



SNOWY MONARO
REGIONAL COUNCIL

BUSINESS PAPER

PUBLIC EXHIBITION COPY

Ordinary Council Meeting
17 January 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 BOMBALA COMMUNITY CENTRE, 163 MAYBE STREET, BOMBALA
NSW 2623**

**ON THURSDAY 17 JANUARY 2019
COMMENCING AT 5.00PM**

BUSINESS PAPER

- 1. APOLOGIES/REQUESTS OF LEAVE OF ABSENCE**
- 2. CITIZENSHIP CEREMONY**
- 3. PRESENTATIONS**
 - 3.1 Mick Pettitt – NPSW – NPSW Relationship with Council
- 4. PUBLIC FORUM**
 - 4.1 Shane Trengove – Snowy Hydro Land Release in Jindabyne
 - 4.2 Jeff Robinson – DA4193/2018 Highview
 - 4.3 Ian Hampton – SMEC Fluid Laboratories
 - 4.4 Jackie Mellon – Proposal for Youth Centre in Bombala
- 5. DISCLOSURE OF INTEREST**

(Declarations also to be made prior to discussions on each item)
- 6. MATTERS DEALT WITH BY EXCEPTION**
- 7. ADOPTION OF MINUTES FROM PREVIOUS COUNCIL MEETING**
 - 7.1 Ordinary Council Meeting held on 20 December 2018
 - 7.2 Closed Session of the Ordinary Council Meeting held on 20 December 2018
- 8. DELEGATE'S REPORT (IF ANY)**
- 9. ADOPTION OF COMMITTEE MINUTES/RECOMMENDATIONS**
 - 9.1 Bombala Racecourse and Recreation Ground Section 355 Committee Minutes. 3
- 10. CORPORATE BUSINESS - KEY THEME 1. COMMUNITY**
 - 10.1 Monthly Funds Management Report - December 2018 21
- 11. CORPORATE BUSINESS - KEY THEME 2. ECONOMY**

Nil
- 12. CORPORATE BUSINESS - KEY THEME 3. ENVIRONMENT**
 - 12.1 Opening of a Section of Crown reserve road - Towrang Vale Road 27
 - 12.2 DA4193/2018 - Proposed Eight (8) Serviced Apartments & Strata Subdivision

over Lots 21 & 22 DP1227047	30
12.3 Formation of a Water and Sewer Committee and status of water and sewer operations.	130
13. CORPORATE BUSINESS - KEY THEME 4. LEADERSHIP	
13.1 Snowy Monaro Regional Council Contract for Provision of Street, Shopping Centre & Toilet Cleaning at Jindabyne Town Centre	136
Attachment 3 Under Separate Cover (Confidential)	
13.2 Answers to Questions Without Notice	172
13.3 Resolution Action Sheet Update	182
13.4 Minutes of the Audit, Risk and Improvement Committee Meeting held on 05 December 2018	243
13.5 Snowy Monaro Regional Council submission to Remuneration Tribunal.	261
14. REPORTS BY GENERAL MANAGER	
Nil	
15. NOTICE OF MOTION	
16. MOTIONS OF URGENCY	
Nil	
17. QUESTIONS WITH NOTICE	
18. QUESTIONS TAKEN ON NOTICE	
19. CONFIDENTIAL MATTERS	290
19.1 Legal Actions and Potential Claims Against SMRC as at 31 December 2018	
<i>Item 19.1 is confidential in accordance with s10(A)(2)(e) of the Local Government Act because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.</i>	
19.2 Southern Lights Project	
<i>Item 19.2 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 (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.</i>	

9.1 BOMBALA RACECOURSE AND RECREATION GROUND SECTION 355 COMMITTEE MINUTES.

Record No:

Responsible Officer:	Director Corporate and Community Services
Author:	Group Manager Governance
Key Theme:	1. Community Outcomes
CSP Community Strategy:	1.3 Recreation, sporting and leisure facilities encourage all ages to live in an active and healthy lifestyle
Delivery Program Objectives:	1.3.3 Council's recreational facilities, parks and public open spaces are safe, well managed and accessible
Attachments:	<ol style="list-style-type: none">1. AGM Minutes for BRRGC 26 Nov 20182. Draft General Meeting minutes for BRRGC Dec 3 20183. Draft Charter for Bombala Racecourse and Recreation Ground Section 355 Committee4. Charter Appendix 1 - Bombala Racecourse and Recreation Ground S355 Committee Map

EXECUTIVE SUMMARY

Bombala Racecourse and Recreation Ground Section 355 Committee held the Annual General Meeting on Monday 26 November 2018, followed by a General meeting on Monday 3 December 2018.

