy	SMRC Complaint Handling		
Responsible Department	Governance	Document Register ID	250.2018.466.1
Policy Owner	Group Manager Governance	Review Date	21 June 2021
Date of Council Meeting	21 June 2018	Resolution Number	245/18
Legislation, Australian Standards, Code of Practice	Local Government Act 1993 (NSW) Public Interest Disclosures Act 1994 (NSW) Government Information (Public Access) Act 2009 (NSW) Privacy and Personal Information Protection Act 1998 (NSW) AS/NZS 10002:2014 – Guidelines for complaint handling in organisations Office of Local Government Practice Note 9 Complaints Management in Councils, July 2009 NSW Ombudsman – Effective complaint handling guidelines, 3rd Edition, February 2017 NSW Ombudsman – Complaint management framework and model policy, 2015 NSW Ombudsman – Investigating complaints – A manual for investigators, June 2004 NSW Ombudsman – Good conduct and administrative practice – Guidelines for state and local government, 3 rd Edition, April 2017 NSW Ombudsman – Managing Unreasonable Complainant Conduct – a Model Policy and Procedure, May 2013 NSW Ombudsman – Managing unreasonable complainant conduct manual, June 2017		
Aim	This policy is to ensure that we handle complaints fairly, efficiently and effectively.		

1. Introduction

Council is committed to delivering quality customer services and to communicating effectively with its customers and the local community. Council values customer feedback because it helps with the continuous evaluation and improvement of its services.

This policy is intended to ensure that Council will handle complaints fairly, efficiently and effectively. Our complaint management system is intended to:

- Enable us to respond to issues raised by people making complaints in a timely and cost-effective way;
- Boost public confidence in our administrative process; and

- Receive information that can be used by us to improve delivery quality in our services, staff and complaint handling.

This policy, which is based on the model prepared by the NSW Ombudsman, provides guidance to our staff and people who wish to make a complaint on the key principles and concepts of our complaint management system.

This policy applies to all staff receiving or managing complaints from the public made to or about us, our services and/or how Council handles complaints.

Staff grievances, code of conduct complaints and public interest disclosures are dealt with through separate mechanisms.

2. Objectives

This policy aims to effectively deal with and manage complaints from the community by:

- Demonstrating and promoting Council’s commitment to customer satisfaction
- Ensuring that all complaints are responded to in a courteous, fair, confidential and timely manner, without bias or fear of retribution
- Ensuring that all members of the community can access information on how complaints will be dealt with by Council
- Educating staff in relation to complaint handling procedures and practices
- Monitoring feedback in an endeavour to improve existing services and facilities and Council’s public image
- Creating a second chance to provide service and satisfaction to dissatisfied members of the public
- Identifying areas that need improvement
- Providing opportunities to strengthen public support for the Council
- Assisting in planning and allocation of resources.

3. Organisational Commitment

Council encourages feedback from its customers and the community because feedback provides Council with an opportunity to identify areas of service that need improvement, to respond to individual complaints and to strengthen the relationship between Council and the local community.

Council commits to:

- Accept any criticism graciously, believing that there is always room for improvement
- Ensuring that staff at all levels are committed to fair, effective and efficient complaint handling
- Deal with complaints in accordance with this policy
- Widely publicise the existence of this policy
- Encourage members of the public dissatisfied with Council’s conduct to lodge complaints
- Advise complainants of their right to make a complaint to an external body if they are dissatisfied with the way that their complaint has been handled internally

Councillors	The elected Councillors have a responsibility to accept complaints and refer them to the General Manager or appropriate officer.
Council’s General	Report to OLG on Council complaint handling as required

Manager and Directors commit to promoting a culture that values complaints and their effective resolution by undertaking the following:	Provide adequate support and direction to key staff responsible for handling complaints
	Regularly review reports about complaint trends and issues arising from complaints
	Encourage staff to make recommendations for system improvements
	Recognise and reward good complaint handling by staff
	Support recommendations for system, service and / or product improvements arising from analysis of complaint data
Council's Group Manager Governance , as the Manager responsible for complaint handling, is committed to establishing and managing our complaint management system by undertaking the following:	Provide regular reports to the General Manager on issues arising from complaint handling work
	Ensure recommendations arising out of complaint data analysis are canvassed with the General Manager and implemented where appropriate
	Recruit, train and empower staff to resolve complaints promptly and in accordance with Council's policies and procedures
	Encourage staff managing complaints to provide suggestions on ways to improve the organisation's complaint management system
	Recognise and reward good complaint handling by staff
Managers, are responsible for dealing with complaints not able to be resolved at first point of contact and for management of complaints within their business unit by undertaking the following:	Treat all people with respect, including people who make complaints
	Comply with Council's complaint handling policies and procedures
	Keep informed about best practice in complaint handling
	Provide support to staff dealing with complaints where necessary
	Ensure that complaints are responded to in a courteous, fair, confidential and timely manner and that complainants are advised of progress and outcomes.
Provide suggestions to Group Manager Governance on ways to improve the organisation's complaints management system	
Staff Handling Complaints , who duties involve complaint handling, are committed to demonstrating exemplary complaint handling practices by undertaking the following:	Treat all people with respect, including people who make complaints
	Comply with Council's complaint handling policies and procedures
	Keep informed about best practice in complaint handling
	Provide suggestions to management on ways to improve the organisation's complaints management system
All Council staff are committed to understanding and complying with Council's complaint handling procedure by undertaking the following:	Treat all people with respect, including people who make complaints
	Be aware of Council's complaint handling policies and procedures
	Assist people who wish to make complaints to access the Council's complaints handling process
	Assist staff handling complaints resolve matters promptly
	Provide feedback to management on issues arising from complaints
	Implement changes arising from individual complaints and from the analysis and evaluation of complaint data

4. What is a complaint?

For the purpose of this policy a complaint is any expression of dissatisfaction made to or about Council, its services and/or complaint handling, where a response or resolution is explicitly or implicitly or legally required. A complaint can be about the following:

- **Policies, procedures and processes** – this usually relates to dissatisfaction with service charges, policy decisions or an agreed practice covered by a policy or procedure;
- **Employees** – usually relates to dissatisfaction with the behaviour of a Council employee;
- **Quality of service** – generally related to the quality of the finished job such as service not up to an expected standard, or the work or service taking longer than previously specified.

5. What is not considered a complaint?

The following are **not** considered to be complaints under this policy:

- a request for works or services – unless it is a second request where there has been no response to the first request or where, in the view of the customer the response was unsatisfactory
- a complaint about an event, service or business for which the Council is not responsible
- a request for information or explanation of policies, procedures
- disagreement with Council’s policy or a lawfully made decision
- the lodging of an appeal or objection in accordance with a standard procedure or policy (e.g. a complaint about an approved development or draft policy or plan – unless this is recorded as a complaint about the Council’s decision making process
- reports of damaged or faulty infrastructure
- reports about neighbours, noise, dogs, unauthorised building work or similar issues that fall into the regulatory aspect of Council’s service
- the issue of a penalty notice or taking other regulatory action for an offence under an Act or Regulation
- staff grievances
- public interest disclosures made by our staff
- code of conduct complaints
- responses to requests for feedback about the standard of our service provision
- reports of problems of wrongdoing merely intended to bring a problem to our notice with no expectation of a response
- requests for information

Many of the above issues will be referred to by the customer as ‘complaints’ because the customer is unhappy about the situation and wants something done. To Council, however, the ‘complaint’ is a **request** for action. This terminology does not reduce the importance of the issue, nor does it change the actions that Council will take. However, it does help Council differentiate between a complaint and a request so that the issue can be registered appropriately in Council’s Complaint Management System.

In general, most ‘true’ complaints, as Council defines them, are about staff behaviour, quality of service, Council policy or the outcome of a decision.

6. Guiding principles



6.1 Facilitating complaints

6.1.1 People focus

Council is committed to seeking and receiving feedback and complaints about our services, systems, practices, procedures, products and complaint handling.

Any concerns raised in feedback or complaints will be dealt with within a reasonable time frame.

People making complaints will be:

- provided with information about our complaint handling process
- provided with multiples and accessible ways to make complaints
- listened to, treated with respect by staff and actively involved in the complaint process where possible and appropriate and
- provided with reasons for our decision/s and any options for redress or review.

6.1.2 How to make a complaint

A person can make a complaint in a number of ways.

Mail: PO Box 714, COOMA NSW 2630

Telephone: 1300 345 345

Email: council@snowymonaro.nsw.gov.au

In person:

Cooma 81 Commissioner Street

Berridale 2 Myack Street

Bombala 71 Caveat Street

Jindabyne Shop 2 Razorback Plaza, Gippsland Street

Internet: www.snowymonaro.nsw.gov.au

6.1.3 No detriment to people making complaints

Council will take all reasonable steps to ensure that people making complaints are not adversely affected because a complaint has been made by them or on their behalf.

6.1.4 Anonymous complaints

Council will accept anonymous complaints and will carry out an investigation of the issues raised where there is enough information provided.

6.1.5 Accessibility

Council will ensure that information about how and where complaints may be made to or about us is well publicised. We will ensure that our systems to manage complaints are easily understood and accessible to everyone, particularly people who may require assistance.

If a person prefers or needs another person or organisation to assist or represent them in the making and/ or resolution of their complaint, Council will communicate with them through their representative if this is their wish. Anyone may represent a person wishing to make a complaint with their consent (e.g. advocate, family member, legal or community representative, member of Parliament, another organisation).

6.1.6 No charge

Complaining to us is free.

6.2 Responding to complaints

6.2.1 Early resolution

Where possible, complaints will be resolved at first contact.

6.2.2 Responsiveness

Council will assess and prioritise complaints in accordance with the urgency and/or seriousness of the issues raised. If a matter concerns an immediate risk to safety or security the response will be immediate and will be escalated appropriately.

Council is committed to managing people's expectations, and will inform them as soon as possible, of the following:

- the complaints process
- the expected time frames for our actions
- the progress of the complaint and reasons for any delay
- their likely involvement in the process, and
- the possible or likely outcome of their complaint.

Council will advise people as soon as possible when we are unable to deal with any part of their complaint and provide advice about where such issues and/or complaints may be directed (if known and appropriate).

Council will also advise people as soon as possible when we are unable to meet our time frames for responding to their complaint and the reason for our delay. Time frames are available in the related Complaints Procedure.

6.2.3 Objectivity and fairness

Council will address each complaint with integrity and in an equitable, objective and unbiased manner.

Council will ensure that the person handling a complaint is different from any staff member whose conduct or service is being complained about.

Conflicts of interests, whether actual or perceived, will be managed responsibly. In particular, internal reviews of how a complaint was managed will be conducted by a person other than the original decision maker.

6.2.4 Responding flexibly

Our staff is empowered to resolve complaints promptly and with as little formality as possible. Council will adopt flexible approaches to service delivery and problem solving to enhance accessibility for people making complaints and/or their representatives.

Council will assess each complaint on its merits and involve people making complaints and/or their representative in the process as far as possible.

6.2.5 Confidentiality

Council will protect the identity of people making complaints where this is practical and appropriate.

Personal information that identifies individuals will only be disclosed or used by the Council as permitted under the relevant privacy laws, secrecy provisions and any relevant confidentiality obligations.

6.3 Managing the parties of a complaint

6.3.1 Complaints involving multiple agencies

Where a complaint involves multiple organisations, Council will work with the other organisation/s where possible, to ensure that communication with the person making a complaint and/or their representative is clear and coordinated.

Subject to privacy and confidentiality considerations, communication and information sharing between the parties will also be organised to facilitate a timely response to the complaint.

Where a complaint involves multiple areas within our organisation, responsibility for communicating with the person making the complaint and/or their representative will also be coordinated.

Where our services are contracted out, we expect contracted service providers to have an accessible and comprehensive complaint management system. We take complaints not only about the actions of our staff but also the actions of service providers.

6.3.2 Complaints involving multiple parties

When similar complaints are made by related parties, Council prefers to communicate with a single representative of the group.

6.3.3 Empowerment of staff

All staff managing complaints are empowered to implement our complaint management system as relevant to their role and responsibilities.

Staff are encouraged to provide feedback on the effectiveness and efficiency of all aspects of our complaint management system.

6.3.4 Managing unreasonable conduct by people making complaints

We are committed to being accessible and responsive to all people who approach us with feedback or complaints. At the same time our success depends on:

- our ability to do our work and perform our functions in the most effective and efficient way possible
- the health, safety and security of our staff, and
- our ability to allocate our resources fairly across all the complaints we receive.

When people behave unreasonably in their dealings with us, their conduct can significantly affect the progress and efficiency of our work. As a result, we will take proactive and decisive action to manage

any conduct that negatively and unreasonably affects us and will support our staff to do the same in accordance with this policy.

For further information on managing unreasonable conduct by people making complaints please see our policy on managing unreasonable conduct by people making complaints.

7. How are complaints about corruption, serious and substantial waste, pecuniary interests, competitive neutrality, criminal activity, etc. dealt with?

7.1 External customers

Any complaints of this nature should be lodged directly with the General Manager.

The General Manager is obliged to report allegations of corrupt conduct to the Independent Commission Against Corruption and may report other serious allegations to the Police and/or other relevant authority.

If a complaint involves allegations of criminal behaviour, it should automatically be referred to the Police.

7.2 Staff

Council has adopted an Internal Reporting Policy (under the Public Interest Disclosures Act 1994).

Staff, including contracted staff and Councillors, who wish to report corrupt conduct, maladministration, serious and substantial waste of public money, breach of the Government Information (Public Access) Act or local government pecuniary interest contravention, should follow the procedures in Council’s Internal Reporting Policy.

7.3 Alternative avenues for dealing with these issues

Issues of this nature may be dealt with externally by the following agencies:

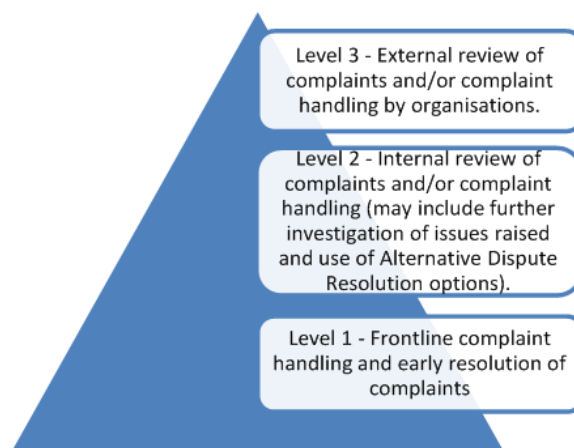
Agency	Nature of Complaint
NSW Ombudsman	Matters concerning maladministration
Office of Local Government	Matters concerning serious Council misconduct or pecuniary interest matters
The Independent Commission Against Corruption	Matters concerning corrupt conduct, which is defined as dishonest or partial exercise of any official functions by a public official. The General Manager is required to report suspected cases of corrupt conduct to the ICAC.
Anti-Discrimination Board	Matters in relation to discrimination, disability and harassment
Australian Competition and Consumer Commission	Competitive neutrality complaints
Information and Privacy Commission	Breaches of the Government Information (Public Access) Act 2009 (GIPA Act) and the Privacy and Personal Information Act 1998.

8. Safeguards against victimisation and retribution

Complainants will not be subject to victimisation or retribution as a result of lodging a complaint and any allegations of such treatment will be investigated and disciplinary action taken if substantiated.

If a complainant experiences such behaviour then they should lodge another complaint with the relevant director or General Manager.

9. The three levels of complaint handling



Council aims to resolve complaints at the first level, the frontline. Wherever possible staff will be adequately equipped to respond to complaints, including being given appropriate authority, training and supervision.

Where this is not possible, we may decide to escalate the complaint to a more senior officer within Council. This second level of complaint handling will provide for the following internal mechanisms:

- assessment and possible investigation of the complaint and decision/s already made, and/or
- facilitated resolution (where a person not connected with the complaint reviews the matter and attempts to find an outcome acceptable to the relevant parties).

Where a person making a complaint is dissatisfied with the outcome of Council's review of their complaint, they may seek an external review of our decision (by the Ombudsman or Office of Local Government, for example).

11. Related documents

- 250.2016.1.1 - SMRC Code of Conduct Policy
- 250.2016.67.1 - SMRC Grievance Policy
- 250.2017.338.1 - SMRC Public Interest Disclosure Policy
- 250.2016.195.1 - SMRC Customer Service Charter
- 250.2018.467.1 – Policy – Managing Unreasonable Complainant Conduct

Appendix 1 – Definitions

Competitive neutrality

This is based on the concept of the 'level playing field' for all competitors in a market, be they public or private sector competitors. The National Competition Policy requires that 'where councils compete in the market place they should do so on a basis that does not utilise their public position to gain an unfair advantage over a private sector competitor'. Council will comply with this policy at all times. For more information about the National Competition Policy see the Office of Local Government website.

Complainant

Person or organisation making the complaint.

Complaint

See page 4 of this policy for definition.

Complaint management system

All policies, procedures, practices, staff, hardware and software used by us in the management of complaints.

Corrupt conduct

This means any conduct which could affect the honest and impartial exercise of official functions, or may be in breach of trust, or may involve the misuse of any Council information by any Council official. Examples of corrupt conduct would include the inappropriate use of information or material gained in an official function, bribery, blackmail, offering secret commissions, forgery, etc.

Customer

A person offered a service by Council, including both internal and external customers.

Council

Includes all employees and Councillors of Snowy Monaro Regional Council.

Dispute

An unresolved complaint escalated either within or outside our organisation.

Feedback

Opinions, comments and expressions of interest or concern, made directly or indirectly, explicitly or implicitly, to or about us, about our services and/or complaint handling where a response is not explicitly or implicitly expected or legally required.

Grievance

A clear, formal written statement by an individual staff member about another staff member or work related problem.

Maladministration

Is a failure to comply with proper procedures or the law and may involve action or inaction and inefficient, bad or improper administration. Examples would include failing to enforce development consent conditions, failing to act on complaints about unauthorised work or illegal activities, failing to comply with tendering processes or misusing secrecy provisions, etc.

Officer

Is an employee of Council, not an elected representative.

Pecuniary interest

A situation where a public official has a personal monetary interest in their official duties. For example, a Council employee making a decision about a development application for their own interests.

Policy

A statement or instruction that set out how Council should fulfil its vision, mission and goals.

Procedure

A statement or instruction that sets out how our policies will be implemented and by whom.

Public interest disclosure

A report about wrong doing made by a public official in New South Wales that meets the requirements of the Public Interest Disclosures Act 1994.

Service request

This would include:

- requests for approval
- requests for action
- routine enquiries about Council's business
- requests for provision of services and assistance
- reports of failure to comply with laws regulated by Council
- requests for explanation of policies, procedures and decisions.

Policy



Title of Policy	SMRC DRAFT COMPLAINT MANAGEMENT POLICY		
Responsible Department	Governance	Document Register ID	250.[document year].[document number].[document part]
Policy Owner	Group Manager Governance	Review Date	Date [document date1]
Date of Council Meeting	Date Approved xxxx	Resolution Number	245/18
Legislation, Australian Standards, Code of Practice	Local Government Act 1993 (NSW) Public Interest Disclosures Act 1994 (NSW) Government Information (Public Access) Act 2009 (NSW) Privacy and Personal Information Protection Act 1998 (NSW) AS/NZS 10002:2014 – Guidelines for complaint handling in organisations Office of Local Government Practice Note 9 Complaints Management in Councils, July 2009 NSW Ombudsman – Effective complaint handling guidelines, 3rd Edition, February 2017 NSW Ombudsman – Complaint management framework and model policy, 2015 NSW Ombudsman – Investigating complaints – A manual for investigators, June 2004 NSW Ombudsman – Good conduct and administrative practice – Guidelines for state and local government, 3 rd Edition, April 2017 NSW Ombudsman – Managing Unreasonable Complainant Conduct – a Model Policy and Procedure, May 2013 NSW Ombudsman – Managing unreasonable complainant conduct manual, June 2017		
Aim	This policy is to ensure Council applies the commitments of best practice complaint handling in a fair, effective and efficient manner.		

1 INTRODUCTION

The purpose of this policy is to ensure Council manages complaints in a fair, effective and efficient manner and consistent with best practice. Our complaint management system is intended to:

- Make it easy for people to make a complaint
- Enable Council to respond to the issues raised by people making complaints, professionally, timely and cost-effective way;
- Boost public confidence in our administrative process; and
- Receive information that can be used by us to improve delivery quality in our services, staff and complaint handling.

This policy, is aligned to the NSW Ombudsman and AS/NZS 10002:2014 Complaint Management Standard best practice model. It provides guidance to our staff and the people who wish to make a complaint on the key principles and components of our complaint management system.

It applies to all staff receiving or managing complaints from the public made to or about us, our services, our decisions and/or how Council handles complaints.

2 OBJECTIVES

Through this policy Council aims to effectively deal with and manage complaints received from our customers, citizens and the community by:

- Demonstrating and promoting Council's commitment to customer satisfaction
- Ensuring that all complaints are responded to in a courteous, fair, confidential and timely manner, without bias or fear of retribution
- Ensuring that all members of the community can access information on how complaints will be dealt with by Council
- Educating staff in relation to complaint handling procedures and practices
- Monitoring feedback in an endeavour to improve existing services and facilities and Council's public image
- Creating a second chance to provide service and satisfaction to dissatisfied members of the public
- Identifying areas that need improvement
- Providing opportunities to strengthen trust and relationships between the community and Council
- Assisting in planning and allocation of resources.

3 ORGANISATIONAL COMMITMENT

Council is committed to delivering quality customer services and to communicate effectively with its customers, citizens and the local community. This commitment extends to welcoming and valuing feedback and to ensure good complaint handling is practiced across all levels of the organisation.

Council's complaint management system is based on four guiding complaint handling principles of enabling complaints; managing complaints; managing the parties of a complaint and demonstrating organisational accountability, learning and prevention of complaints.

Council commits to:

- Accept any criticism graciously, believing that there is always room for improvement
- Ensuring that staff at all levels are committed to fair, effective and efficient complaint handling
- Deal with complaints in accordance with this policy
- Widely publicise the existence of this policy
- Encourage members of the public dissatisfied with Council's conduct to lodge complaints
- Advise complainants of their right to make a complaint to an external body if they are dissatisfied with the way that their complaint has been handled internally

4 WHAT IS A COMPLAINT

Definition

For the purpose of this policy a complaint is any expression of dissatisfaction made to or about Council, its services and/or complaint handling, where a response or resolution is explicitly or implicitly or legally required.

A complaint can be about the following:

- **Policies, procedures and processes** – this usually relates to dissatisfaction with service charges, policy decisions or an agreed practice covered by a policy or procedure;
- **Employees** – usually relates to dissatisfaction with the behaviour of a Council employee;
- **Quality of service** – generally related to the quality of the finished job such as service not up to an expected standard, or the work or service taking longer than previously specified.

5 WHAT IS CONSIDERED NOT A COMPLAINT

The following are not considered to be complaints under this policy:

- a request for works or services – unless it is a second request where there has been no response to the first request or where, in the view of the customer the response was unsatisfactory
- a complaint about an event, service or business for which the Council is not responsible
- a request for information or explanation of policies, procedures
- disagreement with Council’s policy or a lawfully made decision
- the lodging of an appeal or objection in accordance with a standard procedure or policy (e.g. a complaint about an approved development or draft policy or plan – unless this is recorded as a complaint about the Council’s decision making process
- reports of damaged or faulty infrastructure
- reports about neighbours, noise, dogs, unauthorised building work or similar issues that fall into the regulatory aspect of Council’s service
- the issue of a penalty notice or taking other regulatory action for an offence under an Act or Regulation
- staff grievances
- public interest disclosures made by our staff
- code of conduct complaints
- responses to requests for feedback about the standard of our service provision
- reports of problems of wrongdoing merely intended to bring a problem to our notice with no expectation of a response
- requests for information

Many of the above issues will be referred to by the customer as ‘complaints’ because the customer is unhappy about the situation and wants something done. To Council, however, the ‘complaint’ is a request for action.

This terminology does not reduce the importance of the issue, nor does it change the actions that Council will take. However, it does help Council differentiate between a complaint and a service request so that the issue can be registered appropriately in Council’s Complaint Management System.

6 GUIDING PRINCIPLES

Council’s Complaint Management System is grounded in the following four principles.



6.1 Enabling Complaints

6.1.1 People Focus

Council is committed to seeking and receiving feedback and complaints about our services, systems, practices, procedures, products and complaint handling.

Any concerns raised in feedback or complaints will be dealt with within a reasonable time frame.

People making complaints will be:

- provided with information about our complaint handling process
- provided with multiples and accessible ways to make complaints
- listened to, treated with respect by staff and actively involved in the complaint process where possible and appropriate and
- provided with reasons for our decision/s and any options for redress or review.

How to make a complaint

A person can make a complaint in a number of ways.

Mail: PO Box 714, COOMA NSW 2630

Telephone: 1300 345 345

Email: council@snowymonaro.nsw.gov.au

In person:

- Cooma 81 Commissioner Street
- Berridale 2 Myack Street
- Bombala 71 Caveat Street
- Jindabyne Shop 2 Razorback Plaza, Gippsland Street

Internet: www.snowymonaro.nsw.gov.au

6.1.2 No detriment to people making complaints

Council will take all reasonable steps to ensure that people making complaints are not adversely affected because a complaint has been made by them or on their behalf.

6.1.3 Visibility and Transparency

Council will ensure that information about how and where a complaint may be made to or about Council is well publicised.

6.1.4 Accessibility

We will ensure that our systems to manage complaints are easily understood and accessible to everyone, particularly people who may require assistance.

Use of Authorised Person

If a person prefers or needs another person or organisation to assist or represent them in the making and/ or resolution of their complaint, Council will communicate with them through their authorised representative if this is their wish. Anyone may represent a person wishing to make a complaint with their consent (e.g. advocate, family member, legal or community representative, member of Parliament, another organisation).

6.1.5 No Charge

Complaining to us is free.

6.2 Managing Complaints

6.2.1 Responsiveness

Council, will where possible, resolve complaints at first contact.

Should this not be possible due to the complex nature of the complaint to be investigated, or the availability of relevant information to make a decision Council will endeavour to contact you within five working days of receipt to discuss the going process being undertaken?

Council will assess and prioritise complaints in accordance with the urgency and/or seriousness of the issues raised. If a matter concerns an immediate risk to safety or security the response will be immediate and will be escalated appropriately.

Council is committed to managing people's expectations, and will inform them as soon as possible, of the following:

- the complaints process
- the expected time frames for our actions
- the progress of the complaint and reasons for any delay
- their likely involvement in the process, and
- the possible or likely outcome of their complaint.

Council will advise people as soon as possible when we are unable to deal with any part of their complaint and provide advice about where such issues and/or complaints may be directed (if known and appropriate).

Council will also advise people as soon as possible when we are unable to meet our time frames for responding to their complaint and the reason for our delay. Most complaints should be handled within 20 working days of receipt by Council.

6.2.2 Objectivity and fairness

Council will address each complaint with integrity and in an equitable, objective and unbiased manner and ensure the person handling a complaint is different from the staff member who made the original decision or whose conduct or service is being complained about.

Conflicts of interests, whether actual or perceived, will be managed responsibly.

6.2.3 Privacy and Disclosure

Personal identifiable information about any individual should only be disclosed or used in compliance with all relevant privacy laws and ethical obligations when managing a complaint.

6.2.4 Communication

Council will make available information about its complaint management policies, processes and procedures on Council's website. For complaints received which cannot be resolved at first point of contact we will inform the complainant of the steps that will be followed to investigate the complaint.

6.3 Managing the Parties

6.3.1 Empowerment of Staff

All staff managing complaints are empowered to implement our complaint management system as relevant to their role and responsibilities. Our staff members are empowered to resolve complaints promptly and with as little formality as possible.

Council is committed to early resolution and where possible will attempt resolution of complaints at first contact. Staff are encouraged to provide feedback on the effectiveness and efficiency of all aspects of our complaint management system.

6.3.2 Complaints involving multiple agencies

Where a complaint involves multiple organisations, Council will work with the other organisation/s where possible, to ensure that communication with the person making a complaint and/or their representative is clear and coordinated.

Subject to privacy and confidentiality considerations, communication and information sharing between the parties will also be organised to facilitate a timely response to the complaint.

Where a complaint involves multiple areas within our organisation, responsibility for communicating with the person making the complaint and/or their representative will also be coordinated.

Where our services are contracted out, we expect contracted service providers to have an accessible and comprehensive complaint management system. We accept complaints not only about the actions of our staff but also the actions of service providers.

6.3.3 Complaints involving multiple parties

When similar complaints are made by related parties, Council prefers to communicate with a single representative of the group.

6.3.4 Managing unreasonable conduct by people making complaints

We are committed to being accessible and responsive to all people who approach us with feedback or complaints. At the same time our success depends on:

- our ability to do our work and perform our functions in the most effective and efficient way possible
- the health, safety and security of our staff, and
- our ability to allocate our resources fairly across all the complaints we receive.

When people behave unreasonably in their dealings with us, their conduct can significantly affect the progress and efficiency of our work. As a result, we will take proactive and decisive action to manage any conduct that negatively and unreasonably affects us and will support our staff to do the same in accordance with this policy.

For further information on managing unreasonable conduct by people making complaints please see our policy on managing unreasonable conduct by people making complaints.

6.3.5 Work Health and Safety

Council has appropriate policies, procedures and practices to ensure the health and safety of its staff involved in complaint management are protected.

Council has a zero tolerance policy towards any harm, abuse or threats directed towards its staff. We all have a duty of care to ensure our staff or ourselves are not placed in real or potential threatening situations.

6.4 Accountability, Learning and Prevention

6.4.1 Organisational Accountability

Everyone has a right to complain. People making complaints should be treated with respect and actively involved in the complaints processes i.e. being acknowledged and kept informed of the process. Council Officers should also comply with Council’s complaint handling policies and procedures and keep informed about best practice in complaint handling. Additional responsibilities exist for staff holding the positions as per the Table below.

Councillors	The elected Councillors have a responsibility to accept complaints and refer them to the General Manager or appropriate Director.
Council’s General Manager and Directors commit to promoting a culture that values complaints and their effective resolution by undertaking the following:	Report to OLG on Council complaint handling as required
	Provide adequate support and direction to key staff responsible for handling complaints
	Regularly review reports about complaint trends and issues arising from complaints
	Encourage staff to make recommendations for system improvements
	Recognise and reward good complaint handling by staff
Council’s Group Manager Governance , as the Manager responsible for complaint handling, is committed to establishing and managing our complaint management system by undertaking the following:	Support recommendations for system, service and / or product improvements arising from analysis of complaint data
	Provide regular reports to the General Manager on issues arising from complaint handling work
	Ensure recommendations arising out of complaint data analysis are canvassed with the General Manager and implemented where appropriate
	Recruit, train and empower staff to resolve complaints promptly and in accordance with Council’s policies and procedures
	Encourage staff managing complaints to provide suggestions on ways to improve the organisation’s complaint management system
Managers , are responsible for dealing with complaints not able to be resolved at first point of contact and for management of complaints within their business unit by undertaking the following:	Recognise and reward good complaint handling by staff
	Provide support to staff dealing with complaints where necessary
	Ensure that complaints are responded to in a courteous, fair, confidential and timely manner and that complainants are advised of progress and outcomes.
Staff Handling Complaints , who duties involve complaint handling, are committed to demonstrating exemplary complaint handling practices by undertaking the following:	Provide suggestions to Group Manager Governance on ways to improve the organisation’s complaints management system
	Provide suggestions to management on ways to improve the organisation’s complaints management system
All Council staff are committed to understanding and complying with Council’s complaint handling	Assist people who wish to make complaints to access the Council’s complaints handling process
	Assist staff handling complaints resolve matters promptly

procedure by undertaking the following:	Provide feedback to management on issues arising from complaints
	Implement changes arising from individual complaints and from the analysis and evaluation of complaint data

6.4.2 Continuous Improvement

Good Complaint Management Systems record and use complaint information to:

- foster continuous improvement, and
- ensure accountability in complaint handling performance.

6.4.3 Prevention of Ongoing Disputes

Through Council’s complaint management system we will attempt to resolve most complaints at the earliest point of contact. This should minimise the possibility of complaints escalating to ongoing disputes.

7 Dealing With Complaints about Corruption, Serious and Substantial Waste, Pecuniary Interests, Competitive Neutrality, and Criminal Activity.

7.1 From External Customers

Complaints of this nature should be lodged directly with the General Manager. The General Manager is obliged to report allegations of corrupt conduct to the Independent Commission Against Corruption (ICAC) and may report other serious allegations to the Police and/or other relevant authority.

Complaint involving allegations of criminal behaviour, should be automatically referred to the Police.

7.2 From Council Staff

Council has adopted an Internal Reporting Policy (under the *Public Interest Disclosures Act 1994*).

Staff, including contracted staff and Councillors, who wish to report corrupt conduct, maladministration, serious and substantial waste of public money, breach of the *Government Information (Public Access) Act 2008* or local government pecuniary interest contravention, should follow the procedures in Council’s Internal Reporting Policy.

7.3 Alternative Avenues For Reporting These Issues

Agency	Nature of Complaint
NSW Ombudsman	Matters concerning maladministration
Office of Local Government	Matters concerning serious Council misconduct or pecuniary interest matters
The Independent Commission Against Corruption	Matters concerning corrupt conduct, which is defined as dishonest or partial exercise of any official functions by a public official. The General Manager is required to report suspected cases of corrupt conduct to the ICAC.
Anti-Discrimination Board	Matters in relation to discrimination, disability and harassment
Australian Competition and Consumer Commission	Competitive neutrality complaints

Information and Privacy Commission

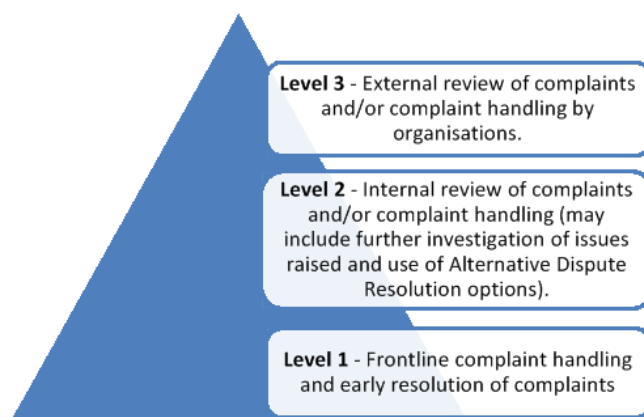
Breaches of the Government Information (Public Access) Act 2009 (GIPA Act) and the Privacy and Personal Information Act 1998.

8 SAFEGUARDS AGAINST VICTIMISATION AND RETRIBUTION

Complainants will not be subject to victimisation or retribution as a result of lodging a complaint and any allegations of such treatment will be investigated and disciplinary action taken if substantiated.

If a complainant experiences such behaviour then they should lodge another complaint with the relevant Director or General Manager.

9 THE THREE LEVELS OF COMPLAINT HANDLING



Council aims to resolve complaints at the first level, the frontline. Wherever possible staff will be adequately equipped to respond to complaints, including being given appropriate authority, training and supervision.

Where this is not possible, we may decide to escalate the complaint to a more senior officer within Council. This second level of complaint handling provides the following internal mechanisms:

- assessment and possible investigation of the complaint and decision/s already made, and/or
- facilitated resolution (where a person not connected with the complaint reviews the matter and attempts to find an outcome acceptable to the relevant parties).

Persons who are not satisfied with the outcome or decision of their level two complaint investigation by Council may seek an external review of the decision, generally conducted by the NSW Ombudsman Office or the Office of Local Government.

10 RELATED DOCUMENTS

Documentation

DRAFT	SMRC Complaint Handling Procedure
250.2016.1.1	SMRC Code of Conduct Policy
250.2016.67.1	SMRC Grievance Policy
250.2017.338.1	SMRC Public Interest Disclosure Policy
250.2016.195.1	SMRC Customer Service Charter
(Being Developed)	SMRC Managing unreasonable complainant conduct Policy.

11 VARIATION

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

12 APPENDIX 1 - DEFINITIONS

Competitive neutrality

This is based on the concept of the 'level playing field' for all competitors in a market, be they public or private sector competitors. The National Competition Policy requires that 'where councils compete in the market place they should do so on a basis that does not utilise their public position to gain an unfair advantage over a private sector competitor'. Council will comply with this policy at all times. For more information about the National Competition Policy see the Office of Local Government website.

Complainant

Person or organisation making the complaint.

Complaint

See page 4 of this policy for definition.

Complaint management system

All policies, procedures, practices, staff, hardware and software used by us in the management of complaints.

Corrupt conduct

This means any conduct which could affect the honest and impartial exercise of official functions, or may be in breach of trust, or may involve the misuse of any Council information by any Council official. Examples of corrupt conduct would include the inappropriate use of information or material gained in an official function, bribery, blackmail, offering secret commissions, forgery, etc.

Customer

A person offered a service by Council, including both internal and external customers.

Council

Includes all employees and Councillors of Snowy Monaro Regional Council.

Dispute

An unresolved complaint escalated either within or outside our organisation.

Feedback

Opinions, comments and expressions of interest or concern, made directly or indirectly, explicitly or implicitly, to or about us, about our services and/or complaint handling where a response is not explicitly or implicitly expected or legally required.

Grievance

A clear, formal written statement by an individual staff member about another staff member or work related problem.

Maladministration

Is a failure to comply with proper procedures or the law and may involve action or inaction and inefficient, bad or improper administration. Examples would include failing to enforce development consent conditions, failing to act on complaints about unauthorised work or illegal activities, failing to comply with tendering processes or misusing secrecy provisions, etc.

Officer

Is an employee of Council, not an elected representative?

Pecuniary interest

A situation where a public official has a personal monetary interest in their official duties. For example, a Council employee making a decision about a development application for their own interests.

Policy

A statement or instruction that set out how Council should fulfil its vision, mission and goals.

Procedure

A statement or instruction that sets out how our policies will be implemented and by whom.

Public interest disclosure

A report about wrong doing made by a public official in New South Wales that meets the requirements of the Public Interest Disclosures Act 1994.

Service request

This would include:

- requests for approval
- requests for action
- routine enquiries about Council's business
- requests for provision of services and assistance
- reports of failure to comply with laws regulated by Council
- requests for explanation of policies, procedures and decisions.

9.4.7 GRANT APPLICATIONS - ACTIVITY SYNOPSIS AS AT 30TH SEPTEMBER 2019

Record No:

Responsible Officer:	Chief Financial Officer
Author:	Grants Officer
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	11.2 Council utilises sound fiscal management practices, pursues and attracts other sources of income
Delivery Program Objectives:	11.2.3 Alternative sources of revenue to rating income are identified and maximised
Attachments:	Nil
Cost Centre	4010 – Finance (Grants Management)
Project	Applications - Activity Synopsis as at 30th September 2019
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

This report provides an update on Grants activity for the quarter ended 30 September 2019.

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

OFFICER'S RECOMMENDATION

That Council receive and note the information related to Grants activity for the quarter ending 30 September 2019.

BACKGROUND

This report provides an update on Grants activity as at 30 September 2019.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Council receives recurrent funding for some operations including the Financial Assistance Grant, RFS subsidies, Library Funding, Community Services and Aged Care, and Roads (Regional and Roads to Recovery).

2. Environmental

A number of grants provide environmental benefits. Example: Council's Biosecurity Management endeavours and Green Team aims have benefited from additional grant funding.

3. Economic

All Community Strategic Plan (CSP) key themes benefit from collaboration, advocacy and the seeking of additional funding streams. A concerted approach to advocating and identifying

appropriate grant funding opportunities for Council initiatives improves the financial sustainability of Council.

Grant Applications 2019-20 Financial Year:

Grant Applications – Successful

Funding Program & Origin	Grant Request	Project Details	Grant Awarded
South Eastern NSW PHN Community Grants - COMMONWEALTH	\$9,880	Operational – ‘Yoga for Seniors’ in Cooma & Berridale Aged Care facilities	\$9,880
Safe & Secure Water Program (SSWP) - STATE	\$60,000	Scoping Study - Michelago Water and Sewage Infrastructure; EOI secured an invitation to submit a detailed application - SSWP147 (RNSW1997)	\$60,000
Safe & Secure Water Program (SSWP) - STATE	3,351,078	Capital - Adaminaby STP Upgrade (50% of TPC; revised April 2019). RNSW1810	3,351,078
Wage Subsidy – Road Safety Officer (RSO) - STATE	\$64,600 <i>per annum, capped & variable</i>	Performance Funding Agreement with RMS - Expires 30 June 2021	\$64,600 <i>per annum, capped & variable</i>
Local Government Road Safety Program Project - RSO Related - STATE	\$2,500	Operational - Heavy Vehicle Forum	\$2,500
Local Government Road Safety Program Project - RSO Related - STATE	\$150	Operational - Motor Fest 2019	\$150
Vehicle Contribution Subsidy – RSO Related - STATE	\$6,720	Operational - 2019-20 RSO Vehicle Contribution	\$6,720
Art of Ageing 2020-21 - STATE	Priceless - Exhibition	Exhibition at the Cooma Library. Related to the NSW Ageing Strategy. Reference: AOA2020-00025	Priceless - Exhibition
2020 NSW Seniors Festival Grants Program (Category 2) - STATE	\$5,100	Operational – “Be My Valentine Seniors Festival & Dinner Dance” project.	\$3,300
2019 National Youth Conference - STATE	\$1,455	Operational – Youth Council related; Youth Conference attendance financial assistance.	\$1,455

Grant Applications – Unsuccessful

Funding Program & Origin	Grant Request	Project Details
My Community Project - STATE	\$19,257	Capital – Solar heating at Adaminaby Pool. Reference: MCP19-01222
My Community Project - STATE	\$155,550	Tree planting - Natural shade provision Snowy Monaro Recreational Facilities (17+ sites). Reference: MCP19-03134
My Community Project - STATE	\$87,974	Capital - Heating & cooling upgrade at Jindabyne Community Memorial Hall. Reference: MCP19-02929
Landfill Consolidation and Environmental Improvements (Stream 1) - STATE	\$200,000	Delegate Landfill – Partial capping and closure. Reference: 2018-LC1-0017

2020 NSW Grandparents Day - STATE	\$3,900	Operational – Community engagement project (multi-generational).
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Grant Applications – Lodgements Pending Outcome

Funding Program & Origin	Grant Request	Project Details
Regional Communities Development Fund Round 2 - STATE	\$558,525	Capital – Berridale Beautification. Ref: RCDF2-004 <u>As at Sept 2019</u> : RCDF Assessment process underway.
Sports Election Commitments Program - STATE	\$15,000,000	Capital - Cooma Sports Hub - Registration C006-04
Safe and Secure Water Program - Stream 2 IWCM Strategy - STATE	\$220,000 <i>Capped and variable co-funding</i>	Operational - IWCM Strategy (capped at 50% of eligible costs). Ref: SSWP245
Regional Growth Fund - Stronger Country Communities Fund Round 3 (SCCF3) - STATE	\$5,135,360	Nine (9) projects to be delivered by Council: SCCF3-0155 HUBGrade (Cooma), Youth; \$168,940 SCCF3-0300 Jindabyne Skate Park Upgrade, Community; \$950,000 SCCF3-0301 Lions Park - Murrumbidgee River Shared Use Path (Cooma) – Stage 1, Community; \$996,000 SCCF3-0302 Cooma CBD Streetscape Beautification, Community; \$1,000,000 SCCF3- 0303 Bombala Playground and Parking Upgrade, Community; \$838,200 SCCF3- 0304 Delegate School of Arts Upgrade, Community; \$435,018 SCCF3- 0305 Werri-Nina Centre Kitchen Upgrade, Community; \$352,089 SCCF3-0375 RYDER Program - Regional Youth Development Entertainment & Recreation (3 year delivery plan; includes vehicle & trailer purchase), Youth; \$265,000 SCCF3-0376 Bringing Jindabyne Community Memorial Hall into 21st Century - Heating & Cooling, Community; \$130,113
Direct Ministerial Request - Select Roads Projects Business Case - STATE	\$17,500,000	Capital – Eight (8) local collector roads. Negotiations active with Transport NSW/RMS as to delivery mechanics.
Crown Reserve Improvement Fund Program (CRIFP) 2019-20 - STATE	\$15,477	Capital - Solar system, inverter & smart metering at Snowy River Holiday Park – Dalgety CP Trust.
Crown Reserve Improvement Fund Program (CRIFP) 2019-20 - STATE	\$149,676	Capital - Apex Park (Bombala Caravan Park) electrical and drainage upgrades.
Crown Reserve Improvement Fund Program (CRIFP) 2019-20 - STATE	\$20,000	Operational - Michelago Cemetery. General upgrade works related to treefall risk mitigation.
Crown Reserve Improvement Fund Program (CRIFP) 2019-20 - STATE	\$194,547	34 x Operational - Vegetation Management projects. Noxious weed control on Crown land.
Regional Growth Fund - Growing Local Economies Fund (GLE) - STATE	\$12,939,350	Capital - Lake Jindabyne Shared Trail Project; Project migrated for consideration under GLE with the support of

Funding Program & Origin	Grant Request	Project Details
		Department of Premier & Cabinet. As at Sept 2019 - Negotiations continue with the DPC, with capital cost estimates in review.

Grant Opportunities – Upcoming

Funding Program & Origin	Fund Basics	Project Considerations	Close Date
Food Donation Education Grants Round 3 - STATE	Food Donation Education grants support projects that increase the efficiency and capacity of food relief organisations to collect and redistribute more good quality surplus food, rather than it being sent to landfill. Eligible bodies: Local councils, non-governmental organisations, community groups, and not-for-profit organisations	Grants up to \$100,000 for education activities that will result in more food being donated from business to be distributed to people in need.	21 st November 2019
Safer Communities Fund - Round 5 - Infrastructure Grants - COMMONWEALTH	Provides schools and pre-schools, places of religious worship, community organisations and local councils with grants of up to \$1 million for crime prevention initiatives aimed at reducing crime, violence, anti-social behaviour and/or other security risks driven by racial and/or religious intolerance.	Targeted towards elevated crime hotspots. Minimum grant amount is \$10,000. Maximum grant amount per organisation is \$1 million. Projects must be completed by 30 June 2023.	10 th December 2019
Everyone Can Play Grants 2019-20 - STATE	Established to support councils to renew, renovate and build inclusive playspaces across all of NSW.	Grant funding of up to \$50,000 for upgraded playspaces and \$200,000 for a new playspace. Funds must be matched by dollar for dollar by Council.	11 th December 2019
Fixing Country Roads 2019 (FCR) - STATE	Competitive program with capped funding levels, prioritised with clearly articulated freight benefits, solid business cases that demonstrate sustainable growth and economic benefits. Various streams under the FCR banner including Roads and Bridges Construction Stream; Bridge and Route Load Assessment Stream; Truck Washes Stream; and Fixing	Roads and Facilities Teams reviewing suitable projects.	31 st December 2019

9.4.7 GRANT APPLICATIONS - ACTIVITY SYNOPSIS AS AT 30TH SEPTEMBER 2019

Funding Program & Origin	Fund Basics	Project Considerations	Close Date
	Country Rail		
Local Sport Defibrillator Grant Program - STATE	The program provides NSW sports clubs and councils the opportunity to acquire an AED package for their club or sports facility at a reduced cost.	SMRC is in Zone 2 - Up to 50 per cent of the AED package with maximum grant of \$1,300.	Applications accepted progressively, batched assessment scheduled for Nov 2019 & Feb 2020
Saluting Their Service Commemorative Grants - COMMONWEALTH	Designed to provide funding for local community-based commemorative projects and activities that directly commemorate the involvement, service and sacrifice of Australia's service personnel in wars, conflicts and peace operations.	Accepts applications continuously throughout the year, with batched assessment close dates.	Ongoing

4. Civic Leadership

A proactive grant sourcing approach aligns strongly with the role and responsibilities of Council.

9.4.8 2019 ANNUAL REPORT ADOPTION

Record No:

Responsible Officer:	Acting Director Corporate and Community Services
Author:	Governance IP&R Contractor
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	12.1 Our community has multiple opportunities to be consulted and engaged in the development of plans, services and policies that affect the region
Delivery Program Objectives:	12.1.2 Community strategic planning is managed in partnership with the community
Attachments:	1. SMRC 2019 Financial Year Annual Report
Cost Centre	3120
Project	Integrated Planning and Reporting

EXECUTIVE SUMMARY

The purpose of this report is to formally submit the SMRC 2019 Annual Report to Council, as required by Section 428 of the *Local Government Act 1993*. The purpose of an Annual Report is to provide open and transparent reporting to the community of the Snowy Monaro region.

The 2019 Annual Report details the achievements against the 2018/19 Operational Plan activities and budget as well as a summary overview of the work undertaken in each Directorate.

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

OFFICER'S RECOMMENDATION

That Council

1. Adopt the 2019 Annual Report
2. Authorise submission of the adopted 2019 Annual Report to the Minister for Local Government, and
3. Authorise publication of the adopted 2019 Annual Report on Council's website and make copies of the report available at all Council Offices.

BACKGROUND

In accordance with section 428 of the NSW Local Government Act (1993) Council must, within five (5) months after the end of each year, prepare a report as to its achievements with respect to the objectives established in its Delivery Program.

The 2019 Annual Report is presented in three distinct sections:

1. Council information and a record of achievements against the 2019 Operational Plan
 2. 2019 Statutory Reporting as required in the *Local Government (General) Regulation 2005*
-

3. 2019 Audited Financial Statements

The past 12 months have seen progress in a number of key initiatives. This includes a significant program of capital works including the progress made to enhancing the community recreation and public facilities via the roll out of the Stronger Communities Fund, delivery of many kilometres of sealed roads, and enhancing tourism in particular recreational fishing through the construction of the Lake Jindabyne boat ramp.

For the first time the Annual Report also presents a report on the work of the maturing Internal Audit and Risk Management function of Council. Whilst the Council has made considerable progress in very tangible activities, Council staff have also continued to deliver business as usual services and functions.

One project which has involved the contribution of staff across all departments is the preparatory work undertaken to ensure the introduction of Council's new corporate system in early 2020, will be fit for purpose and enhance corporate decision making and efficiency.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Council's Annual Report enhances Council's commitment to open and transparent reporting and ensuing the community and stakeholders, are kept informed about Council's operations and activities during the financial year and to provide a record of our investment of funding and resources.

2. Environmental

There are no perceived environmental impacts as a result of the preparation of this report.

3. Economic

There are no economic impacts to the creation of this report which was funded through operational budget.

4. Civic Leadership

Council is required to produce an Annual Report in accordance with Section 428 of the *Local Government Act, 1993*.



2019 ANNUAL REPORT



Further Information

The 2019 Annual Report is intended to provide a snapshot of our activities and achievements during the year. For further information visit:



www.snowymonaro.nsw.gov.au



Snowy Monaro Regional Council



@snowymonaroregionalcouncil



Snowy Monaro Regional Council

Cover Image: *The Real Monaro*, Andrew Barnes

Your Feedback

A copy of this report can be obtained from Council's website
www.snowymonaro.nsw.gov.au

We are interested in your thoughts about this report

This report details Council's achievements in implementing the Community Strategic Plan and the progress towards addressing the objectives of the Delivery Program.

Your comments and suggestions are valuable because they highlight opportunities for us to improve the quality of our services, plans and report. If you would like to comment or require additional information regarding this report please contact us.

Contact Us

Phone: 1300 345 345

Post: PO Box 714 COOMA NSW 2630

Email: council@snowymonaro.nsw.gov.au

Council Offices

Head Office - Cooma

81 Commissioner Street Cooma NSW 2630

Berridale

2 Myack Street Berridale NSW 2628

Bombala

71 Caveat Street Bombala NSW 2632

Jindabyne

2/1 Gippsland Street Jindabyne NSW 2627

Content

Acknowledgement of Country	4	Asset Management and Engineering Services	54
Our Vision and Values	5	Facilities Management	55
Message from the Mayor	6	Resource and Waste Management	56
Message from the General Manager	7	Environmental and Sustainability	57
Community Profile	8	Development and Building Certification	58
Regional Statistics	9	Economic Development and Tourism	60
About our Council	11	Chief Financial Officer	61
Our Organisational Structure	14	People and Culture	62
Our Functions, Services and Facilities	15	Community Support Services and Aged Care	63
Integrated Planning and Reporting	16	Governance	65
Our Achievement on the Objectives of the 2019 Operational Plan	17	Innovation and Business Development	66
Theme One: Community	18	Media and Public Relations	69
Theme Two: Economy	23	Stronger Communities Fund Update	70
Theme Three: Environment	29	2019 Statutory Reporting	73
Theme Four: Leadership	38	Annual Financial Statements	89
Transport and Infrastructure (Operations)	50		
Water and Wastewater Services	52		

The 2019 Annual Report

The Annual Report is one of the key components of the Integrated Planning and Reporting (IPR) Framework, and is aligned the requirements of the NSW Local Government Act 1993 and Local Government (General) Regulation, 2005.

The 2019 Annual Report provides an overview of the operations, activities and major projects undertaken by Council for the year 1 July 2018 to 30 June 2019.

The 2019 Annual Report has three components:



PART A – ABOUT COUNCIL AND 2019 ACHIEVEMENTS

A summary of the key achievements against the Operational Plan actions and Delivery Program objectives and an overview of the financial status.



PART B – STATUTORY REPORTING

Council is required to report each year on a list of responsibilities in accordance with Section 428 of the Local Government Act 1993 and Clause 217 of the Local Government (General) Regulations 2005.



PART C – AUDITED FINANCIAL STATEMENTS

The independently audited statements give a detailed insight into the financial management of Council.

Acknowledgement of Country



Acknowledgement of Country

Snowy Monaro Regional Council acknowledges the traditional custodians of the Region, the Ngarigo, Walgalu, Ngunnawal, and Bidjawal peoples. We pay our respect to Elders past, present and future.

Thank You to Our Volunteers

Snowy Monaro Regional Council sincerely thank our community volunteers who freely give their time to help make the region a better place to live. Volunteers from all walks of life lend their time, friendship, passion and skills at various locations across the region. Our volunteers contribute through many ways, including assisting in libraries, aged care, community transport, Landcare to name a few and also sit on multiple management and advisory committees, to help manage the regions community halls and recreation grounds.

Thank you.

Our Vision and Values



Adaminaby Easter Fair

Community Vision

The Snowy Monaro Region is a welcoming community offering a quality lifestyle beautiful natural environment and is a place of opportunity.

Council Vision

'A trusted community partner'.

Council continually strives to uphold its vision of being a "trusted community partner". Through providing a transparent, honest and hardworking organisation, Council has fostered important links with the community to establish itself as a trusted partner.

Council Values

SOLUTIONARY

We inspire others by best practice and inventive problem resolution that delivers revolutionary changes and quality outcomes for our customers and our community

TOGETHER

We collaborate and work together in a harmonious and well organised way to support organisational initiatives

ACCOUNTABLE

We own and take responsibility for our decisions and actions that are evidence based and justifiable, and we do what we say

INNOVATIVE

We constantly seek continuous improvement and use creative thinking to look for new ways of doing things, embracing and introducing new and advanced and original ideas, products, methods and systems

CARING

Our service culture is based on caring, displaying kindness and concern deliver



Message from the Mayor

Councillor John Rooney

On behalf of Snowy Monaro Regional Council, I am pleased to present our 2019 Annual Report.

Our elected Councillors have settled into office and together we are committed to ensuring Snowy Monaro is a place residents are proud to call home and work, and our visitors feel welcome and return.

For Council it has been a busy and productive 12-months with a number of highlights.

We continue to build a strong relationship within the community and our residents have helped shape the future through their participation and input.

One such area of note is the contribution made by our valued volunteers, including the region's community transport services.

This year, volunteer drivers clocked up 279,282km of travel. Almost 700 clients accessed community transport with 5,325 volunteer hours contributed.

Council adopted the Community Transport Strategy 2019-2022 and in the process, outlined a framework for delivering Council's Community Transport Services.

The last 12-months has also been a busy time for our Project Management Office (PMO).

The PMO is responsible for the rollout of the Stronger Communities Fund Major Projects Program. Overall, 58 projects have been completed.

The Snowy Monaro's recreational facilities have been enhanced with ten playgrounds improved and built throughout the region.

Our towns and villages now boast improved playground settings with local and visiting families enjoying the play equipment. Each playground has been designed to ensure there are accessible and inclusive items to suit all ages and abilities.

Council's Biosecurity team held a series of well attended workshops, furthering the discussion on how best to manage African Lovegrass.

The workshops also provided landholders the opportunity to give feedback on Council's Local Management Plan for African Lovegrass.

In November 2018, Peter Bascomb officially took over as Snowy Monaro Regional Council General Manager. Peter's experience and expertise in the local government sector is extremely beneficial to Council.

With the community becoming more digitally connected, Council has increased its use of our online engagement platform, Your Say Snowy Monaro.

Our focus on improving information sharing includes ensuring all public exhibition items are placed online at Your Say Snowy Monaro. Each exhibition is accompanied by a survey and/or other feedback option, encouraging the community provide input.

Residents may still write to Council and complete hard copy surveys. The increased use of Council's digital platforms has increased our community consultation and engagement.

The next year also promises to be a productive time for Council as we embark on achieving the actions identified in the 2019-20 Operational Plan. I look forward to Council working closely with the community as we strengthen our service delivery.

With the Mayoral re-election occurring in September 2019, I have decided I will not stand for re-election. As such this will be my last mayoral message for the Annual Report.

I wish the incoming mayor the very best and would like to thank the community and my fellow councillors for their support throughout my two year term.

John Rooney
Mayor



Message From the General Manager

Peter Bascomb

I am pleased to present Snowy Monaro Regional Council's 2019 Annual Report.

Firstly, I would like to acknowledge the hard work of previous General Manager Joe Vescio. Joe farewellled the organisation in November 2018, and I thank Joe for his efforts in the early part of this reporting period.

Council has worked hard to uphold its vision of being 'a trusted community partner'.

To deliver this vision we aim to provide a transparent, honest and hardworking organisation. To meet our vision, Council staff uphold five key values: Solutionary, Together, Accountable, Innovative and Caring.

The 2019 year has been a productive time for the organisation with staff working hard to deliver the commitments of the 2019 Operational Plan. We should feel proud of the achievements made in the last 12-months.

We are striving to deliver best practice in many areas across Council.

Council received water industry recognition for achieving best practice service delivery, being awarded the Sam Samra award for the most improved local water utility at the Local Government Water Management Conference.

The award recognised the efforts of Council following implementation of a range of reforms to foster better value services throughout the region.

In October 2018 Council's Residential Aged Care Community Report was released, outlining 14-key recommendations for the ongoing delivery of quality residential aged care services and facilities in the local government area.

Considerable effort has been made to progress these recommendation in consultation with the community.

The rollout of the Stronger Communities Fund Major Projects Program is ongoing and our Project Management Team has made considerable progress this year in delivering the 100 projects.

Across the Snowy Monaro, about 60 projects were completed by the end of this reporting period. The projects have resulted in improvements to community infrastructure, upgraded recreational facilities, enhanced public health amenities, and investment into renewable energy options.

The 2019 Annual Report presents for the first time a report on the work of the maturing Internal Audit and Risk Management Functions of Council.

Council took the first steps in undertaking a major review of its structure. This means looking at how we can not only strengthen our structure, but also balance resources, better streamline systems, and reorganise our people and role, to make sure we are in the best possible position to provide and deliver quality services to our community.

Throughout the course of this reporting period, community consultation was a key focus of the organisation. The community's feedback has guided Council in its service delivery and helped shape the direction we are headed. We are focussed on strengthening our engagement with the Snowy Monaro community in the years to come.

I am proud of what Council has achieved in the last twelve months. I would like to congratulate and thank all the staff of Snowy Monaro Regional Council for their continued hard work and support throughout the year.

Peter Bascomb
General Manager

Community Profile

The Snowy Monaro Regional Council local Government Area (LGA) has an estimated Resident Population for 2018 is 20,733, with a population density of 0.01 persons per hectare, with the area experiencing a modest population growth over previous years.

The Snowy Monaro Region Local Government Area (LGA) covers 1,515,815 ha or (15,158 Km²) and is located in south-eastern New South Wales, about 100 kilometres south of the Canberra CBD, and about 400 kilometres south-west of the Sydney CBD.

The Snowy Monaro region is surrounded by rolling plains and mountain ranges, with 28% of the region consisting of national parks or reserves. The region sits at the top of both the Snowy and Murrumbidgee River Catchments. Along with their major tributaries, they offer significant environmental values, as well as a source of fresh water for urban, recreational, irrigation and energy uses. The LGA is bordered by the Australian Capital Territory and Queanbeyan-Palerang in the north, Snowy Valleys to the north and northwest, East Gippsland to the South and southeast, Eurobodalla to the east and Bega valley to the south east.

The connection that the LGA has with its neighbouring councils and adjoining State and Territory areas requires ongoing consideration of its partnerships especially in the area of infrastructure delivery planning.

Cooma is considered the regional centre however, each of the primary townships and smaller villages of the former councils have unique characteristics and offer destination experiences.

In November 2018, Deputy Premier and Minister for Regional NSW John Barilaro and Minister for Planning and Housing Anthony Roberts announced a major planning initiative in the form of a masterplan called Jindabyne 2036, a new plan to revitalise Jindabyne to become known as Australia's premier alpine destination. Council will form part of the working group to oversee the project.



Regional Statistics

Our Community

Estimated 2018 resident population

20,773

51.7% | 48.3%



86.6% of residents are Australian citizens (Regional NSW 82.7%)

2.2% of residents are Indigenous Australians (Regional NSW 5.5%)



12.8%

of residents were born overseas (Regional NSW 11.2%)

Age Groups



Babies, Preschool, Primary (0 to 11 years)

Snowy Monaro (Regional NSW)

13.6% 14.7%



Secondary Schooler, Tertiary Education and Independence (12 to 24 years)

14.6% 15.2%



Young Workforce, Parents and Home Builders, Older Workers and Pre-retirees (25 to 59 years)

45.9% 42.8%



Empty Nesters and Retirees Seniors, Elderly Aged (60 to 85+ years)

25.9% 27.2%

Median Age

43.0%

(Regional NSW 43.0%)



Need for assistance with core activities

4.4%

(Regional NSW 6.3%)



Major employment sector (Accommodation & Food Services)

13.6%

(Regional NSW 7.9%)

Family Structure



Couples with children

Snowy Monaro (Regional NSW)

21.0% 25.0%



Couples without children

24.6% 27.0%



One parent families

7.4% 11.0%



Lone person household

25.0% 26.0%

Highest Level of Schooling



Year 10
25.9%
3.1%

Year 12
43.1%
21.6%

TAFE
1.9%
52.1%

University
2.1%
1.9%

Snowy Monaro (Regional NSW)

Persons ages 15+ who volunteer

25.8%

(Regional NSW 20.0%)

Employment



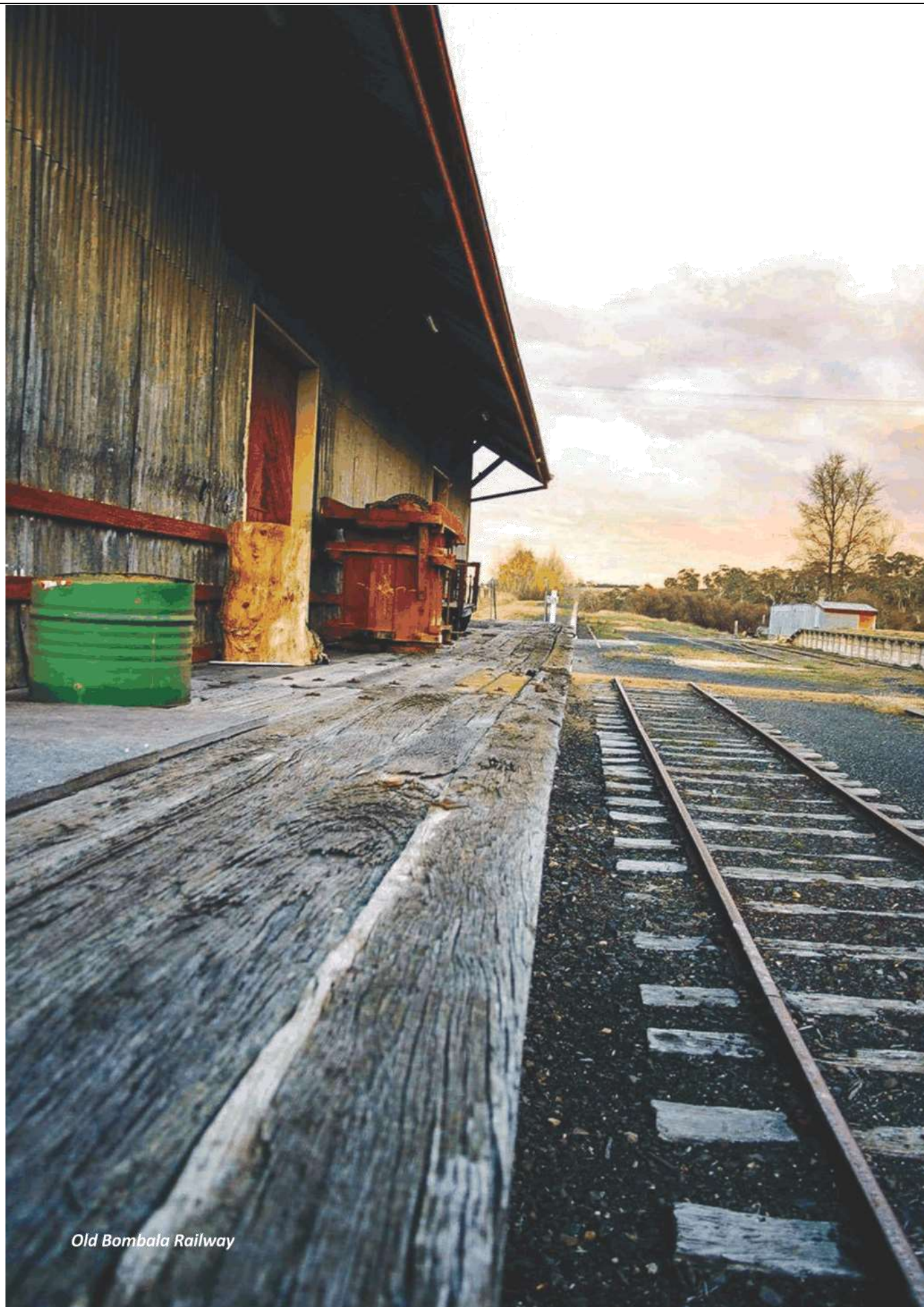
Full time employment
61.9%
55.2%

Part time employment
33.5%
36.3%

Unemployed
3.4%
6.6%

Snowy Monaro (Regional NSW)





Old Bombala Railway

About our Council

Snowy Monaro Regional Council consists of eleven Councillors, elected in September 2017 by residents for a three-year term.

The next election will be in September 2020 and will be for a four year term. Councillor John Rooney was declared Mayor and Councillor Lynley Myers declared Deputy Mayor for a two year term.

Our Councillors



Mayor John Rooney
Email: John.Rooney@
snowymonaro.nsw.gov.au



Councillor Lynley Miners
Deputy Mayor
Email: Lynley.Miners@
snowymonaro.nsw.gov.au



Councillor Peter Beer
Email: Peter.Beer@
snowymonaro.nsw.gov.au



Councillor John Castellari
Email: John.Castellari@
snowymonaro.nsw.gov.au



Councillor Rogan Corbett
Email: Rogan.Corbett@
snowymonaro.nsw.gov.au



Councillor James Ewart
Email: James.Ewart@
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Councillor Sue Haslingden
Email: Sue.Haslingden@
snowymonaro.nsw.gov.au



Councillor John Last
Email: John.Last@
snowymonaro.nsw.gov.au



Councillor Anne Maslin
Email: Anne.Maslin@
snowymonaro.nsw.gov.au



Councillor Brian Old
Email: Brian.Old@
snowymonaro.nsw.gov.au



Councillor Bob Stewart
Email: Bob.Stewart@
snowymonaro.nsw.gov.au

About our Council

The *Local Government Act 1993* prescribes the role of individual Councillors as follows:

- to be an active and contributing member of the governing body
- to make considered and well informed decisions as a member of the governing body
- to participate in the development of the Integrated Planning and Reporting Framework
- to represent the collective interests of residents, ratepayers and the local community
- to facilitate communication between the local community and the governing body to uphold and represent accurately the policies and decisions of the governing body
- to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a councillor.

Councillor Training and Professional Development

In accordance with Section 232 of the Local Government Act 1993 a councillor is “to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a councillor”.

Councils are to provide Councillor Induction and Professional Development programs that address three elements:

- **Pre-election Candidate Sessions** – these are to ensure prospective candidates are aware of what will be expected of them if elected (these are not mandatory but are encouraged)
- **Induction Program** – this aims to equip Mayors and Councillors with the information they need to perform their role effectively over the first few months and has a particular focus on building positive, collaborative relationships between Councillors and with staff
- **Professional Development Program** – this is to be developed in consultation with all councillors and delivered over the term of the council to build the skills, knowledge and personal attributes necessary to be an effective Mayor or Councillor

In 2018-19 year Council facilitated a range of programs to support ongoing councillor development:

Pre-Election Candidate Sessions

Not applicable for 2018-19 as councillor elections were not held.

Induction Program

Not applicable for 2018-19 as councillor elections were not held.

Professional Development

Councillors attended regular development workshops facilitated both by internal and external trainers.

- Enforcement and Compliance Principals
- Operational Budgets
- Integrated Planning and Reporting Refresh
- Strategic Planning Principals
- OLG Code of Meeting Practice
- OLG Code of Conduct
- Complaint Management Principals
- Fire Safety
- Affordable Housing
- S64 Developments
- Destination Management
- Fees and Charges Setting

Council adopted a new Code of Conduct and Code of Meeting Practice in 2019 year.

In addition, monthly Councillor briefings were held on topical issues in relation to:

- A range of land use planning, asset utilisation, and community development programs and projects
- Aged Care Update and the new Aged Care Quality Standards
- Roadside Weed Care Program
- Youth Council and Youth Strategy presentation
- Records Management
- Recreational Fishing
- Economic Development

Conference Attendance

Mayor John Rooney, Councillor Peter Beer and Councillor John Castellari attended the LGNSW Annual Conference held 21-23 October 2018.

Council Meetings

Council meetings were held twice a month on the first and third Thursday of each month until April when a 1 meeting per month trial began and confirmed in May as the way forward. Council meetings have been rotated between Bombala,

Berridale, Jindabyne and Cooma sites. 23 Council meetings were held in the 2018-19 year.

Council meetings held in Cooma have been live webcast for increased community access. Archive versions of these meetings are available on Council’s website.

Council has a new Code of Meeting Practice which can be found on Council’s website.

	Attended	Apology	Absent
Clr John Rooney (Mayor)	23	0	0
Clr Lynley Miners (Deputy Mayor)	21	2	0
Clr Peter Beer	16	7	0
Clr John Castellari	23	0	0
Clr Rogan Corbett	23	0	0
Clr James Ewart	19	4	0
Clr Sue Haslingden	20	3	0
Clr John Last	18	5	0
Clr Anne Maslin	20	3	0
Clr Brian Old	19	4	0
Clr Bob Stewart	23	0	0

The table above details the attendance of Councillors at Council Meetings during 2018-19 year



Our Organisational Structure

Council's Executive Leadership Team



Peter Bascomb
General Manager

Media and Public Relations
Major Projects
Innovation and Business Development



Suneil Adhikari
Director Operations & Infrastructure

Transport Infrastructure
Water and Wastewater Services
Asset Management and Engineering Services
Facilities Management



Peter Smith
Director Environment & Sustainability

Resource and Waste Management
Environmental Management
Development and Building Certification
Economic Development and Tourism



Peter Cannizzaro
Director Corporate & Community Services

Chief Financial Officer
People and Culture
Community Support Services and Aged Care
Governance

Our Functions, Services and Facilities

Council provides a range of functions and services to the community and provides and maintains a range of community assets. Many of these are regulated and whilst may be provided by the Council, are delivered on behalf of State Government. For example, the administration of the NSW Companion Animals Act 1998, which control the management of animal registration and offences under this Act.

The provision of these ongoing functions and services, such as those detailed below, form the considerable basis of what Council delivers to the community, and contributes to the achievement of the desired outcomes expressed in the Snowy Monaro 2040 Community Strategic Plan.

 Information and communication	 Waste management	 Youth support	 Library and information
 Asset maintenance and renewal	 Engineering	 Water, wastewater and sewerage	 Community, social wellbeing and safety
 Community Development	 Residential Aged Care	 Economic development	 Environmental Planning
 Environmental and public health	 Strategic, urban and land use planning	 Development control	 Cultural event management
 Property management	 Survey and design	 Governance	 Parks and Gardens maintenance
 Ranger and emergency services	 Business planning and systems	 Tourism and accommodation management	 Recreation facility construction and maintenance
 Building and construction services and regulatory	 Volunteer attraction, retention and management	 Community and recreational spaces planning and maintenance	 Financial planning, procurement, contract and grant management

Facilities

General

Council Offices	4
Works Depots	5
Visitors Centres	2
Libraries	2
Mobile Library	1

Water and Wastewater

Water Treatment Plants	2
Water Pump Station Intakes	12
Water Distribution Pump Stations	11
Water Reticulation Pipe	330 Km
Supply Reservoirs	39
Supply Dams	1
Wastewater Treatment Facilities	8
Wastewater Pump Stations	28
Wastewater Drainage Pipe	280 Km

Water Management

Landfills	3
Transfer Stations	6

Community and Recreation

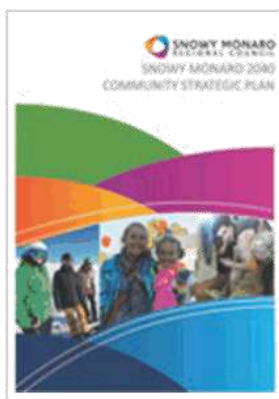
Aged Care Facilities	2
Doctors / Health Centres	3
Child Care	2
Halls	15
Showground	7
Sporting / Recreation Fields	19
Swimming Pools	5
Holiday / Caravan Parks	5
Public Toilets	21
Airports	1
Saleyards	2
Community Centre	2

Integrated Planning and Reporting

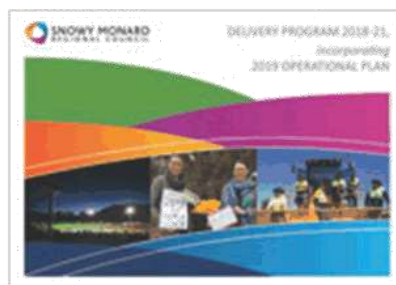
Recognising the important role the community plays in guiding Council in its service delivery, extensive community engagement was undertaken in 2017 as a key part of the 2040 Community Strategic Plan development. The key planning and reporting documents which fall part of Council's Integrated Planning and Reporting Framework are aligned to the overarching community aspirations.



Council's Integrated Suite of Planning Documents



Community Strategic Plan



Delivery Program incorporating Operational Plan



Resourcing Strategy

Our Achievements on the Objectives of the 2019 Operational Plan

The Delivery Program 2018-21 and 2019 Operational Plan is aligned to the Key Themes and Outcomes consistent with the Snowy Monaro 2040 Community Strategic Plan. These are detailed below.