The minutes from both meetings are attached to this report, in addition to the revised draft Charter and Appendix 1 defining the changes to the area under management by the Committee.

Council's Governance and Facilities departments had requested the Committee amend the area under management by the committee and also relinquish the leasing agreements of the grazing reserve and caretakers facility to comply with Council property leasing requirements.

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

OFFICER'S RECOMMENDATION

That Council:

- A. Receive and note the minutes of the Bombala Racecourse and Recreation Ground Section 355 Committee Annual General Meeting and draft minutes of the General Meeting; and
 - B. Approve the adoption of the revised Charter reflecting the changes to the area under management; and
 - C. Authorise the allocation from Council's Facilities operational expenditure budget of \$10,100 per annum from the 2020 financial year and beyond, for the management of the racecourse and associated buildings, in lieu of the income previously received from the lease of the land and the caretaker facility by the committee.
-

BACKGROUND

Bombala Racecourse and Recreation Ground Committee is a S355 management committee of Council.

The Annual General Meeting (AGM) was held on Monday 26 November 2018, followed by a general meeting on Monday 3 December 2018.

Following engagement with Council's Facilities department regarding the management of the Crown reserve for the Racecourse, Council requested the committee revise their charter to reflect a change to the area under management.

The Committee revised their Charter following the AGM and at the General meeting on Monday 3 December 2018 the Committee resolved the following:

- a) To relinquish the leased land area and to retain the management of the racecourse and associated buildings by the s.355 committee facility area as defined by a map for clarification. (Basically all the lands adjacent to the outer racecourse track fence, behind the stabling facilities and adjacent to the clubhouse and caretakers unit.)
- b) To notify the Lessee that his lease will be terminated 6 months from adoption of the Council resolution.
- c) Maintain the care and control of the pump on the river and access track.
- d) To notify the Lessee that Council would proceed to spot spray the serrated tussock on the reserve and to notify the Lessee of dates when the activity would be carried out.
- e) Request Council provide a budget of \$10,100 per annum for the management of the racecourse in lieu of the income previously received from the lease of the land and the caretaker facility:
 - \$3,900 to compensate for the lease of land for stock grazing
 - \$5,200 for the caretaker's cottage (Lease agreement between the caretaker can only be done by SMRC, and funds put to the Committee.)
 - \$1,000 for the gravel pit royalties.
- f) Submit the Minutes of the Meeting to Council so that the recommendations of the Committee become a resolution of Council.
- g) That any lease/caretaker needs to be jointly approved by the s.355 committee and SMRC.

Moved Bradley Yelds that the Committee agree with option 2 and all the amendments

Seconded William Peadon

Carried

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Council values the role that Section 355 Management Committees play in maintaining the recreational facilities throughout the region. The recommendations in this report will ensure that Council can maintain the facility in partnership with the Committee and meet Biosecurity and property management obligations.

2. Environmental

There are positive environmental impacts from the recommendations in this report to enhance the biosecurity management of the area under management.

3. Economic

Offset funding to the S355 Committee, currently received through leasing agreements, from Council operational budget from the 2020 Financial Year to the value of \$10,100.

- h) Request Council provide a budget of \$10,100 per annum for the management of the racecourse in lieu of the income previously received from the lease of the land and the caretaker facility:

- \$3,900 to compensate for the lease of land for stock grazing

- \$5,200 for the caretaker's cottage (Lease agreement between the caretaker can only be done by SMRC, and funds put to the Committee.)

- \$1,000 for the gravel pit royalties.

4. Civic Leadership

By changing the area under management for the Section 355 Committee and transferring the obligations of property lease management to the Facilities department Council will meet regulatory obligations in partnership with the S355 management committee.