Key Theme 1: Community

Key Theme 2: Economy


Key Theme 3: Environment

Key Theme 4: Leadership


Community Outcomes

	1	Our health and wellbeing needs are met
	2	Our region's diverse cultural identity is preserved, and we foster creative expression and spaces
	3	We are a safe and caring community


Economy Outcomes

	4	Our region is prosperous with diverse industry and opportunities
	5	Our community has access to a range of diverse lifelong learning opportunities
	6	Our residents and visitors connect with our region's welcoming and iconic attractions

Environment Outcomes

	7	Our natural environment is protected and sustainable
	8	Our built infrastructure is attractive and fit for purpose
	9	Our community is connected through efficient transportation networks, technology and telecommunication services

Leadership Outcomes

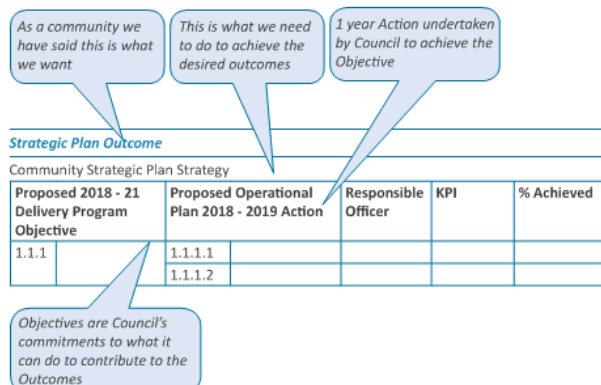
	10	Our Council is strategic in their planning, decision making and resource allocation
	11	Our Council delivers best value to the community
	12	Our Community is informed and engaged in decision making

The following pages outline Council's progress in achieving those desired outcomes. Whilst there were many highlights completed in the 2019 year, other significant activities and initiatives will take multiple years to be realised. e.g. the construction of major infrastructure projects.

In addition, Council continues to perform and improve considerable 'Business as Usual' work. Highlights on these can be found in section titled 'Highlights from Council's Services'. Refer to the Table of Contents.

How to Read the Following Pages

Example



COMMUNITY THEME	
Ref. No.	Element
1	CSP Community Outcome
1.1	CSP Community Strategy
1.1.1	3 year Delivery Program Objective
1.1.1.1	1 year Operational Plan Action



THEME ONE COMMUNITY

Our communities are welcoming, inclusive and safe; our lifestyle needs are actively considered and planned for; and opportunities exist to enhance our health and social wellbeing.

- 1 Our health and wellbeing needs are met
- 2 Our region's diverse cultural identity is preserved, and we foster creative expression and spaces
- 3 We are a safe and caring community

THEME ONE – COMMUNITY

Community Outcome One: Our health and wellbeing needs are met						
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						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
1.1.1	Regional health and wellbeing services have been planned through community consultation and partnerships with other levels of government	1.1.1.1	Consult with health and wellbeing service providers with a view to developing a Regional Health Strategy	General Manager and Directors	Consultation undertaken with key stakeholders; scope of Regional Health Strategy identified	100%
1.1.2	Water and Sewer Services meet legislative and quality requirements	1.1.2.1	Undertake an annual review and update the Drinking Water Quality Management Plans	Group Manager Water and Wastewater Services	Implement elements 8 and 12 of the Plan	85%
Strategy 1.2 High quality community support and residential aged care services are available and accessible to residents across the region						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
1.2.1	Competitive cost-effective aged care and community support services are available within the region	1.2.1.1	Implement Community Transport Strategy actions relevant to the 2019 financial year	Group Manager Community Support Services and Aged Care	Complete adopted recommendations as detailed in the Community Transport Strategy for 2018-19 financial year	100%
		1.2.1.2	Review fees and charges of Home Care Packages	Group Manager Community Support Services and Aged Care	Undertake market research to identify baseline for fees and charges directly. Develop a competitive fee structure to support viability of packages	100%
1.2.2	Council strategies recognise the growing demand of residential aged care services	1.2.2.1	Implement recommendations from the Residential Aged Care review, applicable to the 2019 financial year, subject to funding	Group Manager Community Support Services and Aged Care	Develop an implementation plan to support recommendations of Residential Aged Care review	100%

THEME ONE – COMMUNITY

Community Outcome One: Our health and wellbeing needs are met						
Strategy 1.3 Recreation, sporting and leisure facilities encourage all ages to live in an active and healthy lifestyle						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
1.3.1	Regional level recreation facilities that encourage an active lifestyle are planned for and provided in partnership with other government agencies	1.3.1.1	Develop a high -level Recreational Facilities Strategy including consolidation of former Council strategies and plans	Group Manager Facilities	Strategy Complete and Plans consolidated and prioritised	50%
		1.3.1.2	Develop a Pool Strategy	Group Manager Facilities	Strategy Completed	50%
1.3.2	Council has effectively identified community and visitor needs in the development and enhancement of the Region's recreational facilities to ensure sound decision making	1.3.2.1	Prepare a report on the impact of recreational fishing in the region	Group Manager Economic Development and Tourism	Report complete	100%
1.3.3	Council's recreational facilities, parks and public open spaces are safe, well managed and accessible	1.3.3.1	Review, update and implement a region wide inspection schedule to ensure safety and fit for purpose of Councils recreation facilities	Group Manager Facilities	Review and update schedule. Implement Schedule	85%

Strategy 1.4 Youth in the region are supported to reach their maximum potential						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
1.4.1	Youth of the region are engaged, supported, mentored and trained to be the leaders of tomorrow	1.4.1.1	Invest in Train the Trainer programs for staff to facilitate waste education programs	Group Manager Resource and Waste Management	2 Staff undergo a program to improve presentation skills	100%
		1.4.1.2	Promote council traineeships, apprenticeships and cadetships by attending career fairs	Group Manager People and Culture	Develop Trainee Framework by October 2018	100%
		1.4.1.3	Mentor and train young leaders in line with commitments of the Family and Community Services (FACs) grant	Group Manager Economic Development and Tourism	50 young people across the region engaged in youth leadership activities	100%
1.4.2	Activities and recreational infrastructure for children and young people is planned for and promoted to contribute to their active living, health and wellbeing	1.4.2.1	Consolidation of regions Playground Strategies	Group Manager Facilities	Single playground strategy document for Council delivered	65%
		1.4.2.2	Identify the strategic needs for recreational infrastructure in the region	Group Manager Economic Development and Tourism	List of needs prepared, and recommended priorities developed	100%

THEME ONE – COMMUNITY

Community Outcome Two: Our regions' diverse cultural identify is preserved, and we foster creative expression and spaces						
Strategy 2.1 Our culturally diverse heritage is preserved and celebrated for the richness it brings to our regional identity						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
2.1.1	Council has built stronger relationships with the region's First Peoples	2.1.1.1	Council to continue its participation and promotion of NAIDOC week activities	Group Manager Economic Development and Tourism	Council has promoted NAIDOC week and engaged with the aboriginal community regarding events	100%
		2.1.1.2	Ongoing consultation regarding Bundian Way expansion	General Manager and Directors	Consultation undertaken regarding Bundian Way expansion	100%
2.1.2	Council celebrates and enriches the heritage fabric throughout the region	2.1.2.1	Implement actions of the Heritage Strategy as required for the 2019 financial year action plan	Group Manager Development and Building Certification	Adopted recommendations from Heritage Strategy are implemented	100%
Strategy 2.2 Support and promote the arts recognising the broad and diverse contribution it makes to community identity and wellbeing						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
2.2.1	A range of regional level arts and cultural activities are delivered and promoted in partnership with the community	2.2.1.1	Investigate council support for the provision of recycling materials for regional art projects	Group Manager Resource and Waste Management	Council considers a report on the provision of recycling materials for regional art projects	100%
		2.2.1.2	Stocktake of cultural and arts facilities / assets public art in the region to establish a baseline and understand the needs across the region	Group Manager Economic Development and Tourism	List of needs prepared and recommended priorities developed	100%
2.2.2	Facilities for the provision of arts and cultural activities have been planned for in partnership with other government agencies and the community	2.2.2.1	Review the business case for the Old Bombala Primary School Innovation Community Hub to seek funding as a shovel ready project	Group Manager Economic Development and Tourism	An updated business case prepared	100%

THEME ONE – COMMUNITY

Community Outcome Three: We are a safe and caring community						
<i>Strategy 3.1 Develop, maintain and promote safe spaces and facilities that are enabling, accessible and inclusive for all</i>						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
3.1.1	Public and community spaces are regulated and managed to be safe and equitable for all abilities	3.1.1.1	Identify and implement actions from the Disability Inclusion Action Plan that can be completed in the 2019 financial year	Group Manager Economic Development and Tourism	Report prepared for Council identifying 2019 actions	100%
		3.1.1.2	Undertake parking signage audit to determine compliance for street parking and council owned car parks	Group Manager Environmental Management	Audit completed and report prepared with recommendations identifying corrective actions	100%
3.1.2	Preventative maintenance programs have been established across Council spaces and facilities that are compliant with current standards	3.1.2.1	Upgrade the Bombala Truck wash facilities	Group Manager Facilities	Bombala Truck wash upgrade completed	25%
<i>Strategy 3.2 Positive social behaviours (including law and order) are fostered and encouraged to maintain our safe, healthy and connected communities</i>						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
3.2.1	Council's public health and regulatory responsibilities are planned for and delivered to facilitate a safe community and raise awareness	3.2.1.1	Roll out the "i'm alert" online training tool for retail food businesses	Group Manager Environmental Management	"i'm Alert" rollout completed with web based training available to the community	100%
		3.2.1.2	Review and implement revised impounding policies and procedures with regard to companion animals	Group Manager Environmental Management	Companion Animal impounding policy and procedures reviewed and implementation completed	100%
3.2.2	Council supports and encourages safety initiatives to promote our connected communities	3.2.2.1	Implement Roads and Maritime Service Road Safety Program	Group Manager Asset Management and Engineering Services	Roads and Maritime Service Road Safety Program completed	100%

THEME TWO ECONOMY

We are a vibrant and prosperous community providing opportunities for growth and learning



THEME TWO – ECONOMY

Community Outcome Four: Our region is prosperous with diverse industry and opportunities						
Strategy 4.1 Attract diverse businesses and industries to the region, supporting their establishment and retention						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
4.1.1	Council's Regional Economic Development Strategy provides a framework that fosters and grows the Region's diverse businesses	4.1.1.1	Review and finalise the Regional Economic Development Strategy and prioritise actions for 2019 financial year	Group Manager Economic Development and Tourism	Report to Council on recommended actions for 2019	100%
4.1.2	Procurement policies encourage local businesses to be competitive market suppliers	4.1.2.1	Attend workshops with local business to educate on doing business with Council	Chief Financial Officer	Procurement Officer attend a minimum one workshop with local businesses	100%
		4.1.2.2	Increase the numbers of local businesses registered for online tendering services	Chief Financial Officer	5% increase on number of local businesses registered for online tendering and procurement services	100%
4.1.3	Council is an active community partner in supporting regional business initiatives	4.1.3.1	Council to investigate opportunities to assist with Dongwha stage 2	Group Manager Economic Development and Tourism	Meet with Dongwha to understand needs for Stage 2 and prepare report on Council support options	100%
		4.1.3.2	Identify industries in the region where there is a skills shortage	Group Manager Economic Development and Tourism	Meet with key employers across the region and liaise with relevant government agencies to ascertain needs and training requirements/ solutions	100%
4.1.4	Strategic projects undertaken that grow the local economy	4.1.4.1	Undertake strategic projects to grow the local economy, subject to grant funding. Refer to SMRC Strategic Projects Grant Funding. i.e. Rail trail, mountain bike and walking trails	General Manager and Directors	Projects identified on the SMRC Strategic Projects Grant Funding Register are prioritised and a plan developed	100%
Strategy 4.2 Foster and support adaptive, sustainable industries						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
4.2.1	Council's 'Smart Cities' initiative promotes innovative, adaptable solutions and policies to foster sustainable industries across the region	4.2.1.1	Lobby State Government for the inclusion of Jindabyne in the Smart Cities Pilot Program	Group Manager Economic Development and Tourism	Routinely throughout the year make approaches to relevant State Government contacts regarding this program	100%

THEME TWO – ECONOMY

Community Outcome Four: Our region is prosperous with diverse industry and opportunities						
Strategy 4.3 Capitalise on the region's proximity to Canberra and bordering NSW and Victorian regions to attract industry and investment						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
4.3.1	Council has advocated for increased regional outcomes that support the Snowy Monaro local government area	4.3.1.1	Make representation on behalf of the region at Regional, Federal and State Government forums	General Manager and Directors	Council is represented at each forum held	75%
4.3.2	Promotion of the Region's commercial facilities through advocacy and discussion with other levels of government and regional local groups has been heightened	4.3.2.1	Develop Council Saleyard Management Strategy	Group Manager Facilities	Saleyard Management Strategy document completed	85%
4.3.3	Council (where nominated with a role to play) has delivered in partnership the recommendations from the State Government South East and Tablelands Regional Plan 2036	4.3.3.1	Lobby for projects as appropriate	General Manager and Directors	Council has lobbied for projects that are identified as being relevant to Council	100%
4.3.4	The Region's opportunity for economic growth is enhanced through Council Asset Management Plans and attracting investment	4.3.4.1	Implement a study to ensure all regional transportation corridors are fit for purpose to support economic growth predictions	Group Manager Transport and Infrastructure (Operations)	Study to ensure all transportation corridors are fit for purpose to support economic growth predictions, undertaken and report to Council	95%
		4.3.4.2	Undertake feasibility study for the villages of Michelago, Numeralia and the Four Mile with regard to water supply	Group Manager Water and Wastewater Services	3 Feasibility studies completed	20%

THEME TWO – ECONOMY

Community Outcome Five: Our community has access to a range of diverse lifelong learning opportunities						
Strategy 5.1 Advocate for and promote education and lifelong learning opportunities						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
5.1.1	The Region's Library Network promotes community connectedness and facilitates the provision of information and services for the community	5.1.1.1	Implement the Library Strategy actions relevant the to 2019 financial year	Group Manager Community Support Services and Aged Care	All adopted recommendations identified in the Library Strategy for 2018/2019 financial year implemented	100%
		5.1.1.2	Secure funding to improve security at public library facilities	Group Manager Community Support Services and Aged Care	Investigate all sources of funding to improve security at library facilities and where necessary submit grant applications	100%
5.1.2	Council works in partnership with the Region's businesses and tertiary education partners to explore the occupation skills and tertiary options needed for the future for the region	5.1.2.1	Develop a relationship and explore options through Country Universities Centre and other tertiary providers to provide training for Council cadets and trainees	Group Manager People and Culture	Consult with stakeholders to include regional partnerships in Trainee Framework (1.4.1) and Corporate training programs	100%
Strategy 5.2 Promote and provide access and spaces both physical, digital and mobile where people can learn and connect						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
5.2.1	Community infrastructure options are explored that facilitate the expansion, improvement and accessibility of life learning spaces across the region	5.2.1.1	Explore options for joint use facilities with the Department of Education and Training	Group Manager Economic Development and Tourism	Options explored for joint use facilities with the Department of Education and Training	100%

THEME TWO – ECONOMY

Community Outcome Six: Our residents and visitors connect with our regions welcoming and iconic attractions						
Strategy 6.1 The Snowy Monaro region is a destination that offers a variety of quintessential year – round experiences, attractions and events.						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
6.1.1	Promote tourism and enhance the Snowy Monaro Region as a year round destination of choice through a collaborative approach between all stakeholders and interest groups	6.1.1.1	Incorporate recommendations from the LEK Report on Jindabyne into the Tourism Strategy	Group Manager Economic Development and Tourism	Appropriate LEK recommendations incorporated into the Visitor Economy Strategy	100%
6.1.2	Safe and well maintained facilities i.e. parks and reserves; multi-function buildings and community halls and the showground contribute to the region	6.1.2.1	Scope required improvements and apply for grant funding for the Cooma Multifunction Centre	Group Manager Facilities	Scope document completed grant funding application completed and submitted	100%
6.1.3	Council facilitates and supports and promotes events to highlight the attributes of our towns and villages	6.1.3.1	Continued promotion through Visitor's Centres	Group Manager Economic Development and Tourism	Visitors Centres promote local events through various platforms	100%
Strategy 6.2 Encourage and promote vibrant towns and villages, acknowledging and celebrating the unique heritage and character of each town						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
6.2.1	Improvements to towns and villages physical environments for parks are incorporated in consultation with community and developed within the unique character of each town	6.2.1.1	Develop a Parking Strategy for Jindabyne	Group Manager Economic Development and Tourism	A Parking Strategy for Jindabyne town centre is prepared	10%
6.2.2	Council's town infrastructure is sympathetic to the heritage and character of each town	6.2.2.1	Implement the adopted recommendations from the Bombala and Delegate Main Street Heritage Study	Group Manager Economic Development and Tourism	Prepare a report to Council on recommended actions in response to the completed Main Street Heritage Studies	100%
6.2.3	Council celebrates, supports and promotes the uniqueness and heritage characteristics of each town and village	6.2.3.1	Implement actions from the Heritage Strategy for 2019 financial year	Group Manager Development and Building Certification	100% of identified actions implemented	100%

THEME TWO – ECONOMY

Community Outcome Six: Our residents and visitors connect with our regions welcoming and iconic attractions						
Strategy 6.3 Further promote and develop the regions visitor accommodation, product and recreational infrastructure						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
6.3.1	Businesses are supported in their promotion to encourage and develop our visitor economy	6.3.1.1	Prepare a Visitor Economy Strategy for the region	Group Manager Economic Development and Tourism	A Visitor Economy Strategy is prepared	90%
		6.3.1.2	Improve signage for the Bombala Visitor Information Centre	Group Manager Economic Development and Tourism	A Visitor Economy Strategy is prepared	60%
6.3.2	The Region's caravan parks, are maintained, upgraded and promoted to attract visitors	6.3.2.1	Undertake a condition assessment of Council assets to determine lifecycle and ongoing maintenance requirements for	Group Manager Facilities	Condition assessment report completed	75%
6.3.3	The Region is marketed to the broader state and national and international community	6.3.3.1	Council continues to support and work with state and regional tourism agencies and organisations to market the region externally	Group Manager Economic Development and Tourism	The region is marketed to state, national and international audiences	100%

THEME THREE ENVIRONMENT

Our iconic natural environment and heritage is preserved and enhanced for future generations whilst balancing the needs for regional development and growth



THEME THREE – ENVIRONMENT

Community Outcome Seven: Our natural environment is protected and sustainable.						
Strategy 7.1 Protect, value and enhance the existing natural environment						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
7.1.1	The Region's natural environment remains protected through delivery of a range of Council programs and regulatory compliance	7.1.1.1	Develop an Enforcement Policy and have it adopted	Group Manager Development and Building Certification	Enforcement Policy developed and adopted	100%
		7.1.1.2	Develop and implement a procedure to record compliance data within Development and Building Certification	Group Manager Development and Building Certification	Procedure developed and implemented	100%
		7.1.1.3	Develop a new Fire Safety Program	Group Manager Development and Building Certification	Fire Safety Program is reviewed and new program developed	25%
		7.1.1.4	Implement year 1 of the Swim Safety Program across the entire Snowy Monaro region and report on compliance	Group Manager Development and Building Certification	Year 1 of Swim Safety Program implemented and compliance report put to Council	80%
		7.1.1.5	Develop a compliance procedure for the Biosecurity Weeds Team to support the Enforcement Policy	Group Manager Environmental Management	Biosecurity (Weeds) Compliance Procedure completed	100%
		7.1.1.6	Implement procedures to record all illegal dumping through NSW Environmental Protection Authority Report Illegal Dumping (RID) online portal to measure volume cost to council and identify hotspot trends, and report on annually	Group Manager Environmental Management	Illegal Dumping Procedure completed and implemented	100%
		7.1.1.7	Implement Plant Hygiene Policy	Group Manager Environmental Management	Biosecurity Compliance - Council Activities, Vehicles and Machinery Policy completed	100%

THEME THREE – ENVIRONMENT

Community Outcome Seven: Our natural environment is protected and sustainable.					
Strategy 7.1 Protect, value and enhance the existing natural environment - Continued					
2018 - 21 Delivery Program Objective	2019 Operational Plan Action	Responsible Officer	KPI	% Achieved	
7.1.2 The significance and protection of the region's natural assets along with the efficient and equitable planning of public services, infrastructure and amenities is provided for in Council's Local Environmental and associated plans	7.1.2.1 Develop, adopt, implement and communicate Waste Management Strategy	Group Manager Resource and Waste Management	Council receive a draft Waste Strategy for adoption	45%	
	7.1.2.2 Completion of a new Bushfire Prone Land Map	Group Manager Economic Development and Tourism	A Snowy Monaro Bushfire Map is prepared	90%	
	7.1.2.3 Develop a project plan for the production of the Snowy Monaro Local Environmental Plan (LEP) text and maps	Group Manager Economic Development and Tourism	A project plan is developed	80%	
	7.1.2.4 Report final Koala Management Plan to Council	Group Manager Economic Development and Tourism	The final Koala Management Plan is reported to Council	50%	
7.1.3 Council delivers a range of initiatives to the Snowy Monaro community to enhance their awareness and engagement of sustaining our pristine natural environment	7.1.3.1 Rehabilitate Dalgety Landfill, pending grant approval	Group Manager Resource and Waste Management	Final rehabilitation cap construction works have commenced	100%	
	7.1.3.2 Upgrade leachate control systems at Bombala Landfill	Group Manager Resource and Waste Management	An upgraded Leachate Control System has been installed at Bombala Landfill	100%	
	7.1.3.3 Provision of a Fire Safety Education program	Group Manager Development and Building Certification	Fire Safety Education program developed and implemented	25%	
	7.1.3.4 Provision of a Swim Safety Education Program	Group Manager Development and Building Certification	Swim Safety Education Program developed and implemented	100%	
	7.1.3.5 Perform cost benefit analysis of Drone (unmanned aerial vehicle technology) for invasive weed identification and mapping	Group Manager Environmental Management	Project Proposal completed	100%	
	7.1.3.6 Weed related strategies and policy direction communicated to key community representatives quarterly	Group Manager Environmental Management	Community Forums and Information sessions completed	100%	
	7.1.3.7 Develop sustainability strategy in consultation with Green Team that meets targets of 'Sustainable Business Development' policy and State of Environment priorities	Executive Manager Innovation and Business Development	100% of target in Sustainable Business Development Policy 10% return on investment in sustainability projects	100%	

THEME THREE – ENVIRONMENT

Community Outcome Seven: Our natural environment is protected and sustainable						
Strategy 7.2 Water, waste, sewer and stormwater management practices are contemporary and efficient						
2018 – 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
7.2.1	Water and sewer management services and operations meet legislative and quality requirements	7.2.1.1	Complete annual review and update of Pollution Incident Reporting Management Plans for all Sewerage Treatment Plants	Group Manager Water and Wastewater Management	Number of Pollution Incident Reporting Management Plan reviewed	100%
		7.2.1.2	Expand Liquid Trade Waste Program to regions where not currently implemented i.e. Cooma and Bombala	Group Manager Water and Wastewater Management	Number of properties inspected and number of applications received	100%
		7.2.1.3	Prepare Water and Sewer Strategic Business Plan	Group Manager Water and Wastewater Management	Workshop and community consultation completed Plan adopted by Council	10%
		7.2.1.4	Develop customer information fact sheets on the expected water delivery services	Group Manager Water and Wastewater Management	Number of fact sheets developed and uploaded on website	60%
		7.2.1.5	Implement the region wide Water and Sewer Services Development Servicing Plan (Section 64 Contributions)	Group Manager Water and Wastewater Management	Workshop completed, community consultation completed, Plan adopted and registered with DPI Water	80%
7.2.2	Water and sewer infrastructure is maintained and improved to provide a quality service	7.2.2.1	Implement the Water and Sewage Capital Works Program for the 2019 financial year, in accordance with the annual financial plan	Group Manager Water and Wastewater Management	Total budget spent and the amount of work completed and or commenced	80%
		7.2.2.2	Improve water quality at Bombala and Delegate, subject to funding	Group Manager Water and Wastewater Management	Consultation with NSW Health and DPI Water completed. Raw water quality project commenced, options study commenced	100%

THEME THREE – ENVIRONMENT

Community Outcome Seven: Our natural environment is protected and sustainable.						
Strategy 7.2 Water, waste, sewer and stormwater management practices are contemporary and efficient - Continued						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
7.2.3	Innovative solutions and infrastructure supporting waste and recycling operations to reduce landfill have been investigated	7.2.3.1	Implement kerbside collection services Bredbo, Michelago and Nimmitabel, pending Council approval	Group Manager Resource and Waste Management	Kerbside Collection Service commence at Bredbo, Michelago and Nimmitabel	100%
		7.2.3.2	Trial alternative landfill covers for the benefit of cost reduction	Group Manager Resource and Waste Management	The SMRC Waste Committee receives a report on the cost benefit analysis of an alternative landfill cover system	100%
		7.2.3.3	Trial compactable litter bins	Group Manager Resource and Waste Management	The SMRC Waste Committee receives a report on the outcomes of a compactable litter bin trial	100%
		7.2.3.4	Investigate expansion of organic composting and marketing	Group Manager Resource and Waste Management	Council receives a report on the expansion of Organic Composting and marketing arrangements	100%
		7.2.3.5	Investigate future options of Jindabyne Landfill	Group Manager Resource and Waste Management	Council receives a report on the future options of Jindabyne Landfill	100%

THEME THREE – ENVIRONMENT

Community Outcome Eight: Our built infrastructure is attractive and fit for purpose						
Strategy 8.1 Plan for rural, urban and industrial development that is sensitive to the region's natural environment and heritage						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
8.1.1	New development and land use is facilitated in appropriate locations with areas of environmental value protected	8.1.1.1	Prepare a Settlement Strategy	Group Manager Economic Development and Tourism	A Settlement Strategy is prepared	50%
8.1.2	Land use is optimised to meet the social, environment and economic needs of the region	8.1.2.1	Prepare a Rural Land Use Strategy	Group Manager Economic Development and Tourism	A Rural Land Use Strategy is prepared	50%
8.1.3	Development assessment processes are streamlined to support regional development and growth	8.1.3.1	Review and update policies and procedures for development and building certification assessment processes	Group Manager Development and Building Certification	Assessment procedures and policies reviewed and updated	100%
		8.1.3.2	Develop and implement a procedure to collect building and certification data to meet a new requirements under Building Professionals Act	Group Manager Development and Building Certification	Procedure for collection of certification data developed and implemented	100%
Strategy 8.2 Improve and maintain our public owned infrastructure and assets and facilities to a high standard						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
8.2.1	Council maximises its Asset utilisation to deliver services today and into the future	8.2.1.1	Formalise a combined Asset Register and hierarchy from the three existing systems, in conjunction with the Corporate Systems Implementation Project	Group Manager Asset Management and Engineering Services	Consolidated Asset register established	100%
8.2.2	Public Infrastructure and Assets are maintained and replaced according to Council's Asset Management Strategy	8.2.2.1	Develop a ten-year Cemetery Management Plan	Group Manager Environmental Management	10 year Cemetery Management Plan completed and presented to Council	100%
		8.2.2.2	The regions three dog pounds improvement program is completed by December 2018	Group Manager Environmental Management	Dog Pound improvement program is completed	100%

THEME THREE – ENVIRONMENT

Community Outcome Eight: Our built infrastructure is attractive and fit for purpose						
Strategy 8.2 Improve and maintain our public owned infrastructure and assets and facilities to a high standard - Continued						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
8.2.3	Stronger Communities fund project delivers improved community infrastructure and assets through the Major Projects Program (MPP)	8.2.3.1	Plan, deliver and evaluate success of Roads and Bridges package	Executive Manager Innovation and Business Development	100% grant fund committed and project delivered within schedule	100%
		8.2.3.2	Plan, deliver and evaluate success of Buildings - Upgrades or Modifications package	Executive Manager Innovation and Business Development	100% grant fund committed and project delivered within schedule	100%
		8.2.3.3	Plan, deliver and evaluate success of Public Health (including cemeteries) package	Executive Manager Innovation and Business Development	100% grant fund committed and project delivered within schedule	100%
		8.2.3.4	Plan, deliver and evaluate success of Recreational Facilities package	Executive Manager Innovation and Business Development	100% grant fund committed and project delivered within schedule	100%
		8.2.3.5	Plan, deliver and evaluate success of Renewable Energy package	Executive Manager Innovation and Business Development	100% grant fund committed and project delivered within schedule	100%
		8.2.3.6	Plan, deliver and evaluate success of Streetscape Projects package	Executive Manager Innovation and Business Development	100% grant fund committed and project delivered within schedule	100%
8.2.4	Provide quality community and aged care services through assets we deliver	8.2.4.1	Investigate refurbishment grant funding opportunities applicable to Residential Aged Care Facilities	Group Manager Community Support Services and Aged Care	Identify refurbishment opportunities for both residential aged care facilities and apply for grant funding	100%
8.2.5	Our public buildings utilise best practice energy and water efficiency	8.2.5.1	Review efficiency of solar heating for swimming pools to be undertaken in conjunction with the Green Team	Group Manager Facilities	Recommendation report completed and reported to Executive and Council	100%
8.2.6	Council's infrastructure is maintained to meet compliance standards and to deliver high level services	8.2.6.1	Develop a plan for the management of weeds on all Council assets	Group Manager Environmental Management	Budget completed in readiness for 2019 budget proposal	100%
Strategy 8.3 Advocate for a range of suitable housing and accommodation that is available for the changing needs of our community						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
8.3.1	Planning policies facilitate options for a range of housing types	8.3.1.1	Council advocate to State and Federal governments for provision of housing that facilitates connecting disadvantaged persons with alternate accommodation	General Manager and Directors	Council has communicated strong advocacy to State and Federal governments for provision of housing that facilitates connecting disadvantaged persons with alternate accommodation	10%

THEME THREE – ENVIRONMENT

Community Outcome Nine: Our community is connected through efficient transportation networks, technology and telecommunications						
Strategy 9.1 Transportation corridors throughout the region are improved and maintained						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
9.1.1	Management of road corridors is effective and efficient	9.1.1.1	Review and prepare a Strategy of Weed Control Contracts	Group Manager Environmental Management	Review completed with recommendations detailed in a report to Council	90%
		9.1.1.2	Undertake community consultation to determine the frequency of maintenance grading including road prioritisation and methodology	Group Manager Transport Infrastructure Operations	Community consultation to determine the frequency of maintenance grading including road prioritisation and methodology	100%
		9.1.1.3	Deliver a community education paper on road maintenance and scheduling	Group Manager Transport Infrastructure Operations	Community education paper on road maintenance and scheduling	90%
9.1.2	Our local road network is planned, built and repaired to improve movement across the region	9.1.2.1	Conduct a full review of maintenance practices to determine whether sufficient plant, staff and resources exist to deliver councils maintenance strategy	Group Manager Transport Infrastructure Operations	Review of maintenance practices to determine whether sufficient plant, staff and resources exist to deliver councils maintenance strategy	100%
9.1.3	Land use and transportation corridor planning is integrated to improve decision making and outcomes	9.1.3.1	Undertake a review of Roads Maintenance Council Contracts and Roads and Maritime Service audit works to identify the impact this has on maintenance of council public roads	Group Manager Transport Infrastructure Operations	Review of RMCC and RMS Ordered works to identify the impact this has on maintenance of council public roads	100%
		9.1.3.2	Implement recommendations from the Australian Road Research Board Strategic Network Analysis, as relevant to 2018-19	Group Manager Transport Infrastructure Operations	Adopted recommendations from the Australian Road Research Board Strategic Network Analysis, relevant to 2018-19	100%
9.1.4	Council's transportation strategy identifies initiatives that improve and maintain the region's transportation networks including public transport, vehicles, bikes and pedestrians	9.1.4.1	Create a discussion paper on quality control methodologies for road construction contracts in line with existing Roads and Maritime Service quality control documents	Group Manager Transport Infrastructure Operations	Discussion paper on quality control methodologies for road construction contracts in line with existing RMS quality control documents	100%
		9.1.4.2	Review and implement initiatives from the Transport and Infrastructure Asset Management Plan, relevant to 2018-19	Group Manager Transport Infrastructure Operations	Adopted initiatives from the Transport and Infrastructure Asset Management Plan, relevant to 2018-19	100%
		9.1.4.3	Implement the recommendations from the Transport and Infrastructure Deep Dive, as applicable to the 2019 financial year	Group Manager Transport Infrastructure Operations	Adopted recommendations from the Transport and Infrastructure Deep Dive, as applicable to 2018-19	100%

THEME THREE – ENVIRONMENT

Community Outcome Nine: Our community is connected through efficient transportation networks, technology and telecommunications						
Strategy 9.2 Transportation initiatives are aligned to State and neighbouring local government areas plans						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
9.2.1	Council leverages partnerships for inclusion of our transportation initiatives within state and regional planning	9.2.1.1	Council to advocate and leverage partnerships for inclusion of our transport initiatives that have been captured with in state and regional planning	General Manager and Directors	Council has advocated and leveraged partnerships for inclusion of our transport initiatives that have been captured within State and regional planning	100%

Strategy 9.3 Our region has access to effective telecommunication infrastructure and services						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
9.3.1	Council has worked in partnership with the private sector to take advantage of grant funding opportunities to improve remote area connectivity	9.3.1.1	Develop an SMRC prospectus for upcoming State and Federal government elections to advocate for funding	General Manager and Directors	Prospectus developed to advocate funding to improve remote area connectivity	100%



THEME FOUR **LEADERSHIP**

We have contemporary civic leadership and governance that fosters trust and efficiency

- 1** Our Council is strategic in their planning, decision making and resource allocation
- 2** Our Council delivers best value to the community
- 3** Our Community is informed and engaged in decision making

THEME FOUR – LEADERSHIP

Community Outcome Ten: Our Council is strategic in their planning, decision making and resource allocation						
Strategy 10.1 Planning and decision making is holistic and integrated and has due regard to the long term and cumulative effects						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
10.1.1	Council has a transparent and bold growth objective which provides a framework for decision making	10.1.1.1	Council sets a population growth target for 2040	Group Manager Economic Development and Tourism	Population Growth target considered as part of Settlement and Rural Land Use Strategies	80%
10.1.2	Integrated Planning and Reporting guides long term planning and organisational sustainability	10.1.2.1	Facilitate development of four year plans for all business Units	Group Manager Governance	Four Year Plans are completed for all Business Units	85%
10.1.3	Council demonstrates improvement in its knowledge capture, performance and service delivery by fully embracing a learning organisation and innovation mindset	10.1.3.1	Complete one extensive service review and document key findings, risks and benefits realisation	Executive Manager Innovation and Business Development	80% of recommended actions are included in the following year Operational Plan	100%
		10.1.3.2	Innovation and Business Development team responsive to the external and internal environments and adjusts work plans/priorities accordingly to leverage opportunity report on internal and external environment opportunities and report required adjust to council	Executive Manager Innovation and Business Development	2 reports per year focusing on external environment funding and strategic partnership opportunities. 2 internal business partnerships for innovation projects linked to the NSW Innovation Strategy	100%
		10.1.3.3	Review baseline service reviews and prioritise business processes that will see a high return on investment	Executive Manager Innovation and Business Development	Prioritisation of service reviews and scope of review adopted by Council	100%
		10.1.3.4	Complete six business process mapping workshops across all operational directorates	Executive Manager Innovation and Business Development	100% of processes that are mapped see at least a 10% efficiency in delivery	100%

THEME FOUR – LEADERSHIP

Community Outcome Ten: Our Council is strategic in their planning, decision making and resource allocation					
Strategy 10.1 Planning and decision making is holistic and integrated and has due regard to the long term and cumulative effects - Continued					
2018 - 21 Delivery Program Objective	2019 Operational Plan Action	Responsible Officer	KPI	% Achieved	
10.1.4 Harmonisation of policies, procedures and processes deliver customer focused business practices	10.1.4.1 Develop a comprehensive list of all Council legislative reporting deliverables, council policies, procedures and forms, including accountable business unit and calendar showing review dates, and publish on intranet	Group Manager Governance	Policy, Procedure and legislative compliance directory published. Calendar of review dates and compliance dates communicated	90%	
	10.1.4.2 Implement a revised process for the development of policies and procedures including document control processes	Group Manager Governance	Policy developed and adopted for Development of Policy and Procedures. Procedures for Policy development and Document Control are reviewed and implemented	90%	
	10.1.4.3 Undertake a gap analysis of Council policies and procedures relative to industry best practice and develop recommendations to implement	Group Manager Governance	Recommendation report is completed and provided to ELT, including a project plan for implementation	90%	
	10.1.4.4 Implement a complaint management framework, including policy, procedures and comprehensive register and report	Group Manager Governance	Complaint Policy adopted by Council. Complaint procedure developed and implemented. Monthly reporting to ELT	90%	
	10.1.4.5 Develop a Debt Management Policy	Chief Financial Officer	Debt Management Policy Adopted and Published	100%	
	10.1.4.6 Review the provision of Debt Recovery services	Chief Financial Officer	New/Single Debt Recovery Services contract negotiated and engaged	100%	
	10.1.4.7 Achieve a stronger, more efficient Council through finalisation of merger projects	Executive Manager Innovation and Business Development	100% New Council Implementation Fund (NCIF) committed and merger projects completed	100%	

THEME FOUR – LEADERSHIP

Community Outcome Ten: Our Council is strategic in their planning, decision making and resource allocation					
Strategy 10.2 Sound governance practices direct Council business and decision making					
2018 - 21 Delivery Program Objective	2019 Operational Plan Action	Responsible Officer	KPI	% Achieved	
10.2.1 Independent audit and risk framework drives accountability	10.2.1.1 Undertake the actions to target zero high risk items on the Audit Management Letter, for the 2019 financial year	Chief Financial Officer	Number of high risk items on Audit Management Letter	100%	
	10.2.1.2 Develop a Section 355 subcommittee, focused on regulatory compliance in relation to aged care	Group Manager Community Support Services and Aged Care	Develop committee charter and establish membership	100%	
	10.2.1.3 Develop Internal Audit Work Plan that meets the requirements of Council	Executive Manager Innovation and Business Development	Audit Work Plan adopted by Audit, Risk and Improvement Committee and recommended to Council	100%	
	10.2.1.4 Delivery of internal audits in accordance with the annual Audit Work Plan	Executive Manager Innovation and Business Development	100% of Audits completed within agreed timeframe 100% audit recommendation progress reported quarterly to Audit, Risk and Improvement Committee	100%	
	10.2.1.5 Risk management maturity assessment completed and progress against previous results reported to Audit, Risk and Improvement Committee (ARIC)	Executive Manager Innovation and Business Development	Risk Management Maturity assessment report submitted to Audit, Risk and Improvement Committee	100%	
	10.2.1.6 Implement consolidated Enterprise Risk Management (ERM) system	Executive Manager Innovation and Business Development	Achieve risk management maturity of consistent designed	100%	
	10.2.1.7 Provide oversight of the strategic, operational and project risk registers and report quarterly	Executive Manager Innovation and Business Development	100% of Audit, Risk and Improvement Committee meetings include progress on enterprise risk initiatives and risk management progress items Quarterly reports to the leadership team and Council regarding enterprise risk activities	100%	

THEME FOUR – LEADERSHIP

Community Outcome Ten: Our Council is strategic in their planning, decision making and resource allocation						
Strategy 10.2 Sound governance practices direct Council business and decision making – Continued						
2018 – 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
10.2.1	Independent audit and risk framework drives accountability	10.2.1.8	Design and introduce the corporate project management framework (PMF) and associated policy and procedure	Executive Manager Innovation and Business Development	Minimum 5% utilisation of PMF increasing annually	100%
		10.2.1.9	Council's insurance policies cover assets at the desired level based on council's assessment of risk	Executive Manager Innovation and Business Development	100% insurance renewals completed within required policy timeframes	100%
		10.2.1.10	Support People & Culture team to implement the incident reporting system	Executive Manager Innovation and Business Development	100% incident analysis reports presented to quarterly meetings of Executive Leadership Team (ELT) and Health & Safety Committee (HSC)	100%
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	10.2.2.1	Facilitate Councillor training needs analysis and available programs for the 2019 financial year	Group Manager Governance	Individual training plan documented for each Councillor	100%
10.2.3	Records management practices are contemporary and compliant to legislation	10.2.3.1	Develop a Records Management Framework including, policy, procedures and guidelines	Group Manager Governance	Records Management Framework completed	100%
		10.2.3.2	Develop a project plan to consolidate classification/ destruction and archiving across all council paper records and undertake actions applicable to the 2019 financial year	Group Manager Governance	Project Plan completed 2019 financial year actions completed	100%
		10.2.3.3	Scope the resourcing and cost required to transfer hard copy records to electronic files at all council sites and prepare a report for consideration	Group Manager Governance	Recommendation report is completed and provided to ELT, including a project plan for implementation	30%
		10.2.3.4	Streamline processes to reduce dependency on paper consumption business processes	Executive Manager Innovation and Business Development	Identify top 3 services with most paper usage. Process map three CFO financial processes to achieve a 10% reduction in use of printed paper	100%

THEME FOUR – LEADERSHIP

Community Outcome Ten: Our Council is strategic in their planning, decision making and resource allocation						
Strategy 10.3 Advocate and work with other levels of government, community and industry to improve outcomes						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
10.3.1	Council connects, recognises, advocates and works in collaboration with all leaders across the community and beyond our boundaries	10.3.1.1	Provide an annual report to the community on companion animal impounding statistics demonstrating collaboration with RSPCA and other rescue organisations	Group Manager Environmental Management	Report completed and published	100%
		10.3.1.2	Investigate additional funding opportunities for services provided under the Community Home Support Program (CHSP)	Group Manager Community Support Services and Aged Care	Completed a community services needs analysis to identify unmet needs and develop an action plan	100%
10.3.2	Community support services reach a wider user base	10.3.2.1	Secure funding for the purchase of a four-wheel drive to better meet the needs for the community services in remote areas	Group Manager Community Support Services and Aged Care	Completed an assessment of Community Support Services optimal vehicle fleet composition and develop an action plan	100%

Strategy 10.4 Council will manage service delivery in an efficient and sustainable way as an employer of choice						
2018 - 21 Delivery Program Objective		2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
10.4.1	Council employs an engaged multi-skilled, workforce and encourages staff to take ownership of service delivery in a responsible and efficient manner	10.4.1.1	Develop a Corporate Training Framework	Group Manager People and Culture	Confirmed training budgets aligned with training information from Performance Evaluation System (PES) annual review data. Development of an annual corporate training calendar. Professional Development training activities identified in Performance Evaluation System	100%
		10.4.1.2	Use the results derived from the Performance Evaluation System to inform corporate key performance indicators, corporate training and performance management	Group Manager People and Culture	Key performance indicator and Corporate Training Data analysed and entered into appropriate corporate system	100%
		10.4.1.3	Launch / deliver programs to promote Visions, Values and Behaviours, rollout the Behaviours that align with the Visions and Values	Group Manager People and Culture	Develop 2 Workshop activities for Staff and Managers. Include Vision, Values and Behaviours information in monthly group induction processes activities Conduct 6 bimonthly staff surveys	100%

THEME FOUR – LEADERSHIP

Community Outcome Ten: Our Council is strategic in their planning, decision making and resource allocation					
Strategy 10.4 Council will manage service delivery in an efficient and sustainable way as an employer of choice - Continued					
2018 - 21 Delivery Program Objective	2019 Operational Plan Action	Responsible Officer	KPI	% Achieved	
10.4.1 Council employs an engaged multi-skilled, workforce and encourages staff to take ownership of service delivery in a responsible and efficient manner	10.4.1.4 Review recruitment process to accelerate on boarding of staff	Group Manager People and Culture	Implement corporate software to corporatise and streamline: job applications, selection processes, appointment, on boarding and related communication and workflow requirements	100%	
	10.4.1.5 Report to Council on outcomes of Staff Engagement Survey and develop action plan of implementation of adopted recommendations on Staff Engagement Survey to Council and consider recommendations	Group Manager People and Culture	Develop reports and recommendations to inform activities aligned with Visions Values and Behaviours programs (10.4.1.3)	100%	
10.4.2	10.4.1.6 Undertake an assessment of the impact of the end of the 3-year protections (May 2019) as per Section 354 of the Local Government Act, prepare a report for council at conclusion of protections and any impacts on internal environment	Group Manager People and Culture	Consult with peak bodies and develop report recommendations	100%	
	10.4.1.7 Develop quarterly business performance activity reporting for all service units	Group Manager People and Culture	Develop Executive Leadership Team approved reporting information by July 1 2018	100%	
	10.4.2.1 Develop a Work Health Safety Framework and implement	Group Manager People and Culture	Engage consultant to develop framework by September 2018	100%	
	10.4.2.2 Review the Working Alone policy and pilot in Transport and Infrastructure Operations to identify opportunities or areas of improvement	Group Manager Transport Infrastructure Operations	Councils Working Alone policy reviewed and report to ELT	100%	

THEME FOUR – LEADERSHIP

Community Outcome Eleven: Our Council delivers the best value to the community					
Strategy 11.1 Public services and processes are delivered reliably and efficiently in response to community needs					
2018 - 21 Delivery Program Objective	2019 Operational Plan Action	Responsible Officer	KPI	% Achieved	
11.1.1 Information and communication systems support the business to deliver agile and quality service to the community	11.1.1.1 Facilitate an expression of interest for the selection of an integrated Corporate System and seek Council endorsement of recommendation	Group Manager Governance	Corporate System EOI completed and recommendation reported to Council	100%	
	11.1.1.2 Develop a project plan for the Corporate System Integration following the expression of interest and complete milestones relevant to the 2019 financial year	Group Manager Governance	Corporate System Project Plan completed	100%	
	11.1.1.3 Develop a recommendation for the management of GIS processes across Council and implement	Group Manager Governance	Recommendation report completed	75%	
	11.1.1.4 Undertake cost benefit analysis for the use of hand held mobile technology for penalty infringement processes	Group Manager Environmental Management	Recommendation report completed	100%	
	11.1.1.5 Investigate the replacement of the Community Care software package	Group Manager Community Support Services and Aged Care	Completed an investigation and cost-benefit analysis of best-of- breed community care software solution to replace current software	100%	
	11.1.1.6 Establish an Information, Communications and Technology Committee	Group Manager Governance	Committee established	100%	
11.1.2 Centres of Business/Operational Excellence drive improved organisational efficiency and effectiveness and reduce duplication	11.1.2.1 Coordinate and manage the enterprise 'innovation register' of ideas and projects that follow Federal and State government trending which will see positive return on investment and increased community satisfaction	Executive Manager Innovation & Business Development	1 continuous improvement project implemented in each directorate	100%	
	11.1.2.2 Investigate Enterprise Project Management Software options	Executive Manager Innovation & Business Development	An enterprise framework for project management is used by 25% of project management staff in the first year	100%	
11.1.3 Rates, Fees and Charges are rationalised to support community needs and services	11.1.3.1 Undertake Capacity to Pay study for Rates Harmonisation - Special rate variation	Chief Financial Officer	Capacity to pay study completed	100%	
11.1.4 Procurement and contract management is focused on value for money and managed risk	No Action this year				

THEME FOUR – LEADERSHIP

Community Outcome Eleven: Our Council delivers the best value to the community					
Strategy 11.2 Public services and processes are delivered reliably and efficiently in response to community needs					
2018 - 21 Delivery Program Objective	2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
11.2.1 Councils has best practice management for financial sustainability	11.2.1.1	Improve alignment of Asset Management Plan and Long-term Financial Plan	Chief Financial Officer	Capital Works Expenditure in Asset Management Plan is equal to Capex in Long Term Financial Plan	100%
	11.2.1.2	Continuously monitor results against Office of Local Government benchmarks for financial sustainability and reporting	Chief Financial Officer	Office of Local Government Benchmarks reported in Quarterly Budget Review Statements	100%
11.2.2 Provision of statutory reporting enables our leaders to make decisions on Council's financial sustainability	11.2.2.1	Develop a Financial Statement Management Plan to deliver within statutory timeframes and align to the external Client Service Plan	Chief Financial Officer	Financial Statement Management Plan finalised	100%
	11.2.2.2	Provide NSW Environmental Protection Authority (EPA) with a updated draft Landfill Environmental Management Plan (LEMP) for Bombala	Group Manager Resource and Waste Management	Draft Local Environmental Management Plan referred to NSW Environmental Protection Authority	100%
11.2.3 Alternative sources of revenue to rating income are identified and maximised	11.2.3.1	Maximise State, Federal and other funding opportunities and report to council on opportunities and results	Chief Financial Officer	Grants Activity Report completed	100%
11.2.4 A balanced approach to investment strategies	11.2.4.1	Develop quarterly Debtor Ageing Report for Council	Chief Financial Officer	Debtor Aging Report Completed	100%

Community Outcome Twelve: Our Community is informed and engaged in decision making					
Strategy 12.1 Our community has multiple opportunities to be consulted and engaged in the development of plans, services and policies that affect the region					
2018 - 21 Delivery Program Objective	2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
12.1.1 Council is a trusted community partner providing value for money through delivering according to Council's adopted Delivery Program	12.1.1.1	Council works in partnership with the relevant parties to ensure the success of Snowy Hydro 2.0	General Manager and Directors	Council to participate and engage with relevant parties at a strategic level	100%
	12.1.1.2	Council is an active member of the Snowy Monaro Chambers of Commerce	General Manager and Directors	Council to engage actively with Snowy Monaro Chambers of Commerce to promote ongoing economic growth of the Region	100%
12.1.2 Community strategic planning is managed in partnership with the community	12.1.2.1	Engage with Chamber of Commerce and key Community groups to discuss engagement and consultation in the development of strategic planning	Group Manager Governance	Meeting held with all Chambers of Commerce in SMRC regarding IP&R consultation	100%

THEME FOUR – LEADERSHIP

Community Outcome Twelve: Our Community is informed and engaged in decision making					
Strategy 12.2 Residents have access to timely, relevant and accurate information on issues that affect them					
2018 - 21 Delivery Program Objective	2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
12.2.1 Our community is satisfied with performance and quality of service in the areas that are most important to them	12.2.1.1	Develop a Communications and Media Strategy that utilises a variety of methods and engagement tools and is implemented across the organisation	General Manager and Directors	Strategy presented to Council by September 2018 100% online surveys (Engagement HQ) outcomes reported to Council	30%
	12.2.1.2	We provide current and relevant information through our website, social media, newspapers and printed mail	General Manager and Directors	Traffic numbers - website, Facebook etc Increase in visual and graphic information. Report quarterly on audience and attendance of engagement tools, both online and offline methods. Quarterly electronic newsletters are issued from Council. Review of Council's website by December 2018	100%
	12.2.1.3	Develop strong communication strategies and work plans to address Customer Satisfaction Survey 2017 focus areas of Demonstrating Value for Money, Being a Well Run and Managed Council and Standard of Council Roads	General Manager and Directors	100% approved project plans include a sound communications plan that has been reviewed by Communications Team	100%
	12.2.1.4	Provide opportunities for elected Councillors and Senior Management to participate in face to face engagement with our community	General Manager and Directors	100% of Country Shows held in the region have at least one representative of the Executive Management Team and one Councillor in attendance One "Meet the Team" pop-up stall held in each town and village Executive Management Team and Councillors to attend at least twelve local community events during the year	100%

THEME FOUR – LEADERSHIP

Community Outcome Twelve: Our Community is informed and engaged in decision making					
Strategy 12.2 Residents have access to timely, relevant and accurate information on issues that affect them - Continued					
2018 - 21 Delivery Program Objective	2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
12.2.2 Council provide convenient ways for customers to engage with us and we respond appropriately	12.2.2.1	Review Customer Service Charter and develop procedures, tools and guidelines to meet the requirements	Group Manager Governance	Recommendation report on Customer Service Charter submitted to ELT. Customer Service guidelines and Tools developed and implemented	90%
	12.2.2.2	Develop a process to capture data on all customer service interactions initiated through customer service officers including response times	Group Manager Governance	Customer interaction data through CSO's captured and reported	25%
	12.2.2.3	Facilitate the development of an internal council wide enquiry directory including process flows and escalation protocols to improve customer response time and quality and publish on intranet	Group Manager Governance	Directory developed and published	100%
	12.2.2.4	Review Community Engagement Policy	General Manager and Directors	Community Engagement Policy reviewed and published	100%
	12.2.2.5	Support and encourage public engagement methods which invite comment from community and informs the decision making	General Manager and Directors	100% of all Council community engagement includes online consultation using Council's Your Say Snowy Monaro site	100%
	12.2.2.6	Develop Community Engagement Procedure	General Manager and Directors	Community Engagement Procedure developed in line with the Community Engagement Policy and published	100%

THEME FOUR – LEADERSHIP

Community Outcome Twelve: Our Community is informed and engaged in decision making					
Strategy 12.3 Our community is empowered and supported in facilitating community outcomes					
2018 - 21 Delivery Program Objective	2019 Operational Plan Action		Responsible Officer	KPI	% Achieved
12.3.1 Community organisations and individuals have the capacity to apply for a range of grants funding opportunities	12.3.1.1	Implement a consistent policy and procedure for donations and sponsorship requests and communicate to the community	Group Manager Governance	Completion of 2 Donations submissions completed in the 2019 financial year	100%
	12.3.1.2	Facilitate the Boco Wind Farm Community Sponsorship program through a consolidated committee for Cooma and Bombala submissions	Group Manager Governance	Consolidated Committee implemented and submission reviews completed	100%
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	12.3.2.1	Finalise the review of Section 355 Advisory and Management Committees and work with community members to transition to the revised structure of committees	Group Manager Governance	Section 355 review completed and recommendation report provided to Council	100%
12.3.3 Volunteer and Community group participation is valued and leveraged to improve community outcomes		No Action for the 2018/19 year	Group Manager Governance		

Transport and Infrastructure (Operations)

During the past year Council has delivered significant improvement works to existing infrastructure; the completion of new construction plus extensive strategy development and planning to cater for future needs. Council also secured funding for many much-needed projects to be completed.

Funding Secured for Critical Road Infrastructure

A major highlight for the Transport Infrastructure team has been securing funds as part of pre-election funding commitments. This includes:

\$20M for the upgrade of Bobeyan Road, which will provide an alternate and more scenic route between the ACT and Monaro. This work will entail:

- Survey and apply current design parameters to the unsealed section of the road
- Update all road reserves to align with existing or proposed alignments
- Widen road formations where required, particularly through the cuts along the hills bordering the river and install guard railing
- Construct a raised pavement across the lowlands to provide an all-weather road
- Clear rocks and vegetation from the road clear zone to improve sight distance
- Replace the timber bridges with a concrete bridge and a large culvert
- Overlay and seal the road pavement
- Install adequate guideposts and road warning signage
- Replace single lane cattle grids with two lane grids

\$17.5M to allow approximately 38 kilometres of road to be sealed, improving safety and freeing Council resources from gravel road maintenance.

Projects included are:

- Avonside Rd - \$3,049,500 is allocated to seal 75% of the remaining 10.7 kilometres of Avonside Rd

- Dry Plains Rd - \$1,961,658 is allocated to seal 25% of the remaining 19.07 kilometres of Dry Plains Rd
- Maffra Rd - \$1,272,764 is allocated to seal 50% of the remaining kilometres of Maffra Rd
- Mila Rd - \$3,712,792 is allocated to seal 100% of the remaining 7.83 kilometres of Mila Rd
- Repairs, Rock Flat Creek Bridge abutment reinforcing, and a report on options for Cow Bed Bridge in Berridale, while Parsonage Creek Bridge replacement remains ongoing with demolition of the old bridge completed
- Shannons Flat Rd - \$1,432,713 is allocated to seal 25% of the remaining 12.73 kilometres of Shannons Flat Rd
- Smith's Rd - \$1,197,608 is allocated to seal 100% of the remaining 3.03 kilometres of Smiths Rd
- Springfield Rd - \$3,868,743 is allocated to seal 75% of the remaining 11.25 kilometres of Springfield Rd
- Tinderry Rd - \$1,102,510 is allocated to seal 25% of the remaining 11.6 kilometres



Council also lodged a \$122M grant application through the Canberra Region Joint Organisation (CRJO) to secure further funding for regional road and bridge upgrades. Projects included in this application are listed in the two tables below.

Bridges	
Delegate River	\$2M
Queanbeyan River	\$0.97M
Peak Creek	\$0.9M
Numeralla River	\$1.2M
Sherlock River	\$3.3M
Badja River	\$3.3M

Roads	
Badja Road	\$10M
Black Lake Road	\$4.3M
Middlingbank Road	\$13.9M
Barry Way	\$28.8M
Dalgety Road	\$3.9M
Cathcart Road	\$5M
Countegany Road	\$5.1M
Snowy River Way	\$6.6M
Polo Flat Road	\$1.8M
Numeralla Road	\$8.5M
Jerangle Road	\$23.8M

Strategic Transport Network Analysis Improves Council’s Asset Management Decision Making

The appointment in December 2018 of the Australian Road Research Board (ARRB) to undertake a review and analysis of councils sealed and unsealed road network, current construction and maintenance practices will lead to better understanding by Council of the current condition of its transportation infrastructure.

The review will also assist Council make informed decisions about Levels of Service and align them with future Levels of expenditure and make recommendations on best practice methods of maintenance and construction.

Lake Jindabyne Boat Ramp Upgrade enhances recreation and tourism

The completion of the Lake Jindabyne Boat Ramp in early 2019 provided improved access to Lake Jindabyne for residents and tourists alike. The \$1.1M project was jointly funded by NSW Boating NOW Program, Snowy Hydro and Council.



Major progress has occurred on Jerangle Road Upgrade Stage 2, with significant additional works scheduled for 2019-20.

Replacement works have also been ordered to upgrade a section of Kosciuszko Road near Cooma Airport, and the Jindabyne Kosciuszko Road median strip is now in place.

The new Mittagang Road guardrail is completed and contributing to road safety, and there has been patching, upgrades or reseals on roads that include Leesville Estate, Reed Access on Delegate Road, Smith’s Road, Tindberry Road, Slacks Creek Road, and many other local roads.

Work will commence on Ryrie Street Michelago, now that the survey and design tender has been released.

The team has also improved safety with nearly 150 kilometres of unsealed roads receiving repairs and maintenance.

Water and Wastewater Services

Council has continued to improve water and wastewater services, while providing a 24 hr / 365 - day water and sewer emergency response. At the same time, Council staff have delivered a major program of maintenance, upgrades and future planning.

The Water and Wastewater Services team also put in an incredible effort during exceptional flooding events, working up to 20 - hour days, to minimise contamination and ensure Cooma residents had safe drinking water.

For its ongoing efforts and achievements, Council was recognised by winning the prestigious Sam Samra National Award for excellence in local authority Water Management.

Infrastructure to Secure our Future

Major progress has been achieved to ensure water and sewage infrastructure can continue to improve and meet the needs of our growing communities. Council has combined future planning, with major capital works, and an extensive program of improvements and maintenance to achieve this goal.

Design and studies are underway to deliver major projects identified under Council's 30 - year Capital Works Program. These significant infrastructure projects include the treatment upgrade and augmentation of Bombala and Adaminaby sewage plants, Bombala and Delegate water supply, and water mains replacement in Bombala, Cooma and Jindabyne.

Progress is on track for these major projects with completion of the Bombala sewage treatment plant design and tender process, awarding of the tender for studies on augmenting the Bombala and Delegate water supply, and commencement of Section 64 Development Servicing Plans for the whole region.

Maintenance works hold the key to cleaner water, better services and protection of our environment

The Water and Wastewater Services team continually plans and delivers maintenance works; carefully balancing priorities with fiscal responsibility.

Every aspect of these maintenance and upgrade works is part of an overall plan to achieve Council's services and environmental objectives.

In addition to regular maintenance programs, improvement highlights for the year included:

- Upgrade and cleaning the Delegate sewage treatment plant
- New industry effluent dump points
- Replacing the Barry Way reservoir supply pumps
- Delivery of a sophisticated new vacuum truck to maintain sewer mains
- Servicing and cleaning of treatment plants and pump stations

These activities have delivered real improvements to water quality, reliability, performance, and vastly improved the ability to respond to emergency sewer blockages.



Councillor Sue Haslingden highlighting the clean water outcomes



Council takes out the prestigious Sam Samra Award 2018

Council was awarded the 2018 Sam Samra Award in recognition of progress following the amalgamation of the former Snowy River, Cooma - Monaro and Bombala Shires.

After amalgamation Council undertook a water supply and sewerage pricing review which streamlined and harmonised its pricing. It also implemented usage charges based on user - philosophy. This process involved intensive

community consultation with all stakeholders particularly businesses that faced significant increases in bills, with the introduction of non-residential access charges based on diameter of connections and water meters.

The winner of the award is determined by a judging panel from a shortlist of three nominees whose projects demonstrated and delivered major performance improvements.

This award was presented at the Echidna Gully Function Centre in Armidale at LGNSW's 2018 Water Management Conference dinner.



Members of the award winning Water and Waste Water Team

Delegate Sewage Treatment Plant Works



The aerator at Delegate was continually getting wet wipes and rags caught in the aerator screw causing the aerator to trip due to the absence of inlet screens



New inlet screen works at the Delegate Sewage Treatment Plant to screen out rags, grit and wet wipes which affect the process equipment in the IDEA tanks

Asset Management and Engineering Services

Council Prepares for Disaster Management

This year the Local Emergency Management Committee (LEMC) focused on community preparedness in the event of a disaster.

Council was selected to be involved in the Office of Emergency Management (OEM) Disaster Preparedness Program. The first step of this Pilot Program was to undertake an Emergency Risk Assessment.

The workshop held on 22 May 2019 attracted approximately 40 representatives who looked at the impact on our community if a significant storm event was to occur.

The LEMC and Local Rescue Committee also participated in several response exercises including:

- Livestock truck roll over; and
- Light plane crash at the Snowy Monaro Regional Airport (Desktop)



Consolidation of Asset Registers

The merger of the three Councils in May 2016, brought with it three separate Asset Registers, each maintained on a different corporate system.

This year the Asset Management team worked to consolidate the asset registers into one central register. This at the end of the 2019 year, the consolidated register was 95% complete.

Work also commenced on ground-truthing the assets listed in the register. This process involves checking the accuracy of the recorded data by physically visiting the asset locations.

This included the reviewing and checking asset conditions to ensure the useful life of each item is maximised.

The completion of asset data consolidation and ground truthing work will ensure the smooth and accurate transition of asset information and data into Council's new Corporate Information System.

In the past year several corporate information systems were evaluated, with the Assets Team contributing its expertise to evaluate the asset management modules of the solutions being presented. The Civica Authority solution selected.

Improving Cross Council Decision Making

The Asset Management team has been working with other Council teams to improve the quality of information available for decision making.

This includes:

- Engineering surveys prior to construction works
- Conducting road traffic counts to assist in planning and analysis
- Provision of detailed road segment data for the Roads Network Analysis project

\$2.36M New Assets Supports Council Service Delivery

Council purchased \$2,362,600 of new assets this year, consisting of 97 items ranging from minor ground care to heavy earthmoving plant and equipment.

Maintaining the 1,300 items of plant and fleet was difficult this year because of difficulties in recruitment, this meant that out-sourcing of maintenance was required more than previous years.



Facilities Management

Caravan and Holiday Parks

Council undertook construction of a camp kitchen at Bill Jeffrey's Delegate Caravan Park. The camp kitchen will provide a much needed cooking and food preparation facilities. The existing amenities block at Bill Jeffrey's also received a much needed paint. Improvements to the camp kitchen area of the Bombala Caravan park were also commenced including procurement of new cooking equipment, benches, tables and partially enclosing the amenities area. All Council operated and leased holiday and caravan parks are well regarded and provide the Region with an excellent range of accommodation options.



upgrade and provides the Delegate community with much improved and compliant catering facility. Dalgety Showground welcomed the new Sheep Pavilion replacing the previous structure that was destroyed by a falling tree during a wind storm in August 2017.

Public Toilets

Council continued to maintain existing public toilet amenities throughout the Region. Norris Park toilets in Cooma were completed during the year, Bombala Riverside and Apex Park toilets received a much needed paint and hand dryers were arranged for Bredbo and Nimmitabel facilities. A septic system upgrade was also undertaken at the Bredbo amenities.

Cooma Sale Yards

Council undertook a Strategic Review of the Cooma Saleyards that provided valuable insight into this facility including current condition and risk, market placement, best practice, and benchmarking detail. This report will form the foundation of the future saleyard strategy and will inform our capital improvement and management of this important Regional Facility.



Swimming Pools

Cooma Festival Swimming Pool was provided with a much needed renovation. Council chose an alternative fibreglass option as opposed to painting which will provide a much longer time frame between recoating of up to 20 years. A solar heating system was installed for the Bombala Swimming pool replacing what we believe was one of the last operating wood fired heat exchange systems in the state. Council was successful in receiving grant funding from the NSW State Government to upgrade both the Cooma and Bombala Pools. An Engineering investigation was undertaken on the Jindabyne Swimming Pool ventilation system and project planning commenced under the Stronger Communities Major Projects to rectify identified issues.

Council Owned Houses

Council own a number of residential properties across the region that are rented out permanently or utilised for contractor or new staff temporary accommodation. Over the last 12 months Council have undertaken significant renovation of houses in Maybe St and Queen St, Bombala. Additionally Council negotiated an agreement with NSW Health for the use of the Council owned property on Sandy Crossing Rd, Bombala in order to secure the services of a permanent Doctor.

Showgrounds

Council completed construction of a commercial grade kitchen in the Delegate Showground Exhibition Hall. This was a much anticipated

Tree Planting Bombala

Council provided assistance to the Bombala and District Garden Club to plant trees at the Cann River / Monaro Highway Junction outside of Bombala. This will provide much improved beautification to the entry of town.

Resource and Waste Management

Council has maintained its focus on the Council continues to focus on the fundamentals of waste management, resource management, and customer service through reviewing existing service levels and seeking community feedback on areas of improvement.

An extensive program of dealing with waste, ensuring the best mix of Council resources, engaging with our customers, and supporting our employees continues to be implemented across the region.

Protection of the environment and innovation in waste management

When business and the community dispose of waste, Council is dedicated to dealing with it sensitively, sustainably and taking into account practicality and fiscal responsibility.

The Resource and Waste Management team have delivered on these goals with a series of initiatives to better manage the waste materials produced by our growing community.

Education – boosting awareness of where the rubbish goes

Council has recognised that waste management starts at the source and has developed campaigns to educate the community on better ways of dealing with waste before it goes in the bins.

This program included the highly successful Resource and Waste Management Expo at Jindabyne in May 2019, where more than 300 people were entertained and informed on the key message to “Recycle Right”, compost organic waste and work with Council to reduce, re-use and recycle.

Council also promotes re-use through programs such as the “Garage Sale Trail”, and the “ScrapMart” buyback shops.



Council officers are happy to conduct education sessions to large or small groups so that businesses and the community are all involved in helping to manage our waste and preserve our environment.



Analysis and planning for the future

Council has engaged in strategic programs to better manage waste now and into the future.

A kerbside waste audit has been conducted, which has given Council an accurate picture of the different types of waste generated by the average household, and level of contamination in the kerbside bins across all service areas.

The information from this audit is a vital tool in developing waste management programs, including targeted education, aimed at decreasing contamination levels and increasing diversion rates to meet State Government targets.

Expansion and innovation in waste management

Council is committed to continually improving waste management services to the community, along with innovations that include:

- Expansion of kerbside collection to new areas such as Bredbo, Michelago, and Nimmitabel
- Delivery of larger recycling bins in Cooma, making it easier for the community to recycle
- Development of a Mobile Community Recycling Centre trailer for problem household waste

Environmental and Sustainability

The team provides a range of functions that make the Snowy Monaro region a great place to live through responsible pet ownership, food safety, cemeteries management, and protecting our natural environment.

Eradicating Invasive Weeds

Dealing with invasive weeds is an ongoing war, Council and landowners are all required to take part. The team held a range of programs during to year to deal with this curse on our landscape.

Council's Biosecurity Weeds team conducted education programs at local agricultural shows, including Dalgety, Cooma and Bombala, as well as a field day in Delegate.

Council hosted an "Intrepid Way" workshop with volunteer agencies and young people, to support new ideas for weed management and other environmental protection initiatives.

The team also took to the skies with specialised airborne drones to survey and detect weeds, supported by ground-based patrols and sniffer-dogs.



Hawkweed - Beautiful but noxious

Ambitious Safety Inspection Program

700 drinking water samples from 13 supplies were inspected this year, to ensure the quality and safety of our drinking water.

In addition, over 400 properties had septic and sewer inspections conducted to enforce standards and to educate owners on preventing effluent run-off into our waterways.

Since Council also conducted 173 primary inspections and many follow-ups of food premises, to enforce food safety standards and to recognise quality food outlets via the "Scores on Doors" program.



Benefits of Responsible Pet Ownership

Responsible pet ownership benefits all residents and the community. Council's Environmental Services team are dedicated to pet welfare, protection of our environment, and the safe enjoyment of our community.

A major highlight this year is the number of dogs entering Council pounds has continued to reduce significantly. This is the result of ongoing education of owners, as well as enforcement of registration, ensuring animals are kept on properties, and ranger patrols.

Dogs are typically impounded when there is no chip, registration or tag. Council officers go to great lengths to identify dogs, communicating via social media, and where necessary re-homing with a 100% success rate through the year.

Where impounding is necessary, Council has installed solar lighting and heating for the Berridale Pound to enhance animal welfare.

** Further information on Companion Animal Management refer to the Statutory Reporting section of this report.*

Maintaining and caring for our cemeteries

Since Council respects our cemeteries, with programs through the year that including support for the community completion of the Bredbo Niche Wall, commencement of the architectural design of the new Cooma Cemetery, plus, safer upgraded cemetery access and water supply.



Bredbo Niche Wall

Tackling Illegal Dumping

Council recognises that a tiny proportion of our residents and people from outside the region, can spoil the natural environment for our community, through illegal dumping.

The Environmental Services Team continues to increase its activity to prevent, investigate and prosecute those who would damage our beautiful landscape, including joint patrol and enforcement programs with Environmental Protection Authorities and police.

Development and Building Certification

Council’s Development and Building Certification team have the responsibility of dealing with the huge area and diversity of our region, our heritage assets, unique character of our towns, during a period of unprecedented growth and demand for new construction.

Streamlining processes for homebuilders and developers

Council recognises that every day a building project is delayed, it costs time and therefore money.

Balancing the need while ensuring quality, safety and appropriateness of projects in a rapidly growing region is an ongoing challenge which has been met by a series of initiatives during the year.

A “Guide to Developers” commenced production which will educate developers and provide them with the information to submit applications that will require the minimum time, issues, and re-work.

This publication and other education initiatives such as involvement in the “Easy to do Business” program, will improve consistency of applications and save time for both developers and Council officers.

Council is also investing in improved tools for staff, including several new digital platforms to streamline the application process and mandatory reporting.

Work is also underway to deliver a fully online option for creating and submitting applications, which is increasingly becoming the preferred method for project managers and developers.

Building and Development in the Region

Snowy Monaro continued to see a high number of proposed buildings and developments during the year, with 446 Development Applications assessed, more than 800 site inspections, and actioning of more than 2000 other certificates and requests.

The variety of developers across the range of residential, units and subdivisions, is another indication of the diversity of our residents and their varying dwelling needs.

2018-19 Building Certification Statistics	
102	Construction Certificate applications processed
12	Complying Development applications processed
260	Plumbing & drainage OSSM/ Transportable Home applications processed
800	Individual progress construction inspections of development including plumbing and drainage works undertaken
20	Building Information Certificate Applications assessed
22	Swimming Pool Certificate inspections completed
101	Occupation Certificate applications processed

2018-19 Development Assessment Statistics	
446	Development Application assessed including site inspections
48	Subdivision certificates issued
1200	10.7 (s149) certificates issued
109	GIPA Application requests actioned
268	Drainage diagram requests actioned
50	Development compliance complaints investigated

Actively protecting and preserving our historical heritage assets

As well as enforcement, Council has initiated an active heritage preservation program for the community, with the introduction of the “Places Grant Program”.

The resources allocated to owners through this program has been of great assistance in the enhancement and preserving of important heritage assets in our region.

Due to the success of this program, Council has committed to extending these grants for heritage protection for an additional two years.

Our region also continues to be recognised for its unique heritage assets through the successful application by the Development and Building Certification team of government Community Heritage Grants and Local Heritage Advisor Service programs.



Fishing on the Murrumbidgee



Economic Development and Tourism

The Economic Development and Tourism team undertook a number of initiatives this year to enhance the business, recreational and liveability of our region.

Economic Development

Regional Economic Development Strategy - Blueprint to Business Growth and Jobs

Completion this year of the Regional Economic Development Strategy (REDS) in partnership with the NSW State Government presents a vision and blueprint for connecting our communities and growing our strengths in tourism, energy generation, farming, forestry and manufacturing.

Recreational Fishing Benefits the Region

Council facilitated a review on the impacts to the region of recreational fishing.



This research was intended to plug a knowledge gap on this locally important industry and was conducted using face to face and online surveys, as well as desktop research and economic analysis.

The study found that recreational fishing generates significant recreational benefits to the region estimated at \$2.5m-\$4.8m annually, and increases local business profits by an estimated \$12.2m per year.

Business Awards Recognise Excellence

Business excellence was also encouraged with the ongoing Snowy Monaro Business Awards, and a comprehensive business survey to obtain valuable insights on business needs, opinions, and ideas.

Strategic Land Use Planning

Community Consultation Guides Strategic Land Use Planning For Next 20 Years

February 2019 saw the release of the Strategic Land Use Discussion Paper. An extensive community consultation process was facilitated throughout the region encouraging stakeholder

consultation at one of the 11 town and village community drop-in sessions, inviting written submissions and completing surveys.

From the feedback received Council has determined 10 planning principles which are now being used to progress the development of Council's Local Strategic Planning Statement (LSPS) for the next 20 years.

Community Development

Special Events Attract Crowds

Council facilitates a range of activities and programs to meet the needs of our residents.



In March 2019 four Senior's Festivals were held across the region and were well attended especially in Bombala. Attendees were treated to a leather working workshop followed by a lunch and a performance by local singer Jay Podger.

In December 2018 International Day of People with Disability (IDPWD) was celebrated. Held in Cooma, with attendance of approximately 200.

The event included a wheelchair basketball demonstration, performance by The Daytime Singers, and the presentation of the annual IDPWD Awards including the Fletcher Lee Shield for employer of the Year, which was presented to Birdsnest.

Youth programs throughout the year included the provision of school holiday program activities, engagement and representation through the Youth Council and development of the Draft Youth Strategy.

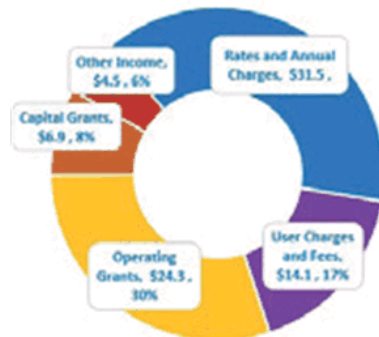
Improvements were also made to recreational facilities including the Mount Gladstone mountain bike tracks.



Chief Financial Officer

Council's Income 2018-19 (\$mil)

Total Income for the year was \$81.4 million broken down by;



Council's Expenses 2018-19 (\$mil)

Total expenses for the year was \$79.1 million broken down by;



Financial Result Summary

	(\$000) Actual 2018/19	(\$000) Actual 2017/18
Net operating result	2,246	1,499
Net operating result before capital	-4,690	-2,479
Total equity	1,215,235	1,213,984
Unrestricted current ratio (times)	4.05	4.12
Operating performance ratio (%)	-6.50%	-3.67%
Debt service cover ratio (times)	7.46	14.76
Rates and annual charges outstanding ratio (%)	9.77%	10.64%
Infrastructure renewals ratio (%)	78.93%	44.74%
Own source operating revenue ratio (%)	61.21%	66.36%
Cash expense cover ratio (months)	16.14	19.72

Added Security for Suppliers

Council implemented EFTsure software solution as part of its process to improve security measures. The system is designed to validate the integrity of ABN and banking information prior to each payment reducing the risk of fraud. Feedback from suppliers has been very positive and most have logged into verify their details through the EFTsure portal.

Improved Debt Management

Council adopted revised Debt Management and Financial Hardship and Assistance Policies. The policies ensure procedures are followed with integrity, while complying with relevant statutory requirements. Council has also engaged the services of one debt collection agency which is streamlining debt collection and reducing outstanding debt ratios.

Streamlined Rates Notices

Council engaged Forms Express for its printing services which redesigned the notice into one consistent format and provides a customer portal to give property owners access to their own information. Using the "Go-Green" option, customers can arrange for notices to be emailed, reducing the use of paper and allowing access to prior notices online.

Rates Harmonisation Extension

New Councils formed in 2016 have the option to implement the harmonisation of rates by 1 July 2020 or 1 July 2021. Council opted for the extended period therefore the rate path protection will remain until 30 June 2021. Council will be undertaking a detailed review and community consultation process prior to implementation.

Increase in Grant Activity

Council's Grants activity soared to new heights with over 100 project specific applications &/or subsidy requests being tabled this year. This resulted in \$18.7 million dollars having been secured for Council driven projects. Additional to this is the \$15 million accepted in principle for the upgrade of the Bombala and Delegate Water Supply systems. Once the business case for the preferred options have been finalised and provided to the State Government this project will proceed to funding agreement stage.

People and Culture

97% of Council staff participated in an annual performance review

Late in the 2017-18 year, Council introduced a consistent council wide approach to conducting annual Employee Performance Reviews (EPR). This year 97% of employees participated in the EPR program, which facilitates vital development and performance conversations with employees and their supervisors.

The EPR program is aligned to Council's vision and values and a staff members contribution to the Actions identified in the 2018-21 Delivery Program.

The information collected from this council wide process, informed the development of priority training programs, career development and performance management.

One outcome from the reviews was the facilitation of salary progression for over 51 employees.

Recruitment Process Review improves time for on boarding of new employees

At the end of June 2019, 79 vacant positions existed at Council. Following a review of the recruitment process this level of vacancy and the timeliness to get new employees appointed will decrease and the process will be streamlined.

A high vacancy level impacts not only Council's ability to deliver services but on existing staff members who often undertake increased workloads.

Getting people on board quickly once a vacancy has been identified will benefit all stakeholders.

People and Performance Team contribute to new Corporate Information System

The pending implementation of the new corporate information system, saw People and Performance allocate considerable staff hours reviewing the existing employee and payroll data to ensure accuracy of the information that will be transferred to Council's new enterprise solution.

In preparation of the new software the team accompanied this work with the development of well-defined procedures.

Employee workshops drive improved work health, wellbeing and safety

The People and Performance team conducted multiple employee workshops throughout the year focussing on health, wellbeing, skin screening program, resilience and reducing the risks associated with manual handling.

In addition to ensure safe workplaces a Workplace Inspection Guideline was developed and adopted.

Council Organisational Design

In April 2019 the General Manager initiated a process to redesign and implement a new organisational structure that would be more efficient, effective and responsive. The design is intended to address how different areas/groups/teams within Council work together and operate to deliver services more easily aligned to our Values and Community Strategic Plan.

Winton Consulting was selected as the preferred contractor to assist Council undertake this vital review and develop a new organisational structure model which would ultimately steer Council into the future.

The People and Performance team assisted both the General Manager and Winton Consulting with the facilitation of Council employee workshops, the provision of corporate documents and helping to steer the change process.

Council Team Work helps row the boat ashore helping our community in the process

Council staff literally take living the Council values of Teamwork to the extreme! With grit and determination etched on their faces the photo below depicts the multi departmental team working together in Lake Jindabyne Flowing Festival.



Community Support Services and Aged Care

Residential Aged Care responds to sector wide reform

In October 2018, a report *The Future Provision of Residential Aged Care in the Snowy Monaro Region 2018 – 2022* was released. The report made 14 recommendations in relation to the enhancement of aged care services on offer throughout the Snowy Monaro region. Findings included a region wide approach to care and service provision.

Additionally, Council has worked diligently to transform operations to align with the direction of the Aged Care Quality and Safety Commission that launched on 1 January 2019.



We welcome the new Aged Care Quality Standards that are due to be introduced on 1 July 2019, with planning for this well underway. Council has been responsive to the broader landscape of aged care taking an interest in the Royal Commission into Aged

Care Quality and Safety. Overall, the significant and rapid transformation that has occurred throughout the industry thus far has been well tolerated amongst the team.

During this busy time, Snowy River Hostel were reaccredited against the old standards and were found to have met all four Accreditation Standards and 44 Outcomes.

Yallabee Lodge extends into the future

Council were successful in securing 16 additional places for Yallabee Lodge to extend into the future as well as receiving a \$4M government grant to assist with the new build. Unfortunately, an application for 40 places in Jindabyne was unsuccessful.

Community Support Services experience high demand

High demand for a number of the services we provide under the Commonwealth Home Support

Program (CHSP) saw the introduction of a waiting list. Through capturing this information, we were fortunate in receiving growth funding in the areas of domestic assistance, home modification, goods and equipment.

Service referrals in the Bombala region have increased which can be attributed to the demographics. Service levels throughout the rest of the region remained consistent.

Home Care Packages

Home Care Packages	Consumer Numbers
Level 1	2
Level 2	27
Level 3	13
Level 4	18
Total	60

Sixty people received home care packages across all four levels of support. An overall increase in packages for the year was noted. As a result, staffing levels were closely monitored to manage supply and demand of the home care package market that is highly competitive, flexible and portable amongst providers.

ComPacks Program supports patient recovery

The Southern Local Area Health District ComPacks program provided assistance to forty five people throughout the Snowy Monaro region. ComPacks supports individuals for a period of six weeks to transition to their home environment.

National Disability Insurance Scheme (NDIS)

Participants have experienced a steady response to their needs this year with thirty eight consumers engaged. Requests for services such as plan management have also increased. Council continue to be a competitive provider of disability services ensuring residents of the Snowy Monaro have greater choice and control over the services they receive.

Community Support Services and Aged Care

Community Transport assists 10,209 passengers

Community Transport continued to provide a high number of accessible transport trips to the frail, aged, younger people with disability and their carers residing throughout region. This essential service for the community supports those in need to access appointments and/or maintain social connections. Community Transport relies heavily on volunteers who play a crucial role in the delivery of services, for this, we are thankful.

2018-19 Community Transport Statistics	
10,209	Passengers using community transport
10,088	Community transport trips taken
279,282	Kilometres travelled
5,325	N° of volunteer hours

Connecting the community through friendship, action and adventures

The Snowy Monaro Community Connection Group had another action packed year with a significant increase in engagement recorded. This past year we have introduced overnight stays that have been a large success, stepping out of one's comfort zone!

The 4WD outing was a highlight and exciting experience for all providing access to the high country. Community programs would not be what they are without the dedicated volunteers who assist day in and day out. We thank-you.

We have improved our communications interface with the introduction of a new newsletter format, additional surveys and adoption of a wellness and enablement approach to all activities. We welcome self-referral to all community programs.

Library Services



VISITS TO OUR LIBRARIES
72,210



ITEMS LOANED
85,038




KMS TRAVELLED BY THE MOBILE LIBRARY
36,800

Lifelong Learning
We focused on improving digital access for seniors through facilitation of adult learning experiences. Training on the topic capturing our oral history was well received.


Community Enablement
Events delivered targeted all generations. Preschool rhyme time, popular author talks were successful as well as Saturday Arts and Craft sessions for kids!

Digital Connection
We worked towards increasing access and knowledge surrounding the use of digital technology. iPads and new computers were a new addition to the Libraries this year.


Places and Spaces
Lego Clubs launched and have been incredibly popular at both Cooma and Bombala Libraries including school holidays.



DIGITAL SENIOR DAYS
These very popular one on one sessions proved to be of great value once again. Sharing information amongst the generations is key to the success of this program. High school students swapped the classroom for the Library where they assisted seniors in the use of their technology.



BOMBALA LIBRARY REFURBISHMENT
The Library received a major facelift thanks to a grant received from the State Library of NSW. A dedicated local studies area has been created and equipped with a microfilm reader. A new circulation desk and study carrels were installed making for a user friendly, warming setting. Library patrons reported being highly satisfied with the upgrades with more due later in the year.



MAJOR EXHIBITIONS ATTRACT THE NUMBERS
The May Gibbs travelling Library exhibition was a huge success, with this visiting Cooma and Bombala. Many patrons were thrilled to view the panels showcasing the artwork and her life story. Reliving the years of Snugglypot and Cuddlepie was also a highlight for many.



MEMBERS REGISTERED
6,360



3,545 PEOPLE ATTENDED



133 LIBRARY PROGRAMS HELD



ITEMS IN OUR LIBRARIES
49,987



E-RESOURCES DOWNLOADED
6,438



WI-FI LOGINS
13,068



COMPUTER BOOKINGS
12,564



LOOK OUT FOR THE NEXT 'AUTHORS TALKS'!
2019 saw many popular authors launch their latest books at the libraries Sulari Gentill, Acacia Rose, Rowena Evans and Karen Viggers

Governance

New Corporate information System will transform Council's Service Delivery

An 8 month Expression of Interest, tender selection and contract negotiation process completed in May 2019.

Immediately following, a multi-function project team including representatives from all Council work groups formed to ensure an integrated approach to the rollout and significant organisational change was taken.

Civic Authority enterprise wide solution was selected to provide the corporate information system which is designed and built especially for local government. Once fully implemented in the first half of 2020 it will transform customer engagement and streamline service delivery.

Increased Support for Section 355 Management Committees

Improving support and guidance to section 355 committees has been a focus during the 2018-19 year. Contact was made with each group, requesting the completion of a survey on the Committee's Management status. Office bearers were also asked questions regarding the type of support committees identified being required.

The findings from the survey led to identification of a Section 355 Committees key contact officer within the Governance Team, who provides a central point of contact for committee members and acts as a liaison person between the committee and Council Assets Maintenance staff. The Governance Team are continuing the review in 2020 for the Advisory and Management Committees with ongoing support from the community.

Consolidation of BOCO Wind Farm Community Sponsorship Program

The BOCO sponsorship program was a condition of the approval of BOCO Wind Farm prior to the former Councils merger.

As such the community sponsorship is attributed to the 'former' areas. Former Cooma had \$157,349.65 funded to 14 recipients. Former Bombala has \$92,521.39 funded to 7 recipients.

A new committee formed to review and determine the expressions of interest received from the community.

Customer Service Complaint Management Framework to improve service delivery

To improve the way Council responds to customer concerns the Complaint Handling Policy was adopted in late 2018. The Policy is based on best practice AS/NZS 10002:2014 and NSW Ombudsman Guidelines.

Design of an implementation program followed including the development of Draft Complaints Management Procedure, support tools and staff training, and the development of a Register for the capturing and learning from complaints.

The new complaints management process will be rolled out across Council in the 2020 year.

Improved records archival system will aid decision making

The merging of three distinct Councils in May 2016 not only merged three Councils but the systems and processes that were undertaken by each. One such area is that of records management and the cyclical process that entails receipt, storage, archival and destruction.

The work undertaken by the Records Team this year has streamlined much of that process into one and as such will greatly assist the decision making of Council.

Another outcome of the initiative will see the new processes transferred to Council new Corporate Information System. Council adopted the new Records Management Policy aligned to the State Records Act 1998 at its meeting on 20 June 2019.

Government Information Public Access Act (GIPA) increases workload

An amendment to the NSW GIPA Act in November 2018, saw a significant increase in the workload of NSW Councils in responding to the communities' requests for access to information.

The Governance team experienced an increase in formal GIPA applications from 2 in 2017-18 to 35 in 2018-19. Also an additional increase of 133 informal applications. Much of this additional workload was experienced over a 7 month period and directly attributable to the change in legislation.

Innovation and Business Development

NSW Performance Audit

In May 2019 the NSW Audit Office released the results of their Performance Audit – ‘Workforce Reform in Three Amalgamated Councils’.

Council’s participation in this audit involved a period of over six months, with council submitting thousands of documents. The findings concluded that Snowy Monaro Regional Council had made progress towards an efficient organisational structure following the amalgamation of their former council areas in 2016.

The General Manager accepted the findings of the audit and work commenced immediately to develop an action plan to address the recommendations.

This included how council will determine future service levels, make necessary workforce adjustments and reintroduce routine reporting to their communities about the costs and benefits of amalgamation.

A copy of the report can be located at the NSW Audit Office website and via the link below.

<https://www.audit.nsw.gov.au/media/workforce-reform-in-three-amalgamated-councils>

International Mentor Program (IMP) – Council Supports Our Neighbours

Since 2012, the International Mentor Program (IMP) has been working to help strengthen the capacity of young emerging leaders from Cambodia and Nepal.

The program supports young people to inspire change and contribute to sustainable development in their communities, strengthening people-to-people links and cultural exchange between Australia and the participating countries and builds a network of young leaders across Asia for future collaboration and knowledge exchange.

Through regular online communication, mentors provide guidance and direction to the participants in designing, implementing and completing their community projects over a six-month period.



This year Council’s Executive Manager Innovation & Business Development (IBD) was matched with a young leader in Cambodia for her Life Library project.

Council’s involvement included mentoring a Cambodian Youth Leader to improve utilisation of their local village high school library. More information on this program can be found below.

<https://lgprofessionalsaustralia.org.au/events-and-programs/international-mentor-program/>

Business Development

This year we had the pleasure of working closely with a number of Environmental Management staff to pursue some creative project ideas.

This has been invaluable to IBD’s work around understanding business development and continuous improvement opportunities for the organisation.

One idea was the introduction of drones which resulted in the Invasive Species Mapping (UAV assisted) pilot project.

We have seen this technology being used for conducting intensive seasonal surveillance of Hawkweed throughout the months of November – February while it is flowering. From a business development point of view, this has been a practical solution to an alternative way of addressing resource limitations.



Environmental Management team work with Innovation and Business Development to map processes

Risk Management And Internal Audit Summary

Council Leading the Way

The 2019 Annual Report presents for the first time a report on the work of the maturing Internal Audit and Risk Management Functions of Council. It includes information on the Internal Audit schedule of work conducted throughout the year by Council. This demonstrates a significant milestone in the maturity of council following the merger.

Audit, Risk and Improvement Committee

This Committee was established in June 2016. It is made up of four external members and one councillor who, with an excellent mix of skills and knowledge, demonstrate independence and commitment. The Committee found a dose of good will and humour is needed for a successful Audit, Risk and Improvement Committee.

The Committee notes from its review of policies and from Internal Audit reports that Council has made progress in establishing common policies and systems. The ongoing work of the Committee will overview the bedding down of new policies into BAU practice.

While noting that some progress has occurred, the Committee will continue a focus on Council's Risk Management.

Through Internal Audit, the progress and associated risks with the implementation of Council's new corporate information system will also be monitored.



Adapted from the European Stability Mechanism

Innovation and Business Development

External Audit

The NSW Audit Office completed Council’s external audit this year replacing the previous private contractor arrangement. This approach provides consistency across NSW Councils.

Despite some difficulties presented by the delay in implementing a single finance system and some ongoing issues in respect to asset valuation, this year demonstrated an improvement in the Council’s financial statement processes and action was taken or planned to address the NSW Audit Office’s recommendations.

Internal Audit

Internal Audit is an activity designed to add value and improve an organisation’s operations. It is important to recognise that audits of various functions of Council, especially in the process of merging three legacy systems and organisational cultures, are bound to identify several areas for improvement and offer recommendations.

Throughout 2018-19 a number of Council functions were in various stages of audit. The following audits were concluded with reports finalised before 30 June 2019.

Audit Name	Date Final Report	Recommendations
RMS DRIVES24 review	25 July 2018	1
Payroll Management	3 April 2019	10
Investments made by Council	22 May 2019	7
Management Initiated Request	7 June 2019	12

Audits completed for the reporting period 2018/19:

- 8 audits completed
- 1 audit in progress
- 76 recommendations

The cooperation of Council staff in the internal audit process is commended.

Risk Management

There is no doubt that Council faces and will continue to face a future which includes complexity and ambiguity.

Central to managing this has been the implementation of an Enterprise Risk Management Framework (ERMF) adopted by the Leadership team in June 2019.

The ERMF is the set of components based on Australian risk management standards that provide the foundation and organisational arrangements for the management of risk.

These include principles, policy, appetite, processes, methodologies, accountabilities, governance, and resources which facilitate risk assessments, risk treatment, risk reporting and risk conversation.

Continuous evaluation and improvements of risk management through learning and experience offers the best opportunity for ensuring the ERMF is fit for purpose and risk becomes an integral part of all decision making. Being involved in a continuous improvement program saw us receive a rebate of \$19,500 from our insurers for this financial year.

Media and Public Relations

Assisting departments deliver informative and consistent messages to the community

Council's Communications Team worked with all Council business units to assist them in their community education, information and consultation plans.

The Team focussed on ensuring the community had access to consistent, transparent and accurate information. A range of communication medium were encouraged to attract the broadest audience.

Digital presence increases

Council communicates and shares Information through a range of medium. Print, online, radio platforms and in person. This year Council increased its digital presence, reflecting the evolving nature in which the community receives and seeks Council related information.

The Council website saw 92,676 users visit the platform through this 12-month reporting period. Some of the most frequented pages included: Positions vacant, library services, contact us, Council meetings, waste facilities and development applications.

This year, Council achieved its target of having 100 percent of surveys available online through the *Your Say Snowy Monaro* platform. An increased use of this platform, saw 11,000 visitors access the site.

A key internal partner in the rollout of the Stronger Communities Fund projects

Your Say Snowy Monaro has been one of the main consultation processes for engaging



the community on the rollout of the Stronger Communities Fund Major Projects Program.

The consultation for the ten playgrounds upgraded and built as part of the Stronger Communities Fund Program, saw almost 400 surveys completed and 2000 people access *Your Say* to learn more about these projects.

Local Shows proven to be an excellent way to talk to the community

Council's commitment to connecting with the community saw Councillors and Council staff attend each of the local shows.

The Biosecurity and Resource and Waste teams held information stalls. Council's Executive Management Team and Snowy Monaro Regional Councillors joined staff at the shows.

Council Recognised in National Reuse Program

Council received the 'Choose to Reuse' award, recognising the way Council and the Snowy Monaro community embraced the nationwide reuse program, Garage Sale Trail.

Council was one of just 14 councils nationally to receive the award for participating in the Garage Sale Trail, which is supported by more than 150 councils and groups across Australia.

The Garage Sale Trail is a weekend event where community groups, schools and residents look to rehome items they no longer use rather than those items ending up in landfills.



Stronger Communities Fund Update



The NSW Government established the Stronger Communities Fund to deliver new or improved infrastructure, community spaces or services to our region.

\$14 million
Over three years to improve community facilities and major infrastructure and support community groups.

This major program of capital works involves 100 projects with a total value of \$14 million. The projects identified and included in this program were through consultation with the Local Representative Committees (LRC's) and the wider community. The program was adopted by Council in May 2016.

In 2018-19 Council continued to progress the planning and delivery of these with the 100 projects being in various stages of asset and project realisation. All projects are now in a stage of design, tendering or construction with 58 projects already completed and being enjoyed.

This year our community gained access to better facilities, improved energy efficiency buildings and enhanced family enjoyment from the completion of many upgraded recreational spaces.

Consultation and engagement with residents including children has continued throughout the year to assist in the design of individual projects. Next year we look forward to continuing to work on the major streetscape program.

The status of projects listed below was effective as of 30 June 2019.



10 new playgrounds enhancing the lives of our community's children

Council is very proud of the new playground designs that can be seen scattered across the region.

These were developed using feedback from our young 'Playground Testers', other and members of the community.

The Playground Replacement Program, built through the Stronger Communities Fund is aimed at enhancing the lives of children and their families by improving the quality of our outdoor play spaces.



Council consulted with playground experts

Projects under Construction

- Complete the missing links for shared path in Cooma
- Refurbish the Dalgety Showground Pavilion
- Delegate Streetscape Project
- Installation of Banners in Bombala
- Bombala Cemetery Works
- Upgrade the foyer and change rooms at the Cooma Basketball and Gymnastics Facility
- Therry St, Bombala
- Myack St Intersection Berridale
- Accessibility and footpath upgrades in Bombala area
- Accessibility and footpath upgrades in Cooma area
- Accessibility and footpath upgrades in Snowy River area
- Badja Picnic Area upgrades at Numeralla
- Construction of new Toilet Facilities in Bombala CBD
- Upgrade to the kiosk facilities at the Bombala Exhibition Ground

Streetscape Program

- Adaminaby Streetscape Project
- Bombala Streetscape Project
- Bredbo Streetscape Project
- Cathcart Streetscape Project
- Dalgety Streetscape Project
- Michelago Streetscape Project
- Nimmitabel Streetscape Project
- Bibbenluke Streetscape Project

In the Tendering Process

- Upgrade to the Cooma Visitors Centre
- Upgrade to Snowy Oval amenities building
- Cooma Cemetery Works
- Snowy Cemetery Works

Design Stage

- Investigate options for the upgrade of the Band shell facility in Cooma
- Review of facilities at Jindabyne Pool and undertake key works
- Refurbish the existing toilet facilities at Adaminaby School of the Arts
- Replacement of Pavers along the Promenade at Jindabyne Town Centre
- Demolition of old toilet block at Jindabyne Town Centre
- Upgrade of Parking area, bin covers, foliage at Jindabyne Town Centre
- Construction of new Public Toilets Jindabyne Town Centre
- Upgrade to Clay Pits area at lake Jindabyne Foreshore (Balancing Project)
- Renewable Energy - Investigation and installation in Snowy River area
- Finalise project design and approvals for the Bombala Heavy Vehicle Bypass Route
- Undertake project to alignment the road and road reserves in Cooma area
- Undertake project to alignment the road and road reserves in Snowy River area
- Development Jerrara Drive improvement options
- Nijong Oval Improvements
- Finalise Design and approvals for the Shared path from Lion Park to Murrumbidgee River reserve; undertake stage 1 of the works
- Undertake project to alignment the road and road reserves in Bombala area

HIGHLIGHT

Council has installed solar panels at many of the Council owned facilities across the region, as part of commitment to improve energy efficiency measures across council buildings, reducing carbon emissions and to be a community leader in environmental sustainability, a theme of our Community Strategic Plan.



Solar panels on Berridale Hostel

Stronger Communities Fund Update

Projects completed as at June 2019

- Internal painting at Delegate School of Arts building
- Seating, Concrete and drainage works at the Cathcart School Of Arts Park
- Installation of Water Drinking Stations in Bombala area
- Construction of an All abilities Playground at Bombala
- Installation of new seating at Delegate Sportsground
- Delegate School of the Arts Plaza
- Bombala Bridge Replacement
- Insulation of main classroom at the Delegate Preschool
- Renewable Energy - Investigation and installation in Bombala area
- Installation of additional Safety fencing at Mt. Gladstone for the Hill Climb races
- Upgrade playground at Cooma North shops
- Upgrade of Playground at Rotary Oval
- Upgrade to Cooma Centennial Park playground
- Upgrade of the amenities at Lake Williams Nimmitabel
- Installation of solar energy at Yallambee Aged Care Facility
- Construction of a roundabout at the intersection of Baron and Sharp St Cooma
- Purchase of multimedia equipment for the Michelago Memorial Hall
- Purchase & install chairs, tables, IT / Wi-Fi equipment and furniture at The HUB Cooma
- Construction of BBQ and shelter at the Nimmitabel Caravan park
- Roof and heater replacement at the Nimmitabel Hall
- Installation of Banners in Cooma, Michelago, Bredbo & Nimmitabel
- Pound upgrade Cooma
- Design and approvals for the upgrade to Rockflat Creek Bridge
- Installation of Water Drinking Stations in Cooma area
- Upgrade of facilities at the Nimmitabel Caravan Park
- Construction of Storage space at The Hub Youth Centre Cooma
- Installation of Playground at Michelago
- Replacement of fence at the Numeralla Cemetery
- Improvement for maintaining Nimmitabel Cemetery
- Renewable Energy - Investigation and installation in Cooma area
- Installation of additional Fitness Stations Jindabyne
- Development of options analysis for Learning and Information Hub at Jindabyne
- Completion of the upgrade to the change rooms at Berridale Community Hall
- Finalise planning for Aitchison House Cottage Restoration Project
- Upgrade of pump at Adaminaby Swimming Pool
- Supply of pool vacuum at Berridale Swimming Pool
- Installation of solar energy at Berridale Aged Care Facility
- Installation of Solar heating at Berridale Swimming Pool
- Upgrade of Adaminaby playground
- Installation of Banners in Jindabyne, Berridale and Adaminaby
- Installation of access path at John Connors Oval Jindabyne
- Installation of Water Drinking Stations in Snowy River area
- Resurfacing of Berridale Oval
- Replacement of Berridale Lions Park Playground Equipment
- Replacement of Dalgety Showground equipment
- Installation of additional signage at Old Adaminaby
- Upgrade of Jindabyne Boat Ramp area (Balancing Project)
- Extension of stage lighting control at the Jindabyne Memorial Hall
- Installation of wing wall curtains and track at the Jindabyne Memorial Hall
- Construct of a playground at Kalkite
- Undertake design and approvals for the Lake Jindabyne Shared Trail
- Jindabyne Kalkite St Carpark Extension
- Installation of Dalgety Precinct equipment

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STATUTORY REPORTING

	PAGE 74
Audited Financial Statements	
Rates and Charges Written Off for the Year	
Report on Special Variation	
Legal Proceedings	PAGE 75
Councillor Representation on Committees	PAGE 76
Section 355 Committees	PAGE 77
Payment of Expenses and Provision of Facilities	
Provision of Facilities	
Statement of Total Remuneration of General Manager	
Statement of Total Remuneration of Senior Staff	
Overseas Visits by Staff, Councillors or Other Persons	PAGE 78
Statement of External Bodies	
External Bodies (controlling interest)	
External Bodies (participated in)	
External Bodies (delegated Functions)	PAGE 79
Contracts Awarded	PAGE 80
Financial Assistance Provided Under Section 356	PAGE 81
Statement of Activities to Implement our Equal Employment Opportunity Management Plan	
Report on Compliance with the Carer Recognition Act, 2010	
Government Information Public Access	PAGE 82
Schedule 2 Statistical Information	
Table A: Number of Applications by Type of Applicant and Outcome	
Table B: Number of Applications by Type of Application and Outcome	
Table C: Invalid Applications	PAGE 83
Table D: Conclusive Presumption of Overriding Public Interest against Disclosure	
Table E: Other Public Interest Considerations against Disclosure	
Table F: Timeliness	PAGE 84
Table G: Number of Applications Reviewed under Part 5 of the Act by Type of Review and Outcome	
Table H: Applications for Review under Part 5 of the Act by Type of Applicant	
Table I: Applications Transferred to Other Agencies	
Public Interest Disclosures	PAGE 85
Stormwater Management Services	
Summary of Private Work	
Fisheries Recovery and Threat Abatement Plans	
Environmental upgrade agreements	
Recovery and Threat Abatement Plans	
Inspections of Private Swimming Pools	
Coastal Protection Service Provided	PAGE 86
Companion Animals Act 1998 and Regulation Companion Animals Statement on Activities	PAGE 87
Snowy Monaro Regional Council off Leash Areas	PAGE 88
Disability Inclusion Action Plan Progress	

The information in this section of the annual report addresses the reporting requirements detailed in the Local Government Act 1993 as per section 428 and the Local Government (General) Regulation 2005 as per clause 217 (1) and other relevant legislation.

It services to complement the information provided in other sections of this report as well as provide increased transparency and accountability to the community.

2019 Statutory Reporting

Audited Financial Statements

The Snowy Monaro Regional Council 2019 Audited Financial Statements and Auditors Report are located in Part C of the 2019 Annual Report

Rates and Charges Written Off for the Year

In accordance with Clause 132 of the Local Government (General) Regulation 2005, Council is required to report on rates and charges that were written off in the 2018-19 financial year.

During the 2018-19 financial year the following bad and doubtful debts were written off:

Expense Type	Amount \$
Movement in Provision for Bad Debts	(\$62,984)
Bad Debts Written Off	\$113,352
Interest Written Off	\$1,351
Total	\$51,719

Report on Special Variation

Under the Special Rate Variation Guidelines, 7.1, Council is required to report any activities funded via a special rate variation of general income.

Council did not apply for any Special Rate Variations during the 2018-19 financial year, as such there are no activities to report.

Legal Proceedings

During the 2018-19 financial year, Council was involved in 4 legal proceedings exceeding \$10,000. Of the 4 proceedings all are on-going as at 30 June 2019.

A summary of all legal costs incurred by Council for the financial year include:

Category	Amount Incurred to 30 June 2019 \$
Roads Management Operations	\$150,548
Planning and Development	\$130,096
Animal Control	\$114,886
Debt Recovery	\$20,521
Other*	#83,719
Total	\$499,770

**Other includes matters pertaining to Water and Sewer Operations, Corporate Governance and Executive Support*

Councillor Representation on Committees

Council maintains links with a range of community based and other organisations via representation on relevant committees. Such representation is usually by appointment of either members or members of staff as delegates.

External Committees

Name of Committee	Councillor Representative	Alternate Councillor nominated
Aboriginal Liaison Committee	Clr Castellari	No alternate nominated
ANU Medical School - Community Advisory Committee Board	Clr Haslingden	No alternate nominated
Canberra Region Joint Organisation of Councils (CBRJO)	Mayor & General Manager	N/A
Cooma Correctional Centre Community Consultative Committee	Mayor	N/A
Community Safety Precinct Committee	Clr Beer	Clr Corbett
District Bush Fire Management Committee	Clr Ewart	No alternate nominated
Monaro Regional Interagency	Clr Castellari	No alternate nominated
Jindabyne Liquor Accord	Clr Beer	Clr Old
Southern Monaro Local Emergency Management Committee (LEMC)	Clr Corbett	No alternate nominated
Southern Monaro Local Emergency Rescue Committee	General Manager	N/A
South East Arts	Clr Haslingden	No alternate nominated
Boco Rock Community Fund Committee	Mayor and General Manager	N/A
Bundian Way Advisory Committee	Clr Castellari	Clr Maslin, Clr Stewart
Cooma Universities Centre	Clr Maslin	Mayor
Delegate Progress Association	Clr Haslingden	No alternate nominated
Southern Joint Regional Planning Panel	Mayor and General Manager	N/A
Monaro Housing Taskforce	Clr Beer	No alternate nominated
Snowy Mountains Neighbourhood Centre	Clr Old	No alternate nominated
Upper Murrumbidgee Catchment Co-ordinating Committee	Planning staff	N/A

**Where N/A is listed an alternate is not required for a quorum*

2019 Statutory Reporting

Section 355 Committees

In accordance with s355 of the Local Government Act, 1993 Council is able to delegate some of its functions to a committee of Council. Council uses this delegation and appoints members of the community to manage its facilities or functions through a committee or board of management.

Snowy Monaro Regional Council fully acknowledges and appreciates the valuable contribution made by those of the community who serve as members of Council's Community Committees. This is an important role providing a valuable contribution to the respective local communities that we serve.

Section 355 Advisory Committees

Committee	Councillor Representative	Alternate Councillor nominated
Residential Aged Care	Clr Castellari	No alternate nominated
Community Care Advisory	Clr Beer	No alternate nominated
Inclusion Action Committee	Clr Castellari	No alternate nominated
Arts and Culture	Clr Haslingden	Clr Maslin
Snowy Monaro Tourism	Clr Beer	Clr Corbett, Clr Maslin
Yamaga Sister City	Clr Corbett	No alternate nominated
Snowy Monaro Weeds	Clr Stewart	Clr Haslingden
Recreational Facilities	Clr Castellari, Clr Corbett	Clr Haslingden, Clr Ewart
Cooma Sale Yards	Clr Miners	No alternate nominated
Koala Management	Mayor Rooney	No alternate nominated
Snowy Monaro Cemeteries	Clr Ewart	No alternate nominated

Section 355 Management Committees

Section 355 Management Committees manage facilities on behalf of Council. These Committees are managed by Community Volunteer representation. The following committees were active during the reporting period:

- Adaminaby School of Arts Hall
- Bibbenluke Hall and Sportsground
- Bombala Exhibition Ground Management
- Bombala Racecourse and Recreation Ground
- Bombala Railway Land Development
- Bombala Tennis Club
- Bredbo Hall
- Bungarby Memorial Hall Preservation
- Cathcart School of Arts
- Craigie Hall
- Dalgety Hall Management Committee
- Dalgety Showground (interface)
- Delegate & District Pre-School
- Delegate Early Settlers Hut
- Delegate School of Arts
- Delegate Sportsground
- Jindabyne Memorial Hall
- Jindabyne Shared Trails
- Jindabyne Sportsground and Recreation Areas Management Committee
- Kybeyan Hall
- Michelago Hall
- Mila Country Club
- Nimmitabel Hall
- Nimmitabel Showground Management
- North Ridge Reserve
- Numeralla Hall
- Old Cooma Grasslands Reserve
- Peakview Hall
- Shannons Flat Hall
- Smith's Road Hall
- Numeralla Cemetery
- Bredbo Cemetery
- Nimmitabel Cemetery

Payment of Expenses and Provision of Facilities

Councillor and Administrator Fees, Expenses and Facilities

Payments of Expenses and Provision of Facilities for the Mayor and Councillors are made under the guidance of Council's SMRC2 - Payment of Expenses and Provision of Facilities for Mayor and Councillors Policy, which can be located on Council's website.

Money Expended on Mayor, and Councillor Fees

Council incurred the following fees during the 2018-19 financial year:

Expense Type	Amount \$
Mayoral Fees	\$43,329.25
Councillor Fees	\$217,690.00
Total Amount Expended for Provision of Facilities* (as below)	\$132,357.17
Total	\$393,376.42

Provision of Facilities

*Council incurred the following fees and expenses for the provision of facilities during the 2018-19 financial year:

Section	Expense Type	Amount \$
(i)	Provision of dedicated office equipment allocated to councillors	0
(ii)	Telephone	\$12,163.76
(iii)	Conferences and seminars	\$7,170.18
(iv)	Training and development from prior year	0
(v)	Interstate visits	0
(vi)	Overseas visits	0
(viii)	Child or Family Member Care	0
	Travel (excluding overseas & interstate visits)	\$7,730.69
	Food and Catering	\$14,211.75
	Vehicle Allowance	\$47,759.37
	Other	\$43,321.42
	Total	\$132,357.17

Statement of Total Remuneration of General Manager

During the 2018-19 Council employed a General Manager. Following is a statement of the total remuneration.

Section LGR 217(B)	Remuneration Component	Amount \$
(i)	Salary	\$272,431
(ii)	Additional payment*	\$134,018
(iii)	Contribution to superannuation	\$23,694
(iv)	Non cash benefits	\$5,363
(v)	Fringe Benefits Tax on Non-Cash Benefits	\$4,042
	Total	\$439,548

* Additional payment - Unused leave payments on termination

Statement of Total Remuneration of Senior Staff

During the 2018-19 Council employed three Directors as Senior Staff. Following is a statement of the combined total remuneration.

Section LGR 217 (C)	Remuneration Component	Amount \$
(i)	Salary	\$597,214
(ii)	Additional payment*	Nil
(iii)	Contribution to superannuation	\$58,853
(iv)	Non cash benefits	\$6,728
(v)	Fringe Benefits Tax on Non-Cash Benefits	
	Total	\$662,795

* Fringe Benefits Tax on leaseback vehicles

Overseas Visits by Staff, Councillors or Other Persons

No overseas visits by staff, Councillors or other persons occurred during the 2018-19 financial year.

2019 Statutory Reporting

Statement of External Bodies

In accordance with the Clause 217 Local Government (general) Regulation 2005, an annual report must include a statement of all corporations, partnerships, trusts, joint ventures, syndicates or other bodies (whether or not incorporated) in which the council (whether alone or in conjunction with other councils) where SMRC either held a controlling interest; delegated functions, or participated in during the year.

External Bodies (controlling interest)

- Council held no controlling interest during the 2018-19 year.

External Bodies (participated in)

Council continued to be a shareholder in the Southern Phone Company, a telecommunications company covering the south east region of NSW. All former Councils were previously a shareholder of this company. Council was also a member of the following:

- Canberra Region Joint Organisation of Councils
- Rural Fire Service
- Statewide Mutual Liability Scheme, and
- StateCover - workers compensation scheme

External Bodies (delegated functions)

- Aboriginal Liaison Committee
- ANU Medical School - Community Advisory Committee Board
- Canberra Region Joint Organisation of Councils (CRJO)
- Cooma Correctional Centre Community Consultative Committee
- Community Safety Precinct Committee
- Local Traffic Committee
- District Bush Fire Management Committee
- Monaro Regional Interagency
- Jindabyne Liquor Accord
- Southern Monaro Local Emergency Management Committee
- Southern Monaro Local Emergency Rescue Committee
- South East Arts
- Boco Rock Community Fund Committee
- Bundian Way Advisory Committee
- Cooma Universities Centre
- Delegate Progress Association
- Joint Regional Planning Panel
- Monaro Housing Taskforce
- Snowy Mountains Neighbourhood Centre
- Upper Murrumbidgee Catchment Co-ordinating Committee
- Rural Fire Service

Contracts Awarded

Details of Contracts awarded during 2018-19 financial year under the Local Government (General) Regulation 2005 - Clause 217(1)(a2)

Details of each contract awarded by Council during 2018-19 (whether as a result of tender or otherwise) other than contracts for less than \$150,000 or such other amount as may be prescribed by the regulations, including the name of the contractor, the nature of the goods or services supplied by the contractor and the total amount payable to the contractor under the contract.

Name of Contractor	Goods or Services Provided	Total Contract Value (\$)
Spoutvac	Wastewater vacuum truck	\$456,940
Service NSW	Agency Agreement between SMRC & Service NSW for the Council Service Centre at the Bombala office	\$187,702.92 <i>(income)</i>
McMahons Earthmoving Pty Ltd	Green waste processing	\$200,000
McMahons Earthmoving Pty Ltd	Concrete rubble processing	\$200,000
Downer EDI	Jindabyne boat ramp access upgrade - sealing	\$211,453
Raw Strength and Fitness Bombala	Management contract for the Bombala Swimming Pool 18-21 seasons	\$264,693
Civica Pty Ltd	Supply and install of Corporate Information System and consolidation of three separate systems into one	\$3,677,173
Stabilifix Pty Ltd	Heavy patching 2018/2019 program	\$177,874
Utilstra Pty Ltd	Watermain replacement contract	\$277,713
Cooma Steel Pty Ltd	Michelago Rural Fire Brigade shed - shed and site works	\$248,223
McMahons Earthmoving Pty Ltd	Streetscape Package 1 - construction	\$168,741
GHD Pty Ltd	Option assessment and detailed design of wastewater infrastructure	\$154,000
Inquick Bridge RD Miller	Parsonage Creek Bridge components and construction	\$666,900
Illustrious Homes	Dalgety Showground pavilion upgrade Cooma Basketball & Gymnastics Facility upgrade	\$407,375
Davone Construction	Bombala Showground Kiosk	\$442,946
Davone Construction	Delegate Showground pavilion upgrade Bombala Showground Exhibition Hall upgrade	\$273,903
Hartwigs Trucks & All Quip Water Trucks	Supply and delivery of one "Heavy Rigid" 6x4 water cartage truck	(Hartwigs) \$135,036 (All Quip) \$102,106 Total \$237,142
CJD Equipment	Supply and delivery of one new PSA Class 3.5 Wheel Loader	\$286,000

2019 Statutory Reporting

Financial Assistance Provided Under Section 356

In accordance with Local Government Regulation 2005 cl217 (1)(a5), an annual report must include details of the total amount contributed or otherwise to financially assist others, in accordance with section 356 of the Local Government Act 1993. During the 2018-19 financial year Council facilitated cash and in-kind donations and sponsorships to 75 organisations, schools and community groups across the Region.

Name / Organisation Council	Council Approved Amount (\$)
Monaro Family Support Services	\$7,000.00
Snowy Scheme Museum	\$6,930.00
Dalgety Public School Parent & Citizens	\$5,801.00
The Alpine School	\$5,625.00
Bombala Racecourse & Rec Ground 355 Joint Committee	\$5,093.50
Lions Club of Cooma	\$5,000.00
Lake Night Sculpture Inc.	\$5,000.00
Community Chest INC	\$4,500.00
Multicultural Activity Group in Cooma (MAGIC)	\$3,858.40
Nimmitabel Advancement Group	\$3,051.39
Snowy River RSL	\$2,855.00
Monaro Dance Centre Pty Ltd	\$2,841.00
Nimmitabel Pre School	\$2,700.00
Nimmitabel Public School	\$2,358.25
Cooma Colts Junior Rugby League Inc.	\$2,244.75
Adaminaby Bowling & Sports Club	\$2,075.00
Dalgety Show Society Inc.	\$2,000.00
Cooma Multicultural Festival	\$2,000.00
Adaminaby Race Day	\$2,000.00
Bombala Race Day	\$2,000.00
Cooma Race Day	\$2,000.00
Bombala Show	\$2,000.00
Cooma Show	\$2,000.00
Dalgety Show	\$2,000.00
Delegate Show	\$2,000.00
Nimmitabel Show	\$2,000.00
Delegate Progress Association	\$1,585.94
Cooma Bombala Legacy	\$1,500.00
Lake Jindabyne Snow Dragons	\$1,500.00
Cooma Athletics Inc	\$1,448.50
Rosie O'Sullivan School of Dance	\$1,400.00
Nimmitabel Public School	\$1,305.00
Action Sports Training	\$1,268.00
Monaro Community Access Service	\$1,000.00
Snowy's Place	\$1,000.00
Cooma & District Kennel & Obedience Club	\$1,000.00
Snowy Monaro Arts Council	\$1,000.00
St Joseph's School Community Council (2)	\$1,000.00

Name / Organisation Council	Council Approved Amount (\$)
Cooma Rotary Club	\$1,000.00
Delegate Presbyterian Church	\$862.00
Michelago Region Community Association	\$850.00
Adaminaby Easter Fair Committee	\$624.25
St Joseph's School Community Council (1)	\$548.50
Bredbo Community Progress Association	\$500.00
Community Chest INC	\$500.00
Alpine Uniting Church	\$500.00
Jennifer Colin School of Dance	\$423.00
Lake Jindabyne Sailing Club	\$341.85
Cooma Gymnastics Club	\$317.00
Bredbo Community Progress Association	\$200.00
Cooma Horse & Pony Club	\$150.00
Snowy Mountains Motorcycle Club	\$110.00
Cooma Community Gardens	\$105.00
Adaminaby Public School	\$100.00
Berridale Public School	\$100.00
Bombala High School	\$100.00
Bombala Public School	\$100.00
Bredbo Public School	\$100.00
Cooma North Primary School	\$100.00
Cooma Public School	\$100.00
Dalgety Public School	\$100.00
Delegate Public School	\$100.00
Jerangle Public School	\$100.00
Jindabyne Central School - Junior	\$100.00
Jindabyne Central School - Senior	\$100.00
Michelago Primary School	\$100.00
Monaro High School	\$100.00
Nimmitabel Public School	\$100.00
Snowy Mountains Christian School - Junior	\$100.00
Snowy Mountains Christian School - Senior	\$100.00
Snowy Mountains Grammar School - Junior	\$100.00
Snowy Mountains Grammar School - Senior	\$100.00
St Joseph's Primary School	\$100.00
St Patrick's Parish School - Junior	\$100.00
St Patrick's Parish School - Senior	\$100.00
Total	\$111,172.33

Statement of Activities to Implement our Equal Employment Opportunity Management Plan

The Equal Employment Opportunity (EEO) Management Plan underpins Council's Equal Employment Opportunity Policy and, as required under the Local Government Act, 1993, outlines the programs by which the principles are to be achieved:

- EEO Management Plan 2012-2021 completed and published on Internet and Intranet
- Actions plans have been captured in an electronic database
- EEO references are contained within Recruitment Advertising, Position Descriptions and performance review activities and reflected in Council's Vision and Values.

Report on Compliance with the Carer Recognition Act, 2010

Council's Equal Employment Opportunity Management Plan refers to a workplace that promotes equity referring specifically to Carers.

Council's obligations under the Local Government (State) Award, with regard to carers' leave and flexible arrangements for staff, who are carers, is in accordance with the guidelines of the *Carer Recognition Act, 2010*.

Government Information Public Access

The statement outlined below as Councils reporting requirements under section 125(1) of Government Information (Public Access) Act 2009 (GIPA Act) and clause 7 of the Government Information (Public Access) Regulation (GIPA Regulation). Council received 35 Formal applications of which 33 were determined under the GIPA Act and the GIPA Regulation for the 2018-19 financial year.

In addition to the formal applications Council facilitated 173 informal GIPA requests during the year. Due to changes to the GIPA Act in November 2018 this resulted in an increase of informal GIPA requests by 133 made over a 7 month period.

Clause 74: Review carried out by Council under Section 7 (3) of the GIPA Act

A full review of Council's Agency Information Guide was reviewed and adopted by Council in the current year.

Clause 7B: Total Number of Applications Received

During the 2018-19 financial year Council received a total number of 157 applications, including any withdrawn applications but not including invalid applications.

Clause 7C: Refused Applications

Council did not refuse any applications during the 2018-19 financial year.

2019 Statutory Reporting

Schedule 2 Statistical Information

Table A: Number of Applications by Type of Applicant and Outcome*

	Access Granted in Full	Access Granted in Part	Access Refused in Full	Information not Held	Information Already Available	Refuse to Deal with Application	Refuse to Confirm/ Deny whether Information is Held	Application Withdrawn	Total	% of Total
Media	0	0	0	0	0	0	0	0	0	0%
Members of Parliament	0	0	0	0	0	0	0	0	0	0%
Private Sector Business	2	0	0	0	0	0	0	0	2	6%
Not for Profit Organisations or Community Groups	0	0	0	0	0	0	0	0	0	0%
Members of the public (by legal representative)	8	0	0	0	0	0	0	0	8	24%
Members of the Public (other)	16	1	0	2	0	0	0	4	23	70%
Total	26	1	0	2	0	0	0	4	33	100%
% of Total	76	3	0	6	0	0	0	12		

* More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B

Table B: Number of Applications by Type of Application and Outcome

	Access Granted in Full	Access Granted in Part	Access Refused in Full	Information not Held	Information Already Available	Refuse to Deal with Application	Refuse to Confirm/ Deny whether Information is Held	Application Withdrawn	Total	% of Total
Personal Information Applications*	6	0	0	0	0	0	0	2	8	24%
Access Applications (Other than personal Information Applications)	20	1	0	2	0	0	0	2	25	76%
Access Applications that are Partly Personal Information Applications and Partly Other	0	0	0	0	0	0	0	0	0	0%
Total	26	1	0	2	0	0	0	4	33	100%
% of Total	76	3	0	6	0	0	0	12	33	

* A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual)

Table C: Invalid Applications

	Number of Applications	% of Total
Application does not comply with formal requirements (section 41 of the Act)	9	100%
Application is for excluded information of the agency (section 43 of the Act)	0	0%
Application contravenes restraint order (section 110 of the Act)	0	0%
Total number of invalid applications received	9	100%
Invalid applications that subsequently became valid applications	8	89%

Table D: Conclusive Presumption of Overriding Public Interest against Disclosure

	Number of Times Consideration Used*	% of Total
Overriding secrecy laws	0	0%
Cabinet information	0	0%
Executive Council information	0	0%
Contempt	0	0%
Legal professional privilege	0	0%
Excluded information	0	0%
Documents affecting law enforcement and public safety	0	0%
Transport safety	0	0%
Adoption	0	0%
Care and protection of children	0	0%
Ministerial code of conduct	0	0%
Aboriginal and environmental heritage	0	0%
Total	0	0%

**More than one public interest consideration may apply in relation to a particular access application and if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E*

Table E: Other Public Interest Considerations against Disclosure

	Number of Times Consideration Used	% of Total
Responsible and effective government	0	0%
Law enforcement and security	0	0%
Individual rights, judicial processes and natural justice	0	0%
Business interests of agencies and other persons	1	100%
Environment, culture, economy and general matters	0	0%
Secrecy provisions	0	0%
Exempt documents under interstate Freedom of Information legislation	0	0%
Total	1	100%

Table F: Timeliness

	Number of Applications	% of Total
Decided within the Statutory Timeframe (20 Days plus any extensions)	20	91%
Decided after 35 days (by agreement with applicant)	2	9%
Not Decided within time (deemed refusal)	0	0%
Total	22	100%

2019 Statutory Reporting

Table G: Number of Applications Reviewed under Part 5 of the Act by Type of Review and Outcome

	Decision Varied	Decision Upheld	Total	% of Total
Internal review	0	1	1	100%
Review by Information Commissioner*	0	0	0	0%
Internal review following recommendation under Section 93 of Act	0	0	0	0%
Review by NCAT	0	0	0	0%
Total	0	1	1	0%
% of Total	0	100		

*The Information Commissioner does not have the authority to vary decisions but can make recommendations to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.

Table H: Applications for Review under Part 5 of the Act by Type of Applicant

	Number of Applications for Review	% of Total
Applications by access applicants	2	100%
Applications by persons to whom information the subject of access application relates (see Section 54 of the Act)	0	0%
Total	2	

Table I: Applications Transferred to Other Agencies

	Number of Applications Transferred	% of Total
Agency-Initiated Transfers	0	0%
Applicant - Initiated Transfers	0	0%
Total	0	

Public Interest Disclosures

The following information is provided in accordance with the Public Interest Disclosures Act, 1994 and Regulation 2011.

1. Council Policy SMRC 338 – Public Interest Disclosures (PID) Internal Reporting Policy meets the requirements of internal reporting as required under the Act.
2. Staff are made aware through information distribution via the Executive Management Team.

	Made by public officials performing their day to day functions	Under a statutory or other legal obligation	All other PIDs
Number of public officials who made PIDs directly	1	0	0
Number of PIDs received	1	0	0
Of PIDs received, number primarily about:	-	-	-
- Corrupt conduct	-	-	-
- Maladministration	-	-	-
- Serious and substantial waste	-	-	-
- Government information contravention	-	-	-
- Local government pecuniary interest contravention	-	-	-
Number of PIDs finalised	1		

Stormwater Management Services

A Stormwater Levy exists for the Bombala Area that was imposed by the former Bombala Shire Council and inherited by Snowy Monaro Regional Council on amalgamation. However there isn't a Stormwater Levy across the whole of Snowy Monaro Regional Council's LGA.

Work to create Developer Service Plans (DSP) for Stormwater remains ongoing. This will calculate the developer contributions required for future stormwater infrastructure along with what levy can be applied to maintain existing stormwater infrastructure.

Once Stormwater Service Plans have been received, staff will consult with both Council and the community to discuss any Stormwater Levy prior to implementation.

Summary of Private Work

Council undertook access road maintenance for ratepayers including road grading, gravelling and ramp cleaning. All work was undertaken at commercial plant hire rates and not subsidised. All works were undertaken on private land not under the control of Council.

Fisheries Recovery and Threat Abatement Plans

In accordance with section 220ZT of the *Fisheries Management Act 1994* Council was not referenced in any Fisheries Recovery and Threat Abatement Plans during the 2018-19 financial year.

Environmental upgrade agreements

In accordance with of the Local Government Act 1993 Act and Section 54P General Regulation there were no Environmental Upgrade Agreements entered into during the 2018-19 year.

Recovery and Threat Abatement Plans

Council was not referenced in any Recovery and Threat Abatement Plans during the 2018-19 financial year.

Inspections of Private Swimming Pools

Council officers completed inspections of private swimming pools in the Region in accordance with the *Swimming Pools Act, 1992 and Swimming Pools Regulation, 2008*.

Category	N° of
Inspection of Tourist & Visitor Accommodation	4
Inspections with more than 2 dwellings	2
Inspections that resulted in issuance of certificate of compliance under Section 22D of the Act	10
Inspections that resulted in issuance of certificate of non-compliance under Clause 18BA of Regulation	Nil

Coastal Protection Service Provided

Council does not have any coastal areas, as such there was no levied services to report.

2019 Statutory Reporting

Companion Animals Act 1998 and Regulation Companion Animals Statement on Activities

Lodgement of Data Relating to Dog Attacks

Pound data has been entered in Companion Animals Register with the Division by Council Rangers. For the 2018-19 financial year:

- 109 dogs were impounded
- 89 were released to the owner
- 2 sold
- 15 released and rehomed with the Cooma Branch RSPCA
- 3 dogs declared as restricted were euthanised.

Lodgement of Data Relating to Dog Attacks

All dog attacks have been entered into the OLG Companion Animal Register with either Menacing or Dangerous Dog Declarations issued.

Companion Animal Community Education Programs

On a regular basis Council posts information on social media and provides guides, factsheets and general information on Councils web page.

Strategies to Promote and Assist the De-Sexing of Dogs and Cats

On a regular basis Council posts information on social media and provides guides, factsheets and general information on Councils web page.

Strategies to Seek Alternatives to Euthanasia for Unclaimed Animals

Only restricted dogs that cannot be rehomed are euthanised. All other dogs are rescued by the Cooma RSPCA or other rescue groups such as the Golden Oldies.

Amount of Funding Spent on Companion Animal Management and Activities

Under Section 85 (1A) of the Companion Animals Act, 1998, the following table details the use of fund money used for managing and controlling companion animals across the Region for the 2018-19 financial year.

Expense	Amount \$
Employment Costs	\$174,065
Materials and Contracts	\$10,853
Other Operating Expenses	\$116,815
Depreciation	0
General Asset Expenses	\$2,552
Internal Plant Charges	\$20,064
Internal Charges	\$279
Internal Payroll Charges	\$51,216
Total	\$386,552

Snowy Monaro Regional Council off Leash Areas



Bombala
Along the reserve of the Bombala River



Berridale
Myack Creek Reserve – on Myack Creek Reserve near Ivy Cottage Estate



Jindabyne
Along the Foreshore, west of the toilet block at the clay pits, to the east of the sailing club



Jindabyne
Pooh Bay – Along Pooh Bay Foreshore, off Cabbon Crescent



Cooma
Yallakool Road – Fenced off area within the Lions Park



Cooma
Church Road - the grassed area which extends along Church Road and is bound on the far side by Cooma Creek. Signs showing boundaries and bins for waste are provided

2019 Statutory Reporting

Disability Inclusion Action Plan Progress

In accordance with section 13 of the Disability Inclusion Act 2014 Council must report on the implementation of its Disability Inclusion Plan.

Building positive attitudes

- Successful International Day of People with Disability event in Cooma including Celebrate Ability Awards

Creating liveable communities

- Inclusion of accessible features in SCFMPP projects and asset upgrades
- Supporting access to meaningful employment
- Creation of Inclusive Employment category in 2019 Snowy Monaro Business Awards

Accessible systems, information or processes

- Creation of additional online resources for staff to increase awareness and accessibility
- Review of web content for WCAG compliance

How have you determined that you're meeting the needs of people with disability?

- Continued engagement with community groups and networks which include people with disability and service providers
- Consultation with service recipients and their families / carer
- Feedback included in planning and delivery e.g. SCFMPP

Describe your challenges and successes in delivering on the DIAP Challenges:

- Staff capacity



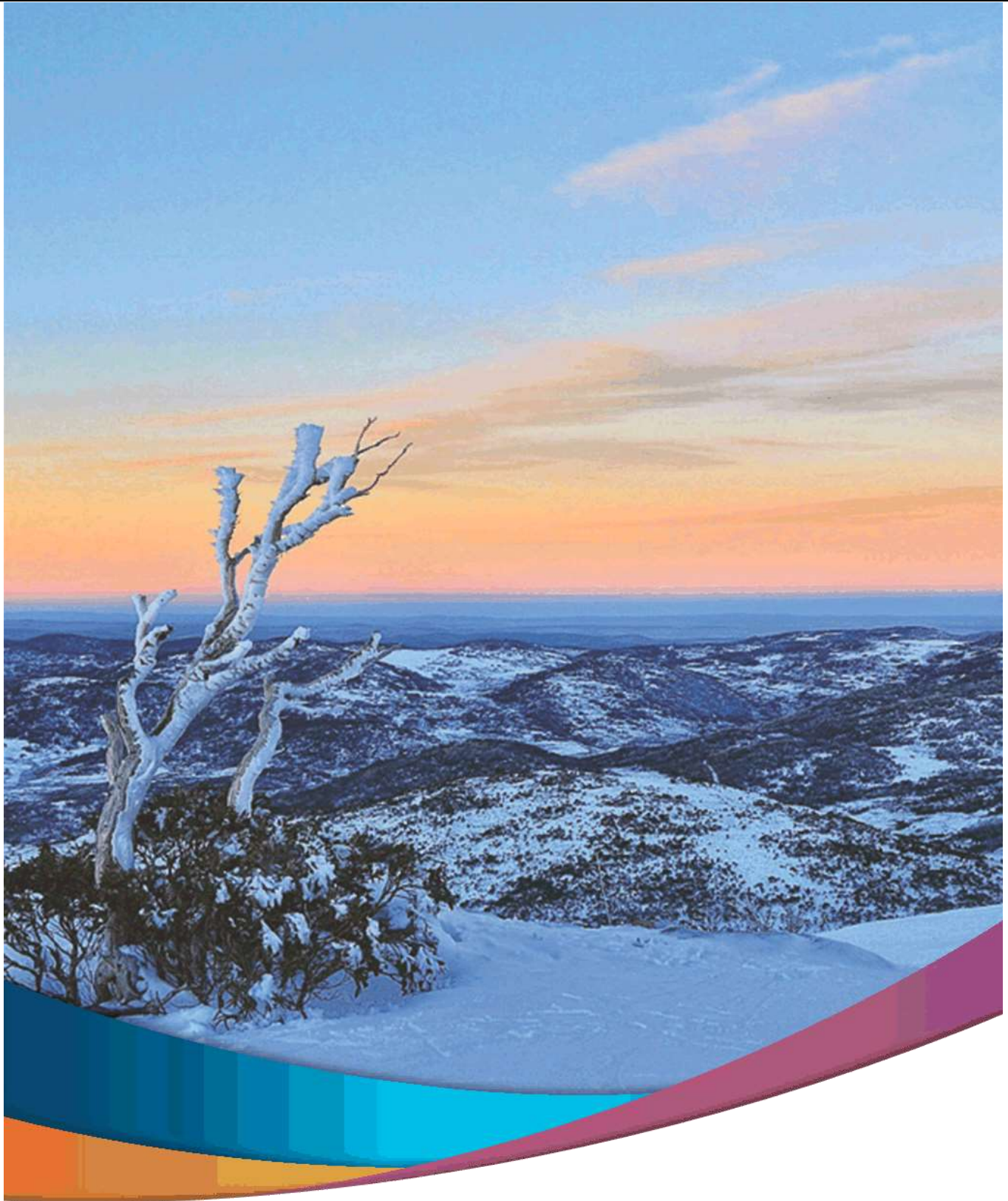
- Keeping up with changing community expectations and aspirations
- Cost of infrastructure maintenance and upgrades

Successes:

- Acknowledging that many of our existing processes have already got accessibility / inclusion outcomes
- Working with the Communications team
- Increased capacity of individual staff and teams – seeing new knowledge and skills being put into practice.

Is there anything else you're doing or planning for the future to contribute to greater outcomes for people with disability?

- 2020 financial year actions that were identified for implementation were recommended to Council in September 2019.



Annual Financial Statements
For the year ended 30 June 2019



Snowy Monaro Regional Council

GENERAL PURPOSE FINANCIAL STATEMENTS

for the year ended 30 June 2019



Snowy Monaro Regional Council

Financial Statements 2019

General Purpose Financial Statements for the year ended 30 June 2019

Contents	Page
1. Understanding Council's Financial Statements	3
2. Statement by Councillors & Management	4
3. Primary Financial Statements:	
Income Statement	5
Statement of Comprehensive Income	6
Statement of Financial Position	7
Statement of Changes in Equity	8
Statement of Cash Flows	9
4. Notes to the Financial Statements	10
5. Independent Auditor's Reports:	
On the Financial Statements (Sect 417 [2])	80
On the Financial Statements (Sect 417 [3])	83

Overview

Snowy Monaro Regional Council is constituted under the Local Government Act 1993 (NSW) and has its principal place of business at:

81 Commissioner Street
COOMA NSW 2630

Council's guiding principles are detailed in Chapter 3 of the LGA and includes:

- principles applying to the exercise of functions generally by council,
- principles to be applied when making decisions,
- principles of community participation,
- principles of sound financial management, and
- principles for strategic planning relating to the development of an integrated planning and reporting framework.

A description of the nature of Council's operations and its principal activities are provided in Note 2(b).

Through the use of the internet, we have ensured that our reporting is timely, complete and available at minimum cost. All press releases, financial statements and other information are publicly available on our website: www.snowymonaro.nsw.gov.au.

Snowy Monaro Regional Council

Financial Statements 2019

General Purpose Financial Statements

for the year ended 30 June 2019

Understanding Council's Financial Statements

Introduction

Each year, individual Local Governments across NSW are required to present a set of audited financial statements to their council and community.

What you will find in the Statements

The financial statements set out the financial performance, financial position and cash flows of Council for the financial year ended 30 June 2019.

The format of the financial statements is standard across all NSW Councils and complies with both the accounting and reporting requirements of Australian Accounting Standards and requirements as set down by the Office of Local Government.

About the Councillor/Management Statement

The financial statements must be certified by senior staff as 'presenting fairly' the Council's financial results for the year and are required to be adopted by Council – ensuring both responsibility for and ownership of the financial statements.

About the Primary Financial Statements

The financial statements incorporate five "primary" financial statements:

1. The Income Statement

Summarises Council's financial performance for the year, listing all income and expenses. This statement also displays Council's original adopted budget to provide a comparison between what was projected and what actually occurred.

2. The Statement of Comprehensive Income

Primarily records changes in the fair value of Council's Infrastructure, Property, Plant and Equipment.

3. The Statement of Financial Position

A 30 June snapshot of Council's financial position indicating its assets, liabilities and "net wealth".

4. The Statement of Changes in Equity

The overall change for the year (in dollars) of Council's "net wealth".

5. The Statement of Cash Flows

Indicates where Council's cash came from and where it was spent. This statement also displays Council's original adopted budget to provide a comparison between what was projected and what actually occurred.

About the Notes to the Financial Statements

The Notes to the Financial Statements provide greater detail and additional information on the five primary financial statements.

About the Auditor's Reports

Council's financial statements are required to be audited by the NSW Audit Office.

In NSW the auditor provides 2 audit reports:

1. an opinion on whether the financial statements present fairly the Council's financial performance and position, and
2. their observations on the conduct of the audit, including commentary on the Council's financial performance and financial position.

Who uses the Financial Statements?

The financial statements are publicly available documents and must be presented at a Council meeting between seven days and five weeks after the date of the Audit Report.

The public can make submissions to Council up to seven days subsequent to the public presentation of the financial statements.

Council is required to forward an audited set of financial statements to the Office of Local Government.

Snowy Monaro Regional Council

General Purpose Financial Statements

for the year ended 30 June 2019

Statement by Councillors and Management made pursuant to Section 413(2)(c) of the Local Government Act 1993 (NSW) (as amended)

The attached General Purpose Financial Statements have been prepared in accordance with:

- the *Local Government Act 1993 (NSW)* (as amended) and the regulations made thereunder,
- the Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board,
- the *Local Government Code of Accounting Practice and Financial Reporting*.

To the best of our knowledge and belief, these statements:

- present fairly the Council's operating result and financial position for the year,
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 19 September 2019.



Peter Beer
Mayor
21 October 2019



Rogan Corbett
Councillor
21 October 2019



Peter Smith
Acting General Manager
21 October 2019



Matthew Payne
Responsible Accounting Officer
21 October 2019

Snowy Monaro Regional Council

Financial Statements 2019

Income Statement

for the year ended 30 June 2019

Original unaudited budget 2019	\$ '000	Notes	Actual 2019	Actual 2018 ¹
Income from continuing operations				
<u>Revenue:</u>				
30,173	Rates and annual charges	3a	31,546	29,366
14,129	User charges and fees	3b	14,133	15,136
1,759	Interest and investment revenue	3c	2,590	2,898
1,501	Other revenues	3d	1,784	1,828
18,671	Grants and contributions provided for operating purposes	3e,3f	24,262	20,724
5,617	Grants and contributions provided for capital purposes	3e,3f	6,936	3,978
<u>Other income:</u>				
836	Net gains from the disposal of assets	5	139	89
72,686	Total income from continuing operations		81,390	74,019
Expenses from continuing operations				
29,077	Employee benefits and on-costs	4a	30,932	27,486
298	Borrowing costs	4b	249	413
16,990	Materials and contracts	4c	18,418	17,051
18,547	Depreciation and amortisation	4d	20,375	19,880
8,385	Other expenses	4e	9,170	7,690
73,297	Total expenses from continuing operations		79,144	72,520
(611)	Operating result from continuing operations		2,246	1,499
(611)	Net operating result for the year		2,246	1,499
(611)	Net operating result attributable to Council		2,246	1,499
(6,228)	Net operating result for the year before grants and contributions provided for capital purposes		(4,690)	(2,479)

⁽¹⁾ The Council has not restated comparatives when initially applying AASB 9. The comparative information has been prepared under AASB 139 *Financial Instruments: Recognition and Measurement*.

The above Income Statement should be read in conjunction with the accompanying notes.

Snowy Monaro Regional Council

Financial Statements 2019

Statement of Comprehensive Income
 for the year ended 30 June 2019

\$ '000	Notes	2019	2018 ¹
Net operating result for the year (as per Income Statement)		2,246	1,499
Other comprehensive income:			
Amounts which will not be reclassified subsequently to the operating result			
Gain (loss) on revaluation of IPP&E	9(a)	(1,214)	12,229
Total items which will not be reclassified subsequently to the operating result		(1,214)	12,229
Total other comprehensive income for the year		(1,214)	12,229
Total comprehensive income for the year		1,032	13,728
Total comprehensive income attributable to Council		1,032	13,728

⁽¹⁾ The Council has not restated comparatives when initially applying AASB 9. The comparative information has been prepared under AASB 139 *Financial Instruments: Recognition and Measurement*.

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

Snowy Monaro Regional Council

Financial Statements 2019

Statement of Financial Position
as at 30 June 2019

\$ '000	Notes	2019	2018 ¹
ASSETS			
Current assets			
Cash and cash equivalent assets	6(a)	11,113	16,259
Investments	6(b)	19,000	37,000
Receivables	7	13,700	15,006
Inventories	8a	1,695	1,570
Other	8b	299	255
Total current assets		45,807	70,090
Non-current assets			
Investments	6(b)	58,219	32,000
Receivables	7	105	123
Infrastructure, property, plant and equipment	9(a)	1,134,113	1,136,977
Intangible assets	10	350	350
Total non-current assets		1,192,787	1,169,450
TOTAL ASSETS		1,238,594	1,239,540
LIABILITIES			
Current liabilities			
Payables	11	10,254	10,707
Income received in advance	11	–	196
Borrowings	11	490	765
Provisions	12	6,688	6,127
Total current liabilities		17,432	17,795
Non-current liabilities			
Borrowings	11	875	2,467
Provisions	12	5,052	5,294
Total non-current liabilities		5,927	7,761
TOTAL LIABILITIES		23,359	25,556
Net assets		1,215,235	1,213,984
EQUITY			
Accumulated surplus	13a	1,189,296	1,187,050
Revaluation reserves	13a	25,720	26,934
Other reserves	13a	219	–
Council equity interest		1,215,235	1,213,984
Total equity		1,215,235	1,213,984

⁽¹⁾ The Council has not restated comparatives when initially applying AASB 9. The comparative information has been prepared under AASB 139 *Financial Instruments: Recognition and Measurement*.

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

Snowy Monaro Regional Council

Financial Statements 2019

Statement of Changes in Equity
 for the year ended 30 June 2019

\$ '000	Notes	2019				2018 ⁽¹⁾			
		Accumulated surplus	IPP&E revaluation reserve	Financial assets at FVOCI	Total equity	Accumulated surplus	IPP&E revaluation reserve	Financial assets at FVOCI	Total equity
Opening balance		1,187,050	26,934	–	1,213,984	1,185,551	14,705	–	1,200,256
Adoption of new accounting standards – not retrospective	12b	–	–	219	219	–	–	–	–
Net operating result for the year		2,246	–	–	2,246	1,499	–	–	1,499
Other comprehensive income									
– Gain (loss) on revaluation of IPP&E	9(a)	–	(1,214)	–	(1,214)	–	12,229	–	12,229
Other comprehensive income		–	(1,214)	–	(1,214)	–	12,229	–	12,229
Total comprehensive income		2,246	(1,214)	–	1,032	1,499	12,229	–	13,728
Equity – balance at end of the reporting period		1,189,296	25,720	219	1,215,235	1,187,050	26,934	–	1,213,984

(1) The Council has not restated comparatives when initially applying AASB 9. The comparative information has been prepared under AASB 139 *Financial Instruments: Recognition and Measurement*

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

Snowy Monaro Regional Council

Financial Statements 2019

Statement of Cash Flows
for the year ended 30 June 2019

Original unaudited budget 2019	\$ '000	Notes	Actual 2019	Actual 2018
Cash flows from operating activities				
Receipts				
30,680			32,081	28,232
14,293			15,049	13,015
2,012			2,203	2,442
24,683			31,756	24,773
-			480	-
1,527			5,381	3,726
Payments				
(30,556)			(30,199)	(28,043)
(16,658)			(19,724)	(17,386)
(298)			(162)	(333)
-			-	(199)
(8,374)			(13,558)	(5,144)
17,309		14b	23,307	21,083
Cash flows from investing activities				
Receipts				
-			11,000	-
836			920	914
Payments				
-			(19,000)	(3,016)
(40,002)			(19,506)	(13,724)
(39,166)			(26,586)	(15,826)
Cash flows from financing activities				
Payments				
928			(1,867)	(788)
928			(1,867)	(788)
(20,929)			(5,146)	4,469
84,922		14a	16,259	11,790
63,993		14a	11,113	16,259
Additional Information:				
-		6(b)	77,219	69,000
63,993			88,332	85,259

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Contents of the Notes accompanying the Financial Statements

Note	Details	Page
1	Basis of preparation	11
2(a)	Council functions/activities – financial information	15
2(b)	Council functions/activities – component descriptions	16
3	Income from continuing operations	17
4	Expenses from continuing operations	24
5	Gains or losses from the disposal, replacement and de-recognition of assets	30
6(a)	Cash and cash equivalent assets	31
6(b)	Investments	31
6(c)	Restricted cash, cash equivalents and investments – details	35
7	Receivables	36
8	Inventories and other assets	38
9(a)	Infrastructure, property, plant and equipment	39
9(b)	Infrastructure, property, plant and equipment – current year impairments	42
10	Intangible assets	43
11	Payables and borrowings	44
12	Provisions	47
13	Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors	50
14	Statement of cash flows – additional information	52
15	Commitments	53
16	Contingencies and other assets/liabilities not recognised	54
17	Financial risk management	57
18	Material budget variations	61
19	Fair Value Measurement	64
20	Related Party Transactions	70
21	Statement of developer contributions	71
22	Financial result and financial position by fund	74
23(a)	Statement of performance measures – consolidated results	76
23(b)	Statement of performance measures – by fund	77
	Additional Council disclosures (unaudited)	
23(c)	Statement of performance measures – consolidated results (graphs)	78

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements for the year ended 30 June 2019

Note 1. Basis of preparation

These financial statements were authorised for issue by Council on 21 October 2019. Council has the power to amend and reissue these financial statements.

The principal accounting policies adopted in the preparation of these consolidated financial statements are set out below.

These policies have been consistently applied to all the years presented, unless otherwise stated.

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations, the *Local Government Act 1993 (NSW)* and Regulations, and the Local Government Code of Accounting Practice and Financial Reporting.

Council is a not-for-profit entity.

The financial statements are presented in Australian dollars and are rounded to the nearest thousand dollars.

Unless otherwise indicated, all amounts disclosed in the financial statements are actual amounts. Specific budgetary amounts have been included for comparative analysis (to actuals) in the following reports and notes:

- Income statement
- Statement of cash flows
- Note 18 – Material budget variations

and are clearly marked.

(a) New and amended standards adopted by Council

During the year, Council adopted all standards which were mandatorily effective for the first time at 30 June 2019.

Those newly adopted standards which had an impact on reported position, performance and/or disclosures have been discussed in Note 13.

(b) Historical cost convention

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain financial assets and liabilities and certain classes of infrastructure, property, plant and equipment and investment property.

(c) Significant accounting estimates and judgements

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Council's accounting policies.

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on the Council and that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions

Council makes estimates and assumptions concerning the future.

The resulting accounting estimates will, by definition, seldom equal the related actual results.

The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year include:

- (i) estimated fair values of infrastructure, property, plant and equipment – refer Note 9a
- (ii) estimated tip remediation provisions – refer Note 12
- (iii) employee benefit provisions – refer Note 12.

Significant judgements in applying the council's accounting policies

- (i) Impairment of receivables

continued on next page ...

Page 11

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements for the year ended 30 June 2019

Note 1. Basis of preparation (continued)

Council has made a significant judgement about the impairment of a number of its receivables – refer Note 7.

Monies and other assets received by Council

(a) The Consolidated Fund

In accordance with the provisions of Section 409(1) of the *Local Government Act 1993 (NSW)*, all money and property received by Council is held in the Council's Consolidated Fund unless it is required to be held in the Council's Trust Fund.

Cash and other assets of the following entities have been included as part of the Consolidated Fund:

- General purpose operations
- Water services
- Sewerage services
- Waste services
- Yallabee Lodge
- Monaro Regional Library
- Snowy River Hostel

(b) The Trust Fund

In accordance with the provisions of Section 411 of the *Local Government Act 1993 (NSW)* (as amended), a separate and distinct Trust Fund is maintained, to account for all money and property received by the Council in trust, which must be applied only for the purposes of, or in accordance with, the trusts relating to those monies.

Trust monies and property subject to Council's control have been included in these reports.

A separate statement of monies held in the Trust Fund is available for inspection at the Council office by any person free of charge.

Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the Australian Taxation Office. In this case it is recognised as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to the Australian Taxation Office is included with other receivables or payables in the Statement of Financial Position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities that are recoverable from, or payable to, the Australian Taxation Office are presented as operating cash flows.

New accounting standards and interpretations issued not yet effective

New accounting standards and interpretations issued but not yet effective

Certain new accounting standards and interpretations have been published that are not mandatory for 30 June 2019 reporting periods (and which have not been early adopted by Council).

Council's assessment of these new standards and interpretations (where they have been deemed as having a material impact on Council's future financial performance, financial position and cash flows) are set out below:

AASB 16 Leases

AASB 16 will result (for YE 19/20 and beyond) in almost all operating leases being recognised on the balance sheet by Council (alongside existing finance leases) with the distinction between operating and finance leases removed.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 1. Basis of preparation (continued)

Under the new standard, a financial liability (ie. a lease liability) and an asset (ie. a right to use the leased item) will be recognised for nearly all arrangements where Council commits itself to paying a rental fee for the use of a specific asset.

The only exceptions are short-term and low-value leases which are exempt from the accounting (but not disclosure) requirements of AASB 16 - Leases.

Council staff have reviewed all of Council's leasing arrangements over the last 12 months taking into consideration the new lease accounting rules in AASB 16 (applicable from 1/7/19).

AASB 16 will (on the whole) affect Council's accounting for existing operating lease agreements that are in place as at 30/6/19.

At the end of this reporting period, Council has non-cancellable operating lease commitments of \$360,046 (refer Note 15).

Council anticipates it will recognise lease liabilities (on its balance sheet) of \$346,573 (after adjustments for prepayments and accrued lease payments recognised as at 30 June 2019) and also recognise complementary right-of-use assets (on its balance sheet) totalling \$346,573 on 1 July 2019.

From a financial performance standpoint, Council expects that the net operating result will decrease by approximately \$6,988 for the 19/20 financial year as a result of adopting the standard.

Operating cash flows will increase and financing cash flows decrease by approximately \$179,704 as repayment of the principal portion of the lease liabilities will be classified as cash flows from financing activities.

Council's activities as a lessor are not material and hence Council does not expect any significant impact on the financial statements. However, some additional disclosures will be required from next year.

AASB 15 Revenue from Contracts with Customers and associated amending standards

AASB15 introduces a five-step process for revenue recognition, with the core principle of the new standard being for entities to recognise revenue to depict the transfer of goods or services to customers in amounts that reflect the consideration (that is, payment) to which the entity expects to be entitled in exchange for those goods or services.

Accounting policy changes will arise in the timing of revenue recognition, treatment of contracts costs and contracts which contain a financing element.

Councils should assess each revenue stream but particular impact is expected for grant income and rates which are paid before the commencement of the rating period.

The changes in revenue recognition requirements in AASB15 may cause changes to the timing and amount of revenue recorded in the financial statements as well as additional disclosures.