**Bombala Racecourse and Recreation Ground Committee
(BRRGC)**

A Joint Committee

PO Box 268, Bombala NSW 2632

**Annual and General Meeting Minutes
26 November 2018, Bombala Council Chambers**

The meeting was opened by Chair Mr Bob Stewart at 7 pm.

APOLOGIES:

The Committee moved that apologies as below be accepted.

Jody Jones - Bombala Pony Club
Bree O'Brien - Bombala Campdraft
Dr Colin Pate - Bombala Jockey Club
Pia Jackson - “

Moved: Christine Page **Seconded:** Suzanne Haslingden

ATTENDANCE:

Robert Stewart	Snowy Monaro Regional Council	Chair
Suzanne Haslingden	“	Secretary
Nola Brady	“	Governance Manager
Christine Page	Bombala Campdraft Inc	
Phillip Collins	Bombala Campdraft Inc	Vice Chair
David Girvan	Community	Representative
William Peadon	Bombala Pony Club Inc	
Bradley Yelds	Bombala Jockey Club Inc	Treasurer
James Ingram	“	

*Quorum consists of 7 members/representatives

CONFIRMATION OF PREVIOUS MINUTES

It was noted that the Annual and General Meeting Minutes of the meeting held on 9 October 2017 were an accurate record of the meeting.

Moved: Bradley Yelds **Seconded:** David Girvan Carried

MATTERS ARISING FROM THE MINUTES

Letter to Brian Sears to thank him for his support and direction that helped secure the Grant funding.

Moved: Robert Stewart **Seconded:** Bradley Yelds Carried

CORRESPONDENCE REPORT

Secretary presented correspondence report from correspondence file as well as letter received from SMRC dated October 3, 2018 addressed to Clr R Stewart and two emails forwarded to the Secretary by Nola Brady. One regarding Stronger Country Communities Funding to Lynette Bottrill from Teena Paterson and one from Lynette Bottrill covering the August 30 2018 meeting between SMRC (Brett Jones, Colin Groves, Glen Hines, Jane Kanowski, Lyn Bottrill and Janine Hudson) and committee members (Robert Stewart, William Peadon and Phillip Collins).

Moved: Phillip Collins **Seconded:** William Peadon Carried

TREASURERS REPORT

Presented by the Secretary.

Balance brought forward from 30/6/17	Cheque Account	\$5,060.91
	Term Deposit/Invest	\$10,641.47
	Cash Res Account	\$7,626.74
Total Income year ending 30 June 2018		\$18,180.68
Total expenditure “		\$3,639.38
Ending balance as of 30/6/18	Cheque Account	\$19,602.21
	Term Deposit/Invest	\$0
	Cash Res Account	\$7,647.98
Total funds as at 30/6/18		\$27,250.19
Cheque Account Balance as at 31/10/18		\$17,671.70
Cash Res Account Balance as at 21/11/18		\$9,029.93

Moved: Suzanne Haslingden **Seconded:** Bradley Yelds Carried

CHAIR'S REPORT

Robert Stewart provided a verbal Chair report to the meeting. He highlighted the major decisions currently being made, and made mention that when involving the Leasee of the land at any time, that all dealings be done in a respectful manner and according to the terms of the lease that is due to expire end June 2019. Financially the committee has performed very well and has maintained the level of service and infrastructure maintenance as best as possible. The scope of works around the funding grant is currently being considered and the Chair made comment that it will be interesting to see how it ends up in time.

Moved: Robert Stewart **Seconded:** Phillip Collins

PROPOSED RE STRUCTURE AND AMENDMENT TO COMMITTEE CONSTITUTION/CHARTER

SMRC has proposed in correspondence dated October 3, 2018 options for the Committee to consider in relation to a proposed restructure of the Committee and the land area it manages. SMRC have offered to section off the racecourse area and buildings to the current Committee and resume the other lands.