Council is currently in the process of determining the potential effects of the implementation of AASB 15 and will reflect accordingly in the 2020 Financial Year.

AASB 1058 Income of NFP Entities

AASB 1058 supersedes all the income recognition requirements relating to councils, previously in AASB 1004 Contributions.

Under AASB 1058 the future timing of income recognition will depend on whether the transaction gives rise to a liability or other performance obligation (a promise to transfer a good or service) related to an asset (such as cash or another asset) received by an entity.

AASB 1058 also applies when a council receives volunteer services or enters into other transactions in which the consideration to acquire an asset is significantly less than the fair value of the asset, and where the council's objective is principally to enable the asset to further the council's objectives.

Upon initial recognition of the asset, this standard requires Council to consider whether any other financial statement elements (called 'related amounts') should be recognised in accordance with the applicable accounting standard, such as:

- (a) contributions by owners
- (b) revenue, or a contract liability arising from a contract with a customer
- (c) a lease liability

continued on next page ...

Page 13

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements for the year ended 30 June 2019

Note 1. Basis of preparation (continued)

(d) a financial instrument, or
(e) a provision.

If the transaction is a transfer of a financial asset to enable Council to acquire or construct a recognisable non-financial asset to be controlled by Council (i.e. an in-substance acquisition of a non-financial asset), Council recognises a liability for the excess of the fair value of the transfer over any related amounts recognised. Council will then recognise income as it satisfies its obligations under the transfer similarly to income recognition in relation to performance obligations under AASB 15.

If the transaction does not enable Council to acquire or construct a recognisable non-financial asset to be controlled by Council, then any excess of the initial carrying amount of the recognised asset over the related amounts is recognised as income.

Council is currently in the process of determining the potential effects of the implementation of AASB 1058 and will reflect accordingly in the 2020 Financial Year.

Council has not applied any pronouncements before its operative date in the annual reporting period beginning 1 July 2018.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 2(a). Council functions/activities – financial information

Income, expenses and assets have been directly attributed to the following functions or activities.
 Details of those functions or activities are provided in Note 2(b).

\$ '000	Income from continuing operations		Expenses from continuing operations		Operating result from continuing operations		Grants included in income from continuing operations		Total assets held (current and non-current)	
	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018
Functions or activities										
Governance	4,990	514	1,797	873	3,193	(359)	4,564	64	5	4
Administration	1,836	1,560	12,644	11,945	(10,808)	(10,385)	110	27	138,018	104,694
Public Order and Safety	889	993	2,120	1,685	(1,231)	(692)	777	894	4,048	3,071
Health	189	137	494	463	(305)	(326)	--	--	15	11
Environment	8,171	6,797	8,490	8,108	(319)	(1,311)	740	365	29,900	22,681
Community Services and Education	7,000	6,213	8,180	6,647	(1,180)	(434)	5,424	4,413	14,306	10,852
Housing and Community Amenities	1,432	802	2,766	3,065	(1,334)	(2,263)	43	66	8,966	6,801
Water supplies	9,616	9,485	8,525	7,518	1,091	1,967	--	1,012	132,529	100,530
Sewerage services	10,323	8,787	7,796	6,474	2,527	2,313	350	78	106,822	81,030
Recreation and Culture	3,055	663	5,840	5,387	(2,785)	(4,724)	2,810	444	34,441	26,125
Mining Manufacture and construction	884	508	737	294	147	214	--	--	1,400	1,062
Transport and Communication	8,770	10,309	17,479	17,810	(8,709)	(7,301)	4,461	3,982	757,051	874,264
Economic affairs	1,619	1,157	2,276	2,251	(657)	(1,094)	676	105	11,093	8,415
General Purpose Income	22,616	26,094	--	--	22,616	26,094	6,783	9,266	--	--
Total functions and activities	81,390	74,019	79,144	72,520	2,248	1,499	26,738	20,736	1,238,594	1,239,540

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements for the year ended 30 June 2019

Note 2(b). Council functions/activities - component descriptions

Details relating to the Council's functions/activities as reported in Note 2(a) are as follows:

Governance

Includes costs relating to Council's role as a component of democratic government, including elections, members fees and expenses, subscriptions to local authority associations, meetings of Council and policymaking committees, public disclosure (eg GIPA) and legislative compliance.

Administration

Includes corporate support and other support services, engineering works and any Council policy compliance.

Public Order and Safety

Includes Council's fire and emergency services levy, fire protection, emergency services, enforcement of regulations and animal control.

Health

Includes food control and health centres etc.

Environment

Includes noxious plants and insect/vermin control, other environmental protection, solid waste management, including domestic waste, other waste management, other sanitation and garbage, street cleaning, drainage and stormwater management.

Community Services and Education

Includes administration and education, social protection (welfare), migrant, Indigenous and other community services and administration (excluding accommodation), youth services, aged and disabled persons services.

Housing and Community Amenities

Includes public cemeteries, public conveniences, street lighting, town planning, other community amenities, including housing development and accommodation for families and children, aged persons, disabled persons, migrants and Indigenous persons.

Water supplies

Includes water supply services such as administration, regulation and operation of potable water supply and future needs assessment of water and water services.

Sewerage services

Includes monitoring, reduction, collection, reticulation or treatment of all waste water, including that intended for reuse or recycling.

Recreation and Culture

Includes public libraries, museums, art galleries, community centres and halls, including public halls and performing arts venues, sporting grounds and venues, swimming pools, parks, gardens, lakes, and other sporting, recreational and cultural services.

Mining Manufacture and construction

Includes building control, quarries and pits and mineral resources.

Transport and Communication

Urban, local and regional sealed and unsealed roads, bridges, footpaths, parking areas and aerodromes.

Economic affairs

Includes camping areas, and caravan parks, tourism and area promotion, industrial development promotion, saleyards and markets, real estate development and other business undertakings.

General Purpose Income

Includes: rates and annual charges (including ex-gratia, excluding water and sewer), non-capital general purpose revenues

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 3. Income from continuing operations

\$ '000	2019	2018
(a) Rates and annual charges		
Ordinary rates		
Residential	8,273	8,189
Farmland	5,044	4,842
Business	2,444	2,361
Less: pensioner rebates (mandatory)	(295)	(185)
Rates levied to ratepayers	15,466	15,207
Pensioner rate subsidies received	165	57
Total ordinary rates	15,631	15,264
Annual charges		
<small>(pursuant to s.496, s.496A, s.496B, s.501 & s.611)</small>		
Domestic waste management services	3,067	2,644
Stormwater management services	15	15
Water supply services	2,736	2,516
Sewerage services	8,464	7,517
Waste management services (non-domestic)	1,550	1,405
Less: pensioner rebates (mandatory)	(288)	(260)
Liquid trade waste	96	95
Onsite sewerage system management	120	59
Annual charges levied	15,760	13,991
Pensioner subsidies received:		
– Water	57	45
– Sewerage	52	42
– Domestic waste management	46	24
Total annual charges	15,915	14,102
TOTAL RATES AND ANNUAL CHARGES	31,546	29,366

Council has used 2016 year valuations provided by the NSW Valuer General in calculating its rates.

Accounting policy for rates and charges

Rates and annual charges are recognised as revenue when the Council obtains control over the assets comprising these receipts.

Pensioner rebates relate to reductions in rates and certain annual charges for eligible pensioners' place of residence in the local government council area that are not subsidised by the NSW Government.

Pensioner rate subsidies are received from the NSW Government to provide a contribution towards the pensioner rebates.

Control over assets acquired from rates and annual charges is obtained at the commencement of the rating year as it is an enforceable debt linked to the rateable property or, where earlier, upon receipt of the rates.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 3. Income from continuing operations (continued)

\$ '000	2019	2018
(b) User charges and fees		
Specific user charges		
<i>(per s.502 - specific 'actual use' charges)</i>		
Water supply services	5,778	5,187
Sewerage services	183	420
Waste management services (non-domestic)	637	746
Total specific user charges	6,598	6,353
Other user charges and fees		
(i) Fees and charges – statutory and regulatory functions (per s.608)		
Planning and building regulation	792	702
Section 10.7 certificates (EP&A Act)	128	127
Regulatory fees	118	96
Section 603 certificates	60	71
Noxious weeds regulation	31	–
Animal control	26	36
Inspection services	23	20
Private works – section 67	23	33
Sewerage inspection and application fees	4	19
Total fees and charges – statutory/regulatory	1,205	1,104
(ii) Fees and charges – other (incl. general user charges (per s.608))		
Waste disposal tipping fees	1,391	1,293
RMS – road maintenance council contract ordered works	1,333	3,112
Aged care	989	1,094
Holiday park fees	521	129
Community services	396	160
RMS – road maintenance council contract routine services	388	418
Cemeteries	262	325
Saleyard dues and rents	238	262
Leaseback fees – Council vehicles	198	145
Lease rentals	182	140
Snowy River Health Centre	99	101
Swimming centres	96	117
Recycling income (non-domestic)	82	78
Sewer connection fees	33	3
Sale from stores	10	3
Water connection fees	7	20
Tourism	–	182
Other	105	97
Total fees and charges – other	6,330	7,679
TOTAL USER CHARGES AND FEES	14,133	15,136

Accounting policy for user charges and fees

User charges and fees are recognised as revenue when the service has been provided.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 3. Income from continuing operations (continued)

\$ '000	2019	2018
(c) Interest and investment revenue (including losses)		
Interest on financial assets measured at amortised cost		
– Overdue rates and annual charges (incl. special purpose rates)	259	232
– Cash and investments	2,276	2,613
– Other	28	27
Dividend income relating to investments held at fair value through other comprehensive income	27	–
Dividend income (other)	–	26
TOTAL INTEREST AND INVESTMENT REVENUE	2,590	2,898

Interest revenue is attributable to:

Unrestricted investments/financial assets:

Overdue rates and annual charges (general fund)	259	232
General Council cash and investments	1,201	1,782

Restricted investments/funds – external:

Development contributions		
– Section 7.11	48	17
– Section 64	85	27
Water fund operations	447	384
Sewerage fund operations	522	428
Domestic waste management operations	28	28
Total interest and investment revenue	2,590	2,898

Accounting policy for interest and investment revenue

Interest income is recognised using the effective interest rate at the date that interest is earned.

Dividends are recognised as income in profit or loss unless the dividend clearly represents a recovery of part of the cost of the investment.

(d) Other revenues

Quarry sales	624	508
Sales - Landfill	244	–
Rental income – other council properties	165	458
Insurance rebates	151	192
Diesel rebate	148	134
Insurance claims recoveries	148	46
Commissions and agency fees	76	67
Fines – parking	68	50
Reimbursement of expenses	56	36
Sales – general	52	14
Legal fees recovery – rates and charges (extra charges)	21	183
Other	31	140
TOTAL OTHER REVENUE	1,784	1,828

Accounting policy for other revenue

Council recognises revenue when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the Council and specific criteria have been met for each of the Council's activities as described below. Council bases its estimates on historical results, taking into consideration the type of customer, the type of transaction and the specifics of each arrangement.

continued on next page ...

Page 19

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 3. Income from continuing operations (continued)

Parking fees and fines are recognised as revenue when the service has been provided, or when the penalty has been applied, whichever occurs first.

Rental income is accounted for on a straight-line basis over the lease term.

Miscellaneous sales are recognised when physical possession has transferred to the customer, which is deemed to be the point of transfer of risks and rewards.

Other income is recorded when the payment is due, the value of the payment is notified, or the payment is received, whichever occurs first.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 3. Income from continuing operations (continued)

\$ '000	Operating 2019	Operating 2018	Capital 2019	Capital 2018
(e) Grants				
General purpose (untied)				
Current year allocation				
Financial assistance – general component	3,331	3,289	–	–
Financial assistance – local roads component	1,380	1,347	–	–
Payment in advance - future year allocation				
Financial assistance – general component	3,453	3,376	–	–
Financial assistance – local roads component	1,432	1,385	–	–
Total general purpose	9,596	9,397	–	–
Specific purpose				
Water supplies	–	–	–	966
Sewerage services	–	–	350	35
Aged care	1,689	1,873	500	–
Community care	1,990	1,585	–	–
Economic development	–	55	–	–
Heritage and cultural	102	50	–	–
Library	77	101	15	20
Noxious weeds	261	331	–	–
Recreation and culture	–	–	–	31
Street lighting	43	47	–	–
Transport (roads to recovery)	1,081	2,302	–	–
Transport (other roads and bridges funding)	–	106	388	1,490
Community transport	1,239	922	–	–
Planning and building regulation	171	19	–	–
Rural Fire Services	433	894	–	340
Tourism	–	50	–	–
Youth services	3	33	–	–
Stronger Communities Fund	928	–	1,161	–
Stronger Country Communities Fund	–	–	2,097	–
New council implementation fund	3,500	–	–	–
Other	559	27	555	62
Total specific purpose	12,076	8,395	5,066	2,944
Total grants	21,672	17,792	5,066	2,944
Grant revenue is attributable to:				
– Commonwealth funding	14,964	15,489	650	–
– State funding	6,559	2,293	4,337	2,944
– Other funding	149	10	79	–
	21,672	17,792	5,066	2,944

continued on next page ...

Page 21

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 3. Income from continuing operations (continued)

\$ '000	Notes	Operating 2019	Operating 2018	Capital 2019	Capital 2018
(f) Contributions					
Developer contributions:					
(s7.4 & s7.11 - EP&A Act, s64 of the LGA):					
Cash contributions					
S 7.11 – contributions towards amenities/services		–	–	334	256
S 64 – water supply contributions		–	–	585	351
S 64 – sewerage service contributions		–	–	673	407
Total developer contributions – cash		–	–	1,592	1,014
Total developer contributions	21	–	–	1,592	1,014
Other contributions:					
Cash contributions					
Recreation and culture		–	68	–	–
RMS contributions (regional roads, block grant)		2,285	2,300	–	–
Other		104	58	278	–
Community care services		–	311	–	–
Residential aged care		–	–	–	20
Boco Rock Community Fund		201	197	–	–
Total other contributions – cash		2,590	2,932	278	20
Total other contributions		2,590	2,932	278	20
Total contributions		2,590	2,932	1,870	1,034
TOTAL GRANTS AND CONTRIBUTIONS		24,262	20,724	6,936	3,978

Accounting policy for grants and contributions

Control over grants and contributions is normally obtained upon their receipt (or acquittal) and is valued at the fair value of the granted or contributed asset at the date of transfer.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner, or used over a particular period, and those conditions were un-discharged at reporting date, the unused grant or contribution is disclosed below.

Council has obligations to provide facilities from contribution revenues levied on developers under the provisions of sections 7.4, 7.11 and 7.12 of the *Environmental Planning and Assessment Act 1979*.

While Council generally incorporates these amounts as part of a Development Consents Order, such developer contributions are only recognised as income upon receipt by Council, due to the possibility that individual development consents may not be acted upon by the applicant and, accordingly, would not be payable to Council.

Developer contributions may only be expended for the purposes for which the contributions were required, but the Council may apply contributions according to the priorities established in work schedules.

A liability is recognised in respect of revenue that is reciprocal in nature to the extent that the requisite service has not been provided at reporting date.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 3. Income from continuing operations (continued)

\$ '000	2019	2018
(g) Unspent grants and contributions		
Certain grants and contributions are obtained by Council on condition that they be spent in a specified manner:		
Operating grants		
Unexpended at the close of the previous reporting period	2,289	872
Add: operating grants recognised in the current period but not yet spent	1,754	1,471
Add: operating grants received for the provision of goods and services in a future period	38	-
Less: operating grants recognised in a previous reporting period now spent	(1,664)	(427)
Unexpended and held as restricted assets (operating grants)	2,417	1,916
Capital grants		
Unexpended at the close of the previous reporting period	746	316
Add: capital grants recognised in the current period but not yet spent	2,143	952
Add: capital grants received for the provision of goods and services in a future period	500	-
Less: capital grants recognised in a previous reporting period now spent	(503)	(149)
Unexpended and held as restricted assets (capital grants)	2,886	1,119
Contributions		
Unexpended at the close of the previous reporting period	4,890	3,835
Add: contributions recognised in the current period but not yet spent	418	1,055
Add: contributions received for the provision of goods and services in a future period	1,724	-
Add: contributions recognised as income in the current period obtained in respect of a future rating identified by Council for the purpose of establishing a rate	-	-
Less: contributions recognised in a previous reporting period now spent	(349)	-
Unexpended and held as restricted assets (contributions)	6,683	4,890

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 4. Expenses from continuing operations

\$ '000	2019	2018
(a) Employee benefits and on-costs		
Salaries and wages	25,421	23,061
Travel expenses	31	58
Employee leave entitlements (ELE)	2,453	1,820
ELE on-costs	138	368
Superannuation	2,582	2,072
Workers' compensation insurance	671	283
Fringe benefit tax (FBT)	33	35
Payroll tax	106	119
Training costs (other than salaries and wages)	276	211
Protective clothing	59	42
Vehicle allowance	131	87
Recruitment expenses	159	100
Other	48	61
Total employee costs	32,108	28,317
Less: capitalised costs	(1,176)	(831)
TOTAL EMPLOYEE COSTS EXPENSED	30,932	27,486
Number of 'full-time equivalent' employees (FTE) at year end	360	340

Accounting policy for employee benefits and on-costs

Employee benefit expenses are recorded when the service has been provided by the employee.

Retirement benefit obligations

All employees of the Council are entitled to benefits on retirement, disability or death. Council contributes to various defined benefit plans and defined contribution plans on behalf of its employees.

Superannuation plans

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

Council participates in a defined benefit plan under the Local Government Superannuation Scheme. However, sufficient information to account for the plan as a defined benefit is not available, and therefore Council accounts for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans, i.e. as an expense when it becomes payable – refer to Note 16 for more information.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 4. Expenses from continuing operations (continued)

\$ '000	Notes	2019	2018
(b) Borrowing costs			
(i) Interest bearing liability costs			
Interest on loans		149	233
Total interest bearing liability costs expensed		149	233
(ii) Other borrowing costs			
Fair value adjustments on recognition of advances and deferred debtors			
– Remediation liabilities	12	100	180
Total other borrowing costs		100	180
<u>TOTAL BORROWING COSTS EXPENSED</u>		<u>249</u>	<u>413</u>

Accounting policy for borrowing costs

Borrowing costs incurred for the construction of any qualifying asset are capitalised during the period of time that is required to complete and prepare the asset for its intended use or sale. Other borrowing costs are expensed.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 4. Expenses from continuing operations (continued)

\$ '000	2019	2018
(c) Materials and contracts		
Raw materials and consumables	5,581	5,514
Contractors	11,111	9,801
Consultants	787	650
Auditors remuneration ²	116	133
Legal expenses:		
– Legal expenses: planning and development	43	42
– Legal expenses: debt recovery	21	112
– Legal expenses: other	437	417
Operating leases:		
– Operating lease rentals: minimum lease payments ¹	322	304
Other	–	78
Total materials and contracts	18,418	17,051
TOTAL MATERIALS AND CONTRACTS	18,418	17,051

Accounting policy for operating leases

Leases in which a significant portion of the risks and rewards of ownership are not transferred to Council as lessee are classified as operating leases. Payments made under operating leases (net of any incentives received from the lessor) are charged to the income statement on a straight-line basis over the period of the lease.

1. Operating lease payments are attributable to:

Computers	322	281
Other	–	23
	322	304

2. Auditor remuneration

During the year, the following fees were incurred for services provided by the auditor of Council, related practices and non-related audit firms

Auditors of the Council - NSW Auditor-General:

(i) Audit and other assurance services

Audit and review of financial statements	111	126
Remuneration for audit and other assurance services	111	126
Total Auditor-General remuneration	111	126

Non NSW Auditor-General audit firms

(i) Audit and other assurance services

Audit and review of financial statements	5	7
Remuneration for audit and other assurance services	5	7
Total remuneration of non NSW Auditor-General audit firms	5	7
Total Auditor remuneration	116	133

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 4. Expenses from continuing operations (continued)

\$ '000	Notes	2019	2018
(d) Depreciation, amortisation and impairment of intangible assets and IPP&E			
Depreciation and amortisation			
Plant and equipment		1,575	1,566
Office equipment		282	287
Furniture and fittings		83	64
Land improvements (depreciable)		7	7
Infrastructure:			
– Buildings – non-specialised		1,329	1,099
– Buildings – specialised		1,037	864
– Other structures		509	584
– Roads		6,997	6,933
– Bridges		1,451	1,455
– Footpaths		92	89
– Stormwater drainage		627	627
– Water supply network		3,352	3,283
– Sewerage network		2,391	2,342
– Swimming pools		32	202
– Other open space/recreational assets		55	83
Other assets:			
– Library books		74	75
– Other		188	185
Reinstatement, rehabilitation and restoration assets:			
– Tip assets	9(a),12	313	108
– Quarry assets	9(a),12	1	–
Intangible assets	10	–	27
Total gross depreciation and amortisation costs		20,375	19,880
Total depreciation and amortisation costs		20,375	19,880
TOTAL DEPRECIATION, AMORTISATION AND IMPAIRMENT / REVALUATION DECREMENT FOR INTANGIBLES AND IPP&E		20,375	19,880

Accounting policy for depreciation, amortisation and impairment expenses of intangibles and IPP&E

Depreciation and amortisation

Depreciation and amortisation are calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives. Useful lives are included in Note 9 for IPPE assets.

Depreciation is capitalised where in-house assets have contributed to new assets.

Impairment of non-financial assets

Council assets held at fair value that are not held primarily for their ability to generate net cash flow, and that are deemed to be specialised, are no longer required to be tested for impairment under AASB 136. This is because these assets are assessed on an annual basis to ensure that the carrying amount is not materially different from fair value and therefore an impairment loss would be captured during this assessment.

Intangible assets that have an indefinite useful life, or are not yet available for use, are tested annually for impairment, or more frequently if events or changes in circumstances indicate that they might be impaired. Other assets that do not meet the criteria above are tested for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

continued on next page ...

Page 27

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 4. Expenses from continuing operations (continued)

For the purposes of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash inflows that are largely independent of the cash inflows from other assets or groups of assets (cash-generating units). Non-financial assets that suffered an impairment are reviewed for possible reversal of the impairment at each reporting date.

Impairment losses for revalued assets are firstly offset against the amount in the revaluation surplus for the class of asset, with only the excess to be recognised in the Income Statement.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 4. Expenses from continuing operations (continued)

\$ '000	2019	2018
(e) Other expenses		
Advertising	167	103
Bad and doubtful debts	52	99
Bank charges	139	85
Contributions/levies to other levels of government		
– NSW fire brigade levy	78	78
– NSW rural fire service levy	761	762
– NSW state emergency services	28	35
– Other contributions/levies	1	–
Councillor expenses – mayoral fee	43	76
Councillor expenses – councillors' fees	218	168
Councillors' expenses (incl. mayor) – other (excluding fees above)	91	59
Donations & Contributions		
– Tourism development	7	–
– SEWOL	53	18
– South east arts	17	16
– Tourism Snowy Mountains	60	40
– Boco rock community grants	296	16
– Community projects (SCF)	929	–
– Other	207	94
Election expenses	–	158
Electricity and heating	1,487	1,414
Insurance	1,288	1,252
Postage	110	83
Printing and stationery	379	347
Street lighting	316	213
Subscriptions and publications	84	89
Telephone and communications	697	662
Valuation fees	131	127
Licence fees – other	108	101
Marketing expenses	76	157
Quality monitoring	69	25
Software licences	987	1,177
Memberships	57	133
Other	234	83
Total other expenses	9,170	7,690
TOTAL OTHER EXPENSES	9,170	7,690

Accounting policy for other expenses

Other expenses are recorded on an accruals basis as the Council receives the goods or services.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 5. Gains or losses from the disposal, replacement and de-recognition of assets

\$ '000	Notes	2019	2018
Property (excl. investment property)			
Proceeds from disposal – property		239	429
Less: carrying amount of property assets sold/written off		(184)	(400)
Net gain/(loss) on disposal		55	29
Plant and equipment			
	9(a)		
Proceeds from disposal – plant and equipment		681	485
Less: carrying amount of plant and equipment assets sold/written off		(597)	(425)
Net gain/(loss) on disposal		84	60
NET GAIN/(LOSS) ON DISPOSAL OF ASSETS		139	89

Accounting policy for disposal of assets

Gains and losses on disposals are determined by comparing proceeds with carrying amount. These are included in the Income Statement.

The gain or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer and the asset is de-recognised.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 6(a). Cash and cash equivalent assets

\$ '000	2019	2018
Cash and cash equivalents		
Cash on hand and at bank	2,558	759
Cash-equivalent assets		
– Deposits at call	8,555	5,000
– Short-term deposits	–	10,500
Total cash and cash equivalents	11,113	16,259

Accounting policy for cash and cash equivalents

For Statement of Cash Flow presentation purposes, cash and cash equivalents include: cash on hand; deposits held at call with financial institutions; other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value; and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the Statement of Financial Position.

Note 6(b). Investments

\$ '000	2019		2018	
	Current	Non-current	Current	Non-current
Investments				
a. 'Financial assets at fair value through profit and loss'				
b. 'Financial assets at amortised cost' / 'held to maturity' (2018)	19,000	58,000	37,000	32,000
c. 'Financial assets at fair value through other comprehensive income' / 'available for sale financial assets' (2018)	–	219	–	–
Total Investments	19,000	58,219	37,000	32,000
TOTAL CASH ASSETS, CASH EQUIVALENTS AND INVESTMENTS	30,113	58,219	53,259	32,000
Financial assets at amortised cost / held to maturity (2018)				
Long term deposits	19,000	58,000	37,000	32,000
Total	19,000	58,000	37,000	32,000
Financial assets at fair value through other comprehensive income / available for sale financial assets (2018)				
Unlisted equity securities	–	219	–	–
Total	–	219	–	–

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 6(b). Investments (continued)

	Fair value at 30/06/19	Dividend income recognised during 1/7/18 – 30/6/19
Financial assets designated as at fair value through other comprehensive income		
At 1 July 2018, Council designated the investments shown below as financial assets as at fair value through other comprehensive income because these financial assets represent investments that the Council intends to hold for the long-term for strategic purposes. In 2018, these investments were classified as available for sale.		
Unlisted equity Securities	219	27
Total	219	27

No strategic investments were disposed of during 2019, and there were no transfers of any cumulative gain or loss within equity relating to these investments.

Accounting policy for investments

Accounting policy under AASB 9 – applicable from 1 July 2018

Financial instruments are recognised initially on the date that the Council becomes party to the contractual provisions of the instrument.

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

Financial assets

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

Classification

On initial recognition, Council classifies its financial assets into the following categories – those measured at:

- amortised cost
- fair value through profit and loss (FVTPL)
- fair value through other comprehensive income – equity instrument (FVOCI-equity)

Financial assets are not reclassified subsequent to their initial recognition.

Amortised cost

Assets measured at amortised cost are financial assets where:

- the business model is to hold assets to collect contractual cash flows, and
- the contractual terms give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

Council's financial assets measured at amortised cost comprise trade and other receivables and cash and cash equivalents in the Statement of Financial Position.

Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income, impairment and gains or loss on de-recognition are recognised in profit or loss.

Fair value through other comprehensive income – equity instruments

Council has a number of strategic investments in entities over which they do not have significant influence nor control. Council has made an irrevocable election to classify these equity investments as fair value through other comprehensive income as they are not held for trading purposes.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 6(b). Investments (continued)

These investments are carried at fair value with changes in fair value recognised in other comprehensive income (financial asset reserve). On disposal any balance in the financial asset reserve is transferred to accumulated surplus and is not reclassified to profit or loss.

Other net gains and losses excluding dividends are recognised in Other Comprehensive Income Statement.

Financial assets through profit or loss

All financial assets not classified as measured at amortised cost or fair value through other comprehensive income as described above are measured at fair value through profit or loss.

Net gains or losses, including any interest or dividend income, are recognised in profit or loss.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 6(b). Investments (continued)

Accounting policy under AASB 139 – applicable for 2018 comparatives only

Classification

Council classifies its financial assets in the following categories: financial assets at fair value through profit or loss; loans and receivables; held-to-maturity investments; and available-for-sale financial assets. The classification depends on the purpose for which the investments were acquired. Management determines the classification of its investments at initial recognition and, in the case of assets classified as held-to-maturity, re-evaluates this designation at each reporting date.

(a) Financial assets at fair value through profit or loss

Financial assets at fair value through profit or loss are financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short-term. Assets in this category are held at fair value with changes in value taken through profit or loss at each reporting period.

(b) Held to maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturities that Council's management has the positive intention and ability to hold to maturity. Assets in this category are measured at amortised cost.

(d) Available for sale financial assets

Available-for-sale financial assets are non-derivatives that are either designated in this category or not classified in any of the other categories. Investments are designated as available-for-sale if they do not have fixed maturities and fixed or determinable payments and management intends to hold them for the medium to long term. Assets in this category are held at fair value with changes in fair value taken to other comprehensive income.

Recognition and de-recognition

Regular purchases and sales of financial assets are recognised on trade-date: the date on which Council commits to purchase or sell the asset. Investments are initially recognised at fair value plus transaction costs for all financial assets not carried at fair value through profit or loss. Financial assets carried at fair value through profit or loss are initially recognised at fair value and transaction costs are expensed in the income statement. Investments are de-recognised when the rights to receive cash flows from the financial assets have expired, or have been transferred, and Council has transferred substantially all the risks and rewards of ownership.

When securities classified as available-for-sale are sold, the accumulated fair value adjustments recognised in equity are included in the Income Statement as gains and losses from investment securities.

Impairment of financial assets

Council assesses at the end of each reporting period whether there is objective evidence that a financial asset, or group of financial assets, is impaired. A financial asset, or a group of financial assets, is impaired, and impairment losses are incurred, only if there is objective evidence of impairment as a result of one or more events that occurred after the initial recognition of the asset (a 'loss event') and that loss event (or events) has an impact on the estimated future cash flows of the financial asset, or group of financial assets, that can be reliably estimated.

Impairment of available for sale investments

In the case of equity investments classified as available-for-sale, a significant or prolonged decline in the fair value of the security below its cost is considered an indicator that the assets are impaired.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 6(c). Restricted cash, cash equivalents and investments – details

\$ '000	2019		2018	
	Current	Non-current	Current	Non-current
Total cash, cash equivalents and investments	30,113	58,219	53,259	32,000
attributable to:				
External restrictions	936	58,219	22,697	27,000
Internal restrictions	28,617	–	30,326	5,000
Unrestricted	560	–	236	–
	30,113	58,219	53,259	32,000

\$ '000	2019	2018
---------	------	------

Details of restrictions

External restrictions – other

Developer contributions – general	1,792	1,760
Developer contributions – water fund	2,493	1,857
Developer contributions – sewer fund	1,980	1,273
Specific purpose unexpended grants	5,303	3,035
Water supplies	17,042	13,839
Sewerage services	19,348	17,179
Domestic waste management	4,896	4,360
Stormwater management	–	41
Snowy River Hostel accommodation bonds	919	880
Yallambee Lodge accommodation bonds	3,178	3,460
Crown land reserves	1,284	21
Crown land – holiday parks	–	1,053
Home and community care	458	458
Boco rock community reserve	337	432
Kamoto-cooma friendship scholarship fund	44	41
Other	81	8

External restrictions – other

59,155 **49,697**

Total external restrictions

59,155 **49,697**

Internal restrictions

Plant and vehicle replacement	2,245	3,185
Employees leave entitlement	3,067	3,067
Deposits, retentions and bonds	682	682
Quarry operations	684	96
Uncompleted works	1,801	4,812
Waste management	998	1,023
Yallambee Lodge building/equipment replacement	1,047	1,632
Former Snowy River LGA	731	740
Former Bombala LGA	1,810	3,144
Merger implementation funding	4,460	2,216
Stronger communities fund	11,092	13,509
Other	–	1,220

Total internal restrictions

28,617 **35,326**

TOTAL RESTRICTIONS

87,772 **85,023**

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 7. Receivables

\$ '000	2019 Current	2019 Non-current	2018 Current	2018 Non-current
Purpose				
Rates and annual charges	5,611	-	6,164	-
Interest and extra charges	432	-	216	-
User charges and fees	4,738	-	5,892	-
Accrued revenues				
– Interest on investments	1,184	-	1,013	-
– Other income accruals	649	-	36	-
Government grants and subsidies	517	-	1,075	-
Net GST receivable	484	-	498	-
Loans receivable	18	105	17	123
Other debtors	145	-	236	-
Total	13,778	105	15,147	123
Less: provision of impairment				
Rates and annual charges	-	-	(18)	-
User charges and fees	(78)	-	(123)	-
Total provision for impairment – receivables	(78)	-	(141)	-
TOTAL NET RECEIVABLES	13,700	105	15,006	123

\$ '000	2019	2018
Movement in provision for impairment of receivables		
Balance at the beginning of the year (calculated in accordance with AASB 139)	141	141
Opening impairment allowance calculated under AASB 9	57	-
Movement through provision	(120)	-
Balance at the end of the period	78	141

Accounting policy for receivables

Recognition and measurement

Receivables are included in current assets, except for those with maturities greater than 12 months after the reporting date, which are classified as non-current assets.

Receivables are recognised initially at fair value, and subsequently measured at amortised cost, using the effective interest method, less provision for impairment. Receivables are generally due for settlement within 30 days.

Cash flows relating to short-term receivables are not discounted if the effect of discounting is immaterial.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 7. Receivables (continued)

Impairment

Accounting policy under AASB 9 applicable from 1 July 2018

Impairment of financial assets measured at amortised cost is recognised on an expected credit loss (ECL) basis.

When determining whether the credit risk of a financial asset has increased significantly since initial recognition, and when estimating ECL, the Council considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on Council's historical experience and informed credit assessment, and including forward-looking information.

When considering the ECL for rates debtors, Council takes into account that unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold. For non-rates debtors, Council uses the presumption that an asset which is more than 30 days past due has seen a significant increase in credit risk.

The Council uses the presentation that a financial asset is in default when:

- the other party is unlikely to pay its credit obligations to the Council in full, without recourse by the Council to actions such as realising security (if any is held) or
- the financial assets (for non-rates debtors) are more than 90 days past due.

Credit losses are measured as the present value of the difference between the cash flows due to the entity, in accordance with the contract, and the cash flows expected to be received. This is applied using a probability weighted approach.

On initial recognition of the asset, an estimate of the expected credit losses for the next 12 months is recognised. Where the asset has experienced significant increase in credit risk then the lifetime losses are estimated and recognised.

There has been no change in the estimation techniques or significant assumptions made during the current reporting period.

The Council writes off a trade receivable when there is information indicating that the debtor is in severe financial difficulty, and there is no realistic prospect of recovery, e.g. when the debtor has been placed under liquidation, or has entered into bankruptcy proceedings, or when the receivables are over 1 year past due, whichever occurs first.

None of the receivables that have been written off are subject to enforcement activity.

Where the Council renegotiates the terms of receivables due from certain customers, the new expected cash flows are discounted at the original effective interest rate, and any resulting difference to the carrying value is recognised in profit or loss.

Accounting policy under AASB 139 – applicable for 2018 comparatives only

For loans and receivables, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows, (excluding future credit losses that have not been incurred) discounted at the financial asset's original effective interest rate. The carrying amount of the asset is reduced and the amount of the loss is recognised in profit or loss.

Collectability of receivables is reviewed on an ongoing basis. Debts that are known to be uncollectable are written off by reducing the carrying amount directly. An allowance account (provision for impairment of receivables) is used when there is objective evidence that the Council will not be able to collect all amounts due, according to the original terms of the receivables. Significant financial difficulties of the debtor, probability that the debtor will enter bankruptcy or financial reorganisation, and default or delinquency in payments (more than 30 days overdue) are considered indicators that the receivable is impaired. When a receivable for which an impairment allowance had been recognised becomes uncollectable in a subsequent period, it is written off against the allowance account. Subsequent recoveries of amounts previously written off are credited against other expenses in the Income Statement.

Rates and annual charges outstanding are secured against the property.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 8. Inventories and other assets

\$ '000	2019 Current	2019 Non-current	2018 Current	2018 Non-current
(a) Inventories				
(i) Inventories at cost				
Real estate for resale	441	-	441	-
Stores and materials	1,254	-	1,129	-
Total inventories at cost	1,695	-	1,570	-
TOTAL INVENTORIES	1,695	-	1,570	-
(b) Other assets				
Prepayments	299	-	255	-
TOTAL OTHER ASSETS	299	-	255	-

Accounting policy for inventories and other assets

Raw materials and stores, work in progress and finished goods

Raw materials and stores, work in progress and finished goods are stated at the lower of cost and net realisable value. Costs are assigned to individual items of inventory on the basis of weighted average costs. Costs of purchased inventory are determined after deducting rebates and discounts. Net realisable value is the estimated selling price in the ordinary course of business, less the estimated costs of completion, and the estimated costs necessary to make the sale.

Inventory held for distribution

Inventory held for distribution is held at cost, adjusted where applicable for any loss of service potential.

Land held for resale/capitalisation of borrowing costs

Land held for resale is stated at the lower of cost and net realisable value. Cost is assigned by specific identification and includes the cost of acquisition, and development and borrowing costs during development. When development is completed, borrowing costs and other holding charges are expensed as incurred.

Borrowing costs included in the cost of land held for resale are those costs that would have been avoided if the expenditure on the acquisition and development of the land had not been made. Borrowing costs incurred while active development is interrupted for extended periods are recognised as expenses.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 9(a). Infrastructure, property, plant and equipment

	as at 30/6/2018			Asset movements during the reporting period								as at 30/6/2019		
	Gross carrying amount	Accumulated depreciation	Net carrying amount	Additions revalued ⁽¹⁾	Additions new assets	Carrying value of disposed	Depreciation expense	WIP transfers	Adjustments and transfers	Revaluation decrements to equity (A/R)	Revaluation increments to equity (A/R)	Gross carrying amount	Accumulated depreciation	Net carrying amount
\$ '000														
Capital work in progress	10,298	--	10,298	10,642	--	--	--	(4,201)	--	--	--	16,739	--	16,739
Plant and equipment	24,649	(14,022)	10,627	--	3,300	(597)	(1,575)	--	--	--	--	27,352	(15,597)	11,755
Office equipment	3,410	(2,490)	920	--	--	--	(282)	793	--	--	--	4,203	(2,772)	1,431
Furniture and fittings	1,007	(914)	393	--	139	--	(63)	49	--	--	--	1,195	(677)	518
Land:														
-- Operational land	21,049	--	21,049	--	--	--	--	--	--	--	--	21,049	--	21,049
-- Community land	11,408	--	11,408	--	--	--	--	--	--	--	--	11,408	--	11,408
Land improvements -- depreciable	1,896	(145)	1,751	--	--	--	(7)	--	--	--	--	1,896	(152)	1,744
Infrastructure:														
-- Buildings -- non-specialised	60,057	(34,114)	25,943	158	--	--	(1,329)	--	--	--	--	60,215	(35,443)	24,772
-- Buildings -- specialised	57,194	(49,920)	16,274	495	--	(184)	(1,037)	909	3,841	(3,723)	--	58,132	(41,937)	16,195
-- Other structures	14,756	(7,063)	7,693	364	--	--	(509)	434	(811)	--	--	14,743	(7,572)	7,171
-- Roads	420,816	(165,098)	255,718	1,240	--	--	(6,997)	335	--	--	--	422,391	(172,066)	250,326
-- Bridges	113,154	(54,840)	58,314	1,120	--	--	(1,451)	345	--	--	--	114,619	(56,291)	58,328
-- Footpaths	16,745	(8,544)	8,201	218	--	--	(92)	122	--	--	--	17,085	(8,838)	8,449
-- Bulk earthworks (non-depreciable)	515,602	--	515,602	--	--	--	--	--	--	--	--	515,602	--	515,602
-- Stormwater drainage	31,389	(14,973)	16,416	1	--	--	(627)	746	--	--	--	32,136	(15,600)	16,536
-- Water supply network	201,185	(109,498)	91,687	691	--	--	(3,352)	320	--	--	1,400	203,556	(112,950)	90,706
-- Sewerage network	140,530	(68,568)	72,462	104	--	--	(2,391)	225	--	--	1,109	141,968	(70,459)	71,509
-- Swimming pools	13,644	(8,784)	4,860	197	--	--	(32)	--	(2,428)	--	--	11,413	(8,816)	2,597
-- Other open spaces/recreational assets	5,053	(3,149)	1,904	837	--	--	(55)	257	(602)	--	--	5,545	(3,204)	2,341
Other assets:														
-- Library books	1,427	(1,095)	332	--	76	--	(74)	65	--	--	--	1,568	(1,169)	399
-- Other	4,521	(1,750)	2,771	24	--	--	(168)	1	--	--	--	4,321	(1,713)	2,608
Reinstatement, rehabilitation and restoration assets (refer Note 12):														
-- Tip assets	3,506	(1,245)	2,321	--	--	--	(313)	--	(60)	--	--	3,017	(1,069)	1,948
-- Quarry assets	38	(5)	33	--	--	--	(1)	--	--	--	--	38	(6)	32
Total Infrastructure, property, plant and equipment	1,673,394	(538,417)	1,136,977	16,051	3,515	(781)	(20,375)	--	(60)	(3,723)	2,509	1,690,191	(558,078)	1,134,113

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

continued on next page ...

Page 39

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 9(a). Infrastructure, property, plant and equipment (continued)

€ '000	as at 30/6/2017			Asset movements during the reporting period							as at 30/6/2018		
	Gross carrying amount	Accumulated depreciation	Net carrying amount	Additions renewals ⁽¹⁾	Additions new assets	Carrying value of disposals	Depreciation expense	WIP transfers	Adjustments and transfers	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation	Net carrying amount
Capital work in progress	4,372	--	4,372	6,797	--	--	--	(971)	--	--	10,298	--	10,298
Plant and equipment	23,708	(12,457)	11,251	--	1,358	(428)	(1,568)	10	--	--	24,649	(14,022)	10,627
Office equipment	3,410	(2,203)	1,207	--	--	--	(287)	--	--	--	3,410	(2,490)	920
Furniture and fittings	898	(580)	318	--	129	--	(64)	--	--	--	1,027	(614)	393
Land:													
– Operational land	20,806	--	20,806	14	--	(400)	--	--	(154)	783	21,049	--	21,049
– Community land	11,254	--	11,254	--	--	--	--	--	154	--	11,408	--	11,408
Land improvements – depreciable	1,896	(138)	1,758	--	--	--	(7)	--	--	--	1,896	(145)	1,751
Infrastructure:													
– Buildings – non-specialised	43,468	(25,399)	18,069	--	43	--	(1,090)	--	4,134	4,796	60,057	(34,114)	25,943
– Buildings – specialised	42,997	(24,935)	18,062	--	--	--	(864)	20	(4,134)	3,190	57,194	(40,920)	16,274
– Other structures	14,528	(8,479)	6,049	222	--	--	(584)	6	--	--	14,756	(7,063)	7,693
– Roads	418,722	(158,164)	260,558	1,955	--	--	(6,933)	138	--	--	420,816	(165,098)	255,718
– Bridges	113,154	(53,385)	59,769	--	--	--	(1,455)	--	--	--	113,154	(54,840)	58,314
– Footpaths	16,637	(8,455)	8,182	108	--	--	(89)	--	--	--	16,745	(8,544)	8,201
– Bulk earthworks (non-depreciable)	515,602	--	515,602	--	--	--	--	--	--	--	515,602	--	515,602
– Stormwater drainage	31,389	(14,346)	17,043	--	--	--	(827)	--	--	--	31,389	(14,973)	16,416
– Water supply network	196,222	(104,030)	92,192	842	--	--	(3,283)	--	--	1,936	201,185	(109,495)	91,690
– Sewerage network	136,933	(64,378)	72,555	25	--	--	(2,342)	697	--	1,524	140,530	(68,068)	72,462
– Swimming pools	13,844	(8,639)	5,205	57	--	--	(202)	--	--	--	13,844	(8,794)	5,050
– Other open space/recreational assets	4,997	(3,010)	1,987	--	--	--	(83)	--	--	--	5,053	(3,149)	1,904
Other assets:													
– Library books	1,375	(1,020)	355	--	52	--	(75)	--	--	--	1,427	(1,095)	332
– Other	4,162	(1,565)	2,597	359	--	--	(185)	--	--	--	4,521	(1,750)	2,771
Reinstatement, rehabilitation and restoration assets (refer Note 12):													
– Tip assets	1,804	(1,164)	640	--	--	--	(108)	--	1,789	--	3,596	(1,245)	2,351
– Quarry assets	38	(5)	33	--	--	--	--	--	--	--	38	(5)	33
Total Infrastructure, property, plant and equipment	1,622,016	(490,318)	1,131,697	10,379	1,562	(826)	(19,853)	--	1,789	12,229	1,673,394	(526,417)	1,146,977

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets)

continued on next page ...

Page 40

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 9(a). Infrastructure, property, plant and equipment (continued)

Accounting policy for infrastructure, property, plant and equipment

Infrastructure, property, plant and equipment are held at fair value. Independent comprehensive valuations are performed at least every five years, however the carrying amount of assets is assessed by Council at each reporting date to confirm that it is not materially different from current fair value.

Water and sewerage network assets are indexed at each reporting period in accordance with the Rates Reference Manual issued by Department of Industry (DoI) – Water.

Increases in the carrying amounts arising on revaluation are credited to the revaluation reserve. To the extent that the increase reverses a decrease previously recognising profit or loss relating to that asset class, the increase is first recognised as profit or loss. Decreases that reverse previous increases of assets in the same class are first charged against revaluation reserves directly in equity to the extent of the remaining reserve attributable to the class; all other decreases are charged to the Income Statement.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Council, and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the Income Statement during the financial period in which they are incurred.

When infrastructure, property, plant and equipment are acquired by Council for nil or nominal consideration, the assets are initially recognised at their fair value at acquisition date.

Land is not depreciated. The property, plant and equipment acquired under finance leases is depreciated over the asset's useful life, or over the shorter of the asset's useful life and the lease term, if there is no reasonable certainty that the Council will obtain ownership at the end of the lease term. Depreciation on other assets is calculated using the straight-line method to allocate their cost, net of their residual values, over their estimated useful lives as follows:

Plant and equipment	Years	Other equipment	Years
Office equipment	3 to 10	Playground equipment	5 to 15
Office furniture	5 to 30	Benches, seats etc.	5 to 15
Computer equipment	2 to 10		
Vehicles	2 to 8	Buildings	
Heavy plant/road making equipment	5 to 20	Buildings: masonry	50 to 100
Other plant and equipment	5 to 33	Buildings: other	10 to 128
		Stormwater assets	
Water and sewer assets		Pipes	70 to 100
Water Supply Structures	25 to 100	Pits	50 to 80
Wastewater Structures	40 to 70	Culverts	60 to 80
Reticulation pipes: PVC	80	Other	30 to 100
Reticulation pipes: other	80		
Pumps and telemetry	15 to 20		
		Other infrastructure assets	
Transportation assets		Bulk earthworks	Infinite
Sealed roads: surface	10 to 20	Swimming pools	5 to 100
Sealed roads: structure	40 to 100	Other open space/recreational assets	5 to 100
Unsealed roads	10 to 50		
Bridge: concrete	80 to 100		
Bridge: other	50 to 100		
Road pavements	40 to 80		
Kerb, gutter and footpaths	50 to 75		

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 9(a). Infrastructure, property, plant and equipment (continued)

Land under roads

Land under roads is land under roadways and road reserves including land under footpaths, nature strips and median strips.

Council has elected not to recognise land under roads acquired before 1 July 2008 in accordance with AASB 1051 Land Under Roads.

Land under roads acquired after 1 July 2008 is recognised in accordance with AASB 116 Property, Plant and Equipment.

Crown reserves

Crown reserves under Council's care and control are recognised as assets of the Council. While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated.

Improvements on Crown reserves are also recorded as assets, while maintenance costs incurred by Council and revenues relating to the reserves are recognised within Council's Income Statement.

Rural Fire Service assets

Under Section 119 of the *Rural Fire Services Act 1997 (NSW)*, "all firefighting equipment purchased, or constructed wholly or from money to the credit of the Fund, is to be vested in the council of the area for, or on behalf of, which the firefighting equipment has been purchased or constructed".

Until such time as discussions on this matter have concluded and the legislation changed, Council will not recognise rural fire service plant and vehicle assets. Land and buildings maintained by Council are recognised as assets of the Council in these financial statements.

Note 9(b). Infrastructure, property, plant and equipment – current year impairments

Council has recognised no impairment losses during the reporting period nor reversed any prior period losses.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 10. Intangible assets

\$ '000	2019	2018
Intangible assets are as follows:		
Opening values at 1 July		
Gross book value	350	488
Accumulated amortisation	–	(106)
Net book value – opening balance	350	382
Movements for the year		
– Amortisation charges	–	(27)
– Gross book value written off	–	(138)
– Accumulated amortisation charges written off	–	133
Closing values at 30 June		
Gross book value	350	350
TOTAL INTANGIBLE ASSETS – NET BOOK VALUE	350	350
The net book value of intangible assets represents:		
– Hostel bed licences	350	350
	350	350

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 11. Payables and borrowings

\$ '000	2019 Current	2019 Non-current	2018 Current	2018 Non-current
Payables				
Goods and services – operating expenditure	2,268	–	3,449	–
Accrued expenses:				
– Borrowings	5	–	18	–
– Salaries and wages	980	–	808	–
– Other expenditure accruals	753	–	527	–
Advances	787	–	784	–
Security bonds, deposits and retentions	1,376	–	896	–
Yallambee Lodge accommodation bonds	3,178	–	3,354	–
Snowy River Hostel accommodation bonds	919	–	864	–
Other	(12)	–	7	–
Total payables	10,254	–	10,707	–
Income received in advance				
Payments received in advance	–	–	196	–
Total income received in advance	–	–	196	–
Borrowings				
Loans – secured ⁽¹⁾	490	875	765	2,467
Total borrowings	490	875	765	2,467
<u>TOTAL PAYABLES AND BORROWINGS</u>	<u>10,744</u>	<u>875</u>	<u>11,668</u>	<u>2,467</u>

⁽¹⁾ Loans are secured over the general rating income of Council.
Disclosures on liability interest rate risk exposures, fair value disclosures and security can be found in Note 17.

\$ '000	2019 Current	2019 Non-current	2018 Current	2018 Non-current
(a) Payables and borrowings relating to restricted assets				
Externally restricted assets				
Water	188	174	157	264
Sewer	16	–	340	1,104
Domestic waste management	269	564	221	843
Yallambee Lodge accommodation bonds	3,178	–	3,354	–
Snowy River Hostel accommodation bonds	919	–	864	–
Payables and borrowings relating to externally restricted assets	4,570	738	4,936	2,211
Total payables and borrowings relating to restricted assets	4,570	738	4,936	2,211
Total payables and borrowings relating to unrestricted assets	6,174	137	6,732	256
<u>TOTAL PAYABLES AND BORROWINGS</u>	<u>10,744</u>	<u>875</u>	<u>11,668</u>	<u>2,467</u>

continued on next page ...

Page 44

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 11. Payables and borrowings (continued)

(b) Changes in liabilities arising from financing activities

\$ '000	as at 30/6/2018					as at 30/6/2019
	Opening Balance	Cash flows	Non-cash acquisitions	Non-cash fair value changes	Other non-cash movements	Closing balance
Loans – secured	3,232	(1,867)	--	--	--	1,365
TOTAL	3,232	(1,867)	--	--	--	1,365

\$ '000	as at 30/6/2017					as at 30/6/2018
	Opening Balance	Cash flows	Non-cash acquisitions	Non-cash fair value changes	Other non-cash movements	Closing balance
Loans – secured	4,020	(788)	--	--	--	3,232
TOTAL	4,020	(788)	--	--	--	3,232

\$ '000	2019	2018
---------	------	------

(c) Financing arrangements

(i) Unrestricted access was available at balance date to the following lines of credit:

Bank overdraft facilities ¹	300	300
Credit cards/purchase cards	105	75
Total financing arrangements	405	375

Undrawn facilities as at balance date:

– Bank overdraft facilities	300	300
– Credit cards/purchase cards	105	75
Total undrawn financing arrangements	405	375

Additional financing arrangements information

Breaches and defaults

During the current and prior year, there were no defaults or breaches on any of the loans.

Security over loans

Loans are secured over future cash flows of Council

(1) The bank overdraft facility may be drawn at any time and may be terminated by the bank without notice.

Accounting policy for payables and borrowings

Council measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

The financial liabilities of the Council comprise trade payables, bank and other loans and finance lease liabilities.

Payables

These amounts represent liabilities for goods and services provided to the council prior to the end of financial year that are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

continued on next page ...

Page 45

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 11. Payables and borrowings (continued)

Borrowings

Borrowings are initially recognised at fair value, net of transaction costs incurred. Borrowings are subsequently measured at amortised cost. Any difference between the proceeds (net of transaction costs) and the redemption amount is recognised in the Income Statement over the period of the borrowings using the effective-interest method. Fees paid on the establishment of loan facilities are recognised as transaction costs of the loan to the extent that it is probable that some or all of the facility will be drawn down. In this case, the fee is deferred until the drawdown occurs. To the extent that there is no evidence that it is probable that some or all of the facility will be drawn down, the fee is capitalised as a prepayment for liquidity services and amortised over the period of the facility to which it relates.

Borrowings are removed from the Statement of Financial Position when the obligation specified in the contract is discharged, cancelled or expired. The difference between the carrying amount of a financial liability that has been extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, is recognised in other income or finance cost.

Borrowings are classified as current liabilities unless Council has an unconditional right to defer settlement of the liability for at least 12 months after the reporting date.

Finance leases

Leases of property, plant and equipment where Council, as lessee, has substantially all the risks and rewards of ownership, are classified as finance leases. Finance leases are capitalised at the lease's inception at the fair value of the leased assets or, if lower, the present value of the minimum lease payments. The corresponding rental obligations, net of finance charges, are included in other short-term and long-term payables. Each lease payment is allocated between the liability and finance cost. The finance cost is charged to the Income Statement over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability for each period.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 12. Provisions

\$ '000	2019		2018	
	Current	Non-current	Current	Non-current
Provisions				
Employee benefits				
Annual leave	2,285	–	2,220	–
Long service leave	3,444	–	3,306	–
Other leave – TIL and flex	452	–	325	–
ELE on-costs	507	–	276	–
Sub-total – aggregate employee benefits	6,688	–	6,127	–
Asset remediation/restoration:				
Asset remediation/restoration (future works)	–	5,052	–	5,294
Sub-total – asset remediation/restoration	–	5,052	–	5,294
TOTAL PROVISIONS	6,688	5,052	6,127	5,294

\$ '000	2019	2018
---------	------	------

(a) Current provisions not anticipated to be settled within the next twelve months

The following provisions, even though classified as current, are not expected to be settled in the next 12 months.

Provisions – employees benefits	3,154	3,151
	3,154	3,151

(b) Description of and movements in provisions

\$ '000	ELE provisions				Total
	Annual leave	Long service leave	ELE on-costs	Other employee benefits	
2019					
At beginning of year	2,220	3,306	276	325	6,127
Other	65	138	231	127	561
Total ELE provisions at end of period	2,285	3,444	507	452	6,688
2018					
At beginning of year	2,195	3,918	335	264	6,712
Other	25	(612)	(59)	61	(585)
Total ELE provisions at end of period	2,220	3,306	276	325	6,127

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 12. Provisions (continued)

\$ '000	Other provisions	
	Asset remediation	Total
2019		
At beginning of year	5,294	5,294
Amounts used (payments)	(342)	(342)
Unwinding of discount	100	100
Total other provisions at end of period	5,052	5,052
2018		
At beginning of year	3,331	3,331
Additional provisions	1,963	1,963
Total other provisions at end of period	5,294	5,294

Accounting policy for provisions

Provisions are recognised when Council has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation, and the amount has been reliably estimated.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the reporting date. The discount rate used to determine the present value reflects current market assessments of the time value of money and the risks specific to the liability. The increase in the provision due to the passage of time is recognised as interest expense.

Employee benefits

Short-term obligations

Liabilities for wages and salaries (including non-monetary benefits, annual leave and accumulating sick leave expected to be wholly settled within 12 months after the end of the period in which the employees render the related service) are recognised in respect of employees' services up to the end of the reporting period, and are measured at the amounts expected to be paid when the liabilities are settled. The liability for annual leave and accumulating sick leave is recognised in the provision for employee benefits. All other short-term employee benefit obligations are presented as payables.

Other long-term employee benefit obligations

The liability for long-service leave and annual leave, that is not expected to be wholly settled within 12 months after the end of the period in which the employees render the related service, is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made, in respect of services provided by employees up to the end of the reporting period, using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures, and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

On-costs

The employee benefit provisions include the aggregate on-cost liabilities that will arise when payment of current employee benefits is made in future periods.

These amounts include superannuation, payroll tax and workers compensation expenses which will be payable upon the future payment of certain leave liabilities which employees are entitled to at the reporting period.

The obligations are presented as current liabilities in the Statement of Financial Position, if the Council does not have an unconditional right to defer settlement for at least 12 months after the reporting date, regardless of when the actual settlement is expected to occur.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 12. Provisions (continued)

Provisions for close-down and restoration, and environmental clean-up costs – tips and quarries

Restoration

Close-down and restoration costs include the dismantling and demolition of infrastructure, and the removal of residual materials and remediation of disturbed areas. Estimated close-down and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs, whether this occurs during the development or during the operation phase, based on the net present value of estimated future costs.

Provisions for close-down and restoration costs do not include any additional obligations which are expected to arise from future disturbance. The costs are estimated on the basis of a closure plan. The cost estimates are calculated annually during the life of the operation to reflect known developments, e.g. updated cost estimates and revisions to the estimated lives of operations, and are subject to formal review at regular intervals.

Rehabilitation

Where rehabilitation is conducted systematically over the life of the operation, rather than at the time of closure, provision is made for the estimated outstanding continuous rehabilitation work at each reporting date, and the cost is charged to the Income Statement.

Provision is made for the estimated present value of the costs of environmental clean-up obligations outstanding at the reporting date. These costs are charged to the Income Statement. Movements in the environmental clean-up provisions are presented as an operating cost, except for the unwinding of the discount which is shown as a borrowing cost.

Remediation procedures generally commence soon after the time the damage, remediation process, and estimated remediation costs become known, but may continue for many years depending on the nature of the disturbance and the remediation techniques.

As noted above, the ultimate cost of environmental remediation is uncertain and cost estimates can vary in response to many factors, including changes to the relevant legal requirements, the emergence of new restoration techniques, or experience at other locations. The expected timing of expenditure can also change, for example in response to changes in quarry reserves or production rates. As a result, there could be significant adjustments to the provision for close down and restoration and environmental clean-up, which would affect future financial results.

Other movements in the provisions for close-down and restoration costs, including those resulting from new disturbance, updated cost estimates, changes to the estimated lives of operations, and revisions to discount rates, are capitalised within property, plant and equipment. These costs are then depreciated over the lives of the assets to which they relate.

Close-down and restoration costs are a normal consequence of tip and quarry operations, and the majority of close-down and restoration expenditure is incurred at the end of the life of the operations. Although the ultimate cost to be incurred is uncertain, Council estimates the respective costs based on feasibility and engineering studies, using current restoration standards and techniques.

Contingent Liability

Council is currently reviewing its closed and operating landfill sites to determine the requirements for future rehabilitation works in consultation with the NSW Environmental Protection Agency (EPA). Refer to note 18 Contingencies and other assets/liabilities not recognised 2. (iii) Asset remediation/restoration (future works).

Self-insurance

Council has decided to self-insure for various risks, including public liability and professional indemnity. A provision for self-insurance has been made to recognise outstanding claims. Council also maintains cash and investments to meet expected future claims; refer to Note 6(c).

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 13. Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors

(a) Nature and purpose of reserves

Infrastructure, property, plant and equipment revaluation reserve

The infrastructure, property, plant and equipment revaluation reserve is used to record increments / decrements of non-current asset values due to their revaluation.

Fair value through other comprehensive income reserve (FVOCI)

Changes in the fair value of financial assets are taken through the fair value through other comprehensive income revaluation reserve. The accumulated changes in fair value are transferred to profit or loss when the financial asset is derecognised or impaired.

Available for sale investments revaluation reserve (2018 only)

Changes in fair value are taken to the available-for-sale investments revaluation reserve, amounts are recognised in profit and loss when the associated assets are sold or impaired.

(b) Changes in accounting policies due to adoption of new accounting standards (not-retrospective)

During the year, Council adopted a number of new accounting standards. The impact of the adoption and associated transition disclosures are shown below.

The Council has adopted AASB 9 Financial Instruments for the first time in the current year with a date of initial adoption of 1 July 2018. As part of the adoption of AASB 9, the Council adopted consequential amendments to other accounting standards arising from the issue of AASB 9 as follows:

- AASB 101 Presentation of Financial Statements requires the impairment of financial assets to be presented in a separate line item in the income statement. In prior years, this information was presented as part of other expenses.
- AASB 7 Financial Instruments: Disclosures requires amended disclosures due to changes arising from AASB 9. These disclosures have been provided for the current year.

The key changes to Council's accounting policy and the impact on these financial statements from applying AASB 9 are described below.

Changes in accounting policies resulting from the adoption of AASB 9 have been applied retrospectively except Council has not restated any amounts relating to classification and measurement requirements, including impairment, which have been applied from 1 July 2018.

Classification of financial assets

The financial assets of Council have been reclassified into one of the following categories on adoption of AASB 9, based primarily on the business model in which a financial asset is managed and its contractual cash flow characteristics are:

- measured at amortised cost
- fair value through profit or loss
- fair value through other comprehensive income - equity instruments

Measurement of equity instruments

All equity instruments of the Council are measured at fair value under AASB 9 whereas there was a cost exception under AASB 139 that allowed certain unlisted investments to be carried at amortised cost in the absence of a reliable measurement of fair value. Any difference in the previous carrying amount and the fair value is recognised in the opening retained earnings (or other component of equity, as appropriate) at 1 July 2018.

Equity instruments are no longer subject to impairment testing and therefore all movements on equity instruments, classified as fair value through other comprehensive income, are taken to the relevant reserve.

Impairment of financial assets

The incurred loss model from AASB 139 has been replaced with an expected credit loss model in AASB 9 for assets measured at amortised cost. This has resulted in the earlier recognition of credit loss (bad debt provisions).

continued on next page ...

Page 50

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 13. Accumulated surplus, revaluation reserves, changes in accounting policies,
changes in accounting estimates and errors (continued)

Statement of Financial Position

\$ '000	Original Balance 1 July, 2018	Impact Increase/ (decrease)	Restated Balance 1 July, 2018
Adjustments to the current year figures for the year ended 30 June 2019			
Unlisted Equity Securities	–	219	219
Total assets	–	219	219
Unlisted Equity Securities	–	219	219
Total equity	–	219	219

Classification of financial assets and financial liabilities

The table below illustrates the classification and measurement of financial assets and liabilities under AASB 9 and AASB 139 at 1 July 2018.

\$ '000	Classific- ation under AASB 139	Classific- ation under AASB 9	Carrying amount under AASB 139	Reclassi- fication	Remeasu- rements	Carrying amount under AASB 9
Financial assets						
Unlisted Equity Securities	Available for sale	FVOCI-equity	–	219	–	219
Receivables	Receivables	Amortised cost	13,742	63	–	13,805
Cash & Cash Equivalents	N/A	N/A	30,113	–	–	30,113
Term Deposits (Investments)	Held to maturity	Amortised cost	58,000	–	–	58,000
Total financial assets under AASB 9 at 1 July 2018			101,855	282	–	102,137
Financial liabilities						
Payables	Other financial liabilities	Other financial liabilities	10,254	–	–	10,254
Loans	Other financial liabilities	Other financial liabilities	1,365	–	–	1,365
Total financial liabilities under AASB 9 at 1 July 2018			11,619	–	–	11,619

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 14. Statement of cash flows - additional information

\$ '000	Notes	2019	2018
(a) Reconciliation of cash assets			
Total cash and cash equivalent assets	8(a)	11,113	16,259
Balance as per the Statement of Cash Flows		11,113	16,259
 (b) Reconciliation of net operating result to cash provided from operating activities			
Net operating result from Income Statement		2,246	1,499
Adjust for non-cash items:			
Depreciation and amortisation		20,375	19,880
Net losses/(gains) on disposal of assets		(139)	(89)
Unwinding of discount rates on reinstatement provisions		100	174
+/- Movement in operating assets and liabilities and other cash items:			
Decrease/(increase) in receivables		1,387	(4,225)
Increase/(decrease) in provision for impairment of receivables		(63)	-
Decrease/(increase) in inventories		(125)	(596)
Decrease/(increase) in other current assets		(44)	(70)
Increase/(decrease) in payables		(1,181)	1,832
Increase/(decrease) in accrued interest payable		(13)	(94)
Increase/(decrease) in other accrued expenses payable		398	545
Increase/(decrease) in other liabilities		147	1,023
Increase/(decrease) in provision for employee benefits		561	(585)
Increase/(decrease) in other provisions		(342)	1,789
Net cash provided from/(used in) operating activities from the Statement of Cash Flows		23,307	21,083

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 15. Commitments

\$ '000	2019	2018
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(a) Capital commitments (exclusive of GST)

Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:

Property, plant and equipment

Transport Infrastructure	2,210	1,209
Plant and equipment	458	900
Water Infrastructure	327	628
Sewer Infrastructure	296	629
Other Infrastructure	1,441	1,518
Corporate Information System	3,343	-
Total commitments	8,075	4,884

These expenditures are payable as follows:

Within the next year	6,961	4,884
Later than one year and not later than 5 years	1,114	-
Total payable	8,075	4,884

Sources for funding of capital commitments:

Externally restricted reserves	7,452	1,257
Internally restricted reserves	623	3,627
Total sources of funding	8,075	4,884

(b) Operating lease commitments (non-cancellable)

a. Commitments under non-cancellable operating leases at the reporting date, but not recognised as liabilities are payable:

Within the next year	180	-
Later than one year and not later than 5 years	180	-
Total non-cancellable operating lease commitments	360	-

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 16. Contingencies and other assets/liabilities not recognised

The following assets and liabilities do not qualify for recognition in the Statement of Financial Position, but their knowledge and disclosure is considered relevant to the users of Council's financial report.

LIABILITIES NOT RECOGNISED

1. Guarantees

(i) Defined benefit superannuation contribution plans

Council is party to an Industry Defined Benefit Plan under the Local Government Superannuation Scheme, named The Local Government Superannuation Scheme – Pool B (the Scheme) which is a defined benefit plan that has been deemed to be a 'multi-employer fund' for purposes of AASB119 Employee Benefits for the following reasons:

- Assets are not segregated within the sub-group according to the employees of each sponsoring employer.
- The contribution rates have been the same for all sponsoring employers. That is, contribution rates have not varied for each sponsoring employer according to the experience relating to the employees of that sponsoring employer.
- Benefits for employees of all sponsoring employers are determined according to the same formulae and without regard to the sponsoring employer.
- The same actuarial assumptions are currently used in respect of the employees of each sponsoring employer.

Given the factors above, each sponsoring employer is exposed to the actuarial risks associated with current and former employees of other sponsoring employers, and hence shares in the associated gains and losses (to the extent that they are not borne by members).

Description of the funding arrangements.

Pooled employers are required to pay standard employer contributions and additional lump sum contributions to the fund.

The standard employer contributions were determined using the new entrant rate method under which a contribution rate sufficient to fund the total benefits over the working life-time of a typical new entrant is calculated. The current standard employer contribution rates are:

Division B	1.9 x times employee contributions
Division C	2.5% salaries
Division D	1.6 x times employee contributions

The additional lump sum contribution for each Pooled Employer is a share of the total additional contributions of \$40 million per annum from 1 July 2018 to 30 June 2021, apportioned according to each employer's share of the accrued liabilities as at 30 June 2018. These past services contributions are used to maintain the adequacy of the funding position for the accrued liabilities

The adequacy of contributions is assessed at each triennial actuarial investigation and monitored annually between triennials.

Description of the extent to which Council can be liable to the plan for other Council's obligations under the terms and conditions of the multi-employer plan

As stated above, each sponsoring employer (Council) is exposed to the actuarial risks associated with current and former employees of other sponsoring employers and hence shares in the associated gains and losses.

However, there is no relief under the Fund's trust deed for employers to walk away from their defined benefit obligations. Under limited circumstances, an employer may withdraw from the plan when there are no active members, on full payment of outstanding additional contributions. There is no provision for allocation of any surplus which may be present at the date of withdrawal of the Council.

There are no specific provisions under the Fund's trust deed dealing with deficits or surplus on wind-up.

The amount of Council employer contributions to the defined benefit section of the Local Government Superannuation Scheme and recognised as an expense for the year ending 30 June 2019 was \$289,180.08. The last valuation of the Scheme was performed by Mr Richard Boyfield, FIAA on 31 December 2018 and covers the period ended 30 June 2018.

continued on next page ...

Page 54

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 16. Contingencies and other assets/liabilities not recognised (continued)

Council's expected contribution to the plan for the next annual reporting period is \$289,027.32.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2019 is:

Employer reserves only *	\$millions	Asset Coverage
Assets	1,798.7	
Past Service Liabilities	1,784.2	100.8%
Vested Benefits	1,792.0	100.4%

* excluding member accounts and reserves in both assets and liabilities.

The share of this surplus that is broadly attributed to Council is estimated to be in the order of 0.43% as at 30 June 2019.

Council's share of that surplus cannot be accurately calculated as the Scheme is a mutual arrangement where assets and liabilities are pooled together for all member councils. For this reason, no liability for the deficiency has been recognised in Council's accounts. Council has a possible obligation that may arise should the Scheme require immediate payment to correct the deficiency.

The key economic long term assumptions used to calculate the present value of accrued benefits are:

Investment return	5.75% per annum
Salary inflation *	3.5% per annum
Increase in CPI	2.5% per annum

* Plus promotional increases

The contribution requirements may vary from the current rates if the overall sub-group experience is not in line with the actuarial assumptions in determining the funding program; however, any adjustment to the funding program would be the same for all sponsoring employers in the Pooled Employers group.

(ii) Statewide Limited

Council is a member of Statewide Mutual, a mutual pool scheme providing liability insurance to local government.

Membership includes the potential to share in either the net assets or liabilities of the fund depending on its past performance. Council's share of the net assets or liabilities reflects Council's contributions to the pool and the result of insurance claims within each of the fund years.

The future realisation and finalisation of claims incurred but not reported to 30/6 this year may result in future liabilities or benefits as a result of past events that Council will be required to fund or share in respectively.

(iii) StateCover Limited

Council is a member of StateCover Mutual Limited and holds a partly paid share in the entity.

StateCover is a company providing workers compensation insurance cover to the NSW local government industry and specifically Council.

Council has a contingent liability to contribute further equity in the event of the erosion of the company's capital base as a result of the company's past performance and/or claims experience or as a result of any increased prudential requirements from APRA.

These future equity contributions would be required to maintain the company's minimum level of net assets in accordance with its licence requirements.

(iv) Other guarantees

Council has provided no other guarantees other than those listed above.

continued on next page ...

Page 55

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 16. Contingencies and other assets/liabilities not recognised (continued)

2. Other liabilities

(i) Third party claims

The Council is involved from time to time in various claims incidental to the ordinary course of business including claims for damages relating to its services.

Council believes that it is appropriately covered for all claims through its insurance coverage and does not expect any material liabilities to eventuate.

(ii) Potential land acquisitions due to planning restrictions imposed by Council

Council has classified a number of privately owned land parcels as local open space or bushland.

As a result, where notified in writing by the various owners, Council will be required to purchase these land parcels.

At reporting date, reliable estimates as to the value of any potential liability (and subsequent land asset) from such potential acquisitions has not been possible.

(iii) Asset remediation/restoration (future works)

Council is currently reviewing its closed and operating landfill sites to determine the requirements for future rehabilitation works in consultation with the NSW Environmental Protection Agency (EPA).

Council has completed assessments and valuations on 15 closed and 3 active sites based on information available to date. However, negotiations are still in progress with the NSW EPA regarding significant inputs to the valuations and rehabilitation estimates are considered not sufficiently reliable to record the closed site provisions or restate the reported active site provision.

Council is working towards establishing a reliable estimate which is likely to have a significant material impact to the financial statements for the year ended 30 June 2020.

ASSETS NOT RECOGNISED

(i) Land under roads

As permitted under AASB 1051, Council has elected not to bring to account land under roads that it owned or controlled up to and including 30/6/08.

(ii) Infringement notices/fines

Fines and penalty income, the result of Council issuing infringement notices is followed up and collected by the Infringement Processing Bureau.

Council's revenue recognition policy for such income is to account for it as revenue on receipt.

Accordingly, at year end, there is a potential asset due to Council representing issued but unpaid infringement notices.

Due to the limited information available on the status, value and duration of outstanding notices, Council is unable to determine the value of outstanding income.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements for the year ended 30 June 2019

Note 17. Financial risk management

Risk management

Council's activities expose it to a variety of financial risks including (1) price risk, (2) credit risk, (3) liquidity risk and (4) interest rate risk.

The Council's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Council.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by Council's finance section under policies approved by the Council.

A comparison by category of the carrying amounts and fair values of Council's financial assets and financial liabilities recognised in the financial statements is presented below.

\$ '000	Carrying value 2019	Carrying value 2018	Fair value 2019	Fair value 2018
Financial assets				
Measured at amortised cost				
Cash and cash equivalents	11,113	16,259	--	--
Receivables	13,805	15,129	--	--
Investments				
– 'Financial assets at amortised cost' / 'held to maturity' (2018)	77,000	69,000	--	--
Fair value through other comprehensive income				
Investments				
– 'Financial assets at fair value through other comprehensive income' / 'available for sale financial assets' (2018)	--	--	219	--
Total financial assets	101,918	100,388	219	--
Financial liabilities				
Payables	10,254	10,707	--	--
Loans/advances	1,365	3,232	--	--
Total financial liabilities	11,619	13,939	--	--

Fair value is determined as follows:

- **Cash and cash equivalents, receivables, payables** – are estimated to be the carrying value that approximates market value.
- **Borrowings and held-to-maturity investments** – are based upon estimated future cash flows discounted by the current mkt interest rates applicable to assets and liabilities with similar risk profiles, unless quoted market prices are available.
- Financial assets classified (i) 'at fair value through profit and loss' or (ii) 'available-for-sale' – are based upon quoted market prices (in active markets for identical investments) at the reporting date or independent valuation.

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital.

Council's finance area manages the cash and Investments portfolio with the assistance of independent advisors.

Council has an investment policy which complies with the Local Government Act 1993 and Minister's investment order 625. This policy is regularly reviewed by Council and it's staff and an investment report is tabled before Council on a monthly basis setting out the portfolio breakup and its performance as required by Local Government regulations.

continued on next page ...

Page 57

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 17. Financial risk management (continued)

The risks associated with the instruments held are:

- **Price risk** – the risk that the capital value of investments may fluctuate due to changes in market prices, whether these changes are caused by factors specific to individual financial instruments, or their issuers, or are caused by factors affecting similar instruments traded in a market.
- **Interest rate risk** – the risk that movements in interest rates could affect returns and income.
- **Liquidity risk** – the risk that Council will not be able to pay its debts as and when they fall due.
- **Credit risk** – the risk that the investment counterparty will not complete their obligations particular to a financial instrument, resulting in a financial loss to Council – be it of a capital or income nature.

Council manages these risks (amongst other measures) by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees.

Council also seeks advice from independent advisers before placing any funds in cash equivalents and investments.

(a) Market risk – price risk and interest rate risk

The impact on result for the year and equity of a reasonably possible movement in the price of investments held and interest rates is shown below. The reasonably possible movements were determined based on historical movements and economic conditions in place at the reporting date.

\$ '000	Increase of values/rates		Decrease of values/rates	
	Profit	Equity	Profit	Equity
2019				
Possible impact of a 10% movement in market values	259	259	(259)	(259)
Possible impact of a 1% movement in interest rates	881	881	(881)	(881)
2018				
Possible impact of a 10% movement in market values	6,900	6,900	(6,900)	(6,900)
Possible impact of a 1% movement in interest rates	690	690	(690)	(690)

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 17. Financial risk management (continued)

(b) Credit risk

Council's major receivables comprise (i) rates and annual charges and (ii) user charges and fees.