The proposal outlined in the communication 3 Oct 2018 was that:

Bombala Racecourse s.355 Committee agree to convene a meeting to confirm the proposal as follows:

- To relinquish the leased area and to retain the management of the racecourse and associated buildings by the s.355 Committee (see attached map).
- To notify the Leasee that their lease will be terminated on 30 June 2019.
- To amend the s.355 Committee charter to reflect the amendment to the area under the management of the s.355 Committee.
- The care and control of the pump on the river and access track will remain in the care and control of the s.355 Committee
- Following the meeting the s.355 Committee will submit the Minutes of the meeting to Council for them to be included in the Council Business Paper so that the recommendations of the Committee can be resolved by the Council.

Constitution discussion was then held with numerous recommendations such as:

- c) The committee shall consist of:
 - 2 representatives from the Bombala Campdraft committee
 - 2 reps from the pony club
 - 2 repos from the Jockey club
 - 1 community repQuorum of 4
From which the representatives the chair, the vice chair, secretary and treasurer will be appointed.
- d) Annual General Meeting to be held annually and is a public meeting
- h) 5 days for written notice of meetings
- j) Not conduct any business at any meeting unless a quorum of at least 4 members are present.
- o) The Treasurer, Chair, Vice Chair and Secretary (Executive Committee) authorize or reject account payments either at a meeting or by circular resolution, and that the Executive Committee be delegated the authority to pay accounts up to the value of \$6,000. These transactions need to be recorded in the minutes.

After considerable debate it was moved that any changes to the constitution, including areas under management and conditions of areas under management, be deferred until the committee finalizes a resolution on those items and submits to council for adoption.

Constitution will be amended depending on whether council agree to the recommendations put forward by the 355 committee.

Nola Brady generously offered to draft an updated Bombala Racecourse and Recreation Ground Section 355 Management Committee Charter and email it to the Secretary to be tabled and circulated to the Committee for their consideration.

Moved: Christine Page **Seconded:** David Girvan Carried

BRIEFING ON BOMBALA RACECOURSE AMENITY IMPROVEMENT WORKS STRONGER COUNTRY COMMUNITIES FUND ROUND 1

Defer stronger communities briefing to next meeting as Nola Brady is to provide further information.

Moved: Bradley Yelds **Seconded:** Robert Stewart Carried

ELECTION OF OFFICE BEARERS/Executive Committee:

As all positions are declared vacant, Nola took the Chair to conduct the Election.

Nominations for positions were called for.

Christine Page asked James Ingram if he would be interested in the Chair position, but he declined.

Chairperson: Phillip Collins

Nominated & Moved by: Bradley Yelds **Seconded:** Christine Page Accepted Carried
unanimously

Vice Chairperson: Bradley Yelds

Nominated & Moved by: William Peadon **Seconded:** James Ingram Accepted Carried
unanimously

Treasurer: Bradley Yelds

Nominated & Moved by: William Peadon **Seconded:** James Ingram Accepted Carried
unanimously

Secretary: Christine Page

Nominated & Moved by: Phillip Collins **Seconded:** William Peadon Accepted Carried
unanimously

Community Representative: David Girvan

Moved: Christine Page **Seconded:** James Ingram and also that the Committee retain David as the
community member until such time that the Committee advertise for an express of interest for the
position.

Banking Signatories:

Moved: Bradley Yelds **Seconded:** Phillip Collins Carried

That the banking signatories are Bradley Yelds (Vice Chair & Treasurer), Phillip Collins (Chair),
Christine Page (Secretary) and Jody Jones.

That Robin Guthrie and any other names be removed as signatories.

That Sue Haslingden is to remain as a signatory until Westpac accounts are closed and transferred to
the NAB Bombala branch.

Phillip Collins declared a big thank you to Robert Stewart for his years as Chair, and David declared
a big thank you to Suzanne for her dedicated work as Secretary/Treasurer.

GENERAL BUSINESS

Cleaning of Tank & Filter at Pressure PumpDeferred

Other business

To note:

Renee Ingram's wedding is booked for 9 March 2019. Facility use fee paid.

Bombala Campdraft event March 2019.

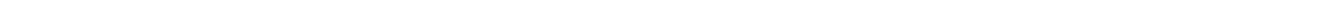
Bombala Jockey Club Race Day October 2019.