Council manages the credit risk associated with these receivables by monitoring outstanding debt and employing stringent debt recovery procedures. Council also encourages ratepayers to pay their rates by the due date through incentives.

The credit risk for liquid funds and other short-term financial assets is considered negligible, since the counterparties are reputable banks with high quality external credit ratings.

There are no significant concentrations of credit risk, whether through exposure to individual customers, specific industry sectors and/or regions.

Council makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subjected to a re-negotiation of repayment terms.

Credit risk profile

Receivables – rates and annual charges

Credit risk on rates and annual charges is minimised by the ability of Council to secure a charge over the land relating to the debts – that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates which further encourages the payment of debt.

\$ '000	Not yet overdue	< 1 year overdue	1 - 2 years overdue	2 - 5 years overdue	> 5 years overdue	Total
2019						
Gross carrying amount	1,891	2,073	732	656	259	5,611
2018						
Gross carrying amount	1,456	3,417	670	469	152	6,164

Receivables - non-rates and annual charges

Council applies the simplified approach for non-rates and annual charges debtors to provide for expected credit losses prescribed by AASB 9, which permits the use of the lifetime expected loss provision. To measure the expected credit losses, non-rates and annual charges debtors have been grouped based on shared credit risk characteristics and the days past due.

The loss allowance provision as at 30 June 2019 is determined as follows. The expected credit losses incorporate forward-looking information.

\$ '000	Not yet overdue	0 - 30 days overdue	31 - 60 days overdue	61 - 90 days overdue	> 91 days overdue	Total
2019						
Gross carrying amount	4,909	138	275	2,498	452	8,272
Expected loss rate (%)	0.27%	1.10%	1.37%	1.56%	4.56%	0.94%
ECL provision	13	2	4	39	21	79

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 17. Financial risk management (continued)

(c) Liquidity risk

Payables and borrowings are both subject to liquidity risk – the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due.

Council manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer.

Payment terms can (in extenuating circumstances) also be extended, and overdraft facilities utilised as required.

Borrowings are also subject to interest rate risk – the risk that movements in interest rates could adversely affect funding costs and debt servicing requirements. Council manages this risk through diversification of borrowing types, maturities and interest rate structures. The finance team regularly reviews interest rate movements to determine if it would be advantageous to refinance or renegotiate part or all of the loan portfolio.

The timing of cash flows presented in the table below to settle financial liabilities reflects the earliest contractual settlement dates. The timing of expected outflows is not expected to be materially different from contracted cashflows.

The amounts disclosed in the table are the undiscounted contracted cash flows and therefore the balances in the table may not equal the balances in the statement of financial position due to the effect of discounting.

\$ '000	Weighted average interest rate	Subject to no maturity	payable in:			Total cash outflows	Actual carrying values
			≤ 1 Year	1 - 5 Years	> 5 Years		
2019							
Trade/other payables	0.00%	1,376	8,878	–	–	10,254	10,254
Loans and advances	6.49%	–	567	798	–	1,365	1,365
Total financial liabilities		1,376	9,445	798	–	11,619	11,619
2018							
Trade/other payables	0.00%	896	9,811	–	–	10,707	10,707
Loans and advances	6.37%	–	972	2,766	–	3,738	3,232
Total financial liabilities		896	10,783	2,766	–	14,445	13,939

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 18. Material budget variations

Council's original financial budget for 18/19 was adopted by the Council on 28 June 2018 and is unaudited.

While the Income Statement included in this General Purpose Financial Statements must disclose the original budget adopted by Council, the Local Government Act 1993 requires Council to review its financial budget on a quarterly basis, so that it is able to manage the various variations between actuals versus budget that invariably occur throughout the year.

This note sets out the details of material variations between Council's original budget and its actual results for the year as per the Income Statement – even though such variations may have been adjusted during each quarterly budget review.

Material variations represent those variances between the original budget figure and the actual result that amount to 10% or more.

Variation Key: F = Favourable budget variation, U = Unfavourable budget variation.

\$ '000	2019 Budget	2019 Actual	2019 ----- Variance -----	
REVENUES				
Rates and annual charges	30,173	31,546	1,373	5% F
User charges and fees	14,129	14,133	4	0% F
Interest and investment revenue	1,759	2,590	831	47% F
This favourable variance is largely a combination of higher than anticipated term deposit interest rates and extra cash on hand due to lower than anticipated capital works and additional capital grants.				
Other revenues	1,501	1,784	283	19% F
This favourable variance is largely due to internal income relating to Quarry material increasing by \$344k in the 2019 financial year.				
Operating grants and contributions	18,671	24,262	5,591	30% F
Council received the following additional operating grants in the 2019 year:				
- \$3.5mil Merger Implementation Funding				
- \$929k Stronger Communities Funding (Operating)				
- \$135k Additional Financial Assistance Grants				
Other contributing items include increases in funding for community services, vegetation management and planning				
Capital grants and contributions	5,617	6,936	1,319	23% F
Council received the following additional capital grants in the 2019 year:				
- \$500k Department of Health - Yallambebe Lodge				
- \$2.1mil Stronger Country Communities Funding (Capital)				
- \$1.7mil Stronger Communities Funding (Capital)				
These were offset by less than anticipated grants for Water and Sewer capital projects by \$3.6m.				
Estimates for capital grants are based on information available during the development of Council's budget and fluctuations are expected as grant opportunities arise.				

continued on next page ...

Page 61

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 18. Material budget variations (continued)

\$ '000	2019 Budget	2019 Actual	2019 ----- Variance -----	
Net gains from disposal of assets	836	139	(697)	(83)% U
Disposals of plant and fleet for the 2019 resulted in lower than anticipated profit on sale.				
EXPENSES				
Employee benefits and on-costs	29,077	30,932	(1,855)	(6)% U
Borrowing costs	298	249	49	16% F
Early settlement of a loan for Sewerage infrastructure during the 2019 financial year resulted in lower than anticipated borrowing costs.				
Materials and contracts	16,990	18,418	(1,428)	(8)% U
Depreciation and amortisation	18,547	20,375	(1,828)	(10)% U
This variance relates to revaluation increases to the water supply network, buildings and restated landfill assets since the time of setting the depreciation budget values.				
Other expenses	8,385	9,170	(785)	(9)% U

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 18. Material budget variations

\$ '000	2019 Budget	2019 Actual	2019 ----- Variance -----		
STATEMENT OF CASH FLOWS					
Net cash provided from (used in) operating activities	17,309	23,307	5,998	35%	F
This favourable variance relates to additional grants and contributions received in the 2019 financial year.					
Net cash provided from (used in) investing activities	(39,166)	(26,586)	12,580	(32)%	F
Council's original budget forecasted \$40mil Capital Expenditure, actual Capital Expenditure was \$19.5mil. In addition purchases/sale of term deposit investments are not classified separately in the original cashflow budget.					
Net cash provided from (used in) financing activities	928	(1,867)	(2,795)	(301)%	U
This unfavourable variance is the result of early settlement of a loan for Sewerage infrastructure during the 2019 financial year, offset by lower borrowing cost in this year and future years.					

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 19. Fair Value Measurement

The Council measures the following asset and liability classes at fair value on a recurring basis:

- Infrastructure, property, plant and equipment
- Financial assets and liabilities

The fair value of assets and liabilities must be estimated in accordance with various accounting standards for either recognition and measurement requirements or for disclosure purposes.

AASB 13 Fair Value Measurement requires all assets and liabilities measured at fair value to be assigned to a 'level' in the fair value hierarchy as follows:

Level 1: Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2: Inputs other than quoted prices included within level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3: Inputs for the asset or liability that are not based on observable market data (unobservable inputs).

(1) Assets and liabilities that have been measured and recognised at fair values

2019	Notes	Date of latest valuation	Fair value measurement hierarchy			Total
			Level 1 Quoted prices in active mkts	Level 2 Significant observable inputs	Level 3 Significant unobservable inputs	
Recurring fair value measurements						
Financial assets						
Investments	6(b)					
- 'Financial assets at fair value through other comprehensive income'		30/06/19	-	219	-	219
Total financial assets			-	219	-	219
Infrastructure, property, plant and equipment						
Plant & Equipment	9(a)	13/05/16	-	-	11,755	11,755
Office Equipment		13/05/16	-	-	1,431	1,431
Furniture & Fittings		13/05/16	-	-	518	518
Operational Land		30/06/18	-	21,049	-	21,049
Community Land		13/05/16	-	-	11,408	11,408
Land Improvements		13/05/16	-	-	1,744	1,744
Buildings - Specialised		30/06/18	-	-	16,175	16,175
Buildings - Non Specialised		30/06/18	-	24,772	-	24,772
Other Structures		13/05/16	-	-	7,171	7,171
Road infrastructure		13/05/16	-	-	250,296	250,296
Bridges		13/05/16	-	-	58,328	58,328
Footpaths		13/05/16	-	-	8,449	8,449
Bulk Earthworks		13/05/16	-	-	515,602	515,602
Stormwater Drainage		13/05/16	-	-	16,536	16,536
Water Supply Network		30/06/17	-	-	90,706	90,706
Sewerage Network		30/06/17	-	-	71,509	71,509
Swimming Pools		13/05/16	-	-	2,597	2,597
Other Open Space/Recreational Assets		13/05/16	-	-	2,341	2,341
Library Books		13/05/16	-	-	399	399
Tip Restoration Asset		30/06/19	-	-	1,948	1,948
Quarry Restoration Asset		13/05/16	-	-	32	32
Other Assets		13/05/16	-	-	2,608	2,608
Total infrastructure, property, plant and equipment			-	45,821	1,071,553	1,117,374

continued on next page ...

Page 64

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 19. Fair Value Measurement (continued)

2018	Notes	Date of latest valuation	Fair value measurement hierarchy			Total
			Level 1 Quoted prices in active mkts	Level 2 Significant observable inputs	Level 3 Significant unobservable inputs	
Recurring fair value measurements						
Infrastructure, property, plant and equipment						
	9(a)					
Plant & Equipment		13/05/16	-	-	10,627	10,627
Office Equipment		13/05/16	-	-	920	920
Furniture & Fittings		13/05/16	-	-	393	393
Operational Land		30/06/18	-	21,049	-	21,049
Community Land		13/05/16	-	-	11,408	11,408
Land Improvements		13/05/16	-	-	1,751	1,751
Buildings – Specialised		30/06/18	-	-	16,274	16,274
Buildings – Non Specialised		30/06/18	-	25,943	-	25,943
Other Structures		13/05/16	-	-	7,693	7,693
Road infrastructure		13/05/16	-	-	255,718	255,718
Bridges		13/05/16	-	-	58,314	58,314
Footpaths		13/05/16	-	-	8,201	8,201
Bulk Earthworks		13/05/16	-	-	515,602	515,602
Stormwater Drainage		13/05/16	-	-	16,416	16,416
Water Supply Network		30/06/17	-	-	91,687	91,687
Sewerage Network		30/06/17	-	-	72,462	72,462
Swimming Pools		13/05/16	-	-	4,860	4,860
Other Open Space/Recreational Assets		13/05/16	-	-	1,904	1,904
Library Books		13/05/16	-	-	332	332
Tip Restoration Asset		30/06/18	-	-	2,321	2,321
Quarry Restoration Asset		13/05/16	-	-	33	33
Other Assets		13/05/16	-	-	2,771	2,771
Total infrastructure, property, plant and equipment			-	46,992	1,079,687	1,126,679

Note that capital WIP is not included above since it is carried at cost.

(2) Transfers between level 1 and level 2 fair value hierarchies

The following transfers occurred between level 1 and level 2 fair value hierarchies during the year:

During the year, there were no transfers between level 1 and level 2 fair value hierarchies for recurring fair value measurements.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 19. Fair Value Measurement (continued)

(3) Fair value measurements using significant unobservable inputs (level 3)

a. The following tables present the changes in level 3 fair value asset classes:

\$ '000	Level 3 I, PP and E
2018	
Opening balance	1,088,450
Purchases (GBV)	5,087
Disposals (WDV)	(426)
Depreciation and impairment	(18,754)
FV gains – other comprehensive income	6,650
WIP transfers	871
Other adjustments and transfers	(2,191)
Closing balance	1,079,687
2019	
Opening balance	1,079,687
Purchases (GBV)	6,788
Disposals (WDV)	(781)
Depreciation and impairment	(19,046)
FV gains – other comprehensive income	(1,214)
WIP transfers	4,201
Other adjustments and transfers	(60)
Closing balance	1,071,553

continued on next page ...

Page 66

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 19. Fair Value Measurement (continued)

The following table summarises the quantitative information relating to the significant unobservable inputs used in deriving the various level 3 asset class fair values.

\$ '000	Fair value (30/6/19)	Valuation techniques	Unobservable inputs
c. Significant unobservable valuation inputs used (for level 3 asset classes) and their relationship to fair value.			
Infrastructure, property, plant and equipment			
Plant & Equipment	11,755	Historical cost	Cost per unit, useful life, residual value, condition of asset
Office Equipment	1,431	Historical cost	Cost per unit, useful life, residual value, condition of asset
Furniture & Fittings	518	Historical cost	Cost per unit, useful life, residual value, condition of asset
Community Land	11,408	Current replacement cost	Cost per sq metre, Valuer General's Valuation
Land Improvements	1,744	Depreciated replacement cost	Useful life, residual value, condition of asset
Buildings - Specialised	16,175	Depreciated replacement cost	Cost per sq metre, dimensions & specification, pattern of consumption, components, useful life, condition of asset
Other Structures	7,171	Depreciated replacement cost	Cost per unit rates, pattern of consumption, components, useful life, asset condition
Road infrastructure	250,206	Depreciated replacement cost	Cost per sq metre, dimensions & specification, pattern of consumption, components, useful life, condition of asset
Bridges	58,328	Depreciated replacement cost	Cost per sq metre, dimensions & specification, pattern of consumption, components, useful life, condition of asset
Footpaths	8,449	Depreciated replacement cost	Cost per sq metre, pattern of consumption, components, useful life, condition of asset
Bulk Earthworks	515,602	Current replacement cost	Cost per sq metre
Stormwater Drainage	16,536	Depreciated replacement cost	Unit rates, cost per metre, useful life, condition of asset
Water Supply Network	90,706	Depreciated replacement cost	Unit rates, pattern of consumption, components, useful life, asset condition
Sewerage Network	71,509	Depreciated replacement cost	Unit rates, pattern of consumption, components, useful life, asset condition
Swimming Pools	2,597	Depreciated replacement cost	Cost per unit, useful life, condition of asset
Other Open Space/Recreational Assets	2,341	Depreciated replacement cost	Cost per unit, useful life, condition of asset
Library Books	399	Historical cost	Cost per unit, useful life, condition of asset
Tip Restoration Asset	1,945	Depreciated replacement cost	Cost per cubic / square metre, useful life

continued on next page ...

Page 67

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 19. Fair Value Measurement (continued)

\$ '000	Fair value (30/6/19)	Valuation techniques	Unobservable inputs
Quarry Restoration Asset	32	Depreciated replacement cost	Cost per cubic / square metre, useful life
Other Assets	2,608	Depreciated replacement cost	Unit rates, asset condition, useful life

d. The valuation process for level 3 fair value measurements

Council uses the following processes for the fair valuation of Level 3 Infrastructure, Property, Plant and Equipment:

Plant & Equipment, Furniture & Fittings, Office Equipment, Other Assets - Actual cost less accumulated depreciation.

Community Land - Land values obtained by the NSW Valuer-General.

Specialised Buildings - Valued at Depreciated Replacement Cost by an independent qualified valuer.

Other Structures - Valued at Depreciated Replacement Cost by qualified Council staff.

Roads infrastructure and stormwater assets - Valued at Depreciated Replacement Cost by a combination of qualified Council staff and independent qualified valuer.

Water Supply Network - Valued at Depreciated Replacement Cost by qualified Council staff.

Sewerage Network - Valued at Depreciated Replacement Cost by qualified Council staff.

Recreational Assets (other than buildings) - Valued at Depreciated Replacement Cost by qualified Council staff.

Depreciated Replacement Cost is calculated from the current replacement value less the accumulated depreciation to account for the consumption of the service potential of the asset. The asset age is determined from the date of acquisition. If the date is not known, the asset age is determined by estimating the remaining life from an assessment of the asset condition, and subtracting the remaining life from the useful life of the asset.

The Current Replacement Value is the cost of a standard modern asset that would be installed if Council were deprived of the existing asset. Where specific estimates are available, these are used to determine the replacement values. In the absence of detailed estimates, unit rates are obtained from a recognised source and are appropriately factored to reflect the regional location of the asset.

Where appropriate, disposal costs are taken into account when calculating the Depreciated Replacement Cost.

continued on next page ...

Page 68

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 19. Fair Value Measurement (continued)

(4) Highest and best use

All of Council's non-financial assets are considered as being utilised for their highest and best use.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 20. Related Party Transactions

Key management personnel

Key management personnel (KMP) of the council are those persons having the authority and responsibility for planning, directing and controlling the activities of the council, directly or indirectly.

The aggregate amount of KMP compensation included in the Income Statement is:

\$ '000	2019	2018
Compensation:		
Short-term benefits	1,428	1,356
Post-employment benefits	83	103
Other long-term benefits	234	34
Total	1,745	1,493

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 21. Statement of developer contributions

Under the *Environmental Planning and Assessment Act 1979*, Council has significant obligations to provide Section 7.11 (contributions towards provision or improvement of amenities or services) infrastructure in new release areas.

It is possible that the funds contributed may be less than the cost of this infrastructure, requiring Council to borrow or use general revenue to fund the difference.

Summary of contributions and levies

\$ '000	as at 30/6/2018						as at 30/6/2019	
	Opening Balance	Contributions received during the year		Interest earned in year	Expenditure during year	Internal borrowing (to)/from	Held as restricted asset	Cumulative internal borrowings due/(payable)
		Cash	Non-cash					
Roads	783	20	-	21	(318)	-	506	-
Parking	37	-	-	1	-	-	38	-
Open space	122	10	-	3	-	-	135	-
Community facilities	29	-	-	1	-	-	30	-
Public parking	4	-	-	-	-	-	4	-
Roadworks	261	9	-	7	-	-	277	-
Open space and public art	23	9	-	1	-	-	33	-
Sport and recreation facilities	39	6	-	1	-	-	46	-
Community services and facilities	240	50	-	6	-	-	296	-
Shared pathways - Jindabyne area	9	5	-	-	-	-	14	-
Shared trails - Jindabyne area	23	24	-	1	-	-	48	-
Regional waste management	42	75	-	1	-	-	118	-
Bushfire services	31	15	-	1	-	-	47	-
S7.11 contributions – under a plan	1,643	223	-	44	(318)	-	1,592	-
S7.12 levies – under a plan	22	-	-	1	-	-	23	-
Total S7.11 and S7.12 revenue under plans	1,665	223	-	45	(318)	-	1,615	-
S7.11 not under plans	94	111	-	2	(30)	-	177	-
S64 contributions	3,131	1,257	-	85	-	-	4,473	-
Total contributions	4,890	1,591	-	132	(348)	-	6,265	-

continued on next page ...

Page 71

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 21. Statement of developer contributions (continued)

\$ '000	as at 30/6/2018						as at 30/6/2019	
	Opening Balance	Contributions received during the year		Interest earned in year	Expenditure during year	Internal borrowing (to)/from	Held as restricted asset	Cumulative internal borrowings due/(payable)
		Cash	Non-cash					
S7.11 Contributions – under a plan								
CONTRIBUTION PLAN (former Cooma-Monaro)								
Roads	783	20	–	21	(318)	–	506	–
Parking	37	–	–	1	–	–	38	–
Open space	122	10	–	3	–	–	135	–
Community facilities	29	–	–	1	–	–	30	–
Total	971	30	–	26	(318)	–	709	–
CONTRIBUTION PLAN (former Snowy River)								
Public parking	4	–	–	–	–	–	4	–
Roadworks	261	9	–	7	–	–	277	–
Open space and public art	23	9	–	1	–	–	33	–
Sport and recreation facilities	39	6	–	1	–	–	46	–
Community services and facilities	240	50	–	6	–	–	296	–
Shared pathways – Jindabyne area	9	5	–	–	–	–	14	–
Shared trails – Jindabyne area	23	24	–	1	–	–	48	–
Regional waste management	42	75	–	1	–	–	118	–
Bushfire services	31	15	–	1	–	–	47	–
Total	672	193	–	18	–	–	883	–

continued on next page ...

Page 72

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 21. Statement of developer contributions (continued)

\$ '000	as at 30/6/2018			Interest earned in year	Expenditure during year	Internal borrowing (to)/from	as at 30/6/2019	
	Opening Balance	Contributions received during the year					Held as restricted asset	Cumulative internal borrowings due/(payable)
		Cash	Non-cash					
S7.12 Levies – under a plan								
CONTRIBUTION PLAN NUMBER 1 (former Bombala)								
Other	22	--	--	1	--	--	23	--
Total	22	--	--	1	--	--	23	--
S7.11 Contributions – not under a plan								
(former Snowy River)								
Community facilities	25	--	--	--	--	--	25	--
Kerb and gutter	29	--	--	1	--	--	30	--
Voluntary payment agreement	40	111	--	1	(30)	--	122	--
Total	94	111	--	2	(30)	--	177	--

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 22. Financial result and financial position by fund

\$ '000	General ¹ 2019	Water 2019	Sewer 2019
Income Statement by fund			
Income from continuing operations			
Rates and annual charges	20,250	2,736	8,560
User charges and fees	8,294	5,693	146
Interest and investment revenue	1,527	498	565
Other revenues	1,379	238	167
Grants and contributions provided for operating purposes	24,152	57	53
Grants and contributions provided for capital purposes	5,329	585	1,022
Other income			
Net gains from disposal of assets	135	–	28
Total income from continuing operations	61,066	9,807	10,541
Expenses from continuing operations			
Employee benefits and on-costs	27,274	1,866	1,792
Borrowing costs	184	21	44
Materials and contracts	15,353	1,301	1,764
Depreciation and amortisation	14,421	3,462	2,492
Other expenses	5,071	2,090	2,009
Net losses from the disposal of assets	–	24	–
Total expenses from continuing operations	62,303	8,764	8,101
Operating result from continuing operations	(1,237)	1,043	2,440
Net operating result for the year	(1,237)	1,043	2,440
Net operating result attributable to each council fund	(1,237)	1,043	2,440
Net operating result for the year before grants and contributions provided for capital purposes	(6,566)	458	1,418

NB. All amounts disclosed above are gross – that is, they include internal charges and recoveries made between the funds.

⁽¹⁾ General fund refers to all of Council's activities except for its water and sewer activities which are listed separately.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 22. Financial result and financial position by fund (continued)

\$ '000	General ¹ 2019	Water 2019	Sewer 2019
Statement of Financial Position by fund			
ASSETS			
Current assets			
Cash and cash equivalents	5,959	2,464	2,690
Investments	10,189	4,212	4,599
Receivables	8,129	3,014	2,557
Inventories	1,695	-	-
Other	301	(2)	-
Total current assets	26,273	9,688	9,846
Non-current assets			
Investments	31,321	12,859	14,039
Receivables	-	-	105
Infrastructure, property, plant and equipment	965,862	94,107	74,144
Intangible assets	350	-	-
Total non-current assets	997,533	106,966	88,288
TOTAL ASSETS	1,023,806	116,654	98,134
LIABILITIES			
Current liabilities			
Payables	10,140	98	16
Borrowings	400	90	-
Provisions	6,688	-	-
Total current liabilities	17,228	188	16
Non-current liabilities			
Borrowings	701	174	-
Provisions	5,052	-	-
Total non-current liabilities	5,753	174	-
TOTAL LIABILITIES	22,981	362	16
Net assets	1,000,825	116,292	98,118
EQUITY			
Accumulated surplus	994,626	98,632	96,038
Revaluation reserves	5,980	17,660	2,080
Other reserves	219	-	-
Council equity interest	1,000,825	116,292	98,118
Total equity	1,000,825	116,292	98,118

NB. All amounts disclosed above are gross – that is, they include internal charges and recoveries made between the funds. Assets and liabilities shown in the water and sewer columns are restricted for use for these activities.

(1) General fund refers to all of Council's activities except for its water and sewer activities which are listed separately.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 23(a). Statement of performance measures – consolidated results

\$ '000	Amounts 2019	Indicator 2019	Prior period 2018	Benchmark
1. Operating performance ratio				
Total continuing operating revenue excluding capital grants and contributions less operating expenses ^{1,2}	(4,829)			
Total continuing operating revenue excluding capital grants and contributions ¹	74,315	(6.50)%	(3.67)%	>0.00%
2. Own source operating revenue ratio				
Total continuing operating revenue excluding all grants and contributions ¹	49,733			
Total continuing operating revenue ¹	81,251	61.21%	66.36%	>60.00%
3. Unrestricted current ratio				
Current assets less all external restrictions	39,302			
Current liabilities less specific purpose liabilities	9,708	4.05x	4.12x	>1.50x
4. Debt service cover ratio				
Operating result before capital excluding interest and depreciation/impairment/amortisation ¹	15,795			
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	2,116	7.46x	14.76x	>2.00x
5. Rates, annual charges, interest and extra charges outstanding percentage				
Rates, annual and extra charges outstanding	3,701			
Rates, annual and extra charges collectible	37,868	9.77%	10.64%	<10.00%
6. Cash expense cover ratio				
Current year's cash and cash equivalents plus all term deposits	88,113			
Monthly payments from cash flow of operating and financing activities	5,459	16.14 mths	19.72 mths	>3.00 mths

⁽¹⁾ Excludes fair value adjustments, reversal of revaluation decrements, net gain on sale of assets, and net loss of interests in joint ventures and associates.

⁽²⁾ Excludes impairment/revaluation decrements, net loss on sale of assets, and net loss on share of interests in joint ventures and associates.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 23(b). Statement of performance measures – by fund

\$ '000	General Indicators ¹		Water Indicators		Sewer Indicators		Benchmark
	2019	2018	2019	2018	2019	2018	
1. Operating performance ratio							
Total continuing operating revenue excluding capital grants and contributions less operating expenses ^{1,2}	(12.06)%	(9.23)%	4.97%	6.49%	14.94%	20.94%	>0.00%
Total continuing operating revenue excluding capital grants and contributions ¹							
2. Own source operating revenue ratio							
Total continuing operating revenue excluding capital grants and contributions ¹	51.09%	58.36%	93.45%	85.87%	89.77%	94.63%	>60.00%
Total continuing operating revenue ¹							
3. Unrestricted current ratio							
Current assets less all external restrictions	4.05x	4.12x	51.53x	85.14x	615.38x	42.70x	>1.50x
Current liabilities less specific purpose liabilities							
4. Debt service cover ratio							
Operating result before capital excluding interest and depreciation/impairment/amortisation ¹	3.85x	13.73x	187.67x	37.24x	89.86x	10.67x	>2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)							
5. Rates, annual charges, interest and extra charges outstanding percentage							
Rates, annual and extra charges outstanding	8.67%	9.20%	12.03%	16.43%	11.17%	13.37%	<10.00%
Rates, annual and extra charges collectible							
6. Cash expense cover ratio							
Current year's cash and cash equivalents plus all term deposits	11.11	13.77	36.61	64.57	31.73	49.78	>3.00
Payments from cash flow of operating and financing activities	mths	mths	mths	mths	mths	mths	mths

(1) - (2) Refer to Notes at Note 23(a) above.

(3) General fund refers to all of Council's activities except for its water and sewer activities which are listed separately.

END OF AUDITED FINANCIAL STATEMENTS

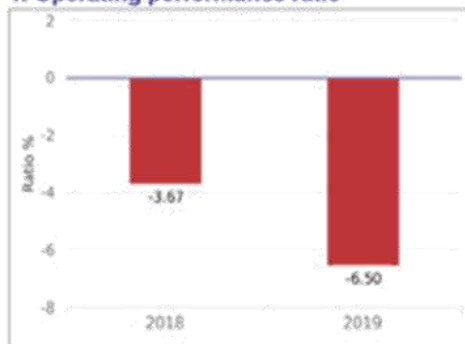
Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 23(c). Statement of performance measures – consolidated results (graphs)

1. Operating performance ratio



Purpose of operating performance ratio

This ratio measures Council's achievement of containing operating expenditure within operating revenue.

Commentary on 2018/19 result

2018/19 ratio (6.50)%

The downward trend in this ratio is more a reflection of the timing of operating grant funding received compared to the year expended rather than a reflection of Council's performance. This includes the additional \$4.5 million received with the reintroduction of prepaid Financial Assistance Grants in 2017. However, Council acknowledges the need to introduce measures to address its operating deficit as part of Long Term Financial Planning.

Benchmark: — > 0.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio achieves benchmark
 Ratio is outside benchmark

2. Own source operating revenue ratio



Purpose of own source operating revenue ratio

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.

Commentary on 2018/19 result

2018/19 ratio 61.21%

The shift in this ratio reflects Council's dependence on external (Grant) funding. Council has met the benchmark minimum of 60% in the last two years, however this is largely as a result of Water and Sewer business activities. The general fund own source operating revenue ratio is not meeting this benchmark at 51% down from 58% in 2018 due to additional operating grants received.

Benchmark: — > 60.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio achieves benchmark
 Ratio is outside benchmark

3. Unrestricted current ratio



Purpose of unrestricted current ratio

To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.

Commentary on 2018/19 result

2018/19 ratio 4.05x

Council continues to hold sufficient levels of cash to meet short term obligations.

Benchmark: — > 1.50x

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio achieves benchmark
 Ratio is outside benchmark

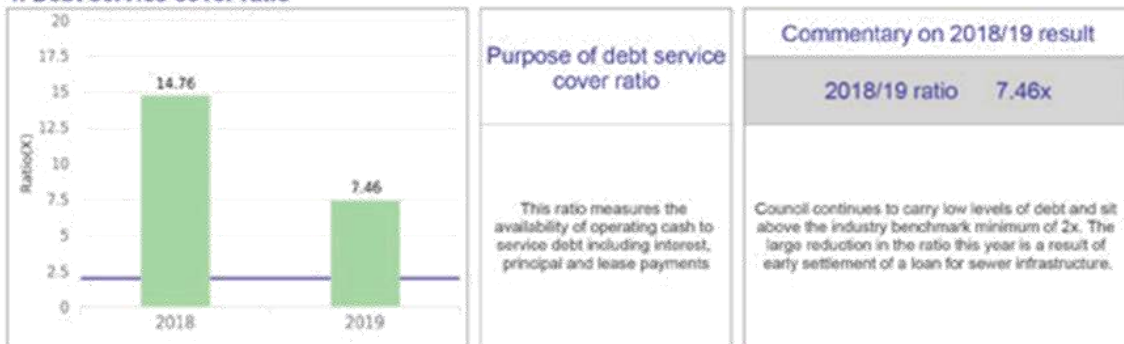
Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 23(c). Statement of performance measures – consolidated results (graphs)

4. Debt service cover ratio



Purpose of debt service cover ratio

This ratio measures the availability of operating cash to service debt including interest, principal and lease payments

Commentary on 2018/19 result

2018/19 ratio 7.46x

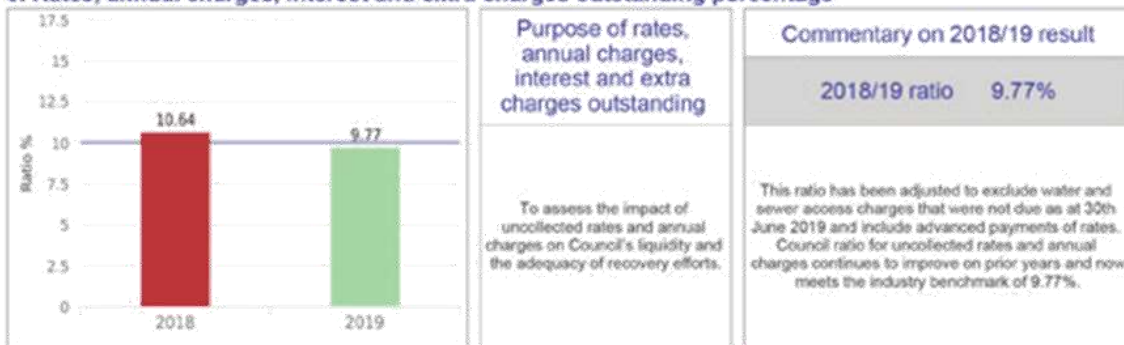
Council continues to carry low levels of debt and sit above the industry benchmark minimum of 2x. The large reduction in the ratio this year is a result of early settlement of a loan for sewer infrastructure.

Benchmark: — > 2.00x

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio achieves benchmark
 Ratio is outside benchmark

5. Rates, annual charges, interest and extra charges outstanding percentage



Purpose of rates, annual charges, interest and extra charges outstanding

To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.

Commentary on 2018/19 result

2018/19 ratio 9.77%

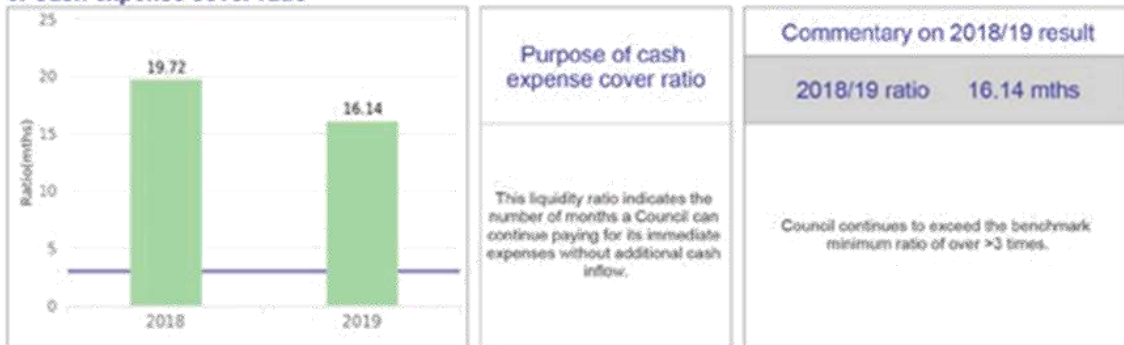
This ratio has been adjusted to exclude water and sewer access charges that were not due as at 30th June 2019 and include advanced payments of rates. Council ratio for uncollected rates and annual charges continues to improve on prior years and now meets the industry benchmark of 9.77%.

Benchmark: — < 10.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio achieves benchmark
 Ratio is outside benchmark

6. Cash expense cover ratio



Purpose of cash expense cover ratio

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.

Commentary on 2018/19 result

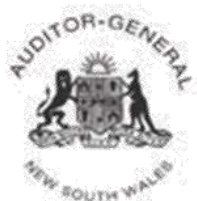
2018/19 ratio 16.14 mths

Council continues to exceed the benchmark minimum ratio of over >3 times.

Benchmark: — > 3.00mths

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio achieves benchmark
 Ratio is outside benchmark



INDEPENDENT AUDITOR'S REPORT

Report on the general purpose financial statements

Snowy Monaro Regional Council

To the Councillors of the Snowy Monaro Regional Council

Opinion

I have audited the accompanying financial statements of Snowy Monaro Regional Council (the Council), which comprise the Income Statement and Statement of Comprehensive Income for the year ended 30 June 2019, the Statement of Financial Position as at 30 June 2019, the Statement of Changes in Equity and Statement of Cash Flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by Councillors and Management.

In my opinion:

- the Council's accounting records have been kept in accordance with the requirements of the *Local Government Act 1993*, Chapter 13, Part 3, Division 2 (the Division)
- the financial statements:
 - have been presented, in all material respects, in accordance with the requirements of this Division
 - are consistent with the Council's accounting records
 - present fairly, in all material respects, the financial position of the Council as at 30 June 2019, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards
- all information relevant to the conduct of the audit has been obtained
- no material deficiencies in the accounting records or financial statements have come to light during the audit.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Other Information

The Council's annual report for the year ended 30 June 2019 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the special purpose financial statements and Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the special purpose financial statements and Special Schedule - Permissible income for general rates.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and the *Local Government Act 1993*, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting except where the Council will be dissolved or amalgamated by an Act of Parliament, or otherwise cease operations.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.augasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

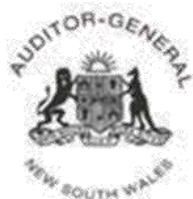
My opinion does not provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- on the Original Budget information included in the Income Statement, Statement of Cash Flows, and Note 18 Material budget variations
- on the Special Schedules. A separate opinion has been provided on Special Schedule - Permissible income for general rates
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Lawrissa Chan
Director, Financial Audit Services
Delegate of the Auditor-General for New South Wales

30 October 2019
SYDNEY



Peter Beer
 Mayor
 Snowy Monaro Regional Council
 PO Box 714
 COOMA NSW 2630

Contact: Lawrissa Chan
 Phone no: (02) 9275 7255
 Our ref: D1925065/1787

30 October 2019

Dear Mayor

**Report on the Conduct of the Audit
 for the year ended 30 June 2019
 Snowy Monaro Regional Council**

I have audited the general purpose financial statements (GPFS) of the Snowy Monaro Regional Council (the Council) for the year ended 30 June 2019 as required by section 415 of the *Local Government Act 1993* (the Act).

I expressed an unmodified opinion on the Council's GPFS.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2019 is issued in accordance with section 417 of the Act. This Report should be read in conjunction with my audit opinion on the GPFS issued under section 417(2) of the Act.

INCOME STATEMENT

Operating result

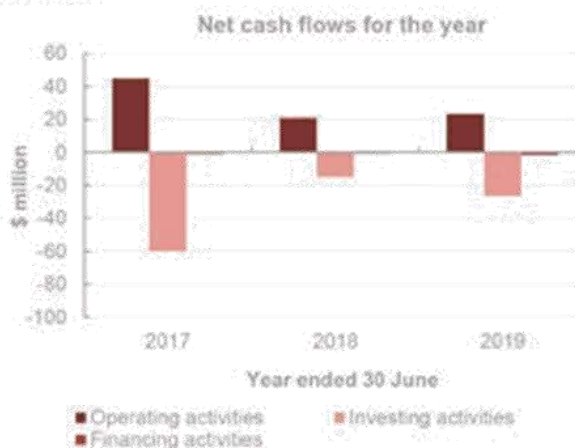
	2019	2018	Variance
	\$m	\$m	%
Rates and annual charges revenue	31.5	29.4	↑ 7.1
Grants and contributions revenue	31.2	24.7	↑ 26.3
Operating result for the year	2.2	1.5	↑ 46.7
Net operating result before capital grants and contributions	(4.7)	(2.5)	↓ 88

The following comments are made in respect of Council's operating result for the year:

- Rates and annual charges revenue (\$31.5 million) increased by \$2.1 million (7.1 per cent) in 2018–2019. This is mainly due to the permissible rate increase of 2.3 per cent granted by the Minister for Local Government and increase in domestic waste management and sewerage service annual charges.
- Grants and contributions revenue (\$31.2 million) increased by \$6.5 million (26.3 per cent) in 2018–2019 due to:
 - New Council Implementation fund in 2018–19 (\$3.5 million)
 - Stronger Communities and Stronger Country Communities Funds (\$4.1 million).
- Council's operating result was a surplus of \$2.2 million (\$1.5 million surplus for the year ended 30 June 2018). The increase of \$0.7 million was mainly attributed to the Council receiving \$3.5 million in the New Council Implementation fund this year and a total of \$4.1 million in the Stronger Communities and Stronger Country Communities Funds. This was offset by higher expenses, including \$3.4 million in employee expenses as the number of 'full time equivalent' employees increased from 340 in 2018 to 360 in 2019.
- The net operating result before capital grants and contributions was a deficit of \$4.7 million (\$2.5 million deficit for the year ended 30 June 2018). This is mainly due to the increase of \$3.4 million in employee expenses.

STATEMENT OF CASH FLOWS

- Council's cash and cash equivalents was \$11.1 million (\$16.3 million for the year ended 30 June 2018). There was a net reduction in cash and cash equivalents of \$5.2 million at 30 June 2019.
- Net cash provided by operating activities increased by \$2.1 million. This is mainly due to increased cash receipts from grants and contributions.
- Net cash used in investing activities increased by \$10.8 million. This is mainly due to the \$5 million increase in the net sale and purchase of investments securities and the \$5.8 million increase in the purchase of infrastructure, property, plant and equipment.
- Net cash used in financing activities increased by \$1.1 million as there were higher repayments in borrowings and advances.



FINANCIAL POSITION

Cash and investments

Cash and investments	2019	2018	Commentary
	\$m	\$m	
External restrictions	59.2	49.7	<ul style="list-style-type: none"> • Externally restricted cash and investments are restricted in their use by externally imposed requirements. Council's externally restricted cash and investments have increased by \$9.5 million primarily due to: <ul style="list-style-type: none"> - Developer contributions (\$1.4 million) - Specific purpose unexpended grants (\$2.3 million) - Water supplies (\$3.2 million) - Sewerage services (\$2.2 million) • Internally restricted cash and investments have been restricted in their use by resolution or policy of Council. The \$6.7 million decrease in internally restricted funds are primarily due to: <ul style="list-style-type: none"> - Fewer uncompleted works in 2018–19 (\$3 million) - Fewer plant and vehicle replacements (\$0.9 million) • Unrestricted cash has remained consistent year on year.
Internal restrictions	28.6	35.3	
Unrestricted	0.6	0.2	
Cash and investments	88.4	85.2	

Debt

- Council has \$1.4 million of borrowings as at 30 June 2019 (2018: \$3.2 million).
- Council have an unrestricted overdraft facility of \$300 thousand which was undrawn as at 30 June 2019, as well as \$105 thousand of corporate credit cards facility which is undrawn as at 30 June 2019.

PERFORMANCE

Operating performance ratio

- The 'operating performance ratio' measures how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by the former Office of Local Government (OLG) is greater than zero per cent.
- Council's operating performance ratio of -6.5 per cent is below the industry benchmark of greater than 0 per cent.
- The operating performance ratio decreased by 2.83 per cent compared to the prior year due to the higher operating expenses, such as \$3.4 million in employee expenses.



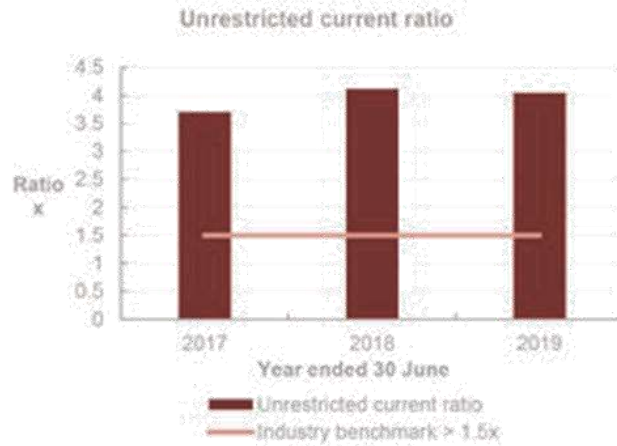
Own source operating revenue ratio

- The 'own source operating revenue ratio' measures council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by the former OLG is greater than 60 per cent.
- The Council's own source operating revenue ratio of 61.21 per cent is above the industry benchmark of 60 per cent. This indicates that the Council has a diversified source of income and does not have an overly strong reliance on operating grants and contributions.
- The Council's ratio decreased from the prior year (2018: 66.36 per cent), which was mainly due to the increase in grants and contributions received in the current year.



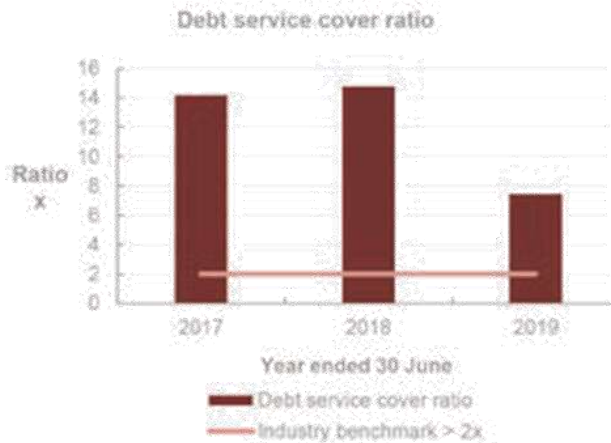
Unrestricted current ratio

- The 'unrestricted current ratio' is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The benchmark set by the former OLG is greater than 1.5 times.
- The Council's liquidity ratio of 4.1 times is greater than the industry benchmark minimum of greater than 1.5 times. This indicates that the Council has sufficient liquidity to meet its current liabilities as and when they fall due.
- The Council's unrestricted current ratio has remained steady in comparison to the prior year (2018: 4.1 times)



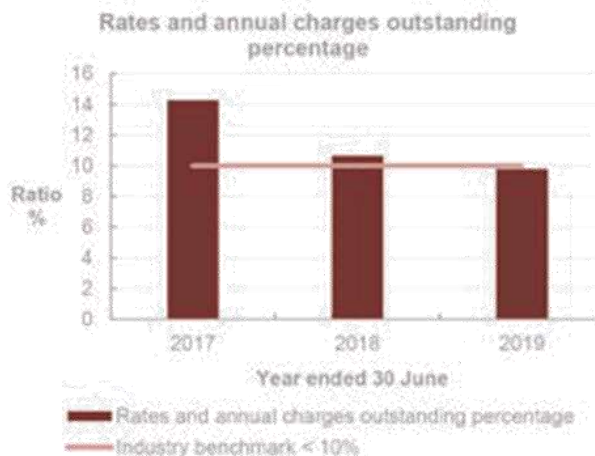
Debt service cover ratio

- The 'debt service cover ratio' measures the operating cash to service debt including interest, principal and lease payments. The benchmark set by the former OLG is greater than two times.
- Council's debt service cover ratio of 7.6 times is higher than the industry benchmark of greater than 2 times.
- The decrease in the ratio compared with prior year (2018: 14.76 times) was due to the early settlement of a loan for sewer infrastructure.



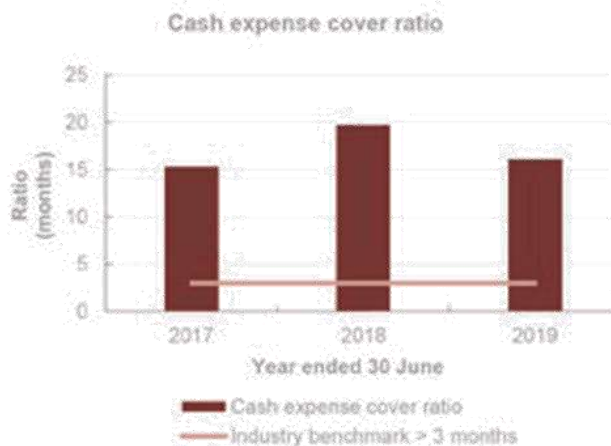
Rates and annual charges outstanding percentage

- The 'rates and annual charges outstanding percentage' assesses the impact of uncollected rates and annual charges on council's liquidity and the adequacy of debt recovery efforts. The benchmark set by the former OLG is less than 10 per cent for regional and rural councils.
- The Council's rates and annual charges outstanding ratio of 9.77 is within the benchmark of less than 10 per cent for regional and rural councils.
- The Council's rates and annual charges outstanding percentage has decreased slightly from the previous year (2018: 10.64 per cent) and is attributed to the improvements in the Council's debt collection procedures.



Cash expense cover ratio

- This liquidity ratio indicates the number of months the council can continue paying for its immediate expenses without additional cash inflow. The benchmark set by the former OLG is greater than three months.
- The Council's cash expense cover ratio was 16.1 months, which is above the industry benchmark of greater than 3 months. This indicates that Council had the capacity to cover 16.1 months of operating cash expenditure without additional cash inflows as at 30 June 2019.
- The Council's cash expense cover ratio has decreased by 3.6 months since the prior year due to additional payments for investment securities and infrastructure, property, plant and equipment in 2018-19.



Infrastructure, property, plant and equipment renewals

The Council has renewed \$16.1 million of assets in the 2018-19 financial year, compared to \$10.4 million in the prior year. The increase is primarily due to transport infrastructure projects.

OTHER MATTERS

New accounting standards implemented

Application period	Overview
AASB 9 'Financial Instruments' and revised AASB 7 'Financial Instruments: Disclosures'	
For the year ended 30 June 2019	<p>AASB 9 replaces AASB 139 'Financial Instruments: Recognition and Measurement' and changes the way financial instruments are treated for financial reporting.</p> <p>Key changes include:</p> <ul style="list-style-type: none">• a simplified model for classifying and measuring financial assets• a new method for calculating impairment• a new type of hedge accounting that more closely aligns with risk management. <p>The revised AASB 7 includes new disclosures as a result of AASB 9.</p> <p>Council's disclosure of the impact of adopting AASB 9 is disclosed in Note 13.</p>

Legislative compliance

My audit procedures did not identify any instances of non-compliance with legislative requirements or a material deficiency in the Council's accounting records or financial statements. The Council's:

- accounting records were maintained in a manner and form to allow the GPFS to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.



Lawrissa Chan
Director, Financial Audit Services

Delegate of the Auditor-General for New South Wales

cc: Peter Smith, Acting General Manager
Melissa Tooke, Chair of Audit, Risk and Improvement Committee
Jim Betts, Secretary of the Department of Planning, Industry and Environment

Financial Statements 2019

Snowy Monaro Regional Council

SPECIAL PURPOSE FINANCIAL STATEMENTS

for the year ended 30 June 2019



Snowy Monaro Regional Council
Special Purpose Financial Statements
for the year ended 30 June 2019

Special Purpose Financial Statements 2019

Contents	Page
Statement by Councillors & Management	3
Special Purpose Financial Statements	
Income Statement – Water Supply Business Activity	4
Income Statement – Sewerage Business Activity	5
Income Statement – Waste Management	6
Income Statement – Residential Aged Care	7
Statement of Financial Position – Water Supply Business Activity	8
Statement of Financial Position – Sewerage Business Activity	9
Statement of Financial Position – Waste Management	10
Statement of Financial Position – Residential Aged Care	11
Note 1 – Significant Accounting Policies	12
Auditor’s Report on Special Purpose Financial Statements	15

Background

- i. These Special Purpose Financial Statements have been prepared for use by both the Council and the Office of Local Government in fulfilling their requirements under National Competition Policy.
- ii. The principle of competitive neutrality is based on the concept of a ‘level playing field’ between persons/entities competing in a market place, particularly between private and public sector competitors.

Essentially, the principle is that government businesses, whether Commonwealth, state or local, should operate without net competitive advantages over other businesses as a result of their public ownership.
- iii. For Council, the principle of competitive neutrality and public reporting applies only to declared business activities.

These include (a) those activities classified by the Australian Bureau of Statistics as business activities being water supply, sewerage services, abattoirs, gas production and reticulation, and (b) those activities with a turnover of more than \$2 million that Council has formally declared as a business activity (defined as Category 1 activities).
- iv. In preparing these financial statements for Council’s self-classified Category 1 businesses and ABS-defined activities, councils must (a) adopt a corporatisation model and (b) apply full cost attribution including tax-equivalent regime payments and debt guarantee fees (where the business benefits from Council’s borrowing position by comparison with commercial rates).

Snowy Monaro Regional Council

Special Purpose Financial Statements for the year ended 30 June 2019

Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- the NSW Government Policy Statement 'Application of National Competition Policy to Local Government',
- the Division of Local Government Guidelines 'Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality',
- the Local Government Code of Accounting Practice and Financial Reporting,
- the NSW Office of Water Best-Practice Management of Water and Sewerage Guidelines.

To the best of our knowledge and belief, these statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records.
- present overhead reallocation charges to the water and sewerage businesses as fair and reasonable.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 19 September 2019.



Peter Beer
Mayor
21 October 2019



Rogan Corbett
Councillor
21 October 2019



Peter Smith
Acting General Manager
21 October 2019



Matthew Payne
Responsible Accounting Officer
21 October 2019

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Income Statement – Water Supply Business Activity
 for the year ended 30 June 2019

\$ '000	2019	2018
Income from continuing operations		
Access charges	2,736	2,516
User charges	5,535	5,026
Fees	158	48
Interest	498	401
Grants and contributions provided for non-capital purposes	57	37
Profit from the sale of assets	–	46
Other income	238	190
Total income from continuing operations	9,222	8,264
Expenses from continuing operations		
Employee benefits and on-costs	1,866	1,696
Borrowing costs	21	26
Materials and contracts	1,301	1,056
Depreciation, amortisation and impairment	3,482	3,348
Loss on sale of assets	24	50
Other expenses	2,090	1,552
Total expenses from continuing operations	8,764	7,728
Surplus (deficit) from continuing operations before capital amounts	458	536
Grants and contributions provided for capital purposes	585	1,317
Surplus (deficit) from continuing operations after capital amounts	1,043	1,853
Surplus (deficit) from all operations before tax	1,043	1,853
Less: corporate taxation equivalent (27.5%) [based on result before capital]	(126)	(147)
SURPLUS (DEFICIT) AFTER TAX	917	1,706
Plus accumulated surplus	97,589	95,736
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	126	147
Closing accumulated surplus	98,632	97,589
Return on capital %	0.5%	0.6%
Subsidy from Council	763	1,935
Calculation of dividend payable:		
Surplus (deficit) after tax	917	1,706
Less: capital grants and contributions (excluding developer contributions)	(585)	(966)
Surplus for dividend calculation purposes	332	740
Potential dividend calculated from surplus	166	370

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Income Statement – Sewerage Business Activity
 for the year ended 30 June 2019

\$ '000	2019	2018
Income from continuing operations		
Access charges	8,500	7,612
User charges	91	323
Fees	55	31
Interest	565	438
Grants and contributions provided for non-capital purposes	53	43
Profit from the sale of assets	–	1
Other income	167	144
Total income from continuing operations	9,491	8,592
Expenses from continuing operations		
Employee benefits and on-costs	1,792	1,783
Borrowing costs	44	99
Materials and contracts	1,764	1,178
Depreciation, amortisation and impairment	2,492	2,403
Loss on sale of assets	(28)	3
Other expenses	2,009	1,327
Total expenses from continuing operations	8,073	6,793
Surplus (deficit) from continuing operations before capital amounts	1,418	1,799
Grants and contributions provided for capital purposes	1,022	442
Surplus (deficit) from continuing operations after capital amounts	2,440	2,241
Surplus (deficit) from all operations before tax	2,440	2,241
Less: corporate taxation equivalent (27.5%) [based on result before capital]	(390)	(495)
SURPLUS (DEFICIT) AFTER TAX	2,050	1,746
Plus accumulated surplus	93,598	91,357
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	390	495
Closing accumulated surplus	96,038	93,598
Return on capital %	2.0%	2.6%
Subsidy from Council	–	58
Calculation of dividend payable:		
Surplus (deficit) after tax	2,050	1,746
Less: capital grants and contributions (excluding developer contributions)	(1,022)	(36)
Surplus for dividend calculation purposes	1,028	1,710
Potential dividend calculated from surplus	514	855

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Income Statement – Waste Management
 for the year ended 30 June 2019

\$ '000	2019 Category 1	2018 Category 1
Income from continuing operations		
Access charges	4,524	3,975
User charges	883	817
Fees	1,476	1,312
Interest	166	122
Grants and contributions provided for non-capital purposes	38	25
Other income	1,659	1,759
Total income from continuing operations	8,746	8,010
Expenses from continuing operations		
Employee benefits and on-costs	2,790	2,650
Borrowing costs	169	263
Materials and contracts	2,485	2,996
Depreciation, amortisation and impairment	817	718
Loss on sale of assets	1	-
Other expenses	1,282	1,165
Total expenses from continuing operations	7,544	7,792
Surplus (deficit) from continuing operations before capital amounts	1,202	218
Grants and contributions provided for capital purposes	87	53
Surplus (deficit) from continuing operations after capital amounts	1,289	271
Surplus (deficit) from all operations before tax	1,289	271
Less: corporate taxation equivalent (27.5%) [based on result before capital]	(331)	(60)
SURPLUS (DEFICIT) AFTER TAX	958	211
Plus accumulated surplus	9,330	9,059
Plus adjustments for amounts unpaid:		
- Corporate taxation equivalent	331	60
Closing accumulated surplus	10,619	9,330
Return on capital %	14.5%	5.1%

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Income Statement – Residential Aged Care
 for the year ended 30 June 2019

\$ '000	2019 Category 1	2018 Category 1
Income from continuing operations		
User charges	251	–
Fees	782	1,140
Interest	170	130
Grants and contributions provided for non-capital purposes	1,689	1,883
Other income	–	16
Total income from continuing operations	2,892	3,169
Expenses from continuing operations		
Employee benefits and on-costs	2,550	2,822
Materials and contracts	1,127	533
Depreciation, amortisation and impairment	296	260
Other expenses	199	167
Total expenses from continuing operations	4,172	3,782
Surplus (deficit) from continuing operations before capital amounts	(1,280)	(613)
Grants and contributions provided for capital purposes	500	20
Surplus (deficit) from continuing operations after capital amounts	(780)	(593)
Surplus (deficit) from all operations before tax	(780)	(593)
Less: corporate taxation equivalent (27.5%) [based on result before capital]	–	–
SURPLUS (DEFICIT) AFTER TAX	(780)	(593)
Plus accumulated surplus	6,993	7,586
Plus adjustments for amounts unpaid:		
Closing accumulated surplus	6,213	6,993
Return on capital %	(20.0)%	(9.3)%
Subsidy from Council	1,365	564

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Statement of Financial Position – Water Supply Business Activity
 as at 30 June 2019

\$ '000	2019	2018
ASSETS		
Current assets		
Cash and cash equivalents	2,464	942
Investments	4,212	8,790
Receivables	3,014	3,637
Other	(2)	(2)
Total current assets	9,688	13,367
Non-current assets		
Investments	12,859	5,965
Infrastructure, property, plant and equipment	94,107	94,938
Total non-current assets	106,966	100,903
TOTAL ASSETS	116,654	114,270
LIABILITIES		
Current liabilities		
Payables	98	72
Borrowings	90	85
Total current liabilities	188	157
Non-current liabilities		
Borrowings	174	264
Total non-current liabilities	174	264
TOTAL LIABILITIES	362	421
NET ASSETS	116,292	113,849
EQUITY		
Accumulated surplus	98,632	97,589
Revaluation reserves	17,660	16,260
TOTAL EQUITY	116,292	113,849

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Statement of Financial Position – Sewerage Business Activity
 as at 30 June 2019

\$ '000	2019	2018
ASSETS		
Current assets		
Cash and cash equivalents	2,690	1,107
Investments	4,599	10,333
Receivables	2,557	3,078
Total current assets	9,846	14,518
Non-current assets		
Investments	14,039	7,012
Receivables	105	123
Infrastructure, property, plant and equipment	74,144	74,359
Total non-current assets	88,288	81,494
TOTAL ASSETS	98,134	96,012
LIABILITIES		
Current liabilities		
Payables	16	16
Borrowings	-	324
Total current liabilities	16	340
Non-current liabilities		
Borrowings	-	1,104
Total non-current liabilities	-	1,104
TOTAL LIABILITIES	16	1,444
NET ASSETS	98,118	94,568
EQUITY		
Accumulated surplus	96,038	93,596
Revaluation reserves	2,080	971
TOTAL EQUITY	98,118	94,567

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Statement of Financial Position – Waste Management
 as at 30 June 2019

\$ '000	2019 Category 1	2018 Category 1
ASSETS		
Current assets		
Cash and cash equivalents	788	5,445
Investments	1,348	111
Receivables	664	619
Total current assets	2,800	6,175
Non-current assets		
Investments	4,115	–
Infrastructure, property, plant and equipment	9,430	9,355
Other	3	3
Total non-current assets	13,548	9,358
TOTAL ASSETS	16,348	15,533
LIABILITIES		
Current liabilities		
Payables	7	8
Borrowings	269	231
Total current liabilities	276	239
Non-current liabilities		
Borrowings	564	832
Provisions	5,013	5,255
Total non-current liabilities	5,577	6,087
TOTAL LIABILITIES	5,853	6,326
NET ASSETS	10,495	9,207
EQUITY		
Accumulated surplus	10,619	9,330
Revaluation reserves	(124)	(123)
TOTAL EQUITY	10,495	9,207

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Statement of Financial Position – Residential Aged Care
 as at 30 June 2019

\$ '000	2019 Category 1	2018 Category 1
ASSETS		
Current assets		
Cash and cash equivalents	533	–
Investments	3,692	4,948
Receivables	45	71
Total current assets	4,270	5,019
Non-current assets		
Infrastructure, property, plant and equipment	6,410	6,561
Intangible assets	350	350
Total non-current assets	6,760	6,911
TOTAL ASSETS	11,030	11,930
LIABILITIES		
Current liabilities		
Payables	4,097	4,218
Total current liabilities	4,097	4,218
TOTAL LIABILITIES	4,097	4,218
NET ASSETS	6,933	7,712
EQUITY		
Accumulated surplus	6,213	6,992
Revaluation reserves	720	720
TOTAL EQUITY	6,933	7,712

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Notes to the Special Purpose Financial Statements for the year ended 30 June 2019

Note 1. Significant Accounting Policies

A statement summarising the supplemental accounting policies adopted in the preparation of the Special Purpose Financial Statements (SPFS) for National Competition Policy (NCP) reporting purposes follows.

These financial statements are SPFS prepared for use by Council and the Office of Local Government. For the purposes of these statements, the Council is a non-reporting not-for-profit entity.

The figures presented in these Special Purpose Financial Statements have been prepared in accordance with the recognition and measurement criteria of relevant Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board (AASB) and Australian Accounting Interpretations.

The disclosures in these Special Purpose Financial Statements have been prepared in accordance with the Local Government Act 1993 (NSW), the *Local Government (General) Regulation 2005*, and the Local Government Code of Accounting Practice and Financial Reporting.

The statements are prepared on an accruals basis. They are based on historic costs and do not take into account changing money values or, except where specifically stated, current values of non-current assets. Certain taxes and other costs, appropriately described, have been imputed for the purposes of the National Competition Policy.

The Statement of Financial Position includes notional assets/liabilities receivable from/payable to Council's general fund. These balances reflect a notional intra-entity funding arrangement with the declared business activities.

National Competition Policy

Council has adopted the principle of 'competitive neutrality' in its business activities as part of the National Competition Policy which is being applied throughout Australia at all levels of government.

The framework for its application is set out in the June 1996 NSW government policy statement titled 'Application of National Competition Policy to Local Government'.

The *Pricing and Costing for Council Businesses, A Guide to Competitive Neutrality* issued by the Office of Local Government in July 1997 has also been adopted.

The pricing and costing guidelines outline the process for identifying and allocating costs to activities and provide a standard for disclosure requirements.

These disclosures are reflected in Council's pricing and/or financial reporting systems and include taxation equivalents, Council subsidies, return on investments (rate of return), and dividends paid.

Declared business activities

In accordance with *Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality*, Council has declared that the following are to be considered as business activities:

Category 1

(where gross operating turnover is over \$2 million)

a. Water Supply

Water supply services

b. Sewerage Service

Sewerage reticulation, treatment and associated activities

c. Waste Management

Collection and disposal of garbage

d. Aged Care Services

Combined services offered at Yallambee Lodge and Snowy River Hostel (previous years reported Yallambee Lodge only)

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Notes to the Special Purpose Financial Statements for the year ended 30 June 2019

Note 1. Significant Accounting Policies (continued)

Category 2

(where gross operating turnover is less than \$2 million)

Nil

Monetary amounts

Amounts shown in the financial statements are in Australian dollars and rounded to the nearest one thousand dollars.

(i) Taxation equivalent charges

Council is liable to pay various taxes and financial duties. Where this is the case, they are disclosed as a cost of operations just like all other costs.

However, where Council does not pay some taxes which are generally paid by private sector businesses, such as income tax, these equivalent tax payments have been applied to all Council-nominated business activities and are reflected in Special Purpose Financial Statements.

For the purposes of disclosing comparative information relevant to the private sector equivalent, the following taxation equivalents have been applied to all Council-nominated business activities (this does not include Council's non-business activities):

Notional rate applied (%)

Corporate income tax rate – 27.5%

Land tax – the first \$692,000 of combined land values attracts 0%. For the combined land values in excess of \$692,001 up to \$4,231,000 the rate is 1.6% + \$100. For the remaining combined land value that exceeds \$4,231,000 a premium marginal rate of 2.0% applies.

Payroll tax – 5.45% on the value of taxable salaries and wages in excess of \$850,000.

In accordance with the Department of Industry (DoI) – Water guidelines, a payment for the amount calculated as the annual tax equivalent charges (excluding income tax) must be paid from water supply and sewerage business activities.

The payment of taxation equivalent charges, referred to in the DoI – Water guidelines as a 'dividend for taxation equivalent', may be applied for any purpose allowed under the *Local Government Act, 1993*.

Achievement of substantial compliance to the DoI – Water guidelines is not a prerequisite for the payment of the tax equivalent charges, however the payment must not exceed \$3 per assessment.

Income tax

An income tax equivalent has been applied on the profits of the business activities.

Whilst income tax is not a specific cost for the purpose of pricing a good or service, it needs to be taken into account in terms of assessing the rate of return required on capital invested.

Accordingly, the return on capital invested is set at a pre-tax level - gain/(loss) from ordinary activities before capital amounts, as would be applied by a private sector competitor. That is, it should include a provision equivalent to the corporate income tax rate, currently 27.5%.

Income tax is only applied where a gain/ (loss) from ordinary activities before capital amounts has been achieved.

Since the taxation equivalent is notional – that is, it is payable to Council as the 'owner' of business operations - it represents an internal payment and has no effect on the operations of the Council. Accordingly, there is no need for disclosure of internal charges in the SPFS.

The rate applied of 27.5% is the equivalent company tax rate prevalent at reporting date. No adjustments have been made for variations that have occurred during the year.

continued on next page ...

Page 13

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Notes to the Special Purpose Financial Statements for the year ended 30 June 2019

Note 1. Significant Accounting Policies (continued)

Local government rates and charges

A calculation of the equivalent rates and charges payable on all category 1 businesses has been applied to all land assets owned or exclusively used by the business activity.

Loan and debt guarantee fees

The debt guarantee fee is designed to ensure that council business activities face 'true' commercial borrowing costs in line with private sector competitors.

In order to calculate a debt guarantee fee, Council has determined what the differential borrowing rate would have been between the commercial rate and Council's borrowing rate for its business activities.

(ii) Subsidies

Government policy requires that subsidies provided to customers, and the funding of those subsidies, must be explicitly disclosed.

Subsidies occur when Council provides services on a less-than-cost-recovery basis. This option is exercised on a range of services in order for Council to meet its community service obligations.

Accordingly, 'subsidies disclosed' (in relation to National Competition Policy) represents the difference between revenue generated from 'rate of return' pricing and revenue generated from prices set by Council in any given financial year.

The overall effect of subsidies is contained within the Income Statement of each reported business activity.

(iii) Return on investments (rate of return)

The NCP policy statement requires that councils with Category 1 businesses 'would be expected to generate a return on capital funds employed that is comparable to rates of return for private businesses operating in a similar field'.

Such funds are subsequently available for meeting commitments or financing future investment strategies.

The actual rate of return achieved by each business activity is disclosed at the foot of each respective Income Statement.

The rate of return is calculated as follows:

Operating result before capital income + interest expense

Written down value of I,PP&E as at 30 June

As a minimum, business activities should generate a return equal to the Commonwealth 10 year bond rate which is 1.32% at 30/6/19.

(iv) Dividends

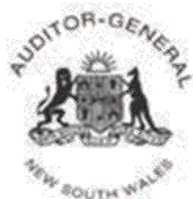
Council is not required to pay dividends to either itself (as owner of a range of businesses) or to any external entities.

Local government water supply and sewerage businesses are permitted to pay an annual dividend from its water supply or sewerage business surplus.

Each dividend must be calculated and approved in accordance with the Department of Industry – Water guidelines and must not exceed:

- 50% of this surplus in any one year, or
- the number of water supply or sewerage assessments at 30 June 2019 multiplied by \$30 (less the payment for tax equivalent charges, not exceeding \$3 per assessment).

In accordance with the Department of Industry – Water guidelines a Dividend Payment form, Statement of Compliance, Unqualified Independent Financial Audit Report and Compliance Audit Report are required to be submitted to the Department of Industry – Water.



INDEPENDENT AUDITOR'S REPORT
Report on the special purpose financial statements
Snowy Monaro Regional Council

To the Councillors of the Snowy Monaro Regional Council

Opinion

I have audited the accompanying special purpose financial statements (the financial statements) of Snowy Monaro Regional Council's (the Council) declared business activities, which comprise the Income Statement of each declared business activity for the year ended 30 June 2019, the Statement of Financial Position of each declared business activity as at 30 June 2019, Note 1 Significant accounting policies for the business activities declared by Council, and the Statement by Councillors and Management.

The declared business activities of the Council are:

- Water Supply
- Sewerage Service
- Waste Management
- Aged Care Services.

In my opinion, the financial statements present fairly, in all material respects, the financial position of the Council's declared business activities as at 30 June 2019, and its financial performance for the year then ended, in accordance with the Australian Accounting Standards described in Note 1 and the Local Government Code of Accounting Practice and Financial Reporting – update number 27 (LG Code).

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as the auditor of councils
- precluding the Auditor-General from providing non-audit services.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to Note 1 to the financial statements which describes the basis of accounting. The financial statements have been prepared for the purpose of fulfilling the Council's financial reporting responsibilities under the LG Code. As a result, the financial statements may not be suitable for another purpose.

Other Information

The Council's annual report for the year ended 30 June 2019 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements and Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements and Special Schedule 'Permissible income for general rates'.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements and for determining that the accounting policies, described in Note 1 to the financial statements, are appropriate to meet the requirements in the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless it is not appropriate to do so.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

My opinion does not provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Lawrissa Chan
Director, Financial Audit Services
Delegate of the Auditor-General for New South Wales

30 October 2019
SYDNEY

Special Purpose Financial Statements 2019

Snowy Monaro Regional Council

SPECIAL SCHEDULES
for the year ended 30 June 2019



Snowy Monaro Regional Council

Special Schedules 2019

Special Schedules

for the year ended 30 June 2019

Contents	Page
Special Schedules	
Permissible income for general rates	3
Report on Infrastructure Assets - Values	7

Snowy Monaro Regional Council

Special Schedules 2019

Permissible income for general rates

\$ '000		2019/20 Bombala Council	2019/20 Cooma-Monaro Shire Council	2019/20 Snowy River Shire Council	2019/20 Snowy Monaro Regional	2018/19 Bombala Council	2018/19 Cooma-Monaro Shire Council	2018/19 Snowy River Shire Council	2018/19 Snowy Monaro Regional
Notional general income calculation ¹									
Last year notional general income yield	a	2,426	7,227	6,078	15,731	2,367	7,140	5,892	15,399
Plus or minus adjustments ²	b	4	57	67	128	3	47	53	103
Notional general income	c = a + b	2,430	7,284	6,145	15,859	2,370	7,187	5,945	15,502
Permissible income calculation									
Or rate peg percentage	e	2.70%	2.70%	2.70%		2.30%	2.30%	2.30%	
Or plus rate peg amount	f = a x (d + g)	66	197	166	429	55	165	137	357
Sub-total	h = (c + f + i + j)	2,496	7,481	6,311	16,288	2,425	7,352	6,082	15,859
Plus (or minus) last year's carry forward total	i	-1	83	14	98	2	(42)	10	(30)
Sub-total	o = (h + i)	1	83	14	98	2	(42)	10	(30)
Total permissible income	o + k + n	2,497	7,564	6,325	16,386	2,427	7,310	6,092	15,829
Less notional general income yield	p	2,495	7,505	6,311	16,311	2,426	7,227	6,078	15,731
Catch-up or (excess) result	q = o - p	1	59	14	74	1	83	14	98
Less unused catch-up ³	r	-	-	(10)	(10)	-	-	-	-
Carry forward to next year ⁴	t = q + r + s	1	89	4	64	1	83	14	98

(1) The notional general income will not reconcile with rate income in the financial statements in the corresponding year. The statements are reported on an accrual accounting basis which include amounts that relate to prior years' rates income.

(2) Adjustments account for changes in the number of assessments and any increase or decrease in land value occurring during the year. The adjustments are called 'supplementary valuations' as defined in the Valuation of Land Act 1916.

(3) Unused catch-up amounts will be deducted if they are not caught up within 2 years. Usually councils will have a nominal carry forward figure. These amounts can be adjusted for in setting the rates in a future year.

(4) Carry forward amounts which are in excess (an amount that exceeds the permissible income) require ministerial approval by order published in the NSW Government Gazette in accordance with section 512 of the Local Government Act 1993. The OLG will extract these amounts from Council's Permissible income for general rates Statement in the financial data return (FDR) to administer this process.



Special Schedules 2019

INDEPENDENT AUDITOR'S REPORT

Special Schedule - Permissible income for general rates

Snowy Monaro Regional Council

To the Councillors of the Snowy Monaro Regional Council

Opinion

I have audited the accompanying Special Schedule – Permissible income for general rates (the Schedule) of Snowy Monaro Regional Council (the Council) for the year ending 30 June 2020.

In my opinion, the Schedule is prepared, in all material respects in accordance with the requirements of the Local Government Code of Accounting Practice and Financial Reporting – update number 27 (LG Code) and is in accordance with the books and records of the Council.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Schedule' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to the special purpose framework used to prepare the Schedule. The Schedule has been prepared for the purpose of fulfilling the Council's reporting obligations under the LG Code. As a result, the Schedule may not be suitable for another purpose.

Other Information

The Council's annual report for the year ended 30 June 2019 includes other information in addition to the Schedule and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements, special purpose financial statements and Special Schedule 'Report on infrastructure assets as at 30 June 2019'.

My opinion on the Schedule does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements and the special purpose financial statements.

In connection with my audit of the Schedule, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the Schedule or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Schedule

The Councillors are responsible for the preparation of the Schedule in accordance with the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation of the Schedule that is free from material misstatement, whether due to fraud or error.

In preparing the Schedule, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless it is not appropriate to do so.

Auditor's Responsibilities for the Audit of the Schedule

My objectives are to:

- obtain reasonable assurance whether the Schedule as a whole is free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the Schedule.

A description of my responsibilities for the audit of the Schedule is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar8.pdf. The description forms part of my auditor's report.

Special Schedules 2019

My opinion does not provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited Schedule on any website where it may be presented
- about any other information which may have been hyperlinked to/from the Schedule.