As there was no further business the meeting closed at 10.01pm

Next meeting Monday 3rd December 7pm 2018 at Bombala Council Chambers.

Signed

Date.....



BOMBALA RACECOURSE AND RECREATION GROUND COMMITTEE

Meeting December 3rd 2018

7pm

Bombala SMRC Chamber

Apologies

Present

Christine Page (CP), Phillip Collins (Wedgy/PC), William Peadon (WP), Sue Haslingden (SH), Nola Brady (NB), Glen Hines (GH), David Girvan (DG), Robert Stewart (RS) arrived 7.45pm.

Confirmation of previous Minutes

Confirmation of minutes from the General Meeting component of the AGM held on November 26th 2018.

Moved: Bradley Yelds

Seconded: David Girvan

Business Arising

Scope of Works

Glen revised the meeting with Public Works. Huge amount of projects on their pages, but still waiting to something being forwarded before Christmas. Looking at kit buildings. Potential for modern relocatable shipping container idea etc. (Check website for Uniplan). Glen waiting for a firm report from Public Works. This was promised from Nicole Bailey by the end of August, but it has not been able to be presented. Glen now identifies that around the 17th of December is his deadline and will then contact the Council General Manager to follow it through with the hierarchy.

Amenities \$517,000 Platypus Reserve \$218,000 – 2 separate projects.

Note: All details on the Funding Deed from Department of Industry and between Snowy Monaro Regional Council is filed with the secretary.

BRRGC Management Options for Committee Consideration (emailed 1.12.18)-

Confirm proposals/options put forward by SMRC:

Committee was emailed 2 options for consideration. General discussion followed on how to manage the caretaker rent. A general conversation has been had with the Leasee. The land lease for the stock ends 30 June 2019. SMRC has now been advised that there is a leasee also in the caretaker's cottage.

Glen identified that SMRC absolutely supports the s.355 committee and in no way wants to remove the committee.

Option 2 ***

The Bombala Racecourse and Recreation Ground Section 355 Committee resolve to:

- a) To relinquish the leased land area and to retain the management of the racecourse and associated buildings by the s.355 Committee to a boundary of ??m from the track and buildings (see attached map);
- b) To notify the Lessee that his lease will be terminated 6 months from adoption of the Council resolution;
- c) To amend the s.355 Committee Charter to reflect the amendment to the area under the management of the s.355 Committee;
- d) Maintain the care and control of the pump on the river and access track ;
- e) To notify the Lessee that Council would proceed to spot spray the serrated tussock on the reserve and to notify the Lessee of dates when the activity would be carried out;
Subject to
- f) Council providing a budget of \$5,000 PA for the management of the racecourse in lieu of the income previously received from the leased land; and
- g) Submit the Minutes of the Meeting to Council so that the recommendations of the Committee become a resolution of Council.

After much discussion Option 2 with the following amendments was adopted.

Option 2 as amended:

- a) To relinquish the leased land area and to retain the management of the racecourse and associated buildings by the s.355 committee facility area as defined by a map for clarification. (Basically all the lands adjacent to the outer racecourse track fence, behind the stabling facilities and adjacent to the clubhouse and caretakers unit.)
 - b) To notify the Lessee that his lease will be terminated 6 months from adoption of the Council resolution.
 - c) Maintain the care and control of the pump on the river and access track.
 - d) To notify the Lessee that Council would proceed to spot spray the serrated tussock on the reserve and to notify the Lessee of dates when the activity would be carried out.
 - e) Council provide a budget of \$10,100 per annum for the management of the racecourse in lieu of the income previously received from the lease of the land and the caretaker facility:
 - \$3,900 to compensate for the lease of land for stock grazing
 - \$5,200 for the caretaker's cottage (Lease agreement between the caretaker can only be done by SMRC, and funds put to the Committee.)
 - \$1,000 for the gravel pit royalties.
 - f) Submit the Minutes of the Meeting to Council so that the recommendations of the Committee become a resolution of Council.
 - g) That any lease/caretaker needs to be jointly approved by the s.355 committee and SMRC.
-

Moved Bradley Yelds that the Committee agree with option 2 and all the amendments

Seconded William Peadon

Carried

Draft 2018 Charter for Bombala Racecourse and Recreation Ground Sec 355

Moved Bradley Yelds **Seconded** David Girvan That the Committee adopt the new charter (as circulated and discussed) to replace the previous constitution (also previously emailed to committee members). Carried

Correspondence

Letter to Brian Sears sent.