Lawrissa Chan
Director, Financial Audit Services

Delegate of the Auditor-General for New South Wales

30 October 2019
SYDNEY

Snowy Monaro Regional Council

Special Schedules 2019

Report on Infrastructure Assets

as at 30 June 2019

Asset Class	Asset Category	Estimated cost		2018/19 Required maintenance *	2018/19 Actual maintenance	Net carrying amount	Gross replacement cost (GRC)	Assets in condition as a percentage of gross replacement cost				
		to bring assets to satisfactory standard	to bring to the agreed level of service set by Council					1	2	3	4	5
(a) Report on Infrastructure Assets - Values												
Buildings	Buildings	3,557	2,034	931	792	40,947	118,347	31.0%	11.0%	26.0%	22.0%	10.0%
	Sub-total	3,557	2,034	931	792	40,947	118,347	31.0%	11.0%	26.0%	22.0%	10.0%
Other structures	Other structures	443	233	104	89	7,171	14,743	33.0%	21.0%	35.0%	7.0%	4.0%
	Sub-total	443	233	104	89	7,171	14,743	33.0%	21.0%	35.0%	7.0%	4.0%
Roads	Sealed roads	10,596	4,270	3,178	1,843	116,533	202,768	16.0%	31.0%	42.0%	10.0%	1.0%
	Unsealed roads	11,706	7,538	2,440	2,893	87,136	161,415	16.0%	16.0%	47.0%	20.0%	1.0%
	Bridges	4,465	2,174	701	707	56,328	114,619	13.0%	32.0%	43.0%	4.0%	8.0%
	Footpaths	236	144	91	56	8,449	17,085	16.0%	24.0%	20.0%	40.0%	0.0%
	Other road assets	1,486	789	770	16	46,627	58,208	10.0%	48.0%	36.0%	6.0%	0.0%
	Bulk earthworks	-	-	-	-	515,602	515,602	100.0%	0.0%	0.0%	0.0%	0.0%
	Sub-total	28,459	14,915	7,180	5,515	832,675	1,069,697	55.8%	14.7%	21.9%	6.3%	1.3%
Water supply network	Water supply network	12,609	12,609	2,087	1,428	90,706	203,556	12.0%	18.0%	38.0%	32.0%	0.0%
	Sub-total	12,609	12,609	2,087	1,428	90,706	203,556	12.0%	18.0%	38.0%	32.0%	0.0%
Sewerage network	Sewerage network	18,448	18,448	1,455	1,039	71,509	141,968	13.0%	34.0%	32.0%	14.0%	7.0%
	Sub-total	18,448	18,448	1,455	1,039	71,509	141,968	13.0%	34.0%	32.0%	14.0%	7.0%
Stormwater drainage	Stormwater drainage	687	574	247	330	16,536	32,136	9.0%	59.0%	9.0%	17.0%	6.0%
	Sub-total	687	574	247	330	16,536	32,136	9.0%	59.0%	9.0%	17.0%	6.0%
Open space / recreational assets	Swimming pools	1,010	354	137	41	2,597	11,413	15.0%	4.0%	77.0%	3.0%	1.0%
	Other	354	152	45	72	2,341	5,545	24.0%	22.0%	37.0%	15.0%	2.0%
	Sub-total	1,364	506	182	113	4,938	16,958	17.9%	9.9%	63.9%	6.9%	1.4%
TOTAL - ALL ASSETS		65,567	49,319	12,186	9,306	1,064,482	1,597,405	43.1%	17.0%	25.6%	11.7%	2.2%

(*) Required maintenance is the amount identified in Council's asset management plans.

Infrastructure asset condition assessment 'key'

1	Excellent/very good	No work required (normal maintenance)
2	Good	Only minor maintenance work required

continued on next page ...

Snowy Monaro Regional Council

Special Schedules 2019

Report on Infrastructure Assets - Values (continued)
as at 30 June 2019

3	Satisfactory	Maintenance work required
4	Poor	Renewal required
5	Very poor	Urgent renewal/upgrading required

continued on next page ...

Page 6

Snowy Monaro Regional Council

Special Schedules 2019

Report on Infrastructure Assets (continued)
 as at 30 June 2019

\$ '000	Amounts 2019	Indicator 2019	Prior period 2018	Benchmark
Infrastructure asset performance indicators (consolidated) *				
Buildings and infrastructure renewals ratio ¹				
Asset renewals ²	14,106	78.93%	44.74%	>= 100.00%
Depreciation, amortisation and impairment	17,872			
Infrastructure backlog ratio ¹				
Estimated cost to bring assets to a satisfactory standard	65,567	6.16%	6.45%	<2.00%
Net carrying amount of infrastructure assets	1,064,482			
Asset maintenance ratio				
Actual asset maintenance	9,306	76.37%	71.24%	>100.00%
Required asset maintenance	12,186			
Cost to bring assets to agreed service level				
Estimated cost to bring assets to an agreed service level set by Council	49,319	3.09%	3.33%	
Gross replacement cost	1,597,405			

(1) All asset performance indicators are calculated using classes identified in the previous table.

(1) Excludes Work in Progress (WIP)

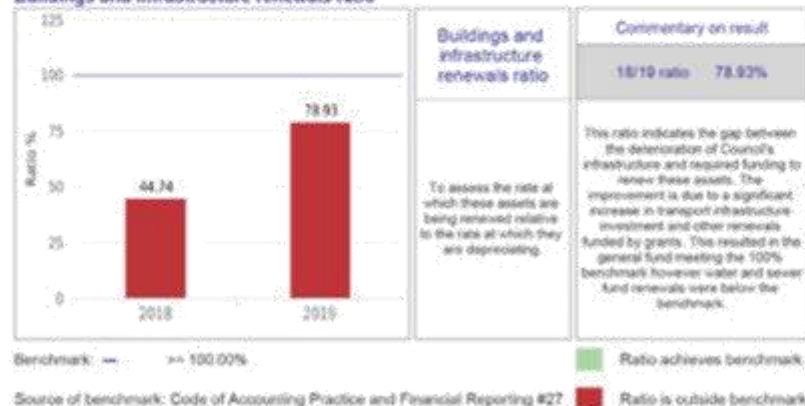
(2) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

Snowy Monaro Regional Council

Special Schedules 2019

Report on Infrastructure Assets (continued)
 as at 30 June 2019

Buildings and infrastructure renewals ratio



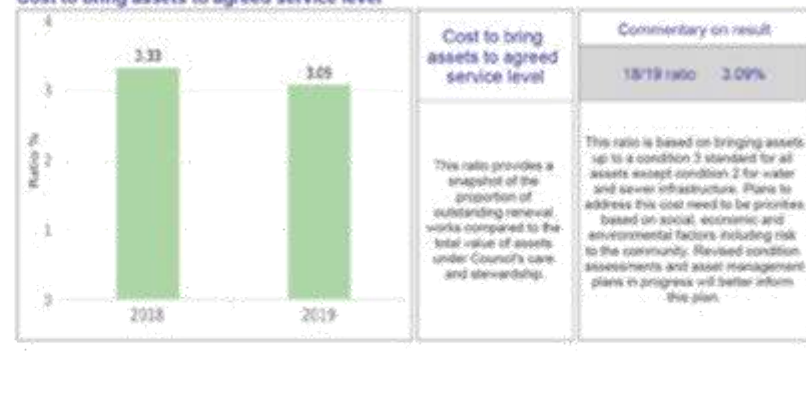
Asset maintenance ratio



Infrastructure backlog ratio



Cost to bring assets to agreed service level



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Snowy Monaro Regional Council

Special Schedules 2019

Report on Infrastructure Assets (continued)
 as at 30 June 2019

\$ '000	General fund		Water fund		Sewer fund		Benchmark
	2019	2018	2019	2018	2019	2018	
Infrastructure asset performance indicators (by fund)							
Buildings and infrastructure renewals ratio ¹							
Asset renewals ²	100.80%	52.51%	31.06%	36.77%	35.09%	16.27%	>=100.00%
Depreciation, amortisation and impairment							
Infrastructure backlog ratio ¹							
Estimated cost to bring assets to a satisfactory standard	3.82%	4.15%	13.90%	14.45%	25.80%	25.28%	<2.00%
Net carrying amount of infrastructure assets							
Asset maintenance ratio							
Actual asset maintenance	79.12%	67.93%	68.42%	74.70%	71.41%	86.05%	>100.00%
Required asset maintenance							
Cost to bring assets to agreed service level							
Estimated cost to bring assets to an agreed service level set by Council	1.46%	1.71%	6.19%	6.59%	12.99%	13.04%	
Gross replacement cost							

(1) Excludes Work in Progress (WIP)

(2) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance, as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

9.4.9 PRESENTATION OF 2019 FINANCIAL STATEMENTS

Record No:

Responsible Officer:	Acting Director Corporate and Community Services
Author:	Management Accountant
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. 2019 Financial Statements
Cost Centre	4010 Financial Services

EXECUTIVE SUMMARY

Council has received the external auditor's reports on the Financial Statements for the period 1 July 2018 to 30 June 2019. The Financial Statements and the external auditor's reports are included in the attachment.

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

OFFICER'S RECOMMENDATION

That Council receive and note the:

- A. General Purpose Financial Statements including independent external auditors report and report on the conduct of the audit.
- B. Special Purpose Financial Statements including independent external auditor's report.
- C. Special Schedules and independent external auditor's report on the Permissible income for general rates.

BACKGROUND

At the Council meeting held on 19 September 2019, Council resolved to refer the 2019 Financial Statements to the external auditor (Council Resolution 349/19). The independent external auditor's reports were received on 30 October 2019 and have been attached to the Financial Statements in accordance with Section 417 of the *Local Government Act 1993* (the Act).

A contingent liability has been added for the remediation/restoration of landfill sites under *AASB 137 Provisions, Contingent Liabilities and Contingent Assets* (page 56, Note 16 item 2(iii)).

"Council is currently reviewing its closed and operating landfill sites to determine the requirements for future rehabilitation works in consultation with the NSW Environmental Protection Agency (EPA). Council has completed assessments and valuations on 15 closed and 3 active sites based on

information available to date. However, negotiations are still in progress with the NSW EPA regarding significant inputs to the valuations and rehabilitation estimates are considered not sufficiently reliable to record the closed site provisions or restate the reported active site provision. Council is working towards establishing a reliable estimate which is likely to have a significant material impact to the financial statements for the year ended 30 June 2020.”

This has resulted in the removal of the landfill remediation provision adjustments that were included in the draft financials presented on 19 September 2019. The reported net operating result before grants and contributions provided for capital purposes on Council’s Income Statement has reduced from (\$34.8mil draft) to (\$4.7mil Audited). The reported non-current provision value on Council’s Statement of Financial Position has reduced from (\$52.7mil draft) to (\$5.1mil Audited). It is expected that revised adjustments will be included in the financial year ending 30 June 2020 financial statements once agreement is with the EPA and reliable estimates are reached.

Under Section 418 of the Act, Council is required to submit the Auditor’s Report to a public meeting within 5 weeks of the report being received. Any person may make a submission on the Auditor’s Report or the Audited Financial Statements and these must be received within 7 days after the Statements were presented (Section 420 of the Act). Submissions on the Auditor’s Report and the Audited Financial Statements close one week after this meeting, Thursday 28 November 2019. The below provides a summary of the financial results.

9.4.9 PRESENTATION OF 2019 FINANCIAL STATEMENTS

	2019 \$ '000	2018 \$ '000
Income Statement		
Total income from continuing operations	81,390	74,019
Total expenses from continuing operations	79,144	72,520
Operating result from continuing operations	2,246	1,499
Net operating result for the year	2,246	1,499
Net operating result before grants and contributions provided for capital purposes	(4,690)	(2,479)
Statement of Financial Position		
Total current assets	45,807	70,090
Total current liabilities	(17,432)	(17,795)
Total non-current assets	1,192,787	1,169,450
Total non-current liabilities	(5,927)	(7,761)
Total equity	1,215,235	1,213,984
Other financial information		
Unrestricted current ratio (times)	4.05	4.12
Operating performance ratio (%)	(6.50)%	(3.67)%
Debt service cover ratio (times)	7.46	14.76
Rates and annual charges outstanding ratio (%)	9.77%	10.64%
Infrastructure renewals ratio (%)	78.93%	44.74%
Own source operating revenue ratio (%)	61.21%	66.36%
Cash expense cover ratio (months)	16.14	19.72

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The presentation of the Financial Statements will inform the community on the financial performance, financial position and cash flows of Council for the period ended 30 June 2019.

2. Environmental

Not applicable.

3. Economic

The preparation and audit of 2019 financial statements has been allowed for in Council's operating plan.

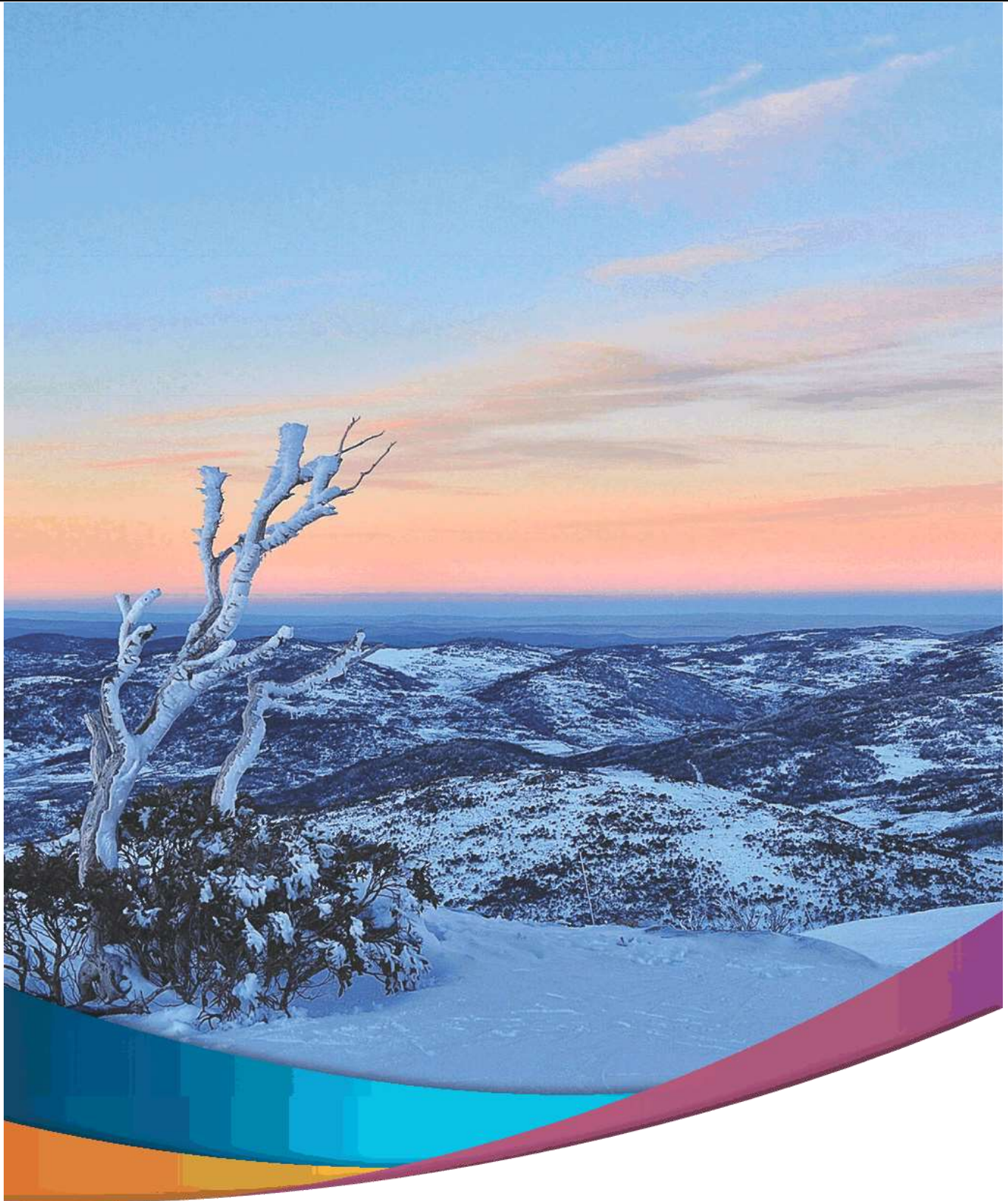
4. Civic Leadership

The presentation of Council's Audited Financial Statements improves the accountability of decision makers and complies with government regulations.

Both the General Purpose Financial Statements and the Special Purpose Financial Statements are audited. With the exception of Permissible income for general rates, the Special Schedules are not audited.

Council resolved to refer the Financial Statements to the external auditor on 19 September 2019 (Council Resolution 349/19).

9.4.9 PRESENTATION OF 2019 FINANCIAL STATEMENTS



Annual Financial Statements

For the year ended 30 June 2019



Snowy Monaro Regional Council

GENERAL PURPOSE FINANCIAL STATEMENTS

for the year ended 30 June 2019

Stronger together ~ Better together



Snowy Monaro Regional Council

Financial Statements 2019

General Purpose Financial Statements

for the year ended 30 June 2019

Contents	Page
1. Understanding Council's Financial Statements	3
2. Statement by Councillors & Management	4
3. Primary Financial Statements:	
Income Statement	5
Statement of Comprehensive Income	6
Statement of Financial Position	7
Statement of Changes in Equity	8
Statement of Cash Flows	9
4. Notes to the Financial Statements	10
5. Independent Auditor's Reports:	
On the Financial Statements (Sect 417 [2])	80
On the Financial Statements (Sect 417 [3])	83

Overview

Snowy Monaro Regional Council is constituted under the Local Government Act 1993 (NSW) and has its principal place of business at:

81 Commissioner Street
COOMA NSW 2630

Council's guiding principles are detailed in Chapter 3 of the LGA and includes:

- principles applying to the exercise of functions generally by council,
- principles to be applied when making decisions,
- principles of community participation,
- principles of sound financial management, and
- principles for strategic planning relating to the development of an integrated planning and reporting framework.

A description of the nature of Council's operations and its principal activities are provided in Note 2(b).

Through the use of the internet, we have ensured that our reporting is timely, complete and available at minimum cost. All press releases, financial statements and other information are publicly available on our website: www.snowymonaro.nsw.gov.au.

Snowy Monaro Regional Council

Financial Statements 2019

General Purpose Financial Statements

for the year ended 30 June 2019

Understanding Council's Financial Statements

Introduction

Each year, individual Local Governments across NSW are required to present a set of audited financial statements to their council and community.

What you will find in the Statements

The financial statements set out the financial performance, financial position and cash flows of Council for the financial year ended 30 June 2019.

The format of the financial statements is standard across all NSW Councils and complies with both the accounting and reporting requirements of Australian Accounting Standards and requirements as set down by the Office of Local Government.

About the Councillor/Management Statement

The financial statements must be certified by senior staff as 'presenting fairly' the Council's financial results for the year and are required to be adopted by Council – ensuring both responsibility for and ownership of the financial statements.

About the Primary Financial Statements

The financial statements incorporate five "primary" financial statements:

1. The Income Statement

Summarises Council's financial performance for the year, listing all income and expenses. This statement also displays Council's original adopted budget to provide a comparison between what was projected and what actually occurred.

2. The Statement of Comprehensive Income

Primarily records changes in the fair value of Council's Infrastructure, Property, Plant and Equipment.

3. The Statement of Financial Position

A 30 June snapshot of Council's financial position indicating its assets, liabilities and "net wealth".

4. The Statement of Changes in Equity

The overall change for the year (in dollars) of Council's "net wealth".

5. The Statement of Cash Flows

Indicates where Council's cash came from and where it was spent. This statement also displays Council's original adopted budget to provide a comparison between what was projected and what actually occurred.

About the Notes to the Financial Statements

The Notes to the Financial Statements provide greater detail and additional information on the five primary financial statements.

About the Auditor's Reports

Council's financial statements are required to be audited by the NSW Audit Office.

In NSW the auditor provides 2 audit reports:

1. an opinion on whether the financial statements present fairly the Council's financial performance and position, and
2. their observations on the conduct of the audit, including commentary on the Council's financial performance and financial position.

Who uses the Financial Statements?

The financial statements are publicly available documents and must be presented at a Council meeting between seven days and five weeks after the date of the Audit Report.

The public can make submissions to Council up to seven days subsequent to the public presentation of the financial statements.

Council is required to forward an audited set of financial statements to the Office of Local Government.

Snowy Monaro Regional Council

General Purpose Financial Statements

for the year ended 30 June 2019

Statement by Councillors and Management made pursuant to Section 413(2)(c) of the Local Government Act 1993 (NSW) (as amended)

The attached General Purpose Financial Statements have been prepared in accordance with:

- the *Local Government Act 1993* (NSW) (as amended) and the regulations made thereunder,
- the Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board,
- the *Local Government Code of Accounting Practice and Financial Reporting*.

To the best of our knowledge and belief, these statements:


- present fairly the Council's operating result and financial position for the year,
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 19 September 2019.



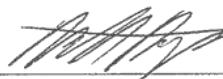
Peter Beer
Mayor
21 October 2019



Rogan Corbett
Councillor
21 October 2019



Peter Smith
Acting General Manager
21 October 2019



Matthew Payne
Responsible Accounting Officer
21 October 2019

Snowy Monaro Regional Council

Financial Statements 2019

Income Statement

for the year ended 30 June 2019

Original unaudited budget 2019	\$ '000	Notes	Actual 2019	Actual 2018 ¹
Income from continuing operations				
<u>Revenue:</u>				
30,173	Rates and annual charges	3a	31,546	29,366
14,129	User charges and fees	3b	14,133	15,136
1,759	Interest and investment revenue	3c	2,590	2,898
1,501	Other revenues	3d	1,784	1,828
18,671	Grants and contributions provided for operating purposes	3e,3f	24,262	20,724
5,617	Grants and contributions provided for capital purposes	3e,3f	6,936	3,978
<u>Other income:</u>				
836	Net gains from the disposal of assets	5	139	89
72,686	Total income from continuing operations		81,390	74,019
Expenses from continuing operations				
29,077	Employee benefits and on-costs	4a	30,932	27,486
298	Borrowing costs	4b	249	413
16,990	Materials and contracts	4c	18,418	17,051
18,547	Depreciation and amortisation	4d	20,375	19,880
8,385	Other expenses	4e	9,170	7,690
73,297	Total expenses from continuing operations		79,144	72,520
(611)	Operating result from continuing operations		2,246	1,499
(611)	Net operating result for the year		2,246	1,499
(611)	Net operating result attributable to Council		2,246	1,499
(6,228)	Net operating result for the year before grants and contributions provided for capital purposes		(4,690)	(2,479)

⁽¹⁾ The Council has not restated comparatives when initially applying AASB 9. The comparative information has been prepared under AASB 139 *Financial Instruments: Recognition and Measurement*

The above Income Statement should be read in conjunction with the accompanying notes.

Snowy Monaro Regional Council

Financial Statements 2019

Statement of Comprehensive Income
 for the year ended 30 June 2019

\$ '000	Notes	2019	2018 ¹
Net operating result for the year (as per Income Statement)		2,246	1,499
Other comprehensive income:			
Amounts which will not be reclassified subsequently to the operating result			
Gain (loss) on revaluation of IPP&E	9(a)	(1,214)	12,229
Total items which will not be reclassified subsequently to the operating result		(1,214)	12,229
Total other comprehensive income for the year		(1,214)	12,229
Total comprehensive income for the year		1,032	13,728
Total comprehensive income attributable to Council		1,032	13,728

⁽¹⁾ The Council has not restated comparatives when initially applying AASB 9. The comparative information has been prepared under AASB 139 *Financial Instruments: Recognition and Measurement*

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

Snowy Monaro Regional Council

Financial Statements 2019

Statement of Financial Position
as at 30 June 2019

\$ '000	Notes	2019	2018 ¹
ASSETS			
Current assets			
Cash and cash equivalent assets	6(a)	11,113	16,259
Investments	6(b)	19,000	37,000
Receivables	7	13,700	15,006
Inventories	8a	1,695	1,570
Other	8b	299	255
Total current assets		<u>45,807</u>	<u>70,090</u>
Non-current assets			
Investments	6(b)	58,219	32,000
Receivables	7	105	123
Infrastructure, property, plant and equipment	9(a)	1,134,113	1,136,977
Intangible assets	10	350	350
Total non-current assets		<u>1,192,787</u>	<u>1,169,450</u>
TOTAL ASSETS		<u>1,238,594</u>	<u>1,239,540</u>
LIABILITIES			
Current liabilities			
Payables	11	10,254	10,707
Income received in advance	11	-	196
Borrowings	11	490	765
Provisions	12	6,688	6,127
Total current liabilities		<u>17,432</u>	<u>17,795</u>
Non-current liabilities			
Borrowings	11	875	2,467
Provisions	12	5,052	5,294
Total non-current liabilities		<u>5,927</u>	<u>7,761</u>
TOTAL LIABILITIES		<u>23,359</u>	<u>25,556</u>
Net assets		<u>1,215,235</u>	<u>1,213,984</u>
EQUITY			
Accumulated surplus	13a	1,189,296	1,187,050
Revaluation reserves	13a	25,720	26,934
Other reserves	13a	219	-
Council equity interest		<u>1,215,235</u>	<u>1,213,984</u>
Total equity		<u>1,215,235</u>	<u>1,213,984</u>

⁽¹⁾ The Council has not restated comparatives when initially applying AASB 9. The comparative information has been prepared under AASB 139 *Financial Instruments: Recognition and Measurement*

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

Snowy Monaro Regional Council

Financial Statements 2019

Statement of Changes in Equity

for the year ended 30 June 2019

\$ '000	Notes	2019				2018 ¹			
		Accumulated surplus	IPP&E revaluation reserve	Financial assets at FVOCI	Total equity	Accumulated surplus	IPP&E revaluation reserve	Financial assets at FVOCI	Total equity
Opening balance		1,187,050	26,934	--	1,213,984	1,185,551	14,705	--	1,200,256
Adoption of new accounting standards – not retrospective	13b	--	--	219	219	--	--	--	--
Net operating result for the year		2,246	--	--	2,246	1,499	--	--	1,499
Other comprehensive income									
– Gain (loss) on revaluation of IPP&E	9(a)	--	(1,214)	--	(1,214)	--	12,229	--	12,229
Other comprehensive income		--	(1,214)	--	(1,214)	--	12,229	--	12,229
Total comprehensive income		<u>2,246</u>	<u>(1,214)</u>	<u>--</u>	<u>1,032</u>	<u>1,499</u>	<u>12,229</u>	<u>--</u>	<u>13,728</u>
Equity – balance at end of the reporting period		<u>1,189,296</u>	<u>25,720</u>	<u>219</u>	<u>1,215,235</u>	<u>1,187,050</u>	<u>26,934</u>	<u>--</u>	<u>1,213,984</u>

(1) The Council has not restated comparatives when initially applying AASB 9. The comparative information has been prepared under AASB 139 *Financial Instruments: Recognition and Measurement*

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

Snowy Monaro Regional Council

Financial Statements 2019

Statement of Cash Flows

for the year ended 30 June 2019

Original unaudited budget 2019	\$ '000	Notes	Actual 2019	Actual 2018
Cash flows from operating activities				
Receipts				
30,680			32,081	28,232
14,293			15,049	13,015
2,012			2,203	2,442
24,683			31,756	24,773
–			480	–
1,527			5,381	3,726
Payments				
(30,556)			(30,199)	(28,043)
(16,658)			(19,724)	(17,386)
(298)			(162)	(333)
–			–	(199)
(8,374)			(13,558)	(5,144)
17,309		14b	23,307	21,083
Cash flows from investing activities				
Receipts				
–			11,000	–
836			920	914
Payments				
–			(19,000)	(3,016)
(40,002)			(19,506)	(13,724)
(39,166)			(26,586)	(15,826)
Cash flows from financing activities				
Payments				
928			(1,867)	(788)
928			(1,867)	(788)
(20,929)			(5,146)	4,469
84,922		14a	16,259	11,790
63,993		14a	11,113	16,259
Additional Information:				
–		6(b)	77,219	69,000
63,993			88,332	85,259

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Contents of the Notes accompanying the Financial Statements

Note	Details	Page
1	Basis of preparation	11
2(a)	Council functions/activities – financial information	15
2(b)	Council functions/activities – component descriptions	16
3	Income from continuing operations	17
4	Expenses from continuing operations	24
5	Gains or losses from the disposal, replacement and de-recognition of assets	30
6(a)	Cash and cash equivalent assets	31
6(b)	Investments	31
6(c)	Restricted cash, cash equivalents and investments – details	35
7	Receivables	36
8	Inventories and other assets	38
9(a)	Infrastructure, property, plant and equipment	39
9(b)	Infrastructure, property, plant and equipment – current year impairments	42
10	Intangible assets	43
11	Payables and borrowings	44
12	Provisions	47
13	Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors	50
14	Statement of cash flows – additional information	52
15	Commitments	53
16	Contingencies and other assets/liabilities not recognised	54
17	Financial risk management	57
18	Material budget variations	61
19	Fair Value Measurement	64
20	Related Party Transactions	70
21	Statement of developer contributions	71
22	Financial result and financial position by fund	74
23(a)	Statement of performance measures – consolidated results	76
23(b)	Statement of performance measures – by fund	77
	Additional Council disclosures (unaudited)	
23(c)	Statement of performance measures – consolidated results (graphs)	78

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements for the year ended 30 June 2019

Note 1. Basis of preparation

These financial statements were authorised for issue by Council on 21 October 2019. Council has the power to amend and reissue these financial statements.

The principal accounting policies adopted in the preparation of these consolidated financial statements are set out below.

These policies have been consistently applied to all the years presented, unless otherwise stated.

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations, the *Local Government Act 1993 (NSW)* and Regulations, and the Local Government Code of Accounting Practice and Financial Reporting.

Council is a not-for-profit entity.

The financial statements are presented in Australian dollars and are rounded to the nearest thousand dollars.

Unless otherwise indicated, all amounts disclosed in the financial statements are actual amounts. Specific budgetary amounts have been included for comparative analysis (to actuals) in the following reports and notes:

- Income statement
- Statement of cash flows
- Note 18 – Material budget variations

and are clearly marked.

(a) New and amended standards adopted by Council

During the year, Council adopted all standards which were mandatorily effective for the first time at 30 June 2019.

Those newly adopted standards which had an impact on reported position, performance and/or disclosures have been discussed in Note 13.

(b) Historical cost convention

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain financial assets and liabilities and certain classes of infrastructure, property, plant and equipment and investment property.

(c) Significant accounting estimates and judgements

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Council's accounting policies.

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on the Council and that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions

Council makes estimates and assumptions concerning the future.

The resulting accounting estimates will, by definition, seldom equal the related actual results.

The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year include:

- (i) estimated fair values of infrastructure, property, plant and equipment – refer Note 9a
- (ii) estimated tip remediation provisions – refer Note 12
- (iii) employee benefit provisions – refer Note 12.

Significant judgements in applying the council's accounting policies

- (i) Impairment of receivables

continued on next page ...

Page 11

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements for the year ended 30 June 2019

Note 1. Basis of preparation (continued)

Council has made a significant judgement about the impairment of a number of its receivables – refer Note 7.

Monies and other assets received by Council

(a) The Consolidated Fund

In accordance with the provisions of Section 409(1) of the Local Government Act 1993 (NSW), all money and property received by Council is held in the Council's Consolidated Fund unless it is required to be held in the Council's Trust Fund.

Cash and other assets of the following entities have been included as part of the Consolidated Fund:

- General purpose operations
- Water services
- Sewerage services
- Waste services
- Yallambee Lodge
- Monaro Regional Library
- Snowy River Hostel

(b) The Trust Fund

In accordance with the provisions of Section 411 of the *Local Government Act 1993 (NSW)* (as amended), a separate and distinct Trust Fund is maintained, to account for all money and property received by the Council in trust, which must be applied only for the purposes of, or in accordance with, the trusts relating to those monies.

Trust monies and property subject to Council's control have been included in these reports.

A separate statement of monies held in the Trust Fund is available for inspection at the Council office by any person free of charge.

Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the Australian Taxation Office. In this case it is recognised as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to the Australian Taxation Office is included with other receivables or payables in the Statement of Financial Position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities that are recoverable from, or payable to, the Australian Taxation Office are presented as operating cash flows.

New accounting standards and interpretations issued not yet effective

New accounting standards and interpretations issued but not yet effective

Certain new accounting standards and interpretations have been published that are not mandatory for 30 June 2019 reporting periods (and which have not been early adopted by Council).

Council's assessment of these new standards and interpretations (where they have been deemed as having a material impact on Council's future financial performance, financial position and cash flows) are set out below:

AASB 16 Leases

AASB 16 will result (for YE 19/20 and beyond) in almost all operating leases being recognised on the balance sheet by Council (alongside existing finance leases) with the distinction between operating and finance leases removed.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 1. Basis of preparation (continued)

Under the new standard, a financial liability (ie. a lease liability) and an asset (ie. a right to use the leased item) will be recognised for nearly all arrangements where Council commits itself to paying a rental fee for the use of a specific asset.

The only exceptions are short-term and low-value leases which are exempt from the accounting (but not disclosure) requirements of AASB 16 - Leases.

Council staff have reviewed all of Council's leasing arrangements over the last 12 months taking into consideration the new lease accounting rules in AASB 16 (applicable from 1/7/19).

AASB 16 will (on the whole) affect Council's accounting for existing operating lease agreements that are in place as at 30/6/19.

At the end of this reporting period, Council has non-cancellable operating lease commitments of \$360,046 (refer Note 15).

Council anticipates it will recognise lease liabilities (on its balance sheet) of \$346,573 (after adjustments for prepayments and accrued lease payments recognised as at 30 June 2019) and also recognise complementary right-of-use assets (on its balance sheet) totalling \$346,573 on 1 July 2019.

From a financial performance standpoint, Council expects that the net operating result will decrease by approximately \$6,988 for the 19/20 financial year as a result of adopting the standard.

Operating cash flows will increase and financing cash flows decrease by approximately \$179,704 as repayment of the principal portion of the lease liabilities will be classified as cash flows from financing activities.

Council's activities as a lessor are not material and hence Council does not expect any significant impact on the financial statements. However, some additional disclosures will be required from next year.

AASB 15 Revenue from Contracts with Customers and associated amending standards

AASB15 introduces a five-step process for revenue recognition, with the core principle of the new standard being for entities to recognise revenue to depict the transfer of goods or services to customers in amounts that reflect the consideration (that is, payment) to which the entity expects to be entitled in exchange for those goods or services.

Accounting policy changes will arise in the timing of revenue recognition, treatment of contracts costs and contracts which contain a financing element.

Councils should assess each revenue stream but particular impact is expected for grant income and rates which are paid before the commencement of the rating period.

The changes in revenue recognition requirements in AASB15 may cause changes to the timing and amount of revenue recorded in the financial statements as well as additional disclosures.

Council is currently in the process of determining the potential effects of the implementation of AASB 15 and will reflect accordingly in the 2020 Financial Year.

AASB 1058 Income of NFP Entities

AASB 1058 supersedes all the income recognition requirements relating to councils, previously in AASB 1004 Contributions.

Under AASB 1058 the future timing of income recognition will depend on whether the transaction gives rise to a liability or other performance obligation (a promise to transfer a good or service) related to an asset (such as cash or another asset) received by an entity.

AASB 1058 also applies when a council receives volunteer services or enters into other transactions in which the consideration to acquire an asset is significantly less than the fair value of the asset, and where the council's objective is principally to enable the asset to further the council's objectives.

Upon initial recognition of the asset, this standard requires Council to consider whether any other financial statement elements (called 'related amounts') should be recognised in accordance with the applicable accounting standard, such as:

- (a) contributions by owners
- (b) revenue, or a contract liability arising from a contract with a customer
- (c) a lease liability

continued on next page ...

Page 13

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 1. Basis of preparation (continued)

(d) a financial instrument, or
(e) a provision.

If the transaction is a transfer of a financial asset to enable Council to acquire or construct a recognisable non-financial asset to be controlled by Council (i.e. an in-substance acquisition of a non-financial asset), Council recognises a liability for the excess of the fair value of the transfer over any related amounts recognised. Council will then recognise income as it satisfies its obligations under the transfer similarly to income recognition in relation to performance obligations under AASB 15.

If the transaction does not enable Council to acquire or construct a recognisable non-financial asset to be controlled by Council, then any excess of the initial carrying amount of the recognised asset over the related amounts is recognised as income.

Council is currently in the process of determining the potential effects of the implementation of AASB 1058 and will reflect accordingly in the 2020 Financial Year.

Council has not applied any pronouncements before its operative date in the annual reporting period beginning 1 July 2018.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 2(a). Council functions/activities – financial information

Income, expenses and assets have been directly attributed to the following functions or activities.
Details of those functions or activities are provided in Note 2(b).

\$ '000	Income from continuing operations		Expenses from continuing operations		Operating result from continuing operations		Grants included in income from continuing operations		Total assets held (current and non-current)	
	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018
Functions or activities										
Governance	4,990	514	1,797	873	3,193	(359)	4,564	64	5	4
Administration	1,836	1,560	12,644	11,945	(10,808)	(10,385)	110	27	138,018	104,694
Public Order and Safety	889	993	2,120	1,685	(1,231)	(692)	777	894	4,048	3,071
Health	189	137	494	463	(305)	(326)	-	-	15	11
Environment	8,171	6,797	8,490	8,108	(319)	(1,311)	740	365	29,900	22,681
Community Services and Education	7,000	6,213	8,180	6,647	(1,180)	(434)	5,424	4,413	14,306	10,852
Housing and Community Amenities	1,432	802	2,766	3,065	(1,334)	(2,263)	43	66	8,966	6,801
Water supplies	9,616	9,485	8,525	7,518	1,091	1,967	-	1,012	132,529	100,530
Sewerage services	10,323	8,787	7,796	6,474	2,527	2,313	350	78	106,822	81,030
Recreation and Culture	3,055	663	5,840	5,387	(2,785)	(4,724)	2,810	444	34,441	26,125
Mining Manufacture and construction	864	508	737	294	147	214	-	-	1,400	1,062
Transport and Communication	8,770	10,309	17,479	17,810	(8,709)	(7,501)	4,461	3,982	757,051	874,264
Economic affairs	1,619	1,157	2,276	2,251	(657)	(1,094)	676	105	11,093	8,415
General Purpose Income	22,616	26,094	-	-	22,616	26,094	6,783	9,286	-	-
Total functions and activities	81,390	74,019	79,144	72,520	2,246	1,499	26,738	20,736	1,238,594	1,239,540

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements for the year ended 30 June 2019

Note 2(b). Council functions/activities - component descriptions

Details relating to the Council's functions/activities as reported in Note 2(a) are as follows:

Governance

Includes costs relating to Council's role as a component of democratic government, including elections, members fees and expenses, subscriptions to local authority associations, meetings of Council and policymaking committees, public disclosure (eg.GIPA) and legislative compliance.

Administration

Includes corporate support and other support services, engineering works and any Council policy compliance.

Public Order and Safety

Includes Council's fire and emergency services levy, fire protection, emergency services, enforcement of regulations and animal control.

Health

Includes food control and health centres etc.

Environment

Includes noxious plants and insect/vermin control, other environmental protection, solid waste management, including domestic waste, other waste management, other sanitation and garbage, street cleaning, drainage and stormwater management.

Community Services and Education

Includes administration and education, social protection (welfare), migrant, Indigenous and other community services and administration (excluding accommodation), youth services, aged and disabled persons services.

Housing and Community Amenities

Includes public cemeteries, public conveniences, street lighting, town planning, other community amenities, including housing development and accommodation for families and children, aged persons, disabled persons, migrants and Indigenous persons.

Water supplies

Includes water supply services such as administration, regulation and operation of potable water supply and future needs assessment of water and water services.

Sewerage services

Includes monitoring, reduction, collection, reticulation or treatment of all waste water, including that intended for reuse or recycling.

Recreation and Culture

Includes public libraries, museums, art galleries, community centres and halls, including public halls and performing arts venues, sporting grounds and venues, swimming pools, parks, gardens, lakes, and other sporting, recreational and cultural services.

Mining Manufacture and construction

Includes building control, quarries and pits and mineral resources.

Transport and Communication

Urban, local and regional sealed and unsealed roads, bridges, footpaths, parking areas and aerodromes.

Economic affairs

Includes camping areas, and caravan parks, tourism and area promotion, industrial development promotion, saleyards and markets, real estate development and other business undertakings.

General Purpose Income

Includes: rates and annual charges (including ex-gratia, excluding water and sewer), non-capital general purpose revenues

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 3. Income from continuing operations

\$ '000	2019	2018
(a) Rates and annual charges		
Ordinary rates		
Residential	8,273	8,189
Farmland	5,044	4,842
Business	2,444	2,361
Less: pensioner rebates (mandatory)	(295)	(185)
Rates levied to ratepayers	15,466	15,207
Pensioner rate subsidies received	165	57
Total ordinary rates	15,631	15,264
Annual charges		
<small>(pursuant to s.496, s.496A, s.496B, s.501 & s.611)</small>		
Domestic waste management services	3,067	2,644
Stormwater management services	15	15
Water supply services	2,736	2,516
Sewerage services	8,464	7,517
Waste management services (non-domestic)	1,550	1,405
Less: pensioner rebates (mandatory)	(288)	(260)
Liquid trade waste	96	95
Onsite sewerage system management	120	59
Annual charges levied	15,760	13,991
Pensioner subsidies received:		
– Water	57	45
– Sewerage	52	42
– Domestic waste management	46	24
Total annual charges	15,915	14,102
TOTAL RATES AND ANNUAL CHARGES	31,546	29,366

Council has used 2016 year valuations provided by the NSW Valuer General in calculating its rates.

Accounting policy for rates and charges

Rates and annual charges are recognised as revenue when the Council obtains control over the assets comprising these receipts.

Pensioner rebates relate to reductions in rates and certain annual charges for eligible pensioners' place of residence in the local government council area that are not subsidised by the NSW Government.

Pensioner rate subsidies are received from the NSW Government to provide a contribution towards the pensioner rebates.

Control over assets acquired from rates and annual charges is obtained at the commencement of the rating year as it is an enforceable debt linked to the rateable property or, where earlier, upon receipt of the rates.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 3. Income from continuing operations (continued)

\$ '000	2019	2018
(b) User charges and fees		
Specific user charges		
<small>(per s.502 - specific 'actual use' charges)</small>		
Water supply services	5,778	5,187
Sewerage services	183	420
Waste management services (non-domestic)	637	746
Total specific user charges	6,598	6,353
Other user charges and fees		
(i) Fees and charges – statutory and regulatory functions (per s.608)		
Planning and building regulation	792	702
Section 10.7 certificates (EP&A Act)	128	127
Regulatory fees	118	96
Section 603 certificates	60	71
Noxious weeds regulation	31	–
Animal control	26	36
Inspection services	23	20
Private works – section 67	23	33
Sewerage inspection and application fees	4	19
Total fees and charges – statutory/regulatory	1,205	1,104
(ii) Fees and charges – other (incl. general user charges (per s.608))		
Waste disposal tipping fees	1,391	1,293
RMS – road maintenance council contract ordered works	1,333	3,112
Aged care	989	1,094
Holiday park fees	521	129
Community services	396	160
RMS – road maintenance council contract routine services	388	418
Cemeteries	262	325
Saleyard dues and rents	238	262
Leaseback fees – Council vehicles	198	145
Lease rentals	182	140
Snowy River Health Centre	99	101
Swimming centres	96	117
Recycling income (non-domestic)	82	78
Sewer connection fees	33	3
Sale from stores	10	3
Water connection fees	7	20
Tourism	–	182
Other	105	97
Total fees and charges – other	6,330	7,679
TOTAL USER CHARGES AND FEES	14,133	15,136

Accounting policy for user charges and fees

User charges and fees are recognised as revenue when the service has been provided.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 3. Income from continuing operations (continued)

\$ '000	2019	2018
(c) Interest and investment revenue (including losses)		
Interest on financial assets measured at amortised cost		
– Overdue rates and annual charges (incl. special purpose rates)	259	232
– Cash and investments	2,276	2,613
– Other	28	27
Dividend income relating to investments held at fair value through other comprehensive income	27	–
Dividend income (other)	–	26
TOTAL INTEREST AND INVESTMENT REVENUE	2,590	2,898

Interest revenue is attributable to:

Unrestricted investments/financial assets:

Overdue rates and annual charges (general fund)	259	232
General Council cash and investments	1,201	1,782

Restricted investments/funds – external:

Development contributions		
– Section 7.11	48	17
– Section 64	85	27
Water fund operations	447	384
Sewerage fund operations	522	428
Domestic waste management operations	28	28
Total interest and investment revenue	2,590	2,898

Accounting policy for interest and investment revenue

Interest income is recognised using the effective interest rate at the date that interest is earned.

Dividends are recognised as income in profit or loss unless the dividend clearly represents a recovery of part of the cost of the investment.

(d) Other revenues

Quarry sales	624	508
Sales - Landfill	244	–
Rental income – other council properties	165	458
Insurance rebates	151	192
Diesel rebate	148	134
Insurance claims recoveries	148	46
Commissions and agency fees	76	67
Fines – parking	68	50
Reimbursement of expenses	56	36
Sales – general	52	14
Legal fees recovery – rates and charges (extra charges)	21	183
Other	31	140
TOTAL OTHER REVENUE	1,784	1,828

Accounting policy for other revenue

Council recognises revenue when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the Council and specific criteria have been met for each of the Council's activities as described below. Council bases its estimates on historical results, taking into consideration the type of customer, the type of transaction and the specifics of each arrangement.

continued on next page ...

Page 19

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 3. Income from continuing operations (continued)

Parking fees and fines are recognised as revenue when the service has been provided, or when the penalty has been applied, whichever occurs first.

Rental income is accounted for on a straight-line basis over the lease term.

Miscellaneous sales are recognised when physical possession has transferred to the customer, which is deemed to be the point of transfer of risks and rewards.

Other income is recorded when the payment is due, the value of the payment is notified, or the payment is received, whichever occurs first.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 3. Income from continuing operations (continued)

\$ '000	Operating 2019	Operating 2018	Capital 2019	Capital 2018
(e) Grants				
General purpose (untied)				
Current year allocation				
Financial assistance – general component	3,331	3,289	–	–
Financial assistance – local roads component	1,380	1,347	–	–
Payment in advance - future year allocation				
Financial assistance – general component	3,453	3,376	–	–
Financial assistance – local roads component	1,432	1,385	–	–
Total general purpose	9,596	9,397	–	–
Specific purpose				
Water supplies	–	–	–	966
Sewerage services	–	–	350	35
Aged care	1,689	1,873	500	–
Community care	1,990	1,585	–	–
Economic development	–	55	–	–
Heritage and cultural	102	50	–	–
Library	77	101	15	20
Noxious weeds	261	331	–	–
Recreation and culture	–	–	–	31
Street lighting	43	47	–	–
Transport (roads to recovery)	1,081	2,302	–	–
Transport (other roads and bridges funding)	–	106	388	1,490
Community transport	1,239	922	–	–
Planning and building regulation	171	19	–	–
Rural Fire Services	433	894	–	340
Tourism	–	50	–	–
Youth services	3	33	–	–
Stronger Communities Fund	928	–	1,161	–
Stronger Country Communities Fund	–	–	2,097	–
New council implementation fund	3,500	–	–	–
Other	559	27	555	62
Total specific purpose	12,076	8,395	5,066	2,944
Total grants	21,672	17,792	5,066	2,944
Grant revenue is attributable to:				
– Commonwealth funding	14,964	15,489	650	–
– State funding	6,559	2,293	4,337	2,944
– Other funding	149	10	79	–
	21,672	17,792	5,066	2,944

continued on next page ...

Page 21

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 3. Income from continuing operations (continued)

\$ '000	Notes	Operating 2019	Operating 2018	Capital 2019	Capital 2018
(f) Contributions					
Developer contributions:					
(s7.4 & s7.11 - EP&A Act, s64 of the LGA):					
Cash contributions					
S 7.11 – contributions towards amenities/services		–	–	334	256
S 64 – water supply contributions		–	–	585	351
S 64 – sewerage service contributions		–	–	673	407
Total developer contributions – cash		–	–	1,592	1,014
Total developer contributions	21	–	–	1,592	1,014
Other contributions:					
Cash contributions					
Recreation and culture		–	68	–	–
RMS contributions (regional roads, block grant)		2,285	2,300	–	–
Other		104	56	278	–
Community care services		–	311	–	–
Residential aged care		–	–	–	20
Boco Rock Community Fund		201	197	–	–
Total other contributions – cash		2,590	2,932	278	20
Total other contributions		2,590	2,932	278	20
Total contributions		2,590	2,932	1,870	1,034
TOTAL GRANTS AND CONTRIBUTIONS		24,262	20,724	6,936	3,978

Accounting policy for grants and contributions

Control over grants and contributions is normally obtained upon their receipt (or acquittal) and is valued at the fair value of the granted or contributed asset at the date of transfer.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner, or used over a particular period, and those conditions were un-discharged at reporting date, the unused grant or contribution is disclosed below.

Council has obligations to provide facilities from contribution revenues levied on developers under the provisions of sections 7.4, 7.11 and 7.12 of the *Environmental Planning and Assessment Act 1979*.

While Council generally incorporates these amounts as part of a Development Consents Order, such developer contributions are only recognised as income upon receipt by Council, due to the possibility that individual development consents may not be acted upon by the applicant and, accordingly, would not be payable to Council.

Developer contributions may only be expended for the purposes for which the contributions were required, but the Council may apply contributions according to the priorities established in work schedules.

A liability is recognised in respect of revenue that is reciprocal in nature to the extent that the requisite service has not been provided at reporting date.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 3. Income from continuing operations (continued)

\$ '000	2019	2018
(g) Unspent grants and contributions		
Certain grants and contributions are obtained by Council on condition that they be spent in a specified manner:		
Operating grants		
Unexpended at the close of the previous reporting period	2,289	872
Add: operating grants recognised in the current period but not yet spent	1,754	1,471
Add: operating grants received for the provision of goods and services in a future period	38	-
Less: operating grants recognised in a previous reporting period now spent	(1,664)	(427)
Unexpended and held as restricted assets (operating grants)	2,417	1,916
Capital grants		
Unexpended at the close of the previous reporting period	746	316
Add: capital grants recognised in the current period but not yet spent	2,143	952
Add: capital grants received for the provision of goods and services in a future period	500	-
Less: capital grants recognised in a previous reporting period now spent	(503)	(149)
Unexpended and held as restricted assets (capital grants)	2,886	1,119
Contributions		
Unexpended at the close of the previous reporting period	4,890	3,835
Add: contributions recognised in the current period but not yet spent	418	1,055
Add: contributions received for the provision of goods and services in a future period	1,724	-
Add: contributions recognised as income in the current period obtained in respect of a future rating identified by Council for the purpose of establishing a rate	-	-
Less: contributions recognised in a previous reporting period now spent	(349)	-
Unexpended and held as restricted assets (contributions)	6,683	4,890

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 4. Expenses from continuing operations

\$ '000	2019	2018
(a) Employee benefits and on-costs		
Salaries and wages	25,421	23,061
Travel expenses	31	58
Employee leave entitlements (ELE)	2,453	1,820
ELE on-costs	138	368
Superannuation	2,582	2,072
Workers' compensation insurance	671	283
Fringe benefit tax (FBT)	33	35
Payroll tax	106	119
Training costs (other than salaries and wages)	276	211
Protective clothing	59	42
Vehicle allowance	131	87
Recruitment expenses	159	100
Other	48	61
Total employee costs	32,108	28,317
Less: capitalised costs	(1,176)	(831)
TOTAL EMPLOYEE COSTS EXPENSED	30,932	27,486
Number of 'full-time equivalent' employees (FTE) at year end	360	340

Accounting policy for employee benefits and on-costs

Employee benefit expenses are recorded when the service has been provided by the employee.

Retirement benefit obligations

All employees of the Council are entitled to benefits on retirement, disability or death. Council contributes to various defined benefit plans and defined contribution plans on behalf of its employees.

Superannuation plans

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

Council participates in a defined benefit plan under the Local Government Superannuation Scheme. However, sufficient information to account for the plan as a defined benefit is not available, and therefore Council accounts for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans, i.e. as an expense when it becomes payable – refer to Note 16 for more information.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 4. Expenses from continuing operations (continued)

\$ '000	Notes	2019	2018
(b) Borrowing costs			
(i) Interest bearing liability costs			
Interest on loans		149	233
Total interest bearing liability costs expensed		149	233
(ii) Other borrowing costs			
Fair value adjustments on recognition of advances and deferred debtors			
– Remediation liabilities	12	100	180
Total other borrowing costs		100	180
TOTAL BORROWING COSTS EXPENSED		249	413

Accounting policy for borrowing costs

Borrowing costs incurred for the construction of any qualifying asset are capitalised during the period of time that is required to complete and prepare the asset for its intended use or sale. Other borrowing costs are expensed.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 4. Expenses from continuing operations (continued)

\$ '000	2019	2018
(c) Materials and contracts		
Raw materials and consumables	5,581	5,514
Contractors	11,111	9,801
Consultants	787	650
Auditors remuneration ²	116	133
Legal expenses:		
– Legal expenses: planning and development	43	42
– Legal expenses: debt recovery	21	112
– Legal expenses: other	437	417
Operating leases:		
– Operating lease rentals: minimum lease payments ¹	322	304
Other	–	78
Total materials and contracts	<u>18,418</u>	<u>17,051</u>
TOTAL MATERIALS AND CONTRACTS	<u>18,418</u>	<u>17,051</u>

Accounting policy for operating leases

Leases in which a significant portion of the risks and rewards of ownership are not transferred to Council as lessee are classified as operating leases. Payments made under operating leases (net of any incentives received from the lessor) are charged to the income statement on a straight-line basis over the period of the lease.

1. Operating lease payments are attributable to:

Computers	322	281
Other	–	23
	<u>322</u>	<u>304</u>

2. Auditor remuneration

During the year, the following fees were incurred for services provided by the auditor of Council, related practices and non-related audit firms

Auditors of the Council - NSW Auditor-General:

(i) Audit and other assurance services

Audit and review of financial statements	111	126
Remuneration for audit and other assurance services	<u>111</u>	<u>126</u>
Total Auditor-General remuneration	<u>111</u>	<u>126</u>

Non NSW Auditor-General audit firms

(i) Audit and other assurance services

Audit and review of financial statements	5	7
Remuneration for audit and other assurance services	<u>5</u>	<u>7</u>
Total remuneration of non NSW Auditor-General audit firms	<u>5</u>	<u>7</u>
Total Auditor remuneration	<u>116</u>	<u>133</u>

continued on next page ...

Page 26

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 4. Expenses from continuing operations (continued)

\$ '000	Notes	2019	2018
(d) Depreciation, amortisation and impairment of intangible assets and IPP&E			
Depreciation and amortisation			
Plant and equipment		1,575	1,566
Office equipment		282	287
Furniture and fittings		63	64
Land improvements (depreciable)		7	7
Infrastructure:			
– Buildings – non-specialised		1,329	1,099
– Buildings – specialised		1,037	864
– Other structures		509	584
– Roads		6,997	6,933
– Bridges		1,451	1,455
– Footpaths		92	89
– Stormwater drainage		627	627
– Water supply network		3,352	3,283
– Sewerage network		2,391	2,342
– Swimming pools		32	202
– Other open space/recreational assets		55	83
Other assets:			
– Library books		74	75
– Other		188	185
Reinstatement, rehabilitation and restoration assets:			
– Tip assets	9(a),12	313	108
– Quarry assets	9(a),12	1	–
Intangible assets	10	–	27
Total gross depreciation and amortisation costs		20,375	19,880
Total depreciation and amortisation costs		20,375	19,880
TOTAL DEPRECIATION, AMORTISATION AND IMPAIRMENT / REVALUATION DECREMENT FOR INTANGIBLES AND IPP&E		20,375	19,880

Accounting policy for depreciation, amortisation and impairment expenses of intangibles and IPP&E

Depreciation and amortisation

Depreciation and amortisation are calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives. Useful lives are included in Note 9 for IPPE assets.

Depreciation is capitalised where in-house assets have contributed to new assets.

Impairment of non-financial assets

Council assets held at fair value that are not held primarily for their ability to generate net cash flow, and that are deemed to be specialised, are no longer required to be tested for impairment under AASB 136. This is because these assets are assessed on an annual basis to ensure that the carrying amount is not materially different from fair value and therefore an impairment loss would be captured during this assessment.

Intangible assets that have an indefinite useful life, or are not yet available for use, are tested annually for impairment, or more frequently if events or changes in circumstances indicate that they might be impaired. Other assets that do not meet the criteria above are tested for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

continued on next page ...

Page 27

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 4. Expenses from continuing operations (continued)

For the purposes of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash inflows that are largely independent of the cash inflows from other assets or groups of assets (cash-generating units). Non-financial assets that suffered an impairment are reviewed for possible reversal of the impairment at each reporting date.

Impairment losses for revalued assets are firstly offset against the amount in the revaluation surplus for the class of asset, with only the excess to be recognised in the Income Statement.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 4. Expenses from continuing operations (continued)

\$ '000	2019	2018
(e) Other expenses		
Advertising	167	103
Bad and doubtful debts	52	99
Bank charges	139	85
Contributions/levies to other levels of government		
– NSW fire brigade levy	78	78
– NSW rural fire service levy	761	782
– NSW state emergency services	28	35
– Other contributions/levies	1	–
Councillor expenses – mayoral fee	43	76
Councillor expenses – councillors' fees	218	168
Councillors' expenses (incl. mayor) – other (excluding fees above)	91	59
Donations & Contributions		
– Tourism development	7	–
– SEWOL	53	18
– South east arts	17	16
– Tourism Snowy Mountains	60	40
– Boco rock community grants	296	16
– Community projects (SCF)	929	–
– Other	207	94
Election expenses	–	158
Electricity and heating	1,487	1,414
Insurance	1,288	1,252
Postage	110	83
Printing and stationery	379	347
Street lighting	316	213
Subscriptions and publications	84	89
Telephone and communications	697	662
Valuation fees	131	127
Licence fees – other	108	101
Marketing expenses	76	157
Quality monitoring	69	25
Software licences	987	1,177
Memberships	57	133
Other	234	83
Total other expenses	9,170	7,690
TOTAL OTHER EXPENSES	9,170	7,690

Accounting policy for other expenses

Other expenses are recorded on an accruals basis as the Council receives the goods or services.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 5. Gains or losses from the disposal, replacement and de-recognition of assets

\$ '000	Notes	2019	2018
Property (excl. investment property)			
Proceeds from disposal – property		239	429
Less: carrying amount of property assets sold/written off		(184)	(400)
Net gain/(loss) on disposal		55	29
Plant and equipment			
	9(a)		
Proceeds from disposal – plant and equipment		681	485
Less: carrying amount of plant and equipment assets sold/written off		(597)	(425)
Net gain/(loss) on disposal		84	60
NET GAIN/(LOSS) ON DISPOSAL OF ASSETS		139	89

Accounting policy for disposal of assets

Gains and losses on disposals are determined by comparing proceeds with carrying amount. These are included in the Income Statement.

The gain or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer and the asset is de-recognised.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 6(a). Cash and cash equivalent assets

\$ '000	2019	2018
Cash and cash equivalents		
Cash on hand and at bank	2,558	759
Cash-equivalent assets		
– Deposits at call	8,555	5,000
– Short-term deposits	–	10,500
Total cash and cash equivalents	<u>11,113</u>	<u>16,259</u>

Accounting policy for cash and cash equivalents

For Statement of Cash Flow presentation purposes, cash and cash equivalents include: cash on hand; deposits held at call with financial institutions; other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value; and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the Statement of Financial Position.

Note 6(b). Investments

\$ '000	2019 Current	2019 Non-current	2018 Current	2018 Non-current
Investments				
a. 'Financial assets at fair value through profit and loss'				
b. 'Financial assets at amortised cost' / 'held to maturity' (2018)	19,000	58,000	37,000	32,000
c. 'Financial assets at fair value through other comprehensive income' / 'available for sale financial assets' (2018)	–	219	–	–
Total Investments	<u>19,000</u>	<u>58,219</u>	<u>37,000</u>	<u>32,000</u>
TOTAL CASH ASSETS, CASH EQUIVALENTS AND INVESTMENTS	<u>30,113</u>	<u>58,219</u>	<u>53,259</u>	<u>32,000</u>
Financial assets at amortised cost / held to maturity (2018)				
Long term deposits	19,000	58,000	37,000	32,000
Total	<u>19,000</u>	<u>58,000</u>	<u>37,000</u>	<u>32,000</u>
Financial assets at fair value through other comprehensive income / available for sale financial assets (2018)				
Unlisted equity securities	–	219	–	–
Total	<u>–</u>	<u>219</u>	<u>–</u>	<u>–</u>

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements for the year ended 30 June 2019

Note 6(b). Investments (continued)

	Fair value at 30/06/19	Dividend income recognised during 1/7/18 – 30/6/19
Financial assets designated as at fair value through other comprehensive income		
At 1 July 2018, Council designated the investments shown below as financial assets as at fair value through other comprehensive income because these financial assets represent investments that the Council intends to hold for the long-term for strategic purposes. In 2018, these investments were classified as available for sale.		
Unlisted equity Securities	219	27
Total	219	27

No strategic investments were disposed of during 2019, and there were no transfers of any cumulative gain or loss within equity relating to these investments.

Accounting policy for investments

Accounting policy under AASB 9 – applicable from 1 July 2018

Financial instruments are recognised initially on the date that the Council becomes party to the contractual provisions of the instrument.

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

Financial assets

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

Classification

On initial recognition, Council classifies its financial assets into the following categories – those measured at:

- amortised cost
- fair value through profit and loss (FVTPL)
- fair value through other comprehensive income – equity instrument (FVOCI-equity)

Financial assets are not reclassified subsequent to their initial recognition.

Amortised cost

Assets measured at amortised cost are financial assets where:

- the business model is to hold assets to collect contractual cash flows, and
- the contractual terms give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

Council's financial assets measured at amortised cost comprise trade and other receivables and cash and cash equivalents in the Statement of Financial Position.

Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income, impairment and gains or loss on de-recognition are recognised in profit or loss.

Fair value through other comprehensive income – equity instruments

Council has a number of strategic investments in entities over which they do not have significant influence nor control. Council has made an irrevocable election to classify these equity investments as fair value through other comprehensive income as they are not held for trading purposes.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 6(b). Investments (continued)

These investments are carried at fair value with changes in fair value recognised in other comprehensive income (financial asset reserve). On disposal any balance in the financial asset reserve is transferred to accumulated surplus and is not reclassified to profit or loss.

Other net gains and losses excluding dividends are recognised in Other Comprehensive Income Statement.

Financial assets through profit or loss

All financial assets not classified as measured at amortised cost or fair value through other comprehensive income as described above are measured at fair value through profit or loss.

Net gains or losses, including any interest or dividend income, are recognised in profit or loss.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements for the year ended 30 June 2019

Note 6(b). Investments (continued)

Accounting policy under AASB 139 – applicable for 2018 comparatives only

Classification

Council classifies its financial assets in the following categories: financial assets at fair value through profit or loss; loans and receivables; held-to-maturity investments; and available-for-sale financial assets. The classification depends on the purpose for which the investments were acquired. Management determines the classification of its investments at initial recognition and, in the case of assets classified as held-to-maturity, re-evaluates this designation at each reporting date.

(a) Financial assets at fair value through profit or loss

Financial assets at fair value through profit or loss are financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short-term. Assets in this category are held at fair value with changes in value taken through profit or loss at each reporting period.

(b) Held to maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturities that Council's management has the positive intention and ability to hold to maturity. Assets in this category are measured at amortised cost.

(d) Available for sale financial assets

Available-for-sale financial assets are non-derivatives that are either designated in this category or not classified in any of the other categories. Investments are designated as available-for-sale if they do not have fixed maturities and fixed or determinable payments and management intends to hold them for the medium to long term. Assets in this category are held at fair value with changes in fair value taken to other comprehensive income.

Recognition and de-recognition

Regular purchases and sales of financial assets are recognised on trade-date: the date on which Council commits to purchase or sell the asset. Investments are initially recognised at fair value plus transaction costs for all financial assets not carried at fair value through profit or loss. Financial assets carried at fair value through profit or loss are initially recognised at fair value and transaction costs are expensed in the income statement. Investments are de-recognised when the rights to receive cash flows from the financial assets have expired, or have been transferred, and Council has transferred substantially all the risks and rewards of ownership.

When securities classified as available-for-sale are sold, the accumulated fair value adjustments recognised in equity are included in the Income Statement as gains and losses from investment securities.

Impairment of financial assets

Council assesses at the end of each reporting period whether there is objective evidence that a financial asset, or group of financial assets, is impaired. A financial asset, or a group of financial assets, is impaired, and impairment losses are incurred, only if there is objective evidence of impairment as a result of one or more events that occurred after the initial recognition of the asset (a 'loss event') and that loss event (or events) has an impact on the estimated future cash flows of the financial asset, or group of financial assets, that can be reliably estimated.

Impairment of available for sale investments

In the case of equity investments classified as available-for-sale, a significant or prolonged decline in the fair value of the security below its cost is considered an indicator that the assets are impaired.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 6(c). Restricted cash, cash equivalents and investments – details

\$ '000	2019		2018	
	Current	Non-current	Current	Non-current
Total cash, cash equivalents and investments	30,113	58,219	53,259	32,000
attributable to:				
External restrictions	936	58,219	22,697	27,000
Internal restrictions	28,617	–	30,326	5,000
Unrestricted	560	–	236	–
	30,113	58,219	53,259	32,000

\$ '000	2019	2018
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Details of restrictions

External restrictions – other

Developer contributions – general	1,792	1,760
Developer contributions – water fund	2,493	1,857
Developer contributions – sewer fund	1,980	1,273
Specific purpose unexpended grants	5,303	3,035
Water supplies	17,042	13,839
Sewerage services	19,348	17,179
Domestic waste management	4,896	4,360
Stormwater management	–	41
Snowy River Hostel accommodation bonds	919	880
Yallambee Lodge accommodation bonds	3,178	3,460
Crown land reserves	1,284	21
Crown land – holiday parks	–	1,053
Home and community care	458	458
Boco rock community reserve	337	432
Kamoto-cooma friendship scholarship fund	44	41
Other	81	8

External restrictions – other

59,155 49,697

Total external restrictions

59,155 49,697

Internal restrictions

Plant and vehicle replacement	2,245	3,185
Employees leave entitlement	3,067	3,067
Deposits, retentions and bonds	682	682
Quarry operations	684	96
Uncompleted works	1,801	4,812
Waste management	998	1,023
Yallambee Lodge building/equipment replacement	1,047	1,632
Former Snowy River LGA	731	740
Former Bombala LGA	1,810	3,144
Merger implementation funding	4,460	2,216
Stronger communities fund	11,092	13,509
Other	–	1,220

Total internal restrictions

28,617 35,326

TOTAL RESTRICTIONS

87,772 85,023

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 7. Receivables

\$ '000	2019 Current	2019 Non-current	2018 Current	2018 Non-current
Purpose				
Rates and annual charges	5,611	–	6,164	–
Interest and extra charges	432	–	216	–
User charges and fees	4,738	–	5,892	–
Accrued revenues				
– Interest on investments	1,184	–	1,013	–
– Other income accruals	649	–	36	–
Government grants and subsidies	517	–	1,075	–
Net GST receivable	484	–	498	–
Loans receivable	18	105	17	123
Other debtors	145	–	236	–
Total	13,778	105	15,147	123
Less: provision of impairment				
Rates and annual charges	–	–	(18)	–
User charges and fees	(78)	–	(123)	–
Total provision for impairment – receivables	(78)	–	(141)	–
TOTAL NET RECEIVABLES	13,700	105	15,006	123

\$ '000	2019	2018
Movement in provision for impairment of receivables		
Balance at the beginning of the year (calculated in accordance with AASB 139)	141	141
Opening impairment allowance calculated under AASB 9	57	–
Movement through provision	(120)	–
Balance at the end of the period	78	141

Accounting policy for receivables

Recognition and measurement

Receivables are included in current assets, except for those with maturities greater than 12 months after the reporting date, which are classified as non-current assets.

Receivables are recognised initially at fair value, and subsequently measured at amortised cost, using the effective interest method, less provision for impairment. Receivables are generally due for settlement within 30 days.

Cash flows relating to short-term receivables are not discounted if the effect of discounting is immaterial.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 7. Receivables (continued)

Impairment

Accounting policy under AASB 9 applicable from 1 July 2018

Impairment of financial assets measured at amortised cost is recognised on an expected credit loss (ECL) basis.

When determining whether the credit risk of a financial asset has increased significantly since initial recognition, and when estimating ECL, the Council considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on Council's historical experience and informed credit assessment, and including forward-looking information.

When considering the ECL for rates debtors, Council takes into account that unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold. For non-rates debtors, Council uses the presumption that an asset which is more than 30 days past due has seen a significant increase in credit risk.

The Council uses the presentation that a financial asset is in default when:

- the other party is unlikely to pay its credit obligations to the Council in full, without recourse by the Council to actions such as realising security (if any is held) or
- the financial assets (for non-rates debtors) are more than 90 days past due.

Credit losses are measured as the present value of the difference between the cash flows due to the entity, in accordance with the contract, and the cash flows expected to be received. This is applied using a probability weighted approach.

On initial recognition of the asset, an estimate of the expected credit losses for the next 12 months is recognised. Where the asset has experienced significant increase in credit risk then the lifetime losses are estimated and recognised.

There has been no change in the estimation techniques or significant assumptions made during the current reporting period.

The Council writes off a trade receivable when there is information indicating that the debtor is in severe financial difficulty, and there is no realistic prospect of recovery, e.g. when the debtor has been placed under liquidation, or has entered into bankruptcy proceedings, or when the receivables are over 1 year past due, whichever occurs first.

None of the receivables that have been written off are subject to enforcement activity.

Where the Council renegotiates the terms of receivables due from certain customers, the new expected cash flows are discounted at the original effective interest rate, and any resulting difference to the carrying value is recognised in profit or loss.

Accounting policy under AASB 139 – applicable for 2018 comparatives only

For loans and receivables, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows, (excluding future credit losses that have not been incurred) discounted at the financial asset's original effective interest rate. The carrying amount of the asset is reduced and the amount of the loss is recognised in profit or loss.

Collectability of receivables is reviewed on an ongoing basis. Debts that are known to be uncollectable are written off by reducing the carrying amount directly. An allowance account (provision for impairment of receivables) is used when there is objective evidence that the Council will not be able to collect all amounts due, according to the original terms of the receivables. Significant financial difficulties of the debtor, probability that the debtor will enter bankruptcy or financial reorganisation, and default or delinquency in payments (more than 30 days overdue) are considered indicators that the receivable is impaired. When a receivable for which an impairment allowance had been recognised becomes uncollectable in a subsequent period, it is written off against the allowance account. Subsequent recoveries of amounts previously written off are credited against other expenses in the Income Statement.

Rates and annual charges outstanding are secured against the property.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 8. Inventories and other assets

\$ '000	2019 Current	2019 Non-current	2018 Current	2018 Non-current
(a) Inventories				
(i) Inventories at cost				
Real estate for resale	441	–	441	–
Stores and materials	1,254	–	1,129	–
Total inventories at cost	<u>1,695</u>	<u>–</u>	<u>1,570</u>	<u>–</u>
TOTAL INVENTORIES	<u>1,695</u>	<u>–</u>	<u>1,570</u>	<u>–</u>
(b) Other assets				
Prepayments	299	–	255	–
TOTAL OTHER ASSETS	<u>299</u>	<u>–</u>	<u>255</u>	<u>–</u>

Accounting policy for inventories and other assets

Raw materials and stores, work in progress and finished goods

Raw materials and stores, work in progress and finished goods are stated at the lower of cost and net realisable value. Costs are assigned to individual items of inventory on the basis of weighted average costs. Costs of purchased inventory are determined after deducting rebates and discounts. Net realisable value is the estimated selling price in the ordinary course of business, less the estimated costs of completion, and the estimated costs necessary to make the sale.

Inventory held for distribution

Inventory held for distribution is held at cost, adjusted where applicable for any loss of service potential.

Land held for resale/capitalisation of borrowing costs

Land held for resale is stated at the lower of cost and net realisable value. Cost is assigned by specific identification and includes the cost of acquisition, and development and borrowing costs during development. When development is completed, borrowing costs and other holding charges are expensed as incurred.

Borrowing costs included in the cost of land held for resale are those costs that would have been avoided if the expenditure on the acquisition and development of the land had not been made. Borrowing costs incurred while active development is interrupted for extended periods are recognised as expenses.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 9(a). Infrastructure, property, plant and equipment

S '000	as at 30/6/2018			Asset movements during the reporting period								as at 30/6/2019		
	Gross carrying amount	Accumulated depreciation	Net carrying amount	Additions renewals ⁽¹⁾	Additions new assets	Carrying value of disposals	Depreciation expense	WIP transfers	Adjustments and transfers	Revaluation decrements to equity (ARR)	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation	Net carrying amount
Capital work in progress	10,298	–	10,298	10,642	–	–	–	(4,201)	–	–	–	16,739	–	16,739
Plant and equipment	24,649	(14,022)	10,627	–	3,300	(597)	(1,575)	–	–	–	–	27,352	(15,597)	11,755
Office equipment	3,410	(2,490)	920	–	–	–	(282)	793	–	–	–	4,203	(2,772)	1,431
Furniture and fittings	1,007	(614)	393	–	139	–	(63)	49	–	–	–	1,195	(677)	518
Land:														
– Operational land	21,049	–	21,049	–	–	–	–	–	–	–	–	21,049	–	21,049
– Community land	11,408	–	11,408	–	–	–	–	–	–	–	–	11,408	–	11,408
Land improvements – depreciable	1,896	(145)	1,751	–	–	–	(7)	–	–	–	–	1,896	(152)	1,744
Infrastructure:														
– Buildings – non-specialised	60,057	(34,114)	25,943	158	–	–	(1,329)	–	–	–	–	60,215	(35,443)	24,772
– Buildings – specialised	57,194	(40,920)	16,274	495	–	(184)	(1,037)	509	3,841	(3,723)	–	58,132	(41,957)	16,175
– Other structures	14,758	(7,063)	7,693	364	–	–	(509)	434	(811)	–	–	14,743	(7,572)	7,171
– Roads	420,816	(165,098)	255,718	1,240	–	–	(8,997)	335	–	–	–	422,391	(172,095)	250,296
– Bridges	113,154	(54,840)	58,314	1,120	–	–	(1,451)	345	–	–	–	114,619	(56,291)	58,328
– Footpaths	16,745	(8,544)	8,201	218	–	–	(92)	122	–	–	–	17,085	(8,636)	8,449
– Bulk earthworks (non-depreciable)	515,602	–	515,602	–	–	–	–	–	–	–	–	515,602	–	515,602
– Stormwater drainage	31,389	(14,973)	16,416	1	–	–	(627)	746	–	–	–	32,138	(15,600)	16,538
– Water supply network	201,185	(109,498)	91,687	651	–	–	(3,352)	320	–	1,400	–	203,556	(112,850)	90,706
– Sewerage network	140,530	(68,068)	72,462	104	–	–	(2,391)	225	–	–	1,109	141,968	(70,459)	71,509
– Swimming pools	13,544	(8,784)	4,860	197	–	–	(32)	–	(2,428)	–	–	11,413	(8,816)	2,597
– Other open space/recreational assets	5,053	(3,149)	1,904	837	–	–	(55)	257	(602)	–	–	5,545	(3,204)	2,341
Other assets:														
– Library books	1,427	(1,095)	332	–	76	–	(74)	65	–	–	–	1,568	(1,169)	399
– Other	4,521	(1,750)	2,771	24	–	–	(188)	1	–	–	–	4,321	(1,713)	2,608
Reinstatement, rehabilitation and restoration assets (refer Note 12):														
– Tip assets	3,566	(1,245)	2,321	–	–	–	(313)	–	(60)	–	–	3,017	(1,069)	1,948
– Quarry assets	38	(5)	33	–	–	–	(1)	–	–	–	–	38	(6)	32
Total Infrastructure, property, plant and equipment	1,673,394	(536,417)	1,136,977	16,051	3,515	(781)	(20,375)	–	(60)	(3,723)	2,509	1,690,191	(556,078)	1,134,113

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

continued on next page ...