Treasurers Report

As per November 26 2018

Treasurer to send account for facility use to Jockey Club for October 2018. The rate will be the applicable rate as identified in the SMRC fees and charges for 2018.

General Business

Urgent that the cement water tank near the clubhouse be cleaned out and that the caretaker be tasked to clean the filter at the pressure pump at least monthly. WP will follow up the tank cleaning and BY to speak to caretaker re cleaning of the pump filter.

There is a wedding at the facility 9 March 2019.

Campdraft event of some sort March 2019.

Race day October 2019.

Committee to remember to submit to council re fees and charges and also respond when they are put up for feedback.

The three long term user groups (Bombala Pony Club/Bombala Campdraft/Bombala Jockey Club) be charged an annual fee of \$100 plus gst to use the facility. These groups have a long term commitments to the upkeep and maintenance.

Casual user rates who has no affiliation with the grounds, will be charged \$600, which includes a potential \$300 nonrefundable bond if the grounds are left untidy and littered.

The committee request Glen Hines to erect a usage sign re user insurance and payment of the \$20 insurance fee. Council will provide a process to the committee on how this fee can be paid.

As a risk responsibility sec 355 committee we require council to provide appropriate signage alerting casual users to our insurance requirements and the process for payment submission.

Guttering is rusted out on the kiosk bar. Discussion. Decision that the Jockey Club will pay for installation and the s.355 Committee pays for the materials.

Moved William Peadon **Seconded** Bradley Yelds that the above be actioned. Carried.

Next Meeting Date when necessary

No further business, meeting concluded 8.40pm

Signed Chairperson:

Date:

Signed Committee member:

Date:

1. ROLE OF THE COMMITTEE

This Agreement (Charter) has been developed to facilitate the management of the Bombala Racecourse and Recreation Ground in the Local Government Area (LGA) of Snowy Monaro Regional Council.

2. TITLE OF COMMITTEE

The title of the Committee shall be the “Bombala Racecourse and Recreation Ground Section 355 Committee”.

3. PURPOSE OF THE COMMITTEE

- a. In pursuance of Section 355 of the Local Government Act, 1993, and subject to the provisions thereof The Snowy Monaro Regional Council hereinafter referred to as “the Council”) hereby appoints a Committee to be the Bombala Racecourse and Recreation Ground Section 355 Committee (hereinafter referred to as “the Committee”) to undertake the expenditure of such monies as the Council may authorise, the care, control and management of:-

<u>Facility:</u>	<i>BOMBALA RACECOURSE and ASSOCIATED BUILDINGS as defined on the Map at appendix 1.</i>
<u>Location:</u>	<i>Lot 1, DP 884132 - Delegate Rd, BOMBALA excluding the Platypus Reserve</i>
<u>Facility Details:</u>	
Grounds	<i>Include the racetrack & various buildings.</i>
Landscaping	<i>Grassed areas & various trees etc.</i>
Buildings	<i>A number of buildings are located on site including, stables, bar/kiosk and various other buildings including the caretakers residence.</i>
<u>Utilities:</u>	
Water	<i>Water is provided from tanks on site.</i>
Sewer	<i>Septic tanks.</i>
<u>Other/General:</u>	<i>Gravel Access roads around grounds. Loading ramp.</i>

- b. The Committee is not responsible for the upkeep or maintenance of the area known as the Platypus Reserve, the road to the Platypus Reserve and the two grids/ramps, or the land surrounding the racecourse and buildings as defined on the map in appendix 1.
- c. Fencing of the property is the responsibility of the Council.
-

4. APPOINTMENT OF COMMITTEE

- a. The Committee shall be appointed by the Council as herein provided and may be removed from office by the Council at any time.
- b. The Committee will cease to hold office at the expiration of three months after a general election of the Council unless a resolution