Page 39

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 9(a). Infrastructure, property, plant and equipment (continued)

\$ '000	as at 30/6/2017			Asset movements during the reporting period							as at 30/6/2018		
	Gross carrying amount	Accumulated depreciation	Net carrying amount	Additions renewals ⁽¹⁾	Additions new assets	Carrying value of disposals	Depreciation expense	WIP transfers	Adjustments and transfers	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation	Net carrying amount
Capital work in progress	4,372	–	4,372	6,797	–	–	–	(871)	–	–	10,298	–	10,298
Plant and equipment	23,708	(12,457)	11,251	–	1,358	(426)	(1,566)	10	–	–	24,649	(14,022)	10,627
Office equipment	3,410	(2,203)	1,207	–	–	–	(287)	–	–	–	3,410	(2,490)	920
Furniture and fittings	898	(550)	348	–	109	–	(64)	–	–	–	1,007	(614)	393
Land:													
– Operational land	20,806	–	20,806	14	–	(400)	–	–	(154)	783	21,049	–	21,049
– Community land	11,254	–	11,254	–	–	–	–	–	154	–	11,408	–	11,408
Land improvements – depreciable	1,896	(138)	1,758	–	–	–	(7)	–	–	–	1,896	(145)	1,751
Infrastructure:													
– Buildings – non-specialised	43,468	(25,399)	18,069	–	43	–	(1,099)	–	4,134	4,796	60,057	(34,114)	25,943
– Buildings – specialised	42,997	(24,935)	18,062	–	–	–	(864)	20	(4,134)	3,190	57,194	(40,920)	16,274
– Other structures	14,528	(6,479)	8,049	222	–	–	(584)	6	–	–	14,756	(7,063)	7,693
– Roads	418,722	(158,164)	260,558	1,955	–	–	(6,933)	138	–	–	420,816	(165,098)	255,718
– Bridges	113,154	(53,385)	59,769	–	–	–	(1,455)	–	–	–	113,154	(54,840)	58,314
– Footpaths	16,637	(8,455)	8,182	108	–	–	(89)	–	–	–	16,745	(8,544)	8,201
– Bulk earthworks (non-depreciable)	515,602	–	515,602	–	–	–	–	–	–	–	515,602	–	515,602
– Stormwater drainage	31,389	(14,346)	17,043	–	–	–	(627)	–	–	–	31,389	(14,973)	16,416
– Water supply network	196,222	(104,030)	92,192	842	–	–	(3,283)	–	–	1,936	201,185	(109,498)	91,687
– Sewerage network	136,933	(64,375)	72,558	25	–	–	(2,342)	697	–	1,524	140,530	(68,068)	72,462
– Swimming pools	13,644	(8,639)	5,005	57	–	–	(202)	–	–	–	13,644	(8,784)	4,860
– Other open space/recreational assets	4,997	(3,010)	1,987	–	–	–	(83)	–	–	–	5,053	(3,149)	1,904
Other assets:													
– Library books	1,375	(1,020)	355	–	52	–	(75)	–	–	–	1,427	(1,095)	332
– Other	4,162	(1,565)	2,597	359	–	–	(185)	–	–	–	4,521	(1,750)	2,771
Reinstatement, rehabilitation and restoration assets (refer Note 12):													
– Tip assets	1,804	(1,164)	640	–	–	–	(108)	–	1,789	–	3,596	(1,245)	2,321
– Quarry assets	38	(5)	33	–	–	–	–	–	–	–	38	(5)	33
Total Infrastructure, property, plant and equipment	1,622,016	(490,319)	1,131,697	10,379	1,562	(826)	(19,853)	–	1,789	12,229	1,673,394	(536,417)	1,136,977

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

continued on next page ...

Page 40

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 9(a). Infrastructure, property, plant and equipment (continued)

Accounting policy for infrastructure, property, plant and equipment

Infrastructure, property, plant and equipment are held at fair value. Independent comprehensive valuations are performed at least every five years, however the carrying amount of assets is assessed by Council at each reporting date to confirm that it is not materially different from current fair value.

Water and sewerage network assets are indexed at each reporting period in accordance with the Rates Reference Manual issued by Department of Industry (DoI) – Water.

Increases in the carrying amounts arising on revaluation are credited to the revaluation reserve. To the extent that the increase reverses a decrease previously recognising profit or loss relating to that asset class, the increase is first recognised as profit or loss. Decreases that reverse previous increases of assets in the same class are first charged against revaluation reserves directly in equity to the extent of the remaining reserve attributable to the class; all other decreases are charged to the Income Statement.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Council, and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the Income Statement during the financial period in which they are incurred.

When infrastructure, property, plant and equipment are acquired by Council for nil or nominal consideration, the assets are initially recognised at their fair value at acquisition date.

Land is not depreciated. The property, plant and equipment acquired under finance leases is depreciated over the asset's useful life, or over the shorter of the asset's useful life and the lease term, if there is no reasonable certainty that the Council will obtain ownership at the end of the lease term. Depreciation on other assets is calculated using the straight-line method to allocate their cost, net of their residual values, over their estimated useful lives as follows:

Plant and equipment	Years	Other equipment	Years
Office equipment	3 to 10	Playground equipment	5 to 15
Office furniture	5 to 30	Benches, seats etc.	5 to 15
Computer equipment	2 to 10		
Vehicles	2 to 8	Buildings	
Heavy plant/road making equipment	5 to 20	Buildings: masonry	50 to 100
Other plant and equipment	5 to 33	Buildings: other	10 to 128
Water and sewer assets		Stormwater assets	
Water Supply Structures	25 to 100	Pipes	70 to 100
Wastewater Structures	40 to 70	Pits	50 to 80
Reticulation pipes: PVC	80	Culverts	60 to 80
Reticulation pipes: other	80	Other	30 to 100
Pumps and telemetry	15 to 20		
Transportation assets		Other infrastructure assets	
Sealed roads: surface	10 to 20	Bulk earthworks	Infinite
Sealed roads: structure	40 to 100	Swimming pools	5 to 100
Unsealed roads	10 to 50	Other open space/recreational assets	5 to 100
Bridge: concrete	80 to 100		
Bridge: other	50 to 100		
Road pavements	40 to 80		
Kerb, gutter and footpaths	50 to 75		

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements for the year ended 30 June 2019

Note 9(a). Infrastructure, property, plant and equipment (continued)

Land under roads

Land under roads is land under roadways and road reserves including land under footpaths, nature strips and median strips.

Council has elected not to recognise land under roads acquired before 1 July 2008 in accordance with AASB 1051 Land Under Roads.

Land under roads acquired after 1 July 2008 is recognised in accordance with AASB 116 Property, Plant and Equipment.

Crown reserves

Crown reserves under Council's care and control are recognised as assets of the Council. While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated.

Improvements on Crown reserves are also recorded as assets, while maintenance costs incurred by Council and revenues relating to the reserves are recognised within Council's Income Statement.

Rural Fire Service assets

Under Section 119 of the *Rural Fire Services Act 1997 (NSW)*, "all firefighting equipment purchased, or constructed wholly or from money to the credit of the Fund, is to be vested in the council of the area for, or on behalf of, which the firefighting equipment has been purchased or constructed".

Until such time as discussions on this matter have concluded and the legislation changed, Council will not recognise rural fire service plant and vehicle assets. Land and buildings maintained by Council are recognised as assets of the Council in these financial statements.

Note 9(b). Infrastructure, property, plant and equipment – current year impairments

Council has recognised no impairment losses during the reporting period nor reversed any prior period losses.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 10. Intangible assets

\$ '000	2019	2018
Intangible assets are as follows:		
Opening values at 1 July		
Gross book value	350	488
Accumulated amortisation	–	(106)
Net book value – opening balance	350	382
Movements for the year		
– Amortisation charges	–	(27)
– Gross book value written off	–	(138)
– Accumulated amortisation charges written off	–	133
Closing values at 30 June		
Gross book value	350	350
TOTAL INTANGIBLE ASSETS – NET BOOK VALUE	350	350
The net book value of intangible assets represents:		
– Hostel bed licences	350	350
	350	350

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 11. Payables and borrowings

\$ '000	2019 Current	2019 Non-current	2018 Current	2018 Non-current
Payables				
Goods and services – operating expenditure	2,268	–	3,449	–
Accrued expenses:				
– Borrowings	5	–	18	–
– Salaries and wages	980	–	808	–
– Other expenditure accruals	753	–	527	–
Advances	787	–	784	–
Security bonds, deposits and retentions	1,376	–	896	–
Yallambee Lodge accommodation bonds	3,178	–	3,354	–
Snowy River Hostel accommodation bonds	919	–	864	–
Other	(12)	–	7	–
Total payables	10,254	–	10,707	–
Income received in advance				
Payments received in advance	–	–	196	–
Total income received in advance	–	–	196	–
Borrowings				
Loans – secured ¹	490	875	765	2,467
Total borrowings	490	875	765	2,467
TOTAL PAYABLES AND BORROWINGS	10,744	875	11,668	2,467

(1) Loans are secured over the general rating income of Council.
Disclosures on liability interest rate risk exposures, fair value disclosures and security can be found in Note 17.

\$ '000	2019 Current	2019 Non-current	2018 Current	2018 Non-current
(a) Payables and borrowings relating to restricted assets				
Externally restricted assets				
Water	188	174	157	264
Sewer	16	–	340	1,104
Domestic waste management	269	564	221	843
Yallambee Lodge accommodation bonds	3,178	–	3,354	–
Snowy River Hostel accommodation bonds	919	–	864	–
Payables and borrowings relating to externally restricted assets	4,570	738	4,936	2,211
Total payables and borrowings relating to restricted assets	4,570	738	4,936	2,211
Total payables and borrowings relating to unrestricted assets	6,174	137	6,732	256
TOTAL PAYABLES AND BORROWINGS	10,744	875	11,668	2,467

continued on next page ...

Page 44

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 11. Payables and borrowings (continued)

(b) Changes in liabilities arising from financing activities

\$ '000	as at 30/6/2018					as at 30/6/2019
	Opening Balance	Cash flows	Non-cash acquisitions	Non-cash fair value changes	Other non-cash movements	Closing balance
Loans – secured	3,232	(1,867)	–	–	–	1,365
TOTAL	3,232	(1,867)	–	–	–	1,365

\$ '000	as at 30/6/2017					as at 30/6/2018
	Opening Balance	Cash flows	Non-cash acquisitions	Non-cash fair value changes	Other non-cash movements	Closing balance
Loans – secured	4,020	(788)	–	–	–	3,232
TOTAL	4,020	(788)	–	–	–	3,232

\$ '000	2019	2018
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(c) Financing arrangements

(i) Unrestricted access was available at balance date to the following lines of credit:

Bank overdraft facilities ¹	300	300
Credit cards/purchase cards	105	75
Total financing arrangements	405	375

Undrawn facilities as at balance date:

– Bank overdraft facilities	300	300
– Credit cards/purchase cards	105	75
Total undrawn financing arrangements	405	375

Additional financing arrangements information

Breaches and defaults

During the current and prior year, there were no defaults or breaches on any of the loans.

Security over loans

Loans are secured over future cash flows of Council

(1) The bank overdraft facility may be drawn at any time and may be terminated by the bank without notice.

Accounting policy for payables and borrowings

Council measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

The financial liabilities of the Council comprise trade payables, bank and other loans and finance lease liabilities.

Payables

These amounts represent liabilities for goods and services provided to the council prior to the end of financial year that are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

continued on next page ...

Page 45

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 11. Payables and borrowings (continued)

Borrowings

Borrowings are initially recognised at fair value, net of transaction costs incurred. Borrowings are subsequently measured at amortised cost. Any difference between the proceeds (net of transaction costs) and the redemption amount is recognised in the Income Statement over the period of the borrowings using the effective-interest method. Fees paid on the establishment of loan facilities are recognised as transaction costs of the loan to the extent that it is probable that some or all of the facility will be drawn down. In this case, the fee is deferred until the drawdown occurs. To the extent that there is no evidence that it is probable that some or all of the facility will be drawn down, the fee is capitalised as a prepayment for liquidity services and amortised over the period of the facility to which it relates.

Borrowings are removed from the Statement of Financial Position when the obligation specified in the contract is discharged, cancelled or expired. The difference between the carrying amount of a financial liability that has been extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, is recognised in other income or finance cost.

Borrowings are classified as current liabilities unless Council has an unconditional right to defer settlement of the liability for at least 12 months after the reporting date.

Finance leases

Leases of property, plant and equipment where Council, as lessee, has substantially all the risks and rewards of ownership, are classified as finance leases. Finance leases are capitalised at the lease's inception at the fair value of the leased assets or, if lower, the present value of the minimum lease payments. The corresponding rental obligations, net of finance charges, are included in other short-term and long-term payables. Each lease payment is allocated between the liability and finance cost. The finance cost is charged to the Income Statement over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability for each period.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 12. Provisions

\$ '000	2019 Current	2019 Non-current	2018 Current	2018 Non-current
Provisions				
Employee benefits				
Annual leave	2,285	–	2,220	–
Long service leave	3,444	–	3,306	–
Other leave – TIL and flex	452	–	325	–
ELE on-costs	507	–	276	–
Sub-total – aggregate employee benefits	6,688	–	6,127	–
Asset remediation/restoration:				
Asset remediation/restoration (future works)	–	5,052	–	5,294
Sub-total – asset remediation/restoration	–	5,052	–	5,294
TOTAL PROVISIONS	6,688	5,052	6,127	5,294

\$ '000	2019	2018
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(a) Current provisions not anticipated to be settled within the next twelve months

The following provisions, even though classified as current, are not expected to be settled in the next 12 months.

Provisions – employees benefits	3,154	3,151
	<u>3,154</u>	<u>3,151</u>

(b) Description of and movements in provisions

\$ '000	ELE provisions				Total
	Annual leave	Long service leave	ELE on-costs	Other employee benefits	
2019					
At beginning of year	2,220	3,306	276	325	6,127
Other	65	138	231	127	561
Total ELE provisions at end of period	<u>2,285</u>	<u>3,444</u>	<u>507</u>	<u>452</u>	<u>6,688</u>
2018					
At beginning of year	2,195	3,918	335	264	6,712
Other	25	(612)	(59)	61	(585)
Total ELE provisions at end of period	<u>2,220</u>	<u>3,306</u>	<u>276</u>	<u>325</u>	<u>6,127</u>

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements for the year ended 30 June 2019

Note 12. Provisions (continued)

\$ '000	Other provisions	
	Asset remediation	Total
2019		
At beginning of year	5,294	5,294
Amounts used (payments)	(342)	(342)
Unwinding of discount	100	100
Total other provisions at end of period	5,052	5,052
2018		
At beginning of year	3,331	3,331
Additional provisions	1,963	1,963
Total other provisions at end of period	5,294	5,294

Accounting policy for provisions

Provisions are recognised when Council has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation, and the amount has been reliably estimated.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the reporting date. The discount rate used to determine the present value reflects current market assessments of the time value of money and the risks specific to the liability. The increase in the provision due to the passage of time is recognised as interest expense.

Employee benefits

Short-term obligations

Liabilities for wages and salaries (including non-monetary benefits, annual leave and accumulating sick leave expected to be wholly settled within 12 months after the end of the period in which the employees render the related service) are recognised in respect of employees' services up to the end of the reporting period, and are measured at the amounts expected to be paid when the liabilities are settled. The liability for annual leave and accumulating sick leave is recognised in the provision for employee benefits. All other short-term employee benefit obligations are presented as payables.

Other long-term employee benefit obligations

The liability for long-service leave and annual leave, that is not expected to be wholly settled within 12 months after the end of the period in which the employees render the related service, is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made, in respect of services provided by employees up to the end of the reporting period, using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures, and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

On-costs

The employee benefit provisions include the aggregate on-cost liabilities that will arise when payment of current employee benefits is made in future periods.

These amounts include superannuation, payroll tax and workers compensation expenses which will be payable upon the future payment of certain leave liabilities which employees are entitled to at the reporting period.

The obligations are presented as current liabilities in the Statement of Financial Position, if the Council does not have an unconditional right to defer settlement for at least 12 months after the reporting date, regardless of when the actual settlement is expected to occur.

continued on next page ...

Page 48

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 12. Provisions (continued)

Provisions for close-down and restoration, and environmental clean-up costs – tips and quarries

Restoration

Close-down and restoration costs include the dismantling and demolition of infrastructure, and the removal of residual materials and remediation of disturbed areas. Estimated close-down and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs, whether this occurs during the development or during the operation phase, based on the net present value of estimated future costs.

Provisions for close-down and restoration costs do not include any additional obligations which are expected to arise from future disturbance. The costs are estimated on the basis of a closure plan. The cost estimates are calculated annually during the life of the operation to reflect known developments, e.g. updated cost estimates and revisions to the estimated lives of operations, and are subject to formal review at regular intervals.

Rehabilitation

Where rehabilitation is conducted systematically over the life of the operation, rather than at the time of closure, provision is made for the estimated outstanding continuous rehabilitation work at each reporting date, and the cost is charged to the Income Statement.

Provision is made for the estimated present value of the costs of environmental clean-up obligations outstanding at the reporting date. These costs are charged to the Income Statement. Movements in the environmental clean-up provisions are presented as an operating cost, except for the unwinding of the discount which is shown as a borrowing cost.

Remediation procedures generally commence soon after the time the damage, remediation process, and estimated remediation costs become known, but may continue for many years depending on the nature of the disturbance and the remediation techniques.

As noted above, the ultimate cost of environmental remediation is uncertain and cost estimates can vary in response to many factors, including changes to the relevant legal requirements, the emergence of new restoration techniques, or experience at other locations. The expected timing of expenditure can also change, for example in response to changes in quarry reserves or production rates. As a result, there could be significant adjustments to the provision for close down and restoration and environmental clean-up, which would affect future financial results.

Other movements in the provisions for close-down and restoration costs, including those resulting from new disturbance, updated cost estimates, changes to the estimated lives of operations, and revisions to discount rates, are capitalised within property, plant and equipment. These costs are then depreciated over the lives of the assets to which they relate.

Close-down and restoration costs are a normal consequence of tip and quarry operations, and the majority of close-down and restoration expenditure is incurred at the end of the life of the operations. Although the ultimate cost to be incurred is uncertain, Council estimates the respective costs based on feasibility and engineering studies, using current restoration standards and techniques.

Contingent Liability

Council is currently reviewing its closed and operating landfill sites to determine the requirements for future rehabilitation works in consultation with the NSW Environmental Protection Agency (EPA). Refer to note 16 Contingencies and other assets/liabilities not recognised 2. (iii) Asset remediation/restoration (future works).

Self-insurance

Council has decided to self-insure for various risks, including public liability and professional indemnity. A provision for self-insurance has been made to recognise outstanding claims. Council also maintains cash and investments to meet expected future claims; refer to Note 6(c).

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 13. Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors

(a) Nature and purpose of reserves

Infrastructure, property, plant and equipment revaluation reserve

The infrastructure, property, plant and equipment revaluation reserve is used to record increments / decrements of non-current asset values due to their revaluation.

Fair value through other comprehensive income reserve (FVOCI)

Changes in the fair value of financial assets are taken through the fair value through other comprehensive income revaluation reserve. The accumulated changes in fair value are transferred to profit or loss when the financial asset is derecognised or impaired.

Available for sale investments revaluation reserve (2018 only)

Changes in fair value are taken to the available-for-sale investments revaluation reserve, amounts are recognised in profit and loss when the associated assets are sold or impaired.

(b) Changes in accounting policies due to adoption of new accounting standards (not-retrospective)

During the year, Council adopted a number of new accounting standards. The impact of the adoption and associated transition disclosures are shown below.

The Council has adopted AASB 9 Financial Instruments for the first time in the current year with a date of initial adoption of 1 July 2018. As part of the adoption of AASB 9, the Council adopted consequential amendments to other accounting standards arising from the issue of AASB 9 as follows:

- AASB 101 Presentation of Financial Statements requires the impairment of financial assets to be presented in a separate line item in the income statement. In prior years, this information was presented as part of other expenses.
- AASB 7 Financial Instruments: Disclosures requires amended disclosures due to changes arising from AASB 9. These disclosures have been provided for the current year.

The key changes to Council's accounting policy and the impact on these financial statements from applying AASB 9 are described below.

Changes in accounting policies resulting from the adoption of AASB 9 have been applied retrospectively except Council has not restated any amounts relating to classification and measurement requirements, including impairment, which have been applied from 1 July 2018.

Classification of financial assets

The financial assets of Council have been reclassified into one of the following categories on adoption of AASB 9, based primarily on the business model in which a financial asset is managed and its contractual cash flow characteristics are:

- measured at amortised cost
- fair value through profit or loss
- fair value through other comprehensive income – equity instruments

Measurement of equity instruments

All equity instruments of the Council are measured at fair value under AASB 9 whereas there was a cost exception under AASB 139 that allowed certain unlisted investments to be carried at amortised cost in the absence of a reliable measurement of fair value. Any difference in the previous carrying amount and the fair value is recognised in the opening retained earnings (or other component of equity, as appropriate) at 1 July 2018.

Equity instruments are no longer subject to impairment testing and therefore all movements on equity instruments, classified as fair value through other comprehensive income, are taken to the relevant reserve.

Impairment of financial assets

The incurred loss model from AASB 139 has been replaced with an expected credit loss model in AASB 9 for assets measured at amortised cost. This has resulted in the earlier recognition of credit loss (bad debt provisions).

continued on next page ...

Page 50

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 13. Accumulated surplus, revaluation reserves, changes in accounting policies,
changes in accounting estimates and errors (continued)

Statement of Financial Position

\$ '000	Original Balance 1 July, 2018	Impact Increase/ (decrease)	Restated Balance 1 July, 2018
Adjustments to the current year figures for the year ended 30 June 2019			
Unlisted Equity Securities	–	219	219
Total assets	–	219	219
Unlisted Equity Securities	–	219	219
Total equity	–	219	219

Classification of financial assets and financial liabilities

The table below illustrates the classification and measurement of financial assets and liabilities under AASB 9 and AASB 139 at 1 July 2018.

\$ '000	Classific- ation under AASB 139	Classific- ation under AASB 9	Carrying amount under AASB 139	Reclassi- fication	Remeasu- rements	Carrying amount under AASB 9
Financial assets						
Unlisted Equity Securities	Available for sale	FVOCI-equity	–	219	–	219
Receivables	Receivables	Amortised cost	13,742	63	–	13,805
Cash & Cash Equivalents	N/A	N/A	30,113	–	–	30,113
Term Deposits (Investments)	Held to maturity	Amortised cost	58,000	–	–	58,000
Total financial assets under AASB 9 at 1 July 2018			101,855	282	–	102,137
Financial liabilities						
Payables	Other financial liabilities	Other financial liabilities	10,254	–	–	10,254
Loans	Other financial liabilities	Other financial liabilities	1,365	–	–	1,365
Total financial liabilities under AASB 9 at 1 July 2018			11,619	–	–	11,619

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 14. Statement of cash flows - additional information

\$ '000	Notes	2019	2018
(a) Reconciliation of cash assets			
Total cash and cash equivalent assets	6(a)	11,113	16,259
Balance as per the Statement of Cash Flows		11,113	16,259
(b) Reconciliation of net operating result to cash provided from operating activities			
Net operating result from Income Statement		2,246	1,499
Adjust for non-cash items:			
Depreciation and amortisation		20,375	19,880
Net losses/(gains) on disposal of assets		(139)	(89)
Unwinding of discount rates on reinstatement provisions		100	174
+/- Movement in operating assets and liabilities and other cash items:			
Decrease/(increase) in receivables		1,387	(4,225)
Increase/(decrease) in provision for impairment of receivables		(63)	-
Decrease/(increase) in inventories		(125)	(596)
Decrease/(increase) in other current assets		(44)	(70)
Increase/(decrease) in payables		(1,181)	1,832
Increase/(decrease) in accrued interest payable		(13)	(94)
Increase/(decrease) in other accrued expenses payable		398	545
Increase/(decrease) in other liabilities		147	1,023
Increase/(decrease) in provision for employee benefits		561	(585)
Increase/(decrease) in other provisions		(342)	1,789
Net cash provided from/(used in) operating activities from the Statement of Cash Flows		23,307	21,083

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 15. Commitments

\$ '000	2019	2018
---------	------	------

(a) Capital commitments (exclusive of GST)

Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:

Property, plant and equipment

Transport Infrastructure	2,210	1,209
Plant and equipment	458	900
Water Infrastructure	327	628
Sewer Infrastructure	296	629
Other Infrastructure	1,441	1,518
Corporate Information System	3,343	-
Total commitments	8,075	4,884

These expenditures are payable as follows:

Within the next year	6,961	4,884
Later than one year and not later than 5 years	1,114	-
Total payable	8,075	4,884

Sources for funding of capital commitments:

Externally restricted reserves	7,452	1,257
Internally restricted reserves	623	3,627
Total sources of funding	8,075	4,884

(b) Operating lease commitments (non-cancellable)

a. Commitments under non-cancellable operating leases at the reporting date, but not recognised as liabilities are payable:

Within the next year	180	-
Later than one year and not later than 5 years	180	-
Total non-cancellable operating lease commitments	360	-

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 16. Contingencies and other assets/liabilities not recognised

The following assets and liabilities do not qualify for recognition in the Statement of Financial Position, but their knowledge and disclosure is considered relevant to the users of Council's financial report.

LIABILITIES NOT RECOGNISED

1. Guarantees

(i) Defined benefit superannuation contribution plans

Council is party to an Industry Defined Benefit Plan under the Local Government Superannuation Scheme, named The Local Government Superannuation Scheme – Pool B (the Scheme) which is a defined benefit plan that has been deemed to be a 'multi-employer fund' for purposes of AASB119 Employee Benefits for the following reasons:

- Assets are not segregated within the sub-group according to the employees of each sponsoring employer.
- The contribution rates have been the same for all sponsoring employers. That is, contribution rates have not varied for each sponsoring employer according to the experience relating to the employees of that sponsoring employer.
- Benefits for employees of all sponsoring employers are determined according to the same formulae and without regard to the sponsoring employer.
- The same actuarial assumptions are currently used in respect of the employees of each sponsoring employer.

Given the factors above, each sponsoring employer is exposed to the actuarial risks associated with current and former employees of other sponsoring employers, and hence shares in the associated gains and losses (to the extent that they are not borne by members).

Description of the funding arrangements.

Pooled employers are required to pay standard employer contributions and additional lump sum contributions to the fund.

The standard employer contributions were determined using the new entrant rate method under which a contribution rate sufficient to fund the total benefits over the working life-time of a typical new entrant is calculated. The current standard employer contribution rates are:

Division B	1.9 x times employee contributions
Division C	2.5% salaries
Division D	1.6 x times employee contributions

The additional lump sum contribution for each Pooled Employer is a share of the total additional contributions of \$40 million per annum from 1 July 2018 to 30 June 2021, apportioned according to each employer's share of the accrued liabilities as at 30 June 2018. These past services contributions are used to maintain the adequacy of the funding position for the accrued liabilities

The adequacy of contributions is assessed at each triennial actuarial investigation and monitored annually between triennials.

Description of the extent to which Council can be liable to the plan for other Council's obligations under the terms and conditions of the multi-employer plan

As stated above, each sponsoring employer (Council) is exposed to the actuarial risks associated with current and former employees of other sponsoring employers and hence shares in the associated gains and losses.

However, there is no relief under the Fund's trust deed for employers to walk away from their defined benefit obligations. Under limited circumstances, an employer may withdraw from the plan when there are no active members, on full payment of outstanding additional contributions. There is no provision for allocation of any surplus which may be present at the date of withdrawal of the Council.

There are no specific provisions under the Fund's trust deed dealing with deficits or surplus on wind-up.

The amount of Council employer contributions to the defined benefit section of the Local Government Superannuation Scheme and recognised as an expense for the year ending 30 June 2019 was \$289,180.08. The last valuation of the Scheme was performed by Mr Richard Boyfield, FIAA on 31 December 2018 and covers the period ended 30 June 2018.

continued on next page ...

Page 54

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 16. Contingencies and other assets/liabilities not recognised (continued)

Council's expected contribution to the plan for the next annual reporting period is \$289,027.32.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2019 is:

Employer reserves only *	\$millions	Asset Coverage
Assets	1,798.7	
Past Service Liabilities	1,784.2	100.8%
Vested Benefits	1,792.0	100.4%

* excluding member accounts and reserves in both assets and liabilities.

The share of this surplus that is broadly attributed to Council is estimated to be in the order of 0.43% as at 30 June 2019.

Council's share of that surplus cannot be accurately calculated as the Scheme is a mutual arrangement where assets and liabilities are pooled together for all member councils. For this reason, no liability for the deficiency has been recognised in Council's accounts. Council has a possible obligation that may arise should the Scheme require immediate payment to correct the deficiency.

The key economic long term assumptions used to calculate the present value of accrued benefits are:

Investment return	5.75% per annum
Salary inflation *	3.5% per annum
Increase in CPI	2.5% per annum

* Plus promotional increases

The contribution requirements may vary from the current rates if the overall sub-group experience is not in line with the actuarial assumptions in determining the funding program; however, any adjustment to the funding program would be the same for all sponsoring employers in the Pooled Employers group.

(ii) Statewide Limited

Council is a member of Statewide Mutual, a mutual pool scheme providing liability insurance to local government.

Membership includes the potential to share in either the net assets or liabilities of the fund depending on its past performance. Council's share of the net assets or liabilities reflects Council's contributions to the pool and the result of insurance claims within each of the fund years.

The future realisation and finalisation of claims incurred but not reported to 30/6 this year may result in future liabilities or benefits as a result of past events that Council will be required to fund or share in respectively.

(iii) StateCover Limited

Council is a member of StateCover Mutual Limited and holds a partly paid share in the entity.

StateCover is a company providing workers compensation insurance cover to the NSW local government industry and specifically Council.

Council has a contingent liability to contribute further equity in the event of the erosion of the company's capital base as a result of the company's past performance and/or claims experience or as a result of any increased prudential requirements from APRA.

These future equity contributions would be required to maintain the company's minimum level of net assets in accordance with its licence requirements.

(iv) Other guarantees

Council has provided no other guarantees other than those listed above.

continued on next page ...

Page 55

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 16. Contingencies and other assets/liabilities not recognised (continued)

2. Other liabilities

(i) Third party claims

The Council is involved from time to time in various claims incidental to the ordinary course of business including claims for damages relating to its services.

Council believes that it is appropriately covered for all claims through its insurance coverage and does not expect any material liabilities to eventuate.

(ii) Potential land acquisitions due to planning restrictions imposed by Council

Council has classified a number of privately owned land parcels as local open space or bushland.

As a result, where notified in writing by the various owners, Council will be required to purchase these land parcels.

At reporting date, reliable estimates as to the value of any potential liability (and subsequent land asset) from such potential acquisitions has not been possible.

(iii) Asset remediation/restoration (future works)

Council is currently reviewing its closed and operating landfill sites to determine the requirements for future rehabilitation works in consultation with the NSW Environmental Protection Agency (EPA).

Council has completed assessments and valuations on 15 closed and 3 active sites based on information available to date. However, negotiations are still in progress with the NSW EPA regarding significant inputs to the valuations and rehabilitation estimates are considered not sufficiently reliable to record the closed site provisions or restate the reported active site provision.

Council is working towards establishing a reliable estimate which is likely to have a significant material impact to the financial statements for the year ended 30 June 2020.

ASSETS NOT RECOGNISED

(i) Land under roads

As permitted under AASB 1051, Council has elected not to bring to account land under roads that it owned or controlled up to and including 30/6/08.

(ii) Infringement notices/fines

Fines and penalty income, the result of Council issuing infringement notices is followed up and collected by the Infringement Processing Bureau.

Council's revenue recognition policy for such income is to account for it as revenue on receipt.

Accordingly, at year end, there is a potential asset due to Council representing issued but unpaid infringement notices.

Due to the limited information available on the status, value and duration of outstanding notices, Council is unable to determine the value of outstanding income.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements for the year ended 30 June 2019

Note 17. Financial risk management

Risk management

Council's activities expose it to a variety of financial risks including (1) price risk, (2) credit risk, (3) liquidity risk and (4) interest rate risk.

The Council's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Council.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by Council's finance section under policies approved by the Council.

A comparison by category of the carrying amounts and fair values of Council's financial assets and financial liabilities recognised in the financial statements is presented below.

\$ '000	Carrying value 2019	Carrying value 2018	Fair value 2019	Fair value 2018
Financial assets				
Measured at amortised cost				
Cash and cash equivalents	11,113	16,259	–	–
Receivables	13,805	15,129	–	–
Investments				
– 'Financial assets at amortised cost' / 'held to maturity' (2018)	77,000	69,000	–	–
Fair value through other comprehensive income				
Investments				
– 'Financial assets at fair value through other comprehensive income' / 'available for sale financial assets' (2018)	–	–	219	–
Total financial assets	101,918	100,388	219	–
Financial liabilities				
Payables	10,254	10,707	–	–
Loans/advances	1,365	3,232	–	–
Total financial liabilities	11,619	13,939	–	–

Fair value is determined as follows:

- **Cash and cash equivalents, receivables, payables** – are estimated to be the carrying value that approximates market value.
- **Borrowings and held-to-maturity investments** – are based upon estimated future cash flows discounted by the current mkt interest rates applicable to assets and liabilities with similar risk profiles, unless quoted market prices are available.
- Financial assets classified (i) 'at fair value through profit and loss' or (ii) 'available-for-sale' – are based upon quoted market prices (in active markets for identical investments) at the reporting date or independent valuation.

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital.

Council's finance area manages the cash and Investments portfolio with the assistance of independent advisors.

Council has an investment policy which complies with the Local Government Act 1993 and Minister's investment order 625. This policy is regularly reviewed by Council and it's staff and an investment report is tabled before Council on a monthly basis setting out the portfolio breakup and its performance as required by Local Government regulations.

continued on next page ...

Page 57

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 17. Financial risk management (continued)

The risks associated with the instruments held are:

- **Price risk** – the risk that the capital value of Investments may fluctuate due to changes in market prices, whether these changes are caused by factors specific to individual financial instruments, or their issuers, or are caused by factors affecting similar instruments traded in a market.
- **Interest rate risk** – the risk that movements in interest rates could affect returns and income.
- **Liquidity risk** – the risk that Council will not be able to pay its debts as and when they fall due.
- **Credit risk** – the risk that the investment counterparty will not complete their obligations particular to a financial instrument, resulting in a financial loss to Council – be it of a capital or income nature.

Council manages these risks (amongst other measures) by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees.

Council also seeks advice from independent advisers before placing any funds in cash equivalents and investments.

(a) Market risk – price risk and interest rate risk

The impact on result for the year and equity of a reasonably possible movement in the price of investments held and interest rates is shown below. The reasonably possible movements were determined based on historical movements and economic conditions in place at the reporting date.

\$ '000	Increase of values/rates		Decrease of values/rates	
	Profit	Equity	Profit	Equity
2019				
Possible impact of a 10% movement in market values	259	259	(259)	(259)
Possible impact of a 1% movement in interest rates	881	881	(881)	(881)
2018				
Possible impact of a 10% movement in market values	6,900	6,900	(6,900)	(6,900)
Possible impact of a 1% movement in interest rates	690	690	(690)	(690)

continued on next page ...

Page 58

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 17. Financial risk management (continued)

(b) Credit risk

Council's major receivables comprise (i) rates and annual charges and (ii) user charges and fees.

Council manages the credit risk associated with these receivables by monitoring outstanding debt and employing stringent debt recovery procedures. Council also encourages ratepayers to pay their rates by the due date through incentives.

The credit risk for liquid funds and other short-term financial assets is considered negligible, since the counterparties are reputable banks with high quality external credit ratings.

There are no significant concentrations of credit risk, whether through exposure to individual customers, specific industry sectors and/or regions.

Council makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subjected to a re-negotiation of repayment terms.

Credit risk profile

Receivables – rates and annual charges

Credit risk on rates and annual charges is minimised by the ability of Council to secure a charge over the land relating to the debts – that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates which further encourages the payment of debt.

\$ '000	Not yet overdue	< 1 year overdue	1 - 2 years overdue	2 - 5 years overdue	> 5 years overdue	Total
2019						
Gross carrying amount	1,891	2,073	732	656	259	5,611
2018						
Gross carrying amount	1,456	3,417	670	469	152	6,164

Receivables - non-rates and annual charges

Council applies the simplified approach for non-rates and annual charges debtors to provide for expected credit losses prescribed by AASB 9, which permits the use of the lifetime expected loss provision. To measure the expected credit losses, non-rates and annual charges debtors have been grouped based on shared credit risk characteristics and the days past due.

The loss allowance provision as at 30 June 2019 is determined as follows. The expected credit losses incorporate forward-looking information.

\$ '000	Not yet overdue	0 - 30 days overdue	31 - 60 days overdue	61 - 90 days overdue	> 91 days overdue	Total
2019						
Gross carrying amount	4,909	138	275	2,498	452	8,272
Expected loss rate (%)	0.27%	1.10%	1.37%	1.56%	4.56%	0.94%
ECL provision	13	2	4	39	21	79

continued on next page ...

Page 59

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 17. Financial risk management (continued)

(c) Liquidity risk

Payables and borrowings are both subject to liquidity risk – the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due.

Council manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer.

Payment terms can (in extenuating circumstances) also be extended, and overdraft facilities utilised as required.

Borrowings are also subject to interest rate risk – the risk that movements in interest rates could adversely affect funding costs and debt servicing requirements. Council manages this risk through diversification of borrowing types, maturities and interest rate structures. The finance team regularly reviews interest rate movements to determine if it would be advantageous to refinance or renegotiate part or all of the loan portfolio.

The timing of cash flows presented in the table below to settle financial liabilities reflects the earliest contractual settlement dates. The timing of expected outflows is not expected to be materially different from contracted cashflows.

The amounts disclosed in the table are the undiscounted contracted cash flows and therefore the balances in the table may not equal the balances in the statement of financial position due to the effect of discounting.

\$ '000	Weighted average interest rate	Subject to no maturity	≤ 1 Year	payable in:		Total cash outflows	Actual carrying values
				1 - 5 Years	> 5 Years		
2019							
Trade/other payables	0.00%	1,376	8,878	–	–	10,254	10,254
Loans and advances	6.49%	–	567	798	–	1,365	1,365
Total financial liabilities		1,376	9,445	798	–	11,619	11,619
2018							
Trade/other payables	0.00%	896	9,811	–	–	10,707	10,707
Loans and advances	6.37%	–	972	2,766	–	3,738	3,232
Total financial liabilities		896	10,783	2,766	–	14,445	13,939

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements for the year ended 30 June 2019

Note 18. Material budget variations

Council's original financial budget for 18/19 was adopted by the Council on 28 June 2018 and is unaudited.

While the Income Statement included in this General Purpose Financial Statements must disclose the original budget adopted by Council, the Local Government Act 1993 requires Council to review its financial budget on a quarterly basis, so that it is able to manage the various variations between actuals versus budget that invariably occur throughout the year.

This note sets out the details of **material variations** between Council's original budget and its actual results for the year as per the Income Statement – even though such variations may have been adjusted during each quarterly budget review.

Material variations represent those variances between the original budget figure and the actual result that amount to **10%** or more.

Variation Key: **F** = Favourable budget variation, **U** = Unfavourable budget variation.

\$ '000	2019 Budget	2019 Actual	2019 ----- Variance -----	
REVENUES				
Rates and annual charges	30,173	31,546	1,373	5% F
User charges and fees	14,129	14,133	4	0% F
Interest and investment revenue	1,759	2,590	831	47% F
This favourable variance is largely a combination of higher than anticipated term deposit interest rates and extra cash on hand due to lower than anticipated capital works and additional capital grants.				
Other revenues	1,501	1,784	283	19% F
This favourable variance is largely due to internal income relating to Quarry material increasing by \$344k in the 2019 financial year.				
Operating grants and contributions	18,671	24,262	5,591	30% F
Council received the following additional operating grants in the 2019 year;				
- \$3.5mil Merger Implementation Funding				
- \$929k Stronger Communities Funding (Operating)				
- \$135k Additional Financial Assistance Grants				
Other contributing items include increases in funding for community services, vegetation management and planning				
Capital grants and contributions	5,617	6,936	1,319	23% F
Council received the following additional capital grants in the 2019 year;				
- \$500k Department of Health - Yallambee Lodge				
- \$2.1mil Stronger Country Communities Funding (Capital)				
- \$1.7mil Stronger Communities Funding (Capital)				
These were offset by less than anticipated grants for Water and Sewer capital projects by \$3.6m.				
Estimates for capital grants are based on information available during the development of Council's budget and fluctuations are expected as grant opportunities arise.				

continued on next page ...

Page 61

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 18. Material budget variations (continued)

\$ '000	2019 Budget	2019 Actual	2019 ----- Variance -----	
Net gains from disposal of assets	836	139	(697)	(83)% U
Disposals of plant and fleet for the 2019 resulted in lower than anticipated profit on sale.				
EXPENSES				
Employee benefits and on-costs	29,077	30,932	(1,855)	(6)% U
Borrowing costs	298	249	49	16% F
Early settlement of a loan for Sewerage infrastructure during the 2019 financial year resulted in lower than anticipated borrowing costs.				
Materials and contracts	16,990	18,418	(1,428)	(8)% U
Depreciation and amortisation	18,547	20,375	(1,828)	(10)% U
This variance relates to revaluation increases to the water supply network, buildings and restated landfill assets since the time of setting the depreciation budget values.				
Other expenses	8,385	9,170	(785)	(9)% U

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 18. Material budget variations

\$ '000	2019 Budget	2019 Actual	2019 ----- Variance -----	
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STATEMENT OF CASH FLOWS

Net cash provided from (used in) operating activities	17,309	23,307	5,998	35% F
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This favourable variance relates to additional grants and contributions received in the 2019 financial year.

Net cash provided from (used in) investing activities	(39,166)	(26,586)	12,580	(32)% F
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Council's original budget forecasted \$40mil Capital Expenditure, actual Capital Expenditure was \$19.5mil. In addition purchases/sale of term deposit investments are not classified separately in the original cashflow budget.

Net cash provided from (used in) financing activities	928	(1,867)	(2,795)	(301)% U
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This unfavourable variance is the result of early settlement of a loan for Sewerage infrastructure during the 2019 financial year, offset by lower borrowing cost in this year and future years.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements for the year ended 30 June 2019

Note 19. Fair Value Measurement

The Council measures the following asset and liability classes at fair value on a recurring basis:

- Infrastructure, property, plant and equipment
- Financial assets and liabilities

The fair value of assets and liabilities must be estimated in accordance with various accounting standards for either recognition and measurement requirements or for disclosure purposes.

AASB 13 Fair Value Measurement requires all assets and liabilities measured at fair value to be assigned to a 'level' in the fair value hierarchy as follows:

Level 1: Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2: Inputs other than quoted prices included within level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3: Inputs for the asset or liability that are not based on observable market data (unobservable inputs).

(1) Assets and liabilities that have been measured and recognised at fair values

2019	Notes	Date of latest valuation	Fair value measurement hierarchy			Total
			Level 1 Quoted prices in active mkts	Level 2 Significant observable inputs	Level 3 Significant unobservable inputs	
Recurring fair value measurements						
Financial assets						
Investments	6(b)					
– 'Financial assets at fair value through other comprehensive income'		30/06/19	–	219	–	219
Total financial assets			–	219	–	219
Infrastructure, property, plant and equipment						
	9(a)					
Plant & Equipment		13/05/16	–	–	11,755	11,755
Office Equipment		13/05/16	–	–	1,431	1,431
Furniture & Fittings		13/05/16	–	–	518	518
Operational Land		30/06/18	–	21,049	–	21,049
Community Land		13/05/16	–	–	11,408	11,408
Land Improvements		13/05/16	–	–	1,744	1,744
Buildings – Specialised		30/06/18	–	–	16,175	16,175
Buildings – Non Specialised		30/06/18	–	24,772	–	24,772
Other Structures		13/05/16	–	–	7,171	7,171
Road infrastructure		13/05/16	–	–	250,296	250,296
Bridges		13/05/16	–	–	58,328	58,328
Footpaths		13/05/16	–	–	8,449	8,449
Bulk Earthworks		13/05/16	–	–	515,602	515,602
Stormwater Drainage		13/05/16	–	–	16,536	16,536
Water Supply Network		30/06/17	–	–	90,706	90,706
Sewerage Network		30/06/17	–	–	71,509	71,509
Swimming Pools		13/05/16	–	–	2,597	2,597
Other Open Space/Recreational Assets		13/05/16	–	–	2,341	2,341
Library Books		13/05/16	–	–	399	399
Tip Restoration Asset		30/06/19	–	–	1,948	1,948
Quarry Restoration Asset		13/05/16	–	–	32	32
Other Assets		13/05/16	–	–	2,608	2,608
Total infrastructure, property, plant and equipment			–	45,821	1,071,553	1,117,374

continued on next page ...

Page 64

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 19. Fair Value Measurement (continued)

2018	Notes	Date of latest valuation	Fair value measurement hierarchy			Total
			Level 1 Quoted prices in active mkts	Level 2 Significant observable inputs	Level 3 Significant unobservable inputs	
Recurring fair value measurements						
Infrastructure, property, plant and equipment						
	9(a)					
Plant & Equipment		13/05/16	-	-	10,627	10,627
Office Equipment		13/05/16	-	-	920	920
Furniture & Fittings		13/05/16	-	-	393	393
Operational Land		30/06/18	-	21,049	-	21,049
Community Land		13/05/16	-	-	11,408	11,408
Land Improvements		13/05/16	-	-	1,751	1,751
Buildings – Specialised		30/06/18	-	-	16,274	16,274
Buildings – Non Specialised		30/06/18	-	25,943	-	25,943
Other Structures		13/05/16	-	-	7,693	7,693
Road infrastructure		13/05/16	-	-	255,718	255,718
Bridges		13/05/16	-	-	58,314	58,314
Footpaths		13/05/16	-	-	8,201	8,201
Bulk Earthworks		13/05/16	-	-	515,602	515,602
Stormwater Drainage		13/05/16	-	-	16,416	16,416
Water Supply Network		30/06/17	-	-	91,687	91,687
Sewerage Network		30/06/17	-	-	72,462	72,462
Swimming Pools		13/05/16	-	-	4,860	4,860
Other Open Space/Recreational Assets		13/05/16	-	-	1,904	1,904
Library Books		13/05/16	-	-	332	332
Tip Restoration Asset		30/06/18	-	-	2,321	2,321
Quarry Restoration Asset		13/05/16	-	-	33	33
Other Assets		13/05/16	-	-	2,771	2,771
Total infrastructure, property, plant and equipment			-	46,992	1,079,687	1,126,679

Note that capital WIP is not included above since it is carried at cost.

(2) Transfers between level 1 and level 2 fair value hierarchies

The following transfers occurred between level 1 and level 2 fair value hierarchies during the year:

During the year, there were no transfers between level 1 and level 2 fair value hierarchies for recurring fair value measurements.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 19. Fair Value Measurement (continued)

(3) Fair value measurements using significant unobservable inputs (level 3)

a. The following tables present the changes in level 3 fair value asset classes.

\$ '000	Level 3 I, PP and E
2018	
Opening balance	1,068,450
Purchases (GBV)	5,087
Disposals (WDV)	(426)
Depreciation and impairment	(18,754)
FV gains – other comprehensive income	6,650
WIP transfers	871
Other adjustments and transfers	(2,191)
Closing balance	<u>1,079,687</u>
2019	
Opening balance	1,079,687
Purchases (GBV)	8,766
Disposals (WDV)	(781)
Depreciation and impairment	(19,046)
FV gains – other comprehensive income	(1,214)
WIP transfers	4,201
Other adjustments and transfers	(60)
Closing balance	<u>1,071,553</u>

continued on next page ...

Page 66

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 19. Fair Value Measurement (continued)

The following table summarises the quantitative information relating to the significant unobservable inputs used in deriving the various level 3 asset class fair values.

\$ '000	Fair value (30/6/19)	Valuation technique/s	Unobservable inputs
c. Significant unobservable valuation inputs used (for level 3 asset classes) and their relationship to fair value.			
Infrastructure, property, plant and equipment			
Plant & Equipment	11,755	Historical cost	Cost per unit, useful life, residual value, condition of asset
Office Equipment	1,431	Historical cost	Cost per unit, useful life, residual value, condition of asset
Furniture & Fittings	518	Historical cost	Cost per unit, useful life, residual value, condition of asset
Community Land	11,408	Current replacement cost	Cost per sq metre, Valuer General's Valuation
Land Improvements	1,744	Depreciated replacement cost	Useful life, residual value, condition of asset
Buildings - Specialised	16,175	Depreciated replacement cost	Cost per sq metre, dimensions & specification, pattern of consumption, components, useful life, condition of asset
Other Structures	7,171	Depreciated replacement cost	Cost per unit rates, pattern of consumption, components, useful life, asset condition
Road infrastructure	250,296	Depreciated replacement cost	Cost per sq metre, dimensions & specification, pattern of consumption, components, useful life, condition of asset
Bridges	58,328	Depreciated replacement cost	Cost per sq metre, dimensions & specification, pattern of consumption, components, useful life, condition of asset
Footpaths	8,449	Depreciated replacement cost	Cost per sq metre, pattern of consumption, components, useful life, condition of asset
Bulk Earthworks	515,602	Current replacement cost	Cost per sq metre
Stormwater Drainage	16,536	Depreciated replacement cost	Unit rates, cost per metre, useful life, condition of asset
Water Supply Network	90,706	Depreciated replacement cost	Unit rates, pattern of consumption, components, useful life, asset condition
Sewerage Network	71,509	Depreciated replacement cost	Unit rates, pattern of consumption, components, useful life, asset condition
Swimming Pools	2,597	Depreciated replacement cost	Cost per unit, useful life, condition of asset
Other Open Space/Recreational Assets	2,341	Depreciated replacement cost	Cost per unit, useful life, condition of asset
Library Books	399	Historical cost	Cost per unit, useful life, condition of asset
Tip Restoration Asset	1,948	Depreciated replacement cost	Cost per cubic / square metre, useful life

continued on next page ...

Page 67

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 19. Fair Value Measurement (continued)

\$ '000	Fair value (30/6/19)	Valuation technique/s	Unobservable inputs
Quarry Restoration Asset	32	Depreciated replacement cost	Cost per cubic / square metre, useful life
Other Assets	2,608	Depreciated replacement cost	Unit rates, asset condition, useful life

d. The valuation process for level 3 fair value measurements

Council uses the following processes for the fair valuation of Level 3 Infrastructure, Property, Plant and Equipment:

Plant & Equipment, Furniture & Fittings, Office Equipment, Other Assets - Actual cost less accumulated depreciation.

Community Land - Land values obtained by the NSW Valuer-General.

Specialised Buildings - Valued at Depreciated Replacement Cost by an independent qualified valuer.

Other Structures - Valued at Depreciated Replacement Cost by qualified Council staff.

Roads infrastructure and stormwater assets - Valued at Depreciated Replacement Cost by a combination of qualified Council staff and independent qualified valuer.

Water Supply Network - Valued at Depreciated Replacement Cost by qualified Council staff.

Sewerage Network - Valued at Depreciated Replacement Cost by qualified Council staff.

Recreational Assets (other than buildings) - Valued at Depreciated Replacement Cost by qualified Council staff.

Depreciated Replacement Cost is calculated from the current replacement value less the accumulated depreciation to account for the consumption of the service potential of the asset. The asset age is determined from the date of acquisition. If the date is not known, the asset age is determined by estimating the remaining life from an assessment of the asset condition, and subtracting the remaining life from the useful life of the asset.

The Current Replacement Value is the cost of a standard modern asset that would be installed if Council were deprived of the existing asset. Where specific estimates are available, these are used to determine the replacement values. In the absence of detailed estimates, unit rates are obtained from a recognised source and are appropriately factored to reflect the regional location of the asset.

Where appropriate, disposal costs are taken into account when calculating the Depreciated Replacement Cost.

continued on next page ...

Page 68

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 19. Fair Value Measurement (continued)

(4) Highest and best use

All of Council's non-financial assets are considered as being utilised for their highest and best use.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 20. Related Party Transactions

Key management personnel

Key management personnel (KMP) of the council are those persons having the authority and responsibility for planning, directing and controlling the activities of the council, directly or indirectly.

The aggregate amount of KMP compensation included in the Income Statement is:

\$ '000	2019	2018
Compensation:		
Short-term benefits	1,428	1,356
Post-employment benefits	83	103
Other long-term benefits	234	34
Total	1,745	1,493

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 21. Statement of developer contributions

Under the *Environmental Planning and Assessment Act 1979*, Council has significant obligations to provide Section 7.11 (contributions towards provision or improvement of amenities or services) infrastructure in new release areas.

It is possible that the funds contributed may be less than the cost of this infrastructure, requiring Council to borrow or use general revenue to fund the difference.

Summary of contributions and levies

\$ '000	as at 30/6/2018						as at 30/6/2019	
	Opening Balance	Contributions received during the year		Interest earned in year	Expenditure during year	Internal borrowing (to)/from	Held as restricted asset	Cumulative internal borrowings due/(payable)
		Cash	Non-cash					
Roads	783	20	-	21	(318)	-	506	-
Parking	37	-	-	1	-	-	38	-
Open space	122	10	-	3	-	-	135	-
Community facilities	29	-	-	1	-	-	30	-
Public parking	4	-	-	-	-	-	4	-
Roadworks	261	9	-	7	-	-	277	-
Open space and public art	23	9	-	1	-	-	33	-
Sport and recreation facilities	39	6	-	1	-	-	46	-
Community services and facilities	240	50	-	6	-	-	296	-
Shared pathways - Jindabyne area	9	5	-	-	-	-	14	-
Shared trails - Jindabyne area	23	24	-	1	-	-	48	-
Regional waste management	42	75	-	1	-	-	118	-
Bushfire services	31	15	-	1	-	-	47	-
S7.11 contributions – under a plan	1,643	223	-	44	(318)	-	1,592	-
S7.12 levies – under a plan	22	-	-	1	-	-	23	-
Total S7.11 and S7.12 revenue under plans	1,665	223	-	45	(318)	-	1,615	-
S7.11 not under plans	94	111	-	2	(30)	-	177	-
S64 contributions	3,131	1,257	-	85	-	-	4,473	-
Total contributions	4,890	1,591	-	132	(348)	-	6,265	-

continued on next page ...

Page 71

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 21. Statement of developer contributions (continued)

\$ '000	as at 30/6/2018						as at 30/6/2019	
	Opening Balance	Contributions received during the year		Interest earned in year	Expenditure during year	Internal borrowing (to)/from	Held as restricted asset	Cumulative internal borrowings due/(payable)
		Cash	Non-cash					
S7.11 Contributions – under a plan								
CONTRIBUTION PLAN (former Cooma-Monaro)								
Roads	783	20	–	21	(318)	–	506	–
Parking	37	–	–	1	–	–	38	–
Open space	122	10	–	3	–	–	135	–
Community facilities	29	–	–	1	–	–	30	–
Total	971	30	–	26	(318)	–	709	–
CONTRIBUTION PLAN (former Snowy River)								
Public parking	4	–	–	–	–	–	4	–
Roadworks	261	9	–	7	–	–	277	–
Open space and public art	23	9	–	1	–	–	33	–
Sport and recreation facilities	39	6	–	1	–	–	46	–
Community services and facilities	240	50	–	8	–	–	296	–
Shared pathways – Jindabyne area	9	5	–	–	–	–	14	–
Shared trails – Jindabyne area	23	24	–	1	–	–	48	–
Regional waste management	42	75	–	1	–	–	118	–
Bushfire services	31	15	–	1	–	–	47	–
Total	672	193	–	18	–	–	883	–

continued on next page ...

Page 72

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 21. Statement of developer contributions (continued)

\$ '000	as at 30/6/2018						as at 30/6/2019	
	Opening Balance	Contributions received during the year		Interest earned in year	Expenditure during year	Internal borrowing (to)/from	Held as restricted asset	Cumulative internal borrowings due/(payable)
		Cash	Non-cash					
S7.12 Levies – under a plan								
CONTRIBUTION PLAN NUMBER 1 (former Bombala)								
Other	22	-	-	1	-	-	23	-
Total	22	-	-	1	-	-	23	-
S7.11 Contributions – not under a plan								
(former Snowy River)								
Community facilities	25	-	-	-	-	-	25	-
Kerb and gutter	29	-	-	1	-	-	30	-
Voluntary payment agreement	40	111	-	1	(30)	-	122	-
Total	94	111	-	2	(30)	-	177	-

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 22. Financial result and financial position by fund

\$ '000	General ¹ 2019	Water 2019	Sewer 2019
Income Statement by fund			
Income from continuing operations			
Rates and annual charges	20,250	2,736	8,560
User charges and fees	8,294	5,693	146
Interest and investment revenue	1,527	498	565
Other revenues	1,379	238	167
Grants and contributions provided for operating purposes	24,152	57	53
Grants and contributions provided for capital purposes	5,329	585	1,022
Other income			
Net gains from disposal of assets	135	–	28
Total income from continuing operations	61,066	9,807	10,541
Expenses from continuing operations			
Employee benefits and on-costs	27,274	1,866	1,792
Borrowing costs	184	21	44
Materials and contracts	15,353	1,301	1,764
Depreciation and amortisation	14,421	3,462	2,492
Other expenses	5,071	2,090	2,009
Net losses from the disposal of assets	–	24	–
Total expenses from continuing operations	62,303	8,764	8,101
Operating result from continuing operations	(1,237)	1,043	2,440
Net operating result for the year	(1,237)	1,043	2,440
Net operating result attributable to each council fund	(1,237)	1,043	2,440
Net operating result for the year before grants and contributions provided for capital purposes	(6,566)	458	1,418

NB. All amounts disclosed above are gross – that is, they include internal charges and recoveries made between the funds.

(1) General fund refers to all of Council's activities except for its water and sewer activities which are listed separately.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 22. Financial result and financial position by fund (continued)

\$ '000	General ¹ 2019	Water 2019	Sewer 2019
Statement of Financial Position by fund			
ASSETS			
Current assets			
Cash and cash equivalents	5,959	2,464	2,690
Investments	10,189	4,212	4,599
Receivables	8,129	3,014	2,557
Inventories	1,695	–	–
Other	301	(2)	–
Total current assets	26,273	9,688	9,846
Non-current assets			
Investments	31,321	12,859	14,039
Receivables	–	–	105
Infrastructure, property, plant and equipment	965,862	94,107	74,144
Intangible assets	350	–	–
Total non-current assets	997,533	106,966	88,288
TOTAL ASSETS	1,023,806	116,654	98,134
LIABILITIES			
Current liabilities			
Payables	10,140	98	16
Borrowings	400	90	–
Provisions	6,688	–	–
Total current liabilities	17,228	188	16
Non-current liabilities			
Borrowings	701	174	–
Provisions	5,052	–	–
Total non-current liabilities	5,753	174	–
TOTAL LIABILITIES	22,981	362	16
Net assets	1,000,825	116,292	98,118
EQUITY			
Accumulated surplus	994,626	98,632	96,038
Revaluation reserves	5,980	17,660	2,080
Other reserves	219	–	–
Council equity interest	1,000,825	116,292	98,118
Total equity	1,000,825	116,292	98,118

NB. All amounts disclosed above are gross – that is, they include internal charges and recoveries made between the funds. Assets and liabilities shown in the water and sewer columns are restricted for use for these activities.

(1) General fund refers to all of Council's activities except for its water and sewer activities which are listed separately.

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 23(a). Statement of performance measures – consolidated results

\$ '000	Amounts 2019	Indicator 2019	Prior period 2018	Benchmark
1. Operating performance ratio				
Total continuing operating revenue excluding capital grants and contributions less operating expenses ^{1,2}	(4,829)	(6.50)%	(3.67)%	>0.00%
Total continuing operating revenue excluding capital grants and contributions ¹	74,315			
2. Own source operating revenue ratio				
Total continuing operating revenue excluding all grants and contributions ¹	49,733	61.21%	66.36%	>60.00%
Total continuing operating revenue ¹	81,251			
3. Unrestricted current ratio				
Current assets less all external restrictions	39,302	4.05x	4.12x	>1.50x
Current liabilities less specific purpose liabilities	9,708			
4. Debt service cover ratio				
Operating result before capital excluding interest and depreciation/impairment/amortisation ¹	15,795	7.46x	14.76x	>2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	2,116			
5. Rates, annual charges, interest and extra charges outstanding percentage				
Rates, annual and extra charges outstanding	3,701	9.77%	10.64%	<10.00%
Rates, annual and extra charges collectible	37,868			
6. Cash expense cover ratio				
Current year's cash and cash equivalents plus all term deposits	88,113	16.14 mths	19.72 mths	>3.00 mths
Monthly payments from cash flow of operating and financing activities	5,459			

(1) Excludes fair value adjustments, reversal of revaluation decrements, net gain on sale of assets, and net loss of interests in joint ventures and associates.

(2) Excludes impairment/revaluation decrements, net loss on sale of assets, and net loss on share of interests in joint ventures and associates

Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements

for the year ended 30 June 2019

Note 23(b). Statement of performance measures – by fund

\$ '000	General Indicators ³		Water Indicators		Sewer Indicators		Benchmark
	2019	2018	2019	2018	2019	2018	
1. Operating performance ratio							
Total continuing operating revenue excluding capital grants and contributions less operating expenses ^{1,2}	(12.06)%	(9.23)%	4.97%	6.49%	14.94%	20.94%	>0.00%
Total continuing operating revenue excluding capital grants and contributions ¹							
2. Own source operating revenue ratio							
Total continuing operating revenue excluding capital grants and contributions ¹	51.09%	58.36%	93.45%	85.87%	89.77%	94.63%	>60.00%
Total continuing operating revenue ¹							
3. Unrestricted current ratio							
Current assets less all external restrictions	4.05x	4.12x	51.53x	85.14x	615.38x	42.70x	>1.50x
Current liabilities less specific purpose liabilities							
4. Debt service cover ratio							
Operating result before capital excluding interest and depreciation/impairment/amortisation ¹	3.85x	13.73x	187.67x	37.24x	89.86x	10.67x	>2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)							
5. Rates, annual charges, interest and extra charges outstanding percentage							
Rates, annual and extra charges outstanding	8.67%	9.20%	12.03%	16.43%	11.17%	13.37%	<10.00%
Rates, annual and extra charges collectible							
6. Cash expense cover ratio							
Current year's cash and cash equivalents plus all term deposits	11.11	13.77	36.61	64.57	31.73	49.78	>3.00
Payments from cash flow of operating and financing activities	mths	mths	mths	mths	mths	mths	mths

(1) - (2) Refer to Notes at Note 23a above.

(3) General fund refers to all of Council's activities except for its water and sewer activities which are listed separately.

END OF AUDITED FINANCIAL STATEMENTS

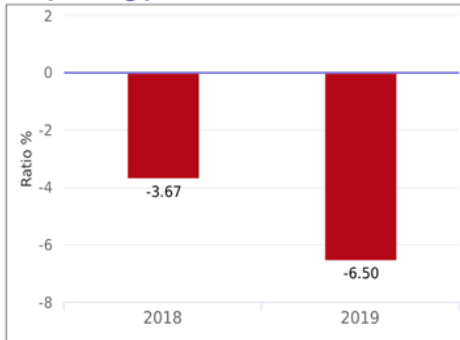
Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
for the year ended 30 June 2019

Note 23(c). Statement of performance measures – consolidated results (graphs)

1. Operating performance ratio



Purpose of operating performance ratio

This ratio measures Council's achievement of containing operating expenditure within operating revenue.

Commentary on 2018/19 result

2018/19 ratio (6.50)%

The downward trend in this ratio is more a reflection of the timing of operating grant funding received compared to the year expended rather than a reflection of Council's performance. This includes the additional \$4.5 million received with the reintroduction of prepaid Financial Assistance Grants in 2017. However, Council acknowledges the need to introduce measures to address its operating deficit as part of Long Term Financial Planning.

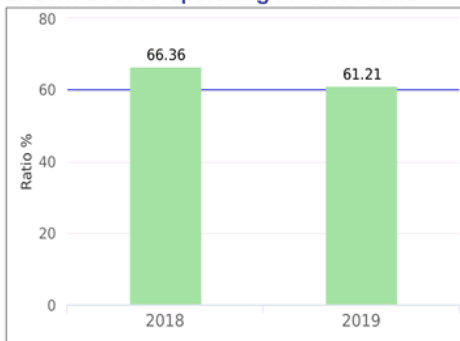
Benchmark: — > 0.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio achieves benchmark

Ratio is outside benchmark

2. Own source operating revenue ratio



Purpose of own source operating revenue ratio

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.

Commentary on 2018/19 result

2018/19 ratio 61.21%

The shift in this ratio reflects Council's dependence on external (Grant) funding. Council has met the benchmark minimum of 60% in the last two years, however this is largely as a result of Water and Sewer business activities. The general fund own source operating revenue ratio is not meeting this benchmark at 51% down from 58% in 2018 due to additional operating grants received.

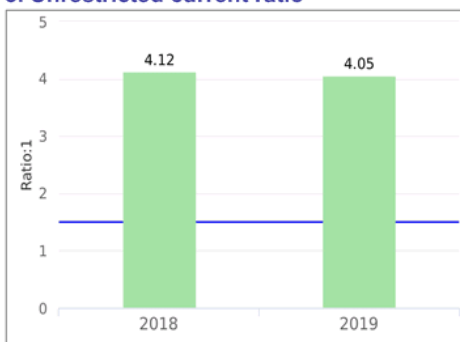
Benchmark: — > 60.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio achieves benchmark

Ratio is outside benchmark

3. Unrestricted current ratio



Purpose of unrestricted current ratio

To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.

Commentary on 2018/19 result

2018/19 ratio 4.05x

Council continues to hold sufficient levels of cash to meet short term obligations.

Benchmark: — > 1.50x

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio achieves benchmark

Ratio is outside benchmark

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Page 78

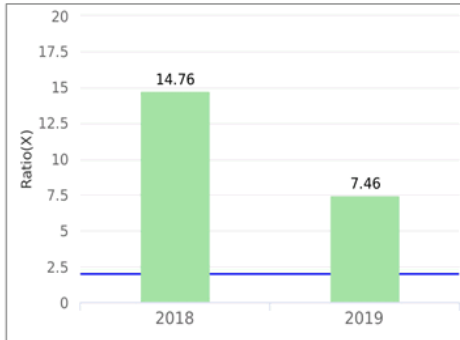
Snowy Monaro Regional Council

Financial Statements 2019

Notes to the Financial Statements
 for the year ended 30 June 2019

Note 23(c). Statement of performance measures – consolidated results (graphs)

4. Debt service cover ratio



Purpose of debt service cover ratio

This ratio measures the availability of operating cash to service debt including interest, principal and lease payments

Commentary on 2018/19 result

2018/19 ratio 7.46x

Council continues to carry low levels of debt and sit above the industry benchmark minimum of 2x. The large reduction in the ratio this year is a result of early settlement of a loan for sewer infrastructure.

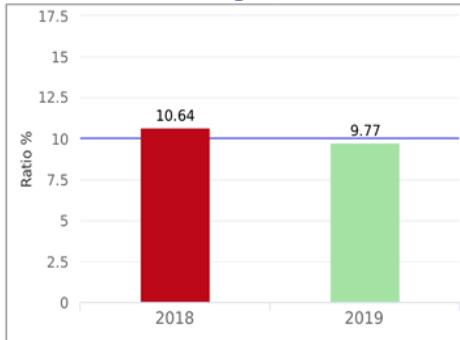
Benchmark: — > 2.00x

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio achieves benchmark

Ratio is outside benchmark

5. Rates, annual charges, interest and extra charges outstanding percentage



Purpose of rates, annual charges, interest and extra charges outstanding

To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.

Commentary on 2018/19 result

2018/19 ratio 9.77%

This ratio has been adjusted to exclude water and sewer access charges that were not due as at 30th June 2019 and include advanced payments of rates. Council ratio for uncollected rates and annual charges continues to improve on prior years and now meets the industry benchmark of 9.77%.

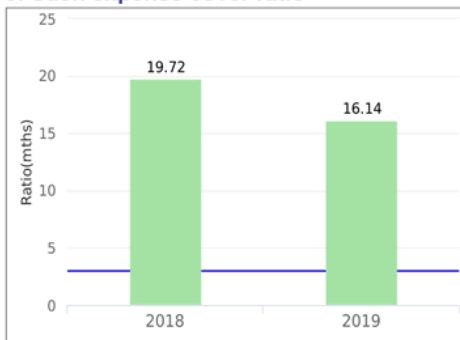
Benchmark: — < 10.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio achieves benchmark

Ratio is outside benchmark

6. Cash expense cover ratio



Purpose of cash expense cover ratio

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.

Commentary on 2018/19 result

2018/19 ratio 16.14 mths

Council continues to exceed the benchmark minimum ratio of over >3 times.

Benchmark: — > 3.00mths

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio achieves benchmark

Ratio is outside benchmark



INDEPENDENT AUDITOR'S REPORT

Report on the general purpose financial statements

Snowy Monaro Regional Council

To the Councillors of the Snowy Monaro Regional Council

Opinion

I have audited the accompanying financial statements of Snowy Monaro Regional Council (the Council), which comprise the Income Statement and Statement of Comprehensive Income for the year ended 30 June 2019, the Statement of Financial Position as at 30 June 2019, the Statement of Changes in Equity and Statement of Cash Flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by Councillors and Management.

In my opinion:

- the Council's accounting records have been kept in accordance with the requirements of the *Local Government Act 1993*, Chapter 13, Part 3, Division 2 (the Division)
- the financial statements:
 - have been presented, in all material respects, in accordance with the requirements of this Division
 - are consistent with the Council's accounting records
 - present fairly, in all material respects, the financial position of the Council as at 30 June 2019, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards
- all information relevant to the conduct of the audit has been obtained
- no material deficiencies in the accounting records or financial statements have come to light during the audit.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Other Information

The Council's annual report for the year ended 30 June 2019 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the special purpose financial statements and Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the special purpose financial statements and Special Schedule - Permissible income for general rates.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and the *Local Government Act 1993*, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting except where the Council will be dissolved or amalgamated by an Act of Parliament, or otherwise cease operations.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

My opinion does not provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- on the Original Budget information included in the Income Statement, Statement of Cash Flows, and Note 18 Material budget variations
- on the Special Schedules. A separate opinion has been provided on Special Schedule - Permissible income for general rates
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Lawrissa Chan
Director, Financial Audit Services

Delegate of the Auditor-General for New South Wales

30 October 2019
SYDNEY



Peter Beer
 Mayor
 Snowy Monaro Regional Council
 PO Box 714
 COOMA NSW 2630

Contact: Lawrissa Chan
 Phone no: (02) 9275 7255
 Our ref: D1925065/1787

30 October 2019

Dear Mayor

**Report on the Conduct of the Audit
 for the year ended 30 June 2019
 Snowy Monaro Regional Council**

I have audited the general purpose financial statements (GPFS) of the Snowy Monaro Regional Council (the Council) for the year ended 30 June 2019 as required by section 415 of the *Local Government Act 1993* (the Act).

I expressed an unmodified opinion on the Council's GPFS.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2019 is issued in accordance with section 417 of the Act. This Report should be read in conjunction with my audit opinion on the GPFS issued under section 417(2) of the Act.

INCOME STATEMENT

Operating result

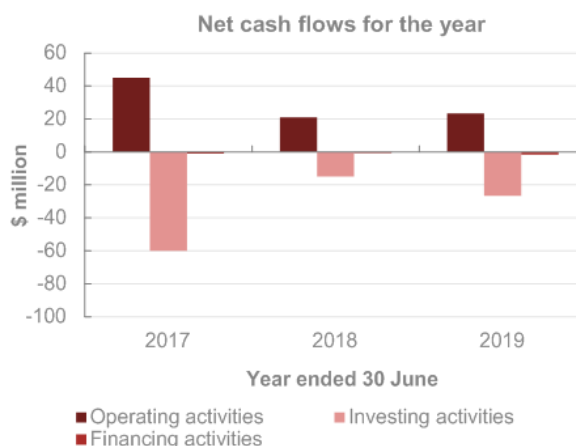
	2019 \$m	2018 \$m	Variance %
Rates and annual charges revenue	31.5	29.4	↑ 7.1
Grants and contributions revenue	31.2	24.7	↑ 26.3
Operating result for the year	2.2	1.5	↑ 46.7
Net operating result before capital grants and contributions	(4.7)	(2.5)	↓ 88

The following comments are made in respect of Council's operating result for the year:

- Rates and annual charges revenue (\$31.5 million) increased by \$2.1 million (7.1 per cent) in 2018–2019. This is mainly due to the permissible rate increase of 2.3 per cent granted by the Minister for Local Government and increase in domestic waste management and sewerage service annual charges.
- Grants and contributions revenue (\$31.2 million) increased by \$6.5 million (26.3 per cent) in 2018–2019 due to:
 - New Council Implementation fund in 2018–19 (\$3.5 million)
 - Stronger Communities and Stronger Country Communities Funds (\$4.1 million).
- Council's operating result was a surplus of \$2.2 million (\$1.5 million surplus for the year ended 30 June 2018). The increase of \$0.7 million was mainly attributed to the Council receiving \$3.5 million in the New Council Implementation fund this year and a total of \$4.1 million in the Stronger Communities and Stronger Country Communities Funds. This was offset by higher expenses, including \$3.4 million in employee expenses as the number of 'full time equivalent' employees increased from 340 in 2018 to 360 in 2019.
- The net operating result before capital grants and contributions was a deficit of \$4.7 million (\$2.5 million deficit for the year ended 30 June 2018). This is mainly due to the increase of \$3.4 million in employee expenses.

STATEMENT OF CASH FLOWS

- Council's cash and cash equivalents was \$11.1 million (\$16.3 million for the year ended 30 June 2018). There was a net reduction in cash and cash equivalents of \$5.2 million at 30 June 2019.
- Net cash provided by operating activities increased by \$2.1 million. This is mainly due to increased cash receipts from grants and contributions.
- Net cash used in investing activities increased by \$10.8 million. This is mainly due to the \$5 million increase in the net sale and purchase of investments securities and the \$5.8 million increase in the purchase of infrastructure, property, plant and equipment.
- Net cash used in financing activities increased by \$1.1 million as there were higher repayments in borrowings and advances.



FINANCIAL POSITION

Cash and investments

Cash and investments	2019	2018	Commentary
	\$m	\$m	
External restrictions	59.2	49.7	<ul style="list-style-type: none"> • Externally restricted cash and investments are restricted in their use by externally imposed requirements. Council's externally restricted cash and investments have increased by \$9.5 million primarily due to: <ul style="list-style-type: none"> - Developer contributions (\$1.4 million) - Specific purpose unexpended grants (\$2.3 million) - Water supplies (\$3.2 million) - Sewerage services (\$2.2 million) • Internally restricted cash and investments have been restricted in their use by resolution or policy of Council. The \$6.7 million decrease in internally restricted funds are primarily due to: <ul style="list-style-type: none"> - Fewer uncompleted works in 2018–19 (\$3 million) - Fewer plant and vehicle replacements (\$0.9 million) • Unrestricted cash has remained consistent year on year.
Internal restrictions	28.6	35.3	
Unrestricted	0.6	0.2	
Cash and investments	88.4	85.2	

Debt

- Council has \$1.4 million of borrowings as at 30 June 2019 (2018: \$3.2 million).
- Council have an unrestricted overdraft facility of \$300 thousand which was undrawn as at 30 June 2019, as well as \$105 thousand of corporate credit cards facility which is undrawn as at 30 June 2019.

PERFORMANCE

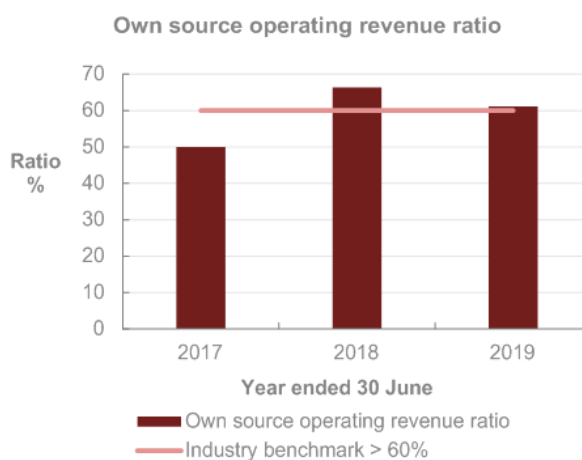
Operating performance ratio

- The 'operating performance ratio' measures how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by the former Office of Local Government (OLG) is greater than zero per cent.
- Council's operating performance ratio of -6.5 per cent is below the industry benchmark of greater than 0 per cent.
- The operating performance ratio decreased by 2.83 per cent compared to the prior year due to the higher operating expenses, such as \$3.4 million in employee expenses.



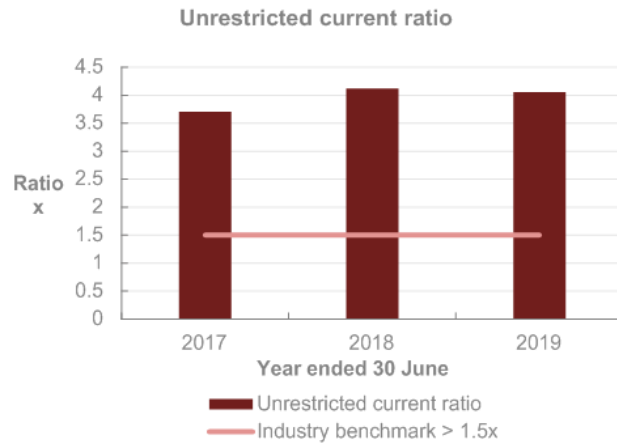
Own source operating revenue ratio

- The 'own source operating revenue ratio' measures council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by the former OLG is greater than 60 per cent.
- The 'Council's own source operating revenue ratio of 61.21 per cent is above the industry benchmark of 60 per cent. This indicates that the Council has a diversified source of income and does not have an overly strong reliance on operating grants and contributions.
- The Council's ratio decreased from the prior year (2018: 66.36 per cent), which was mainly due to the increase in grants and contributions received in the current year.



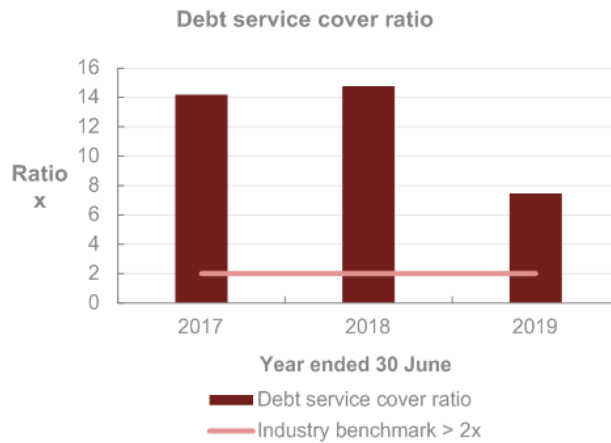
Unrestricted current ratio

- The 'unrestricted current ratio' is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The benchmark set by the former OLG is greater than 1.5 times.
- The Council's liquidity ratio of 4.1 times is greater than the industry benchmark minimum of greater than 1.5 times. This indicates that the Council has sufficient liquidity to meet its current liabilities as and when they fall due.
- The Council's unrestricted current ratio has remained steady in comparison to the prior year (2018: 4.1 times)



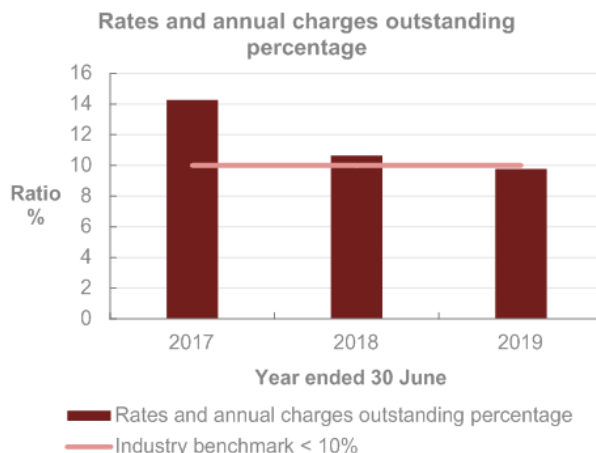
Debt service cover ratio

- The 'debt service cover ratio' measures the operating cash to service debt including interest, principal and lease payments. The benchmark set by the former OLG is greater than two times.
- Council's debt service cover ratio of 7.6 times is higher than the industry benchmark of greater than 2 times.
- The decrease in the ratio compared with prior year (2018: 14.76 times) was due to the early settlement of a loan for sewer infrastructure.



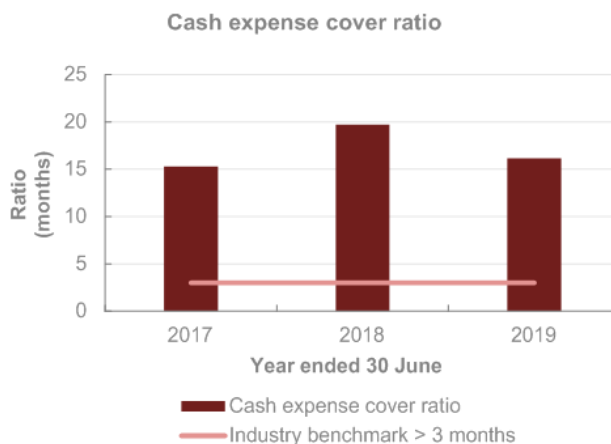
Rates and annual charges outstanding percentage

- The 'rates and annual charges outstanding percentage' assesses the impact of uncollected rates and annual charges on council's liquidity and the adequacy of debt recovery efforts. The benchmark set by the former OLG is less than 10 per cent for regional and rural councils.
- The Council's rates and annual charges outstanding ratio of 9.77 is within the benchmark of less than 10 per cent for regional and rural councils.
- The Council's rates and annual charges outstanding percentage has decreased slightly from the previous year (2018: 10.64 per cent) and is attributed to the improvements in the Council's debt collection procedures.



Cash expense cover ratio

- This liquidity ratio indicates the number of months the council can continue paying for its immediate expenses without additional cash inflow. The benchmark set by the former OLG is greater than three months.
- The Council's cash expense cover ratio was 16.1 months, which is above the industry benchmark of greater than 3 months. This indicates that Council had the capacity to cover 16.1 months of operating cash expenditure without additional cash inflows as at 30 June 2019.
- The Council's cash expense cover ratio has decreased by 3.6 months since the prior year due to additional payments for investment securities and infrastructure, property, plant and equipment in 2018–19.



Infrastructure, property, plant and equipment renewals

The Council has renewed \$16.1 million of assets in the 2018–19 financial year, compared to \$10.4 million in the prior year. The increase is primarily due to transport infrastructure projects.

OTHER MATTERS

New accounting standards implemented

Application period	Overview
AASB 9 'Financial Instruments' and revised AASB 7 'Financial Instruments: Disclosures'	
For the year ended 30 June 2019	<p>AASB 9 replaces AASB 139 'Financial Instruments: Recognition and Measurement' and changes the way financial instruments are treated for financial reporting.</p> <p>Key changes include:</p> <ul style="list-style-type: none">• a simplified model for classifying and measuring financial assets• a new method for calculating impairment• a new type of hedge accounting that more closely aligns with risk management. <p>The revised AASB 7 includes new disclosures as a result of AASB 9.</p> <p>Council's disclosure of the impact of adopting AASB 9 is disclosed in Note 13.</p>

Legislative compliance

My audit procedures did not identify any instances of non-compliance with legislative requirements or a material deficiency in the Council's accounting records or financial statements. The Council's:

- accounting records were maintained in a manner and form to allow the GPFS to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.



Lawrissa Chan
Director, Financial Audit Services

Delegate of the Auditor-General for New South Wales

cc: Peter Smith, Acting General Manager
Melissa Tooke, Chair of Audit, Risk and Improvement Committee
Jim Betts, Secretary of the Department of Planning, Industry and Environment

Snowy Monaro Regional Council

SPECIAL PURPOSE FINANCIAL STATEMENTS

for the year ended 30 June 2019

Stronger together ~ Better together



Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Special Purpose Financial Statements for the year ended 30 June 2019

Contents	Page
Statement by Councillors & Management	3
Special Purpose Financial Statements	
Income Statement – Water Supply Business Activity	4
Income Statement – Sewerage Business Activity	5
Income Statement – Waste Management	6
Income Statement – Residential Aged Care	7
Statement of Financial Position – Water Supply Business Activity	8
Statement of Financial Position – Sewerage Business Activity	9
Statement of Financial Position – Waste Management	10
Statement of Financial Position – Residential Aged Care	11
Note 1 – Significant Accounting Policies	12
Auditor's Report on Special Purpose Financial Statements	15

Background

- i. These Special Purpose Financial Statements have been prepared for use by both the Council and the Office of Local Government in fulfilling their requirements under National Competition Policy.
- ii. The principle of competitive neutrality is based on the concept of a 'level playing field' between persons/entities competing in a market place, particularly between private and public sector competitors.

Essentially, the principle is that government businesses, whether Commonwealth, state or local, should operate without net competitive advantages over other businesses as a result of their public ownership.

- iii. For Council, the principle of competitive neutrality and public reporting applies only to declared business activities.

These include **(a)** those activities classified by the Australian Bureau of Statistics as business activities being water supply, sewerage services, abattoirs, gas production and reticulation, and **(b)** those activities with a turnover of more than \$2 million that Council has formally declared as a business activity (defined as Category 1 activities).

- iv. In preparing these financial statements for Council's self-classified Category 1 businesses and ABS-defined activities, councils must **(a)** adopt a corporatisation model and **(b)** apply full cost attribution including tax-equivalent regime payments and debt guarantee fees (where the business benefits from Council's borrowing position by comparison with commercial rates).

Snowy Monaro Regional Council

Special Purpose Financial Statements for the year ended 30 June 2019

Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- the NSW Government Policy Statement '*Application of National Competition Policy to Local Government*',
- the Division of Local Government Guidelines '*Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality*',
- the Local Government Code of Accounting Practice and Financial Reporting,
- the NSW Office of Water Best-Practice Management of Water and Sewerage Guidelines.

To the best of our knowledge and belief, these statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records.
- present overhead reallocation charges to the water and sewerage businesses as fair and reasonable.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 19 September 2019.



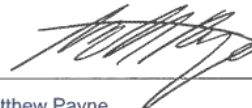
Peter Beer
Mayor
21 October 2019



Rogan Corbett
Councillor
21 October 2019



Peter Smith
Acting General Manager
21 October 2019



Matthew Payne
Responsible Accounting Officer
21 October 2019

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Income Statement – Water Supply Business Activity
for the year ended 30 June 2019

\$ '000	2019	2018
Income from continuing operations		
Access charges	2,736	2,516
User charges	5,535	5,026
Fees	158	48
Interest	498	401
Grants and contributions provided for non-capital purposes	57	37
Profit from the sale of assets	–	46
Other income	238	190
Total income from continuing operations	9,222	8,264
Expenses from continuing operations		
Employee benefits and on-costs	1,866	1,696
Borrowing costs	21	26
Materials and contracts	1,301	1,056
Depreciation, amortisation and impairment	3,462	3,348
Loss on sale of assets	24	50
Other expenses	2,090	1,552
Total expenses from continuing operations	8,764	7,728
Surplus (deficit) from continuing operations before capital amounts	458	536
Grants and contributions provided for capital purposes	585	1,317
Surplus (deficit) from continuing operations after capital amounts	1,043	1,853
Surplus (deficit) from all operations before tax	1,043	1,853
Less: corporate taxation equivalent (27.5%) [based on result before capital]	(126)	(147)
SURPLUS (DEFICIT) AFTER TAX	917	1,706
Plus accumulated surplus	97,589	95,736
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	126	147
Closing accumulated surplus	98,632	97,589
Return on capital %	0.5%	0.6%
Subsidy from Council	763	1,935
Calculation of dividend payable:		
Surplus (deficit) after tax	917	1,706
Less: capital grants and contributions (excluding developer contributions)	(585)	(966)
Surplus for dividend calculation purposes	332	740
Potential dividend calculated from surplus	166	370

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Income Statement – Sewerage Business Activity
for the year ended 30 June 2019

\$ '000	2019	2018
Income from continuing operations		
Access charges	8,560	7,612
User charges	91	323
Fees	55	31
Interest	565	438
Grants and contributions provided for non-capital purposes	53	43
Profit from the sale of assets	–	1
Other income	167	144
Total income from continuing operations	9,491	8,592
Expenses from continuing operations		
Employee benefits and on-costs	1,792	1,783
Borrowing costs	44	99
Materials and contracts	1,764	1,178
Depreciation, amortisation and impairment	2,492	2,403
Loss on sale of assets	(28)	3
Other expenses	2,009	1,327
Total expenses from continuing operations	8,073	6,793
Surplus (deficit) from continuing operations before capital amounts	1,418	1,799
Grants and contributions provided for capital purposes	1,022	442
Surplus (deficit) from continuing operations after capital amounts	2,440	2,241
Surplus (deficit) from all operations before tax	2,440	2,241
Less: corporate taxation equivalent (27.5%) [based on result before capital]	(390)	(495)
SURPLUS (DEFICIT) AFTER TAX	2,050	1,746
Plus accumulated surplus	93,598	91,357
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	390	495
Closing accumulated surplus	96,038	93,598
Return on capital %	2.0%	2.6%
Subsidy from Council	–	58
Calculation of dividend payable:		
Surplus (deficit) after tax	2,050	1,746
Less: capital grants and contributions (excluding developer contributions)	(1,022)	(36)
Surplus for dividend calculation purposes	1,028	1,710
Potential dividend calculated from surplus	514	855

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Income Statement – Waste Management
for the year ended 30 June 2019

\$ '000	2019 Category 1	2018 Category 1
Income from continuing operations		
Access charges	4,524	3,975
User charges	883	817
Fees	1,476	1,312
Interest	166	122
Grants and contributions provided for non-capital purposes	38	25
Other income	1,659	1,759
Total income from continuing operations	8,746	8,010
Expenses from continuing operations		
Employee benefits and on-costs	2,790	2,650
Borrowing costs	169	263
Materials and contracts	2,485	2,996
Depreciation, amortisation and impairment	817	718
Loss on sale of assets	1	-
Other expenses	1,282	1,165
Total expenses from continuing operations	7,544	7,792
Surplus (deficit) from continuing operations before capital amounts	1,202	218
Grants and contributions provided for capital purposes	87	53
Surplus (deficit) from continuing operations after capital amounts	1,289	271
Surplus (deficit) from all operations before tax	1,289	271
Less: corporate taxation equivalent (27.5%) [based on result before capital]	(331)	(60)
SURPLUS (DEFICIT) AFTER TAX	958	211
Plus accumulated surplus	9,330	9,059
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	331	60
Closing accumulated surplus	10,619	9,330
Return on capital %	14.5%	5.1%

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Income Statement – Residential Aged Care
for the year ended 30 June 2019

\$ '000	2019 Category 1	2018 Category 1
Income from continuing operations		
User charges	251	–
Fees	782	1,140
Interest	170	130
Grants and contributions provided for non-capital purposes	1,689	1,883
Other income	–	16
Total income from continuing operations	2,892	3,169
Expenses from continuing operations		
Employee benefits and on-costs	2,550	2,822
Materials and contracts	1,127	533
Depreciation, amortisation and impairment	296	260
Other expenses	199	167
Total expenses from continuing operations	4,172	3,782
Surplus (deficit) from continuing operations before capital amounts	(1,280)	(613)
Grants and contributions provided for capital purposes	500	20
Surplus (deficit) from continuing operations after capital amounts	(780)	(593)
Surplus (deficit) from all operations before tax	(780)	(593)
Less: corporate taxation equivalent (27.5%) [based on result before capital]	–	–
SURPLUS (DEFICIT) AFTER TAX	(780)	(593)
Plus accumulated surplus	6,993	7,586
Plus adjustments for amounts unpaid:		
Closing accumulated surplus	6,213	6,993
Return on capital %	(20.0)%	(9.3)%
Subsidy from Council	1,365	564

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Statement of Financial Position – Water Supply Business Activity
 as at 30 June 2019

\$ '000	2019	2018
ASSETS		
Current assets		
Cash and cash equivalents	2,464	942
Investments	4,212	8,790
Receivables	3,014	3,637
Other	(2)	(2)
Total current assets	<u>9,688</u>	<u>13,367</u>
Non-current assets		
Investments	12,859	5,965
Infrastructure, property, plant and equipment	94,107	94,938
Total non-current assets	<u>106,966</u>	<u>100,903</u>
TOTAL ASSETS	<u>116,654</u>	<u>114,270</u>
LIABILITIES		
Current liabilities		
Payables	98	72
Borrowings	90	85
Total current liabilities	<u>188</u>	<u>157</u>
Non-current liabilities		
Borrowings	174	264
Total non-current liabilities	<u>174</u>	<u>264</u>
TOTAL LIABILITIES	<u>362</u>	<u>421</u>
NET ASSETS	<u>116,292</u>	<u>113,849</u>
EQUITY		
Accumulated surplus	98,632	97,589
Revaluation reserves	17,660	16,260
TOTAL EQUITY	<u>116,292</u>	<u>113,849</u>

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Statement of Financial Position – Sewerage Business Activity
 as at 30 June 2019

\$ '000	2019	2018
ASSETS		
Current assets		
Cash and cash equivalents	2,690	1,107
Investments	4,599	10,333
Receivables	2,557	3,078
Total current assets	9,846	14,518
Non-current assets		
Investments	14,039	7,012
Receivables	105	123
Infrastructure, property, plant and equipment	74,144	74,359
Total non-current assets	88,288	81,494
TOTAL ASSETS	98,134	96,012
LIABILITIES		
Current liabilities		
Payables	16	16
Borrowings	–	324
Total current liabilities	16	340
Non-current liabilities		
Borrowings	–	1,104
Total non-current liabilities	–	1,104
TOTAL LIABILITIES	16	1,444
NET ASSETS	98,118	94,568
EQUITY		
Accumulated surplus	96,038	93,596
Revaluation reserves	2,080	971
TOTAL EQUITY	98,118	94,567

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Statement of Financial Position – Waste Management
as at 30 June 2019

\$ '000	2019 Category 1	2018 Category 1
ASSETS		
Current assets		
Cash and cash equivalents	788	5,445
Investments	1,348	111
Receivables	664	619
Total current assets	2,800	6,175
Non-current assets		
Investments	4,115	–
Infrastructure, property, plant and equipment	9,430	9,355
Other	3	3
Total non-current assets	13,548	9,358
TOTAL ASSETS	16,348	15,533
LIABILITIES		
Current liabilities		
Payables	7	8
Borrowings	269	231
Total current liabilities	276	239
Non-current liabilities		
Borrowings	564	832
Provisions	5,013	5,255
Total non-current liabilities	5,577	6,087
TOTAL LIABILITIES	5,853	6,326
NET ASSETS	10,495	9,207
EQUITY		
Accumulated surplus	10,619	9,330
Revaluation reserves	(124)	(123)
TOTAL EQUITY	10,495	9,207

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Statement of Financial Position – Residential Aged Care
 as at 30 June 2019

\$ '000	2019 Category 1	2018 Category 1
ASSETS		
Current assets		
Cash and cash equivalents	533	–
Investments	3,692	4,948
Receivables	45	71
Total current assets	<u>4,270</u>	<u>5,019</u>
Non-current assets		
Infrastructure, property, plant and equipment	6,410	6,561
Intangible assets	350	350
Total non-current assets	<u>6,760</u>	<u>6,911</u>
TOTAL ASSETS	<u>11,030</u>	<u>11,930</u>
LIABILITIES		
Current liabilities		
Payables	4,097	4,218
Total current liabilities	<u>4,097</u>	<u>4,218</u>
TOTAL LIABILITIES	<u>4,097</u>	<u>4,218</u>
NET ASSETS	<u>6,933</u>	<u>7,712</u>
EQUITY		
Accumulated surplus	6,213	6,992
Revaluation reserves	720	720
TOTAL EQUITY	<u>6,933</u>	<u>7,712</u>

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Notes to the Special Purpose Financial Statements for the year ended 30 June 2019

Note 1. Significant Accounting Policies

A statement summarising the supplemental accounting policies adopted in the preparation of the Special Purpose Financial Statements (SPFS) for National Competition Policy (NCP) reporting purposes follows.

These financial statements are SPFS prepared for use by Council and the Office of Local Government. For the purposes of these statements, the Council is a non-reporting not-for-profit entity.

The figures presented in these Special Purpose Financial Statements have been prepared in accordance with the recognition and measurement criteria of relevant Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board (AASB) and Australian Accounting Interpretations.

The disclosures in these Special Purpose Financial Statements have been prepared in accordance with the Local Government Act 1993 (NSW), the *Local Government (General) Regulation 2005*, and the Local Government Code of Accounting Practice and Financial Reporting.

The statements are prepared on an accruals basis. They are based on historic costs and do not take into account changing money values or, except where specifically stated, current values of non-current assets. Certain taxes and other costs, appropriately described, have been imputed for the purposes of the National Competition Policy.

The Statement of Financial Position includes notional assets/liabilities receivable from/payable to Council's general fund. These balances reflect a notional intra-entity funding arrangement with the declared business activities.

National Competition Policy

Council has adopted the principle of 'competitive neutrality' in its business activities as part of the National Competition Policy which is being applied throughout Australia at all levels of government.

The framework for its application is set out in the June 1996 NSW government policy statement titled 'Application of National Competition Policy to Local Government'.

The *Pricing and Costing for Council Businesses, A Guide to Competitive Neutrality* issued by the Office of Local Government in July 1997 has also been adopted.

The pricing and costing guidelines outline the process for identifying and allocating costs to activities and provide a standard for disclosure requirements.

These disclosures are reflected in Council's pricing and/or financial reporting systems and include taxation equivalents, Council subsidies, return on investments (rate of return), and dividends paid.

Declared business activities

In accordance with Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality, Council has declared that the following are to be considered as business activities:

Category 1

(where gross operating turnover is over \$2 million)

a. Water Supply

Water supply services

b. Sewerage Service

Sewerage reticulation, treatment and associated activities

c. Waste Management

Collection and disposal of garbage

d. Aged Care Services

Combined services offered at Yallambee Lodge and Snowy River Hostel (previous years reported Yallambee Lodge only)

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Notes to the Special Purpose Financial Statements for the year ended 30 June 2019

Note 1. Significant Accounting Policies (continued)

Category 2

(where gross operating turnover is less than \$2 million)

Nil

Monetary amounts

Amounts shown in the financial statements are in Australian dollars and rounded to the nearest one thousand dollars.

(i) Taxation equivalent charges

Council is liable to pay various taxes and financial duties. Where this is the case, they are disclosed as a cost of operations just like all other costs.

However, where Council does not pay some taxes which are generally paid by private sector businesses, such as income tax, these equivalent tax payments have been applied to all Council-nominated business activities and are reflected in Special Purpose Financial Statements.

For the purposes of disclosing comparative information relevant to the private sector equivalent, the following taxation equivalents have been applied to all Council-nominated business activities (this does not include Council's non-business activities):

Notional rate applied (%)

Corporate income tax rate – 27.5%

Land tax – the first \$692,000 of combined land values attracts 0%. For the combined land values in excess of \$692,001 up to \$4,231,000 the rate is 1.6% + \$100. For the remaining combined land value that exceeds \$4,231,000 a premium marginal rate of 2.0% applies.

Payroll tax – 5.45% on the value of taxable salaries and wages in excess of \$850,000.

In accordance with the Department of Industry (DoI) – Water guidelines, a payment for the amount calculated as the annual tax equivalent charges (excluding income tax) must be paid from water supply and sewerage business activities.

The payment of taxation equivalent charges, referred to in the DoI – Water guidelines as a 'dividend for taxation equivalent', may be applied for any purpose allowed under the *Local Government Act, 1993*.

Achievement of substantial compliance to the DoI – Water guidelines is not a prerequisite for the payment of the tax equivalent charges, however the payment must not exceed \$3 per assessment.

Income tax

An income tax equivalent has been applied on the profits of the business activities.

Whilst income tax is not a specific cost for the purpose of pricing a good or service, it needs to be taken into account in terms of assessing the rate of return required on capital invested.

Accordingly, the return on capital invested is set at a pre-tax level - gain/(loss) from ordinary activities before capital amounts, as would be applied by a private sector competitor. That is, it should include a provision equivalent to the corporate income tax rate, currently 27.5%.

Income tax is only applied where a gain/ (loss) from ordinary activities before capital amounts has been achieved.

Since the taxation equivalent is notional – that is, it is payable to Council as the 'owner' of business operations - it represents an internal payment and has no effect on the operations of the Council. Accordingly, there is no need for disclosure of internal charges in the SPFS.

The rate applied of 27.5% is the equivalent company tax rate prevalent at reporting date. No adjustments have been made for variations that have occurred during the year.

continued on next page ...

Page 13

Snowy Monaro Regional Council

Special Purpose Financial Statements 2019

Notes to the Special Purpose Financial Statements for the year ended 30 June 2019

Note 1. Significant Accounting Policies (continued)

Local government rates and charges

A calculation of the equivalent rates and charges payable on all category 1 businesses has been applied to all land assets owned or exclusively used by the business activity.

Loan and debt guarantee fees

The debt guarantee fee is designed to ensure that council business activities face 'true' commercial borrowing costs in line with private sector competitors.

In order to calculate a debt guarantee fee, Council has determined what the differential borrowing rate would have been between the commercial rate and Council's borrowing rate for its business activities.

(ii) Subsidies

Government policy requires that subsidies provided to customers, and the funding of those subsidies, must be explicitly disclosed.

Subsidies occur when Council provides services on a less-than-cost-recovery basis. This option is exercised on a range of services in order for Council to meet its community service obligations.

Accordingly, 'subsidies disclosed' (in relation to National Competition Policy) represents the difference between revenue generated from 'rate of return' pricing and revenue generated from prices set by Council in any given financial year.

The overall effect of subsidies is contained within the Income Statement of each reported business activity.

(iii) Return on investments (rate of return)

The NCP policy statement requires that councils with Category 1 businesses 'would be expected to generate a return on capital funds employed that is comparable to rates of return for private businesses operating in a similar field'.

Such funds are subsequently available for meeting commitments or financing future investment strategies.

The actual rate of return achieved by each business activity is disclosed at the foot of each respective Income Statement.

The rate of return is calculated as follows:

Operating result before capital income + interest expense

Written down value of I,PP&E as at 30 June

As a minimum, business activities should generate a return equal to the Commonwealth 10 year bond rate which is 1.32% at 30/6/19.

(iv) Dividends

Council is not required to pay dividends to either itself (as owner of a range of businesses) or to any external entities.

Local government water supply and sewerage businesses are permitted to pay an annual dividend from its water supply or sewerage business surplus.

Each dividend must be calculated and approved in accordance with the Department of Industry – Water guidelines and must not exceed:

- 50% of this surplus in any one year, or
- the number of water supply or sewerage assessments at 30 June 2019 multiplied by \$30 (less the payment for tax equivalent charges, not exceeding \$3 per assessment).

In accordance with the Department of Industry – Water guidelines a Dividend Payment form, Statement of Compliance, Unqualified Independent Financial Audit Report and Compliance Audit Report are required to be submitted to the Department of Industry – Water.



INDEPENDENT AUDITOR'S REPORT

Report on the special purpose financial statements

Snowy Monaro Regional Council

To the Councillors of the Snowy Monaro Regional Council

Opinion

I have audited the accompanying special purpose financial statements (the financial statements) of Snowy Monaro Regional Council's (the Council) declared business activities, which comprise the Income Statement of each declared business activity for the year ended 30 June 2019, the Statement of Financial Position of each declared business activity as at 30 June 2019, Note 1 Significant accounting policies for the business activities declared by Council, and the Statement by Councillors and Management.

The declared business activities of the Council are:

- Water Supply
- Sewerage Service
- Waste Management
- Aged Care Services.

In my opinion, the financial statements present fairly, in all material respects, the financial position of the Council's declared business activities as at 30 June 2019, and its financial performance for the year then ended, in accordance with the Australian Accounting Standards described in Note 1 and the Local Government Code of Accounting Practice and Financial Reporting – update number 27 (LG Code).

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as the auditor of councils
- precluding the Auditor-General from providing non-audit services.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to Note 1 to the financial statements which describes the basis of accounting. The financial statements have been prepared for the purpose of fulfilling the Council's financial reporting responsibilities under the LG Code. As a result, the financial statements may not be suitable for another purpose.

Other Information

The Council's annual report for the year ended 30 June 2019 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements and Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements and Special Schedule 'Permissible income for general rates'.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements and for determining that the accounting policies, described in Note 1 to the financial statements, are appropriate to meet the requirements in the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless it is not appropriate to do so.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

My opinion does not provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Lawrissa Chan
Director, Financial Audit Services

Delegate of the Auditor-General for New South Wales

30 October 2019
SYDNEY

Special Purpose Financial Statements 2019

Snowy Monaro Regional Council

SPECIAL SCHEDULES
for the year ended 30 June 2019

Stronger together ~ Better together



Snowy Monaro Regional Council

Special Schedules 2019

Special Schedules

for the year ended 30 June 2019

Contents	Page
Special Schedules	
Permissible income for general rates	3
Report on Infrastructure Assets - Values	7

Snowy Monaro Regional Council

Special Schedules 2019

Permissible income for general rates

		2019/20 Bombala Council	2019/20 Cooma-Monaro Shire Council	2019/20 Snowy River Shire Council	2019/20 Snowy Monaro Regional	2018/19 Bombala Council	2018/19 Cooma-Monaro Shire Council	2018/19 Snowy River Shire Council	2018/19 Snowy Monaro Regional
Notional general income calculation ¹									
Last year notional general income yield	a	2,426	7,227	6,078	15,731	2,367	7,140	5,892	15,399
Plus or minus adjustments ²	b	4	57	67	128	3	47	53	103
Notional general income	c = a + b	2,430	7,284	6,145	15,859	2,370	7,187	5,945	15,502
Permissible income calculation									
Or rate peg percentage	e	2.70%	2.70%	2.70%		2.30%	2.30%	2.30%	
Or plus rate peg amount	$l = e \times (c + g)$	66	197	166	429	55	165	137	357
Sub-total	$k = (c + g + h + l + j)$	2,496	7,481	6,311	16,288	2,425	7,352	6,082	15,859
Plus (or minus) last year's carry forward total	i	1	83	14	98	2	(42)	10	(30)
Sub-total	$n = (i + re)$	1	83	14	98	2	(42)	10	(30)
Total permissible income	$o = k + n$	2,497	7,564	6,325	16,386	2,427	7,310	6,092	15,829
Less notional general income yield	p	2,495	7,505	6,311	16,311	2,426	7,227	6,078	15,731
Catch-up or (excess) result	$q = o - p$	1	59	14	74	1	83	14	98
Less unused catch-up ⁵	s	--	--	(10)	(10)	--	--	--	--
Carry forward to next year ⁶	$t = q + r + s$	1	59	4	64	1	83	14	98

(1) The notional general income will not reconcile with rate income in the financial statements in the corresponding year. The statements are reported on an accrual accounting basis which include amounts that relate to prior years' rates income.

(2) Adjustments account for changes in the number of assessments and any increase or decrease in land value occurring during the year. The adjustments are called 'supplementary valuations' as defined in the Valuation of Land Act 1916.

(5) Unused catch-up amounts will be deducted if they are not caught up within 2 years. Usually councils will have a nominal carry forward figure. These amounts can be adjusted for in setting the rates in a future year.

(6) Carry forward amounts which are in excess (an amount that exceeds the permissible income) require ministerial approval by order published in the NSW Government Gazette in accordance with section 512 of the Local Government Act 1993. The OLG will extract these amounts from Council's Permissible income for general rates Statement in the financial data return (FDR) to administer this process.



INDEPENDENT AUDITOR'S REPORT

Special Schedule - Permissible income for general rates

Snowy Monaro Regional Council

To the Councillors of the Snowy Monaro Regional Council

Opinion

I have audited the accompanying Special Schedule – Permissible income for general rates (the Schedule) of Snowy Monaro Regional Council (the Council) for the year ending 30 June 2020.

In my opinion, the Schedule is prepared, in all material respects in accordance with the requirements of the Local Government Code of Accounting Practice and Financial Reporting – update number 27 (LG Code) and is in accordance with the books and records of the Council.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Schedule' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to the special purpose framework used to prepare the Schedule. The Schedule has been prepared for the purpose of fulfilling the Council's reporting obligations under the LG Code. As a result, the Schedule may not be suitable for another purpose.

Other Information

The Council's annual report for the year ended 30 June 2019 includes other information in addition to the Schedule and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements , special purpose financial statements and Special Schedule 'Report on infrastructure assets as at 30 June 2019'.

My opinion on the Schedule does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements and the special purpose financial statements.

In connection with my audit of the Schedule, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the Schedule or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Schedule

The Councillors are responsible for the preparation of the Schedule in accordance with the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation of the Schedule that is free from material misstatement, whether due to fraud or error.

In preparing the Schedule, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless it is not appropriate to do so.

Auditor's Responsibilities for the Audit of the Schedule

My objectives are to:

- obtain reasonable assurance whether the Schedule as a whole is free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the Schedule.

A description of my responsibilities for the audit of the Schedule is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar8.pdf. The description forms part of my auditor's report.

My opinion does not provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited Schedule on any website where it may be presented
- about any other information which may have been hyperlinked to/from the Schedule.



Lawrissa Chan
Director, Financial Audit Services

Delegate of the Auditor-General for New South Wales

30 October 2019
SYDNEY

Snowy Monaro Regional Council

Special Schedules 2019

Report on Infrastructure Assets

as at 30 June 2019

Asset Class	Asset Category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2018/19 Required maintenance ^a	2018/19 Actual maintenance	Net carrying amount	Gross replacement cost (GRC)	Assets in condition as a percentage of gross replacement cost				
								1	2	3	4	5
(a) Report on Infrastructure Assets - Values												
Buildings	Buildings	3,557	2,034	931	792	40,947	118,347	31.0%	11.0%	26.0%	22.0%	10.0%
	Sub-total	3,557	2,034	931	792	40,947	118,347	31.0%	11.0%	26.0%	22.0%	10.0%
Other structures	Other structures	443	233	104	89	7,171	14,743	33.0%	21.0%	35.0%	7.0%	4.0%
	Sub-total	443	233	104	89	7,171	14,743	33.0%	21.0%	35.0%	7.0%	4.0%
Roads	Sealed roads	10,566	4,270	3,178	1,843	116,533	202,768	16.0%	31.0%	42.0%	10.0%	1.0%
	Unsealed roads	11,706	7,538	2,440	2,893	87,136	161,415	16.0%	16.0%	47.0%	20.0%	1.0%
	Bridges	4,465	2,174	701	707	58,328	114,619	13.0%	32.0%	43.0%	4.0%	8.0%
	Footpaths	236	144	91	56	8,449	17,085	16.0%	24.0%	20.0%	40.0%	0.0%
	Other road assets	1,486	789	770	16	46,627	58,208	10.0%	48.0%	36.0%	6.0%	0.0%
	Bulk earthworks	-	-	-	-	515,602	515,602	100.0%	0.0%	0.0%	0.0%	0.0%
	Sub-total	28,459	14,915	7,180	5,515	832,675	1,069,697	55.8%	14.7%	21.9%	6.3%	1.3%
Water supply network	Water supply network	12,609	12,609	2,087	1,428	90,706	203,556	12.0%	18.0%	38.0%	32.0%	0.0%
	Sub-total	12,609	12,609	2,087	1,428	90,706	203,556	12.0%	18.0%	38.0%	32.0%	0.0%
Sewerage network	Sewerage network	18,448	18,448	1,455	1,039	71,509	141,968	13.0%	34.0%	32.0%	14.0%	7.0%
	Sub-total	18,448	18,448	1,455	1,039	71,509	141,968	13.0%	34.0%	32.0%	14.0%	7.0%
Stormwater drainage	Stormwater drainage	687	574	247	330	16,536	32,136	9.0%	59.0%	9.0%	17.0%	6.0%
	Sub-total	687	574	247	330	16,536	32,136	9.0%	59.0%	9.0%	17.0%	6.0%
Open space / recreational assets	Swimming pools	1,010	354	137	41	2,597	11,413	15.0%	4.0%	77.0%	3.0%	1.0%
	Other	354	152	45	72	2,341	5,545	24.0%	22.0%	37.0%	15.0%	2.0%
	Sub-total	1,364	506	182	113	4,938	16,958	17.9%	9.9%	63.9%	6.9%	1.4%
TOTAL - ALL ASSETS		65,567	49,319	12,186	9,306	1,064,482	1,597,405	43.1%	17.5%	25.5%	11.7%	2.2%

(a) Required maintenance is the amount identified in Council's asset management plans.

Infrastructure asset condition assessment 'key'

1	Excellent/very good	No work required (normal maintenance)
2	Good	Only minor maintenance work required

continued on next page ...

Snowy Monaro Regional Council

Special Schedules 2019

Report on Infrastructure Assets - Values (continued)

as at 30 June 2019

3	Satisfactory	Maintenance work required
4	Poor	Renewal required
5	Very poor	Urgent renewal/upgrading required

continued on next page ...

Page 8

Snowy Monaro Regional Council

Special Schedules 2019

Report on Infrastructure Assets (continued)
as at 30 June 2019

\$ '000	Amounts 2019	Indicator 2019	Prior period 2018	Benchmark
Infrastructure asset performance indicators (consolidated) *				
Buildings and infrastructure renewals ratio ¹				
Asset renewals ²	14,106	78.93%	44.74%	>=100.00%
Depreciation, amortisation and impairment	17,872			
Infrastructure backlog ratio ¹				
Estimated cost to bring assets to a satisfactory standard	65,567	6.16%	6.45%	<2.00%
Net carrying amount of infrastructure assets	1,064,482			
Asset maintenance ratio				
Actual asset maintenance	9,306	76.37%	71.24%	>100.00%
Required asset maintenance	12,186			
Cost to bring assets to agreed service level				
Estimated cost to bring assets to an agreed service level set by Council	49,319	3.09%	3.33%	
Gross replacement cost	1,597,405			

(*) All asset performance indicators are calculated using classes identified in the previous table.

(1) Excludes Work In Progress (WIP)

(2) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

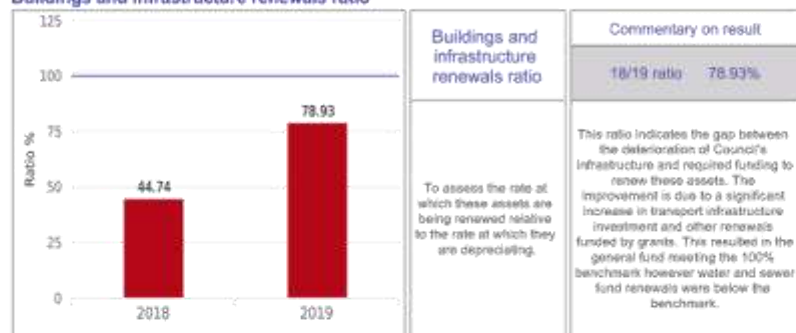
Snowy Monaro Regional Council

Special Schedules 2019

Report on Infrastructure Assets (continued)

as at 30 June 2019

Buildings and infrastructure renewals ratio



Buildings and infrastructure renewals ratio

Commentary on result

18/19 ratio 78.93%

To assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.

This ratio indicates the gap between the deterioration of Council's infrastructure and required funding to renew these assets. The improvement is due to a significant increase in transport infrastructure investment and other renewals funded by grants. This resulted in the general fund meeting the 100% benchmark however water and sewer fund renewals were below the benchmark.

Benchmark: — $\geq 100.00\%$

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio is outside benchmark

Asset maintenance ratio



Asset maintenance ratio

Commentary on result

18/19 ratio 76.37%

Compares actual vs. required annual asset maintenance. A ratio above 1.0 indicates Council is investing enough funds to stop the infrastructure backlog growing.

This indicates the current level of investment in asset maintenance is not sufficient to prevent an increase to the infrastructure backlog.

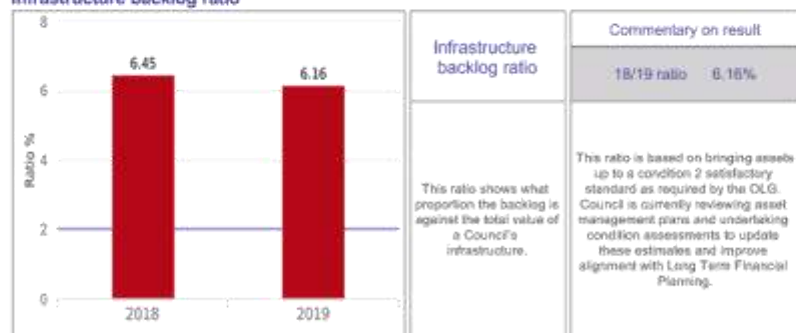
Benchmark: — $> 100.00\%$

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio is outside benchmark

Infrastructure backlog ratio



Infrastructure backlog ratio

Commentary on result

18/19 ratio 6.16%

This ratio shows what proportion the backlog is against the total value of a Council's infrastructure.

This ratio is based on bringing assets up to a condition 2 satisfactory standard as required by the OLG. Council is currently reviewing asset management plans and undertaking condition assessments to update these estimates and improve alignment with Long Term Financial Planning.

Benchmark: — $< 2.00\%$

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio is outside benchmark

Cost to bring assets to agreed service level



Cost to bring assets to agreed service level

Commentary on result

18/19 ratio 3.09%

This ratio provides a snapshot of the proportion of outstanding renewal works compared to the total value of assets under Council's care and stewardship.

This ratio is based on bringing assets up to a condition 3 standard for all assets except condition 2 for water and sewer infrastructure. Plans to address the cost need to be priorities based on social, economic and environmental factors including risk to the community. Revised condition assessments and asset management plans in progress will better inform this plan.

continued on next page ...

Snowy Monaro Regional Council

Special Schedules 2019

Report on Infrastructure Assets (continued)

as at 30 June 2019

\$ '000	General fund		Water fund		Sewer fund		Benchmark
	2019	2018	2019	2018	2019	2018	
Infrastructure asset performance indicators (by fund)							
Buildings and infrastructure renewals ratio ¹							
Asset renewals ²	100.80%	52.51%	31.06%	36.77%	35.09%	16.27%	>=100.00%
Depreciation, amortisation and impairment							
Infrastructure backlog ratio ¹							
Estimated cost to bring assets to a satisfactory standard	3.82%	4.15%	13.90%	14.45%	25.80%	25.28%	<2.00%
Net carrying amount of infrastructure assets							
Asset maintenance ratio							
Actual asset maintenance	79.12%	67.93%	68.42%	74.70%	71.41%	86.05%	>100.00%
Required asset maintenance							
Cost to bring assets to agreed service level							
Estimated cost to bring assets to an agreed service level set by Council	1.46%	1.71%	6.19%	6.59%	12.99%	13.04%	
Gross replacement cost							

(1) Excludes Work In Progress (WIP)

(2) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

9.4.10 QUARTERLY BUDGET REVIEW STATEMENT (QBR) TO SEPTEMBER 2019

Record No:

Responsible Officer:	Acting Director Corporate and Community Services
Author:	Management Accountant
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 Statement - September 2019
Cost Centre	4010 Financial Services

EXECUTIVE SUMMARY

Council adopted its 2020 Operational Plan on the 20 June 2019, including details of Estimated Income and Expenditure.

The quarterly budget review statement for the period ended 30 September 2019 is now reported to Council.

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

OFFICER'S RECOMMENDATION

That Council

- A. Receive the quarterly budget review statement (QBR) for the period ended 30 September 2019
- B. Authorise the adjustments to the Council's budgeted Income & Expenditure, Capital Expenditure and Cash & Investments 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 negative impact of \$588k to the Net Operating Result before Capital Items from \$5.392mil (Original Budget to \$5.980mil (Project 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 228/19 (on 20 June 2019).

Snowy Monaro Regional Council

Quarterly Budget Review Statement
for the period 01/07/19 to 30/09/19

Table of Contents	page
1. Responsible Accounting Officer's Statement	2
2. Income & Expenses Budget Review Statement	3
3. Capital Budget Review Statement	5
4. Cash & Investments Budget Review Statement	7
5. Key Performance Indicator (KPI) Budget Review Statement	10
6. Contracts & Other Expenses Budget Review Statement	13

Snowy Monaro Regional Council

Quarterly Budget Review Statement
for the period 01/07/19 to 30/09/19

Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

30 September 2019

It is my opinion that the Quarterly Budget Review Statement for Snowy Monaro Regional Council for the quarter ended 30 September 2019 indicates that Council's projected financial position at 30 June 2020 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 \$5.9million
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.
3. Council has unfunded cash reserves based on current estimates. This is mostly as a result of the carry forward budget and the adopted deficit budget.

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 2021-2030 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.

Council will need to focus on setting and achieving realistic goals in regard to the projects outlined in the operational plan. The impacts of carrying forward large amounts impacts both short term and long term forecasting.

Signed: _____

Date:

Matt Payne
Responsible Accounting Officer

Snowy Monaro Regional Council

Quarterly Budget Review Statement
 for the period 01/07/19 to 30/09/19

Income & Expenses Budget Review Statement

Budget review for the quarter ended 30 September 2019

Income & Expenses - Council Consolidated

(\$000's)	Original Budget 2019/20	Approved Changes			Revised Budget 2019/20	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards							
Income									
Rates and Annual Charges	31,589				31,589			31,589	27,409
User Charges and Fees	14,505				14,505			14,505	1,862
Interest and Investment Revenues	1,928				1,928			1,928	621
Other Revenues	1,872				1,872	9	1	1,881	133
Grants & Contributions - Operating	19,603				19,603	180	2	19,783	4,150
Grants & Contributions - Capital	13,862				13,862	(3,170)	3	10,692	956
Net gain from disposal of assets	903				903			903	212
Total Income from Continuing Operations	84,262	-	-	-	84,262	(2,981)		81,281	35,343
Expenses									
Employee Costs	28,021				28,021	72	4	28,093	7,630
Borrowing Costs	290				290	5	5	295	20
Materials & Contracts	19,763	-			19,763	582	6	20,345	3,727
Depreciation	19,272				19,272			19,272	-
Other Expenses	8,446				8,446	118	7	8,564	3,239
Total Expenses from Continuing Operations	75,792	-	-	-	75,792	777		76,569	14,616
Net Operating Result from Continuing Operation	8,470	-	-	-	8,470	(3,758)		4,712	20,727
Discontinued Operations - Surplus/(Deficit)					-			-	
Net Operating Result from All Operations	8,470	-	-	-	8,470	(3,758)		4,712	20,727
Net Operating Result before Capital Items	(5,392)	-	-	-	(5,392)	(588)		(5,980)	19,771

Snowy Monaro Regional Council

Quarterly Budget Review Statement
 for the period 01/07/19 to 30/09/19

Income & Expenses Budget Review Statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details	
1	Other Revenues	
	Snowy Monaro Youth Council (SMYC) income from sales of clothing line	8,948
2	Grants & Contributions - Operating	
	Increase to Financial Assistance Grants	178,929
	Grant Funding for Tech Savy Seniors Program	1,610
		180,539
3	Grants & Contributions - Capital	
	Adjustment to timing of Capital Grant for Yallabee building upgrade	(3,500,000)
	Grant Funding for RFS Shed East Jindabyne	330,000
		(3,170,000)
4	Employee Costs	
	Increase to worker's compensation premium	72,000
5	Borrowing Costs	
	Adjustment to Loans - Plant & Equipment	5,098
6	Materials & Contracts	
	Reallocation of parks and gardens operating cost to Banjo Paterson Playground (Capital)	(22,411)
	Increased contractors costs due to Royal Commission in Aged Care	300,000
	Increased asset maintenance costs at Aged Care Facilities	90,000
	Snowy Monaro Youth Council (SMYC) expenditure relating to sales of clothing line	3,509
	CR 393/19 17/10/19 Additional contractors expenses for Weed/Vegetation Management	296,102
	Tech Savy Seniors Program	1,610
	Adjustment to Waste Budget (internal charges)	(96,941)
	Drug and Alcohol Testing for staff	10,000
		581,868
7	Other Expenses	
	Increase to Electricity Costs following review in September 2019	102,040
	L'etape Sponsorship - Adjustment to Carry Forward	15,895
		117,935

Snowy Monaro Regional Council

Quarterly Budget Review Statement
 for the period 01/07/19 to 30/09/19

Capital Budget Review Statement

Budget review for the quarter ended 30 September 2019

Capital Budget - Council Consolidated

(\$000's)	Original Budget 2019/20	Approved Changes		Revised Budget 2019/20	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards						
Capital Expenditure								
- Plant & Equipment	5,278	478		5,756	49	1	5,805	523
- Software	3,672			3,672			3,672	906
- Land & Buildings	1,066	4,402		5,468	1,439	2	6,907	737
- Roads, Bridges, Footpaths	5,885	5,705		11,590			11,590	2,829
- Water & Sewer	16,470			16,470			16,470	113
- Other infrastructure	4,234	3,976		8,210	2,242	3	10,452	231
Loan Repayments (Principal)				-			-	
Total Capital Expenditure	36,605	14,561	-	51,166	3,730		54,896	5,339
Capital Funding								
Grants & Contributions	17,695			17,695	(3,170)	4	14,525	379
Restricted Cash Reserves	18,007	14,561		32,568	6,900	5	39,468	4,748
Receipts from Sale of Assets								
- Plant & Equipment	903			903			903	212
- Land & Buildings				-			-	
Total Capital Funding	36,605	14,561	-	51,166	3,730		54,896	5,339
Net Capital Funding - Surplus/(Deficit)	-	-	-	-	-		-	-

Snowy Monaro Regional Council

Quarterly Budget Review Statement
 for the period 01/07/19 to 30/09/19

Capital Budget Review Statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details	
1	Capital Expenditure - Plant & Equipment	
	Server Replacement - Snowy River Health Centre - Adjustment to Carry Forward	38,000
	CR315/19 15/08/19 Purchase of Plant No 3028	11,075
		49,075
2	Capital Expenditure - Land & Buildings	
	CR367/19 17/10/19 New Dog Pound	35,000
	CR319/19 15/08/19 - Cooma Levee Bank	15,150
	Jindabyne Holiday Park Hydrant	501,164
	Adjustment to timing Yallambee Building Upgrade	500,000
	RFS Shed East Jindabyne	330,000
	<i>Adjustments to Carry Forward</i>	
	Amenities Block Bombala Caravan Park	36,547
	Cooma Showground Cottage repaint	12,629
	Extension to Cooma Depot Bunding Area	7,853
		1,438,343
3	Capital Expenditure - Other Infrastructure	
	Reallocation of parks and gardens operating cost to Banjo Paterson Playground (Capital)	22,411
	CR357/19 19/9/19 Cooma Compost EIS	220,000
	<i>Adjustments to Carry Forward</i>	
	Tyrolean East Jindabyne Trail Link	80,000
	Delegate Caravan Park Camp Kitchen	31,890
	Cooma Landfill Upgrade -	662,163
	Delegate Landfill Upgrade	300,000
	Bombala Landfill Upgrade	554,264
	Cathcart Transfer Station Removal and Restoration	30,000
	Nimmitabel - Boundary Fencing and road resheeting	20,000
	Cooma Street Furniture and Recycle Bins	154,937
	Cooma Landfill - Boundary Fencing	27,000
	Jindabyne landfill roads and entrance upgrade	139,725
		2,242,390

Snowy Monaro Regional Council

Quarterly Budget Review Statement

for the period 01/07/19 to 30/09/19

Cash & Investments Budget Review Statement

Budget review for the quarter ended 30 September 2019

Cash & Investments - Council Consolidated

(\$000's)	Original Budget 2019/20	Approved Changes			Revised Budget 2019/20	Variations for this Sep Qtr	Notes Projected Year End Result	Actual YTD figures
		Carry Forwards						
Externally Restricted ⁽¹⁾								
Section 94 Developer Contributions Combined	1,793			1,793	(80)		1,713	1,793
Section 64 Developers Contributions Water Combined	2,493			2,493			2,493	2,493
Section 64 Developers Contributions Sewer Combined	1,980			1,980			1,980	1,980
Hostel Entry Contributions- Snowy	419			419			419	919
Hostel bonds - Yallambee	2,896			2,896			2,896	3,178
Crown Land	983			983	(502)		481	1,284
Unexpended Grants Reserve	1,321			1,321			1,321	5,304
Other Contributions				-			-	81
HACC Vehicle Replacement - combined	458			458			458	458
Kamoto-Cooma Friendship Scholarship Fund	44			44			44	44
Boco Rock Contributions	279			279			279	337
Combined Water Supply Works Reserve	18,197			18,197	(32)		18,165	17,042
Combined Sewerage Works Reserve	15,811			15,811	(28)		15,783	19,349
Domestic Waste Management Reserve	4,971			4,971	(2,204)		2,767	4,896
Total Externally Restricted	51,645	-	-	51,645	(2,846)		48,799	59,158
⁽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	-			-	-		-	2,245
Quarry Operations	850			850			850	685
Uncompleted Works & Projects				-			-	1,801
Other Internal Reserves	15,006	(14,561)		445	(445)		-	
Waste Services (Non Domestic)	-			-	193		193	998
Deposits, Retentions & Bonds	682			682			682	682
Yallambee Lodge Building & Equipment	5,405			5,405	(4,390)		1,015	1,047
Unexpended Grants - Merger Implementation	788			788			788	4,460
Unexpended Grants - Stronger Communities	1,105			1,105			1,105	11,092
Former Bombala LGA	702			702			702	1,810
Former Snowy LGA	-			-			-	731

Total Internally Restricted (2) Funds that Council has earmarked for a specific purpose	27,605	(14,561)	-	-	13,044	(4,642)	8,402	28,618
Unrestricted (ie. available after the above Restrictions)	-	-	-	-	-	-	-	(1,555)
Total Cash & Investments	79,250	(14,561)	-	-	64,689	(7,488)	57,201	86,221

Snowy Monaro Regional Council

Quarterly Budget Review Statement
for the period 01/07/19 to 30/09/19

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 \$86,221,540

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.
The date of completion of this bank reconciliation is 01/10/19

Reconciliation Status

The YTD Cash & Investment figure reconciles to the actual balances held as follows:

	\$ 000's
Cash at Bank (as per bank statements)	1,515
Investments on Hand	84,706
Reconciled Cash at Bank & Investments	86,221
Balance as per Review Statement:	86,221
Difference:	-

Snowy Monaro Regional Council

Quarterly Budget Review Statement
 for the period 01/07/19 to 30/09/19

Contracts Budget Review Statement

Budget review for the quarter ended 30 September 2019

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
RD Millter	Bombala & Delegate Streetscapes	977,065	20/08/19	7 months	N	
Elton Consulting	Employment Lands and Rural Industries Analysis	93,850	21/08/19	6 months	Y	
Molonglo Consulting Group	Snowy Monaro Environmental Study	70,000	10/09/19	6 months	Y	
Quods Mowing & Irrigation	Cemetery Works - Fencing and Tree Planting	27,238	28/09/19	6 months	Y	

Snowy Monaro Regional Council

Quarterly Budget Review Statement
for the period 01/07/19 to 30/09/19

Consultancy & Legal Expenses Budget Review Statement

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	159,163	Y
Legal Fees	101,925	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.

9.4.11 ORGANISATIONAL STRUCTURE REVIEW

Record No:

Responsible Officer:	General Manager
Author:	Acting Director Corporate and Community Services
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.4 Council will manage service delivery in an efficient and sustainable way as an employer of choice
Delivery Program Objectives:	10.4.1 Council employs an engaged multi -skilled, workforce and encourages staff to take ownership of service delivery in a responsible and efficient manner
Attachments:	1. Senior Staff Positions and Responsibilities
Cost Centre	
Project	Organisational Redesign – Organisation Structure
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

A review of the organisation structure has identified proposed changes that affect the positions currently determined as senior staff positions.

It is proposed that only the positions where it is currently considered that the total remuneration required to attract suitable applicants meets the minimum requirements will be included as senior staff positions.

The roles proposed of the senior staff roles are:

- Chief Operating Officer (COO): Provision of services to the community.
- Chief Strategy Officer (CSO): Development of strategic direction and provision of internal services including governance, general administration and technology support services.
- Chief Executive Officer (General Manager): All other roles, including engagement, financial services and workforce planning.

These roles are shown pictorially in an attachment.

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

OFFICER'S RECOMMENDATION

That Council

- A. Create the position of Chief Operating Officer as a senior staff position.
- B. Create the position of Chief Strategy Officer as a senior staff position.
- C. Designate the position of General Manager to be Chief Executive Officer.
- D. That the role of the senior staff positions be:
 - (a) Chief Operating Officer:

- (i) Support the Council in development of effective strategies to ensure efficient and effective provision of services to the community and management of infrastructure used by the community and in providing services,
- (ii) Develop plans of action to ensure that the strategies of Council are being achieved through the delivery of services and management of infrastructure.
- (iii) Effective management of the resources provided by Council for the provision of services and infrastructure for the community.
- (b) Chief Strategy Officer:
 - (i) Support the Council in the development of corporate strategy, other than financial strategies, but including community, land use and asset management planning.
 - (ii) Ensure the efficient and effective provision of strategic, governance, general administrative, fleet and technological support services.
 - (iii) Ensure robust project management techniques are in place and being utilised to manage the delivery of projects resourced by the Council.
 - (iv) The day to day management of the Internal audit function.
- (c) That the two positions report to the Chief Executive Officer.
- (d) Chief Executive Officer (General Manager):
 - (i) Any functions not allocated to the Chief Operating Officer or Chief Strategy Officer.

BACKGROUND

Council has been undertaking a review of its organisational structure. Based on feedback to what was seen as minor changes it was identified that a more comprehensive review was required. Council engaged a consultancy to undertake a review of the organisation to determine the issues and provide information to guide the development of changes to improve the ability of the Council to meet its goals and objectives.

The report identified that there is a need for a substantial change program. Based on the feedback it was identified that resolving issues around how the organisation is managed was needed as the first stage of an ongoing organisational review process.

The review identified the need to bring key technical resources to the appropriate level within the organisation. It has been proposed to raise the level of technical resources for managing finances, the workforce and how we interact and engage with the community. These are three key challenges the Council must address.

Following from this a review was undertaken of the level of resources needed to manage the current workforce.

This was undertaken considering the following factors:

- 1) Optimal span of management: Benchmarks exist on the optimal span of control for a manager working within government structures. Starting from the bottom of the

organisation work teams were aggregated to create groups and sections with the aim to optimise the levels of management.

- 2) Combining of similar skillsets: Across the Council's functions there are a wide range of services with very different skillsets. Where practical common skillsets were brought together.
- 3) Single service grouping: Identified issues with customers having to deal with multiple areas were addressed where possible.
- 4) Types of resources needed: The organisation needs skills that focus on setting good strategic direction, proper management and service provision. These are different skillsets and to achieve this required a balance between the optimal spans of control and the physical level of resources needed in place.

From this process it was identified that the direct reports to the General Manager would consist of:

- 1) Chief Operating Officer: Responsible for directing the provision of services to the community.
- 2) Chief Strategy Officer: Responsible for development of the strategic direction and directing the provision of a range of internal services.
- 3) Chief Financial Officer: Responsible for development and implementation of financial strategies that will allow the organisation to be sustainable and efficient and the provision of financial services.
- 4) Chief Workforce Officer: Responsible for development and implementation of workforce strategies that will ensure the organisation has the right skills and competencies to provide services and that these are productive.
- 5) Chief Communications Officer: Responsible for development and implementation of engagement strategies that will ensure the organisation is engaged with the community, has a positive reputation and understands the communities needs and desires.

To be classified as a senior staff position there are two criteria needed to be met. All of these positions are considered to meet the requirements of s.332(1)(a) of the Local Government Act 1993 (the Act), which requires any position to have the responsibilities, skills and accountabilities that are generally equivalent to those applicable to the Executive Band of the Local Government (State) Award (Award).

Under the Act (s.3323(1)(b)) the positions also need to have a total remuneration package payable equal to or greater than the minimum remuneration package payable with respect to senior executives whose positions are graded Band 1 under the Government Sector Employment Act 2013 (Currently \$192,600). It is assessed that the positions seen to require remuneration at this level to attract candidates for the above positions means that the following positions would meet the requirements to be considered as senior staff positions:

Chief Operational Officer: This will be a broad ranging positions and is effectively the second in charge to the General Manager. It will have a similar skill set, but with a heavy focus on ensuring services levels are in place and being met.

Chief Strategy Officer: The Council will benefit from having a strong local government skillset and depth of experience similar to what is found in the director level positions within Councils. Equivalent level positions are remunerated at a level above that shown above.

Council can determine other positions to be senior staff. This will increase the overall cost of the structure by an estimated \$20,000 to \$30,000 per position compared to current estimates. This would potentially attract a higher calibre of candidate or may simply end up with the Council paying more for the same pool of candidates that currently exists.

Council may determine not to make either or neither of the above positions senior staff. The Act sets out that the determination is optional. If positions are not deemed to be senior staff:

- There is no requirement for the General Manager to consult with Council on appointments or dismissals to the position.
- The position is not on a performance-based contract of up to five years.
- The position comes under the conditions of the Award.

As part of this process the position titles have been reviewed to align them with the type of roles to be undertaken. This has led to the chief officer terminology being used instead of director. In general use directors are members of a company's board and this can cause confusion of the different roles within the Council. The term chief officer is considered to clearly set out that the position is an officer of the organisation and the most senior one in the area being covered.

It is recommended that this terminology be extended to the position of General Manager. There is no legislative impediment to the role being called Chief Executive Officer. Council would still have a General Manager, much as they have a public officer or complaints co-ordinator, it is just that that role would be held within the position designated Chief Executive Officer. The use of CEO is becoming more common across NSW local government.

The reasons for such a change include:

- The term general manager is generally used to refer to a middle management positions within an organisation, not the officer in charge of the organisation. Changing would better define the role in the broader community.
- This naming convention is what is used in the majority of Councils across Australia, with all other mainland States designating the position as CEO.
- This would make the naming more consistent across the organisation.
- It would assist in positioning the Council as a modern and progressive organisation focused on effective and strategic management of the organisation.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The changes proposed would have an impact on the Council's workforce. Currently there are three senior staff positions within the structure, which have different functions to the current proposal. Of these positions one is vacant. The senior staff would be eligible to apply for positions under the new structure.

2. Environmental

Nil.

3. Economic

Separately reviewing the senior staff in isolation from the overall cost of the proposed structure does not provide a complete picture of the financial impact, as costs can be hidden by transferring roles into other levels of the organisation. Overall the estimated cost of the new structure is lower than the current structure costs. The changes in positions will lead to redundancies, which will need to be funded from employee leave reserves, with those reserves then built up in future periods from the savings.

The actual amounts will vary depending on where within the organisation redundancies occur and the recruitment of people to the new positions. The payback period for the changes is under three years. The current estimated savings are \$1.2million with \$500,000 put into boosting the engagement and workplace management resources to the level required. This provides savings in the order of \$700,000. These funds will be needed to reimburse the cost of redundancies and provide an investment that can fund development of the organisation through this period of significant change. Investing the funds in this way will provide a significant efficiency return to the community.

4. Civic Leadership

The changes are one step within a larger program to allow the organisation to better support the community through its service provision and infrastructure management.

Staff have been consulted on the proposed changes. Over 80 submissions have been lodged. Of these eight related to the positions eligible for consideration as senior staff positions and feedback relevant to the roles under consideration as senior staff role was as follows:

Feedback Summary	Commentary
<p>Concern that the person who ultimately fills COO role will be required to have skills and experience in a very specific area, and that area is usually completely at odds with the skills and experience required for Community Services.</p> <p>How will someone with predominately STEM-based qualifications, skills and experience be able to make decisions, or oversee the decisions for community support programs, with any real appreciation for the consequences and effects of their decisions?</p>	<p>The role is a strategic direction role, not a technical capability role. The person will have to show that they have the capability to develop strategic responses to a wide range of issue, not only within one technical sphere of expertise.</p> <p>They will be expected to be able to align the various service providers to have a consistent and professional approach from Council to how service are provided.</p>

Feedback Summary	Commentary
<p>The two directors seem somewhat overloaded. If the 2 director model is to work they should have an appropriate sized specialist management team below them filtering the information.</p> <p>Given the fact that the areas within their directorates are so vast, especially the Chief Operating Officer you cannot expect the one COO to be adequately trained and knowledgeable in all of these areas.</p>	<p>The levels below the chief officers has been determined based on what is the optimal level of resources needed to provide services. The number of staff being managed is below the optimal levels and should therefore mean there is spare capacity in the COO position.</p> <p>As noted, the COO is not expected to be a technical expert in all areas under management.</p>
<p>Chief Officers need a level of technical expertise to ensure correct benchmarks are set and being met (checks & measures). Managers/Coordinators need to be product experts.</p>	<p>Chief officers should be working closely with the managers, whose role it is to convert the strategic directions and agreed outcomes into service actions and agreed performance measures.</p>
<p>The establishment of a chief operating officer with a number of managers reporting to that position has, in my opinion, created a single point of failure should that position be absent (leave/sickness etc.).</p> <p>No single manager position has sufficient oversight across all departments reporting to the chief operating officer to successfully backfill that appointment during absence. This introduces an additional complication when considering workforce progression and opportunities for managers to grow within the organisational structure.</p>	<p>This is not seen as materially different from the existing situation, where the Group Managers do not have oversight over all of the functions within their directorate in their current roles.</p> <p>The response to this issue is to put into place effective workforce planning strategies, not additional positions.</p>
<p>The COO position is holding too much and could be detrimental in many ways to the organisation - decision making, pressure and staff well-being.</p>	<p>Most positions at this level are critical in their own way. The COO position is supported by managers who are expected be capable of running their services in the absence of the COO.</p>
<p>The proposed management structure is too top heavy & lopsided as follows – The COO has too many responsibilities and is dealing with all external customers - the area that raises most issues and is highly visible to the public.</p>	<p>This is a deliberate strategy. The structure is designed to bring the issues under one person who can address issues across the various service providers as required. A different structure the current structure is needed to drive a customer centric approach to service delivery.</p>

Submissions suggested the role of COO be split into two positions, with variations on the functions of these roles:

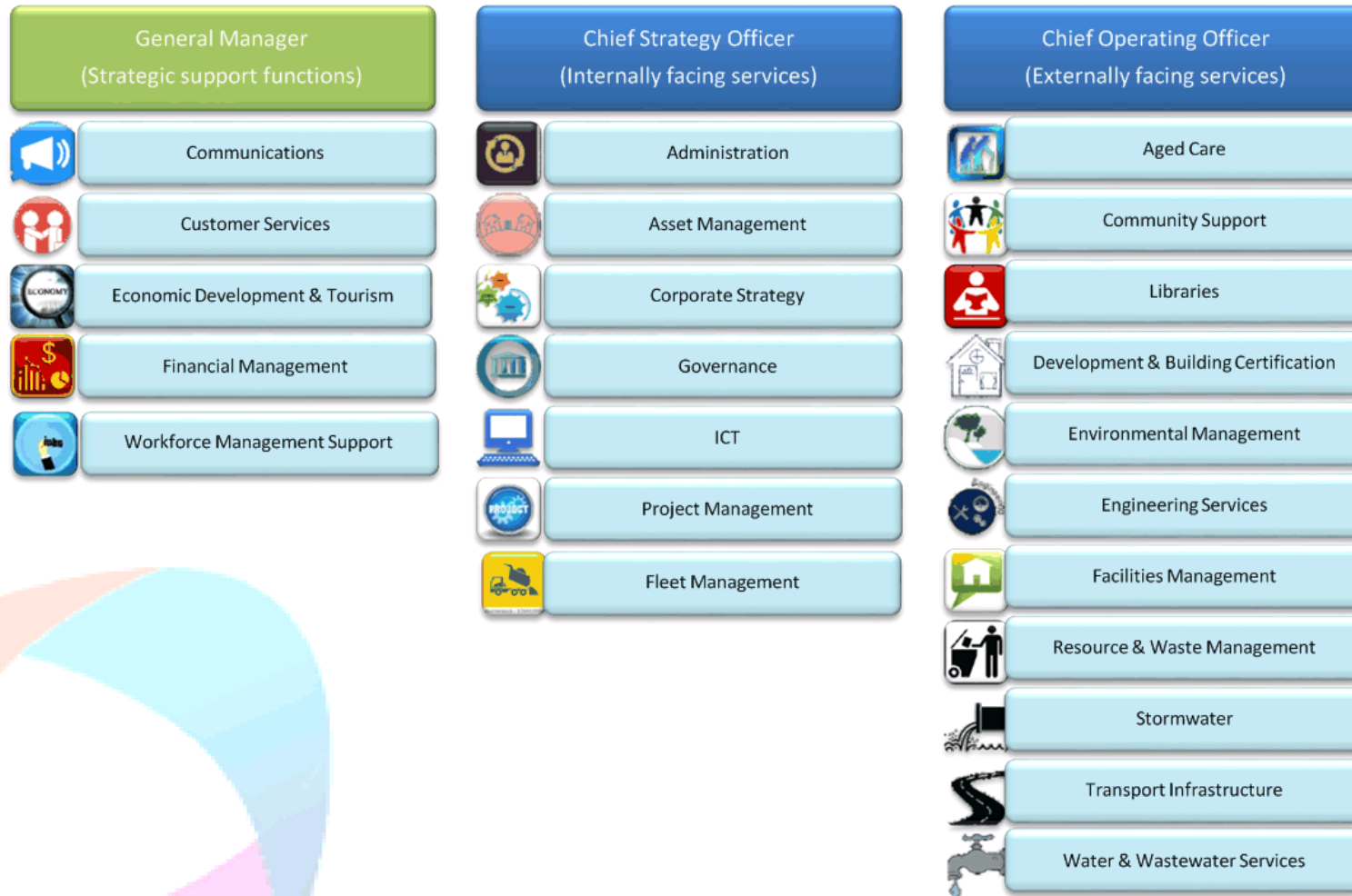
9.4.11 ORGANISATIONAL STRUCTURE REVIEW

- COO split into one CO for technical services (Environment, development, regulatory service, transport, water, sewer) and one CO for community (Aged care community support, libraries, administration)
 - COO split into one CO for building, environmental and community and one CO for engineering, water and infrastructure.
 - COO split into CO Infrastructure (Roads, Water/Sewer, Waste, Council Buildings, Assets) and CO External Services (Environment, Planning, Community).
-

Organisation Redesign – Proposed Structure



Organisation Redesign – Senior Staff Responsibilities



10.1 NOTICE OF MOTION - COUNCILLOR BOB STEWART_ RECURRING DONATIONS FOR NON PROFIT COMMUNITY GROUPS

Record No:

Responsible Officer: General Manager
Author: Councillor Bob Stewart
Attachments: 1. Copy of Notice of Motion

Councillor Bob Stewart has given notice that at the Ordinary Meeting of Council on 21 November 2019, he will move the following motion.

MOTION

That Council determine that non-profit community groups that primarily provide public halls which are in active use by their community be determined as a recurring category in accordance with Council's Donations and Sponsorships Policy.

BACKGROUND

I have been approached by members of the Ando Hall Committee about their need to apply each year for a donation to cover the costs of their rates.

Requiring these groups to go through this process each year, when their situation does not often change, does not seem to be an effective process.

Equally, we have the situation in which different communities get different levels of support for their community halls, for no other reason than how they historically came into existence. So in one area, the community is supported by Council covering the rates and charges, because Council owns the hall. In another the community does not receive the same support, for what is to all intents and purposes, the same service provided by the same type of community volunteers.

It seems reasonable to me that all community groups providing the same service to their community should receive the same support from the Council.

As the policy calls for the recurring categories to be reviewed within each term, this would allow the community halls to have a reasonable level of certainty over funding and instead of focusing on applying for annual donations from, the Council can put their efforts into finding other funding and holding events, strengthening their viability.

GENERAL MANAGER'S RESPONSE

[Type text here](#)

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

9.1 Notices of Motion

- (1) *The deadline for lodging notices of motion in writing for inclusion on the business paper for consideration at any meeting of the Council, shall be eleven (11) days prior to the meeting.*
 - (2) *A councillor must give notice of business in writing no later than 4.00pm on the Tuesday that follows the ordinary meeting of council.*
 - (3) *At an Ordinary meeting Councillors may give notice of motions in writing to be listed as matters on the business paper for the next Ordinary meeting of Council.*
-

10.1 NOTICE OF MOTION - COUNCILLOR BOB STEWART_ RECURRING DONATIONS FOR NON PROFIT COMMUNITY GROUPS

- (4) *The rules applying to the content of Questions also apply to the content of Notices of Motion.*
 - (5) *Councillors are to ensure, where it is intended that staff be asked to carry out some specific defined action, that a Notice of Motion is written in such a way that, if carried, the motion carries such clear and unambiguous direction.*
-



CS MURPHY 10g
mail: covan

Submitted for Meeting of **Snowy Monaro Regional Ordinary Council**

Date of Meeting

Submitted by **Councillor Bob Stewart**

Motion:

That Council determine that non-profit community groups that primarily provide public halls which are in active use by their community be determined as a recurring category in accordance with Council's Donations and Sponsorships Policy.

Background Information:

I have been approached by members of the Ando Hall Committee about their need to apply each year for a donation to cover the costs of their rates.

Requiring these groups to go through this process each year when their situation does not often change does not seem to be an effective process.

Equally, we have the situation in which different communities get different levels of support for their community halls for no other reason than how they historically came into existence. So in one area, the community is supported by Council covering the rates and charges, because Council owns the hall. In another the community does not receive the same support for what is to all intents and purposes the same service provided by the same type of community volunteers.

It seems reasonable to me that all community groups providing the same service to their community should receive the same support from the Council.

As the policy calls for the recurring categories to be reviewed within each term, this would allow the community halls to have a reasonable level of certainty over funding and instead of focusing on applying for annual donations from the Council can put their efforts into finding other funding and holding events, strengthening their viability.

Dated this day of (year)

4-11-2019

Name of Councillor

BOB STEWART

Signature of Councillor

[Empty signature box]

Council's Code of Meeting Practice provides as follows:

- 21.1 It is the duty of the Chairperson at a meeting of Council to receive and put to a meeting any lawful motion that is brought before the meeting.
- 21.2 The Chairperson must rule out of order any motion that is unlawful or the implementation of which would be unlawful.
- 21.3 Any Motion, amendment or other matter that the Chairperson has ruled out of order is taken to have been rejected (cl 238 of the Regulation)
- 22 In the absence if a Councillor who has placed a notice of Motion on the business paper for a meeting of Council:
 - a) Any other Councillor may move the motion at the meeting; or
 - b) The Chairperson may defer the motion until the next meeting of Council at which the motion can be considered (cl 243 of the Regulation)

13. CONFIDENTIAL MATTERS

In accordance with Section 10A(2) of the Local Government Act 1993, Council can exclude members of the public from the meeting and go into Closed Session to consider confidential matters, if those matters involve:

- (a) personnel matters concerning particular individuals; or
- (b) the personal hardship of any resident or ratepayer; or
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business; or
- (d) commercial information of a confidential nature that would, if disclosed;
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law; or
- (f) matters affecting the security of the council, councillors, council staff or council property; or
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege or information concerning the nature and location of a place; or
- (h) an item of Aboriginal significance on community land.

and Council considers that the closure of that part of the meeting for the receipt or discussion of the nominated items or information relating thereto is necessary to preserve the relevant confidentiality, privilege or security of such information, and discussion of the material in open session would be contrary to the public interest.

In accordance with Section 10A(4) of the Local Government Act 1993 the Chairperson will invite members of the public to make verbal representations to the Council on whether the meeting should be closed to consider confidential matters.

RECOMMENDATION

1. THAT pursuant to Section 10A subsections 2 & 3 and Section 10B of the Local Government Act, 1993 (as amended) the following items on the agenda for the Ordinary Council meeting be dealt with in Closed Session for the reasons specified below:

13.1 Legal Actions and Potential Claims Against SMRC as at 31 October 2019

Item 13.1 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.

13.2 Audit, Risk and Improvement Committee (ARIC) - Offer of Extension to Two Independent Members

Item 13.2 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.3 Audit, Risk and Improvement Committee (ARIC) - Appointment of Independent Member

Item 13.3 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.

13.4 Private Land Encumbered with Council Infrastructure

Item 13.4 is confidential in accordance with s10(A)(2)(c) of the Local Government Act

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

13.5 Replacement of Council's waste landfill compactor. plant 3088

Item 13.5 is confidential in accordance with s10(A)(2)(di) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.6 East Jindabyne RFS Shed Tender

Item 13.6 is confidential in accordance with s10(A)(2)(dii) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a competitor of the council and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.7 Werralong Road - Proposed Acquisition With and Without Consent

Item 13.7 is confidential in accordance with s10(A)(2)(dii) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a competitor of the council and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.8 Yallambee Lodge Extension - Principal Design Consultant Tender Award

Item 13.8 is confidential in accordance with s10(A)(2)(dii) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a competitor of the council and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.9 2019-20 Weed Control Services - Northern region

Item 13.9 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.

13.10 Sale of Southern Phone Company

Item 13.10 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.11 Sale of 84 Polo Flat Road

Item 13.11 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and (dii) of the Local Government Act because it contains and information that would, if disclosed, confer a commercial advantage on a competitor of the council 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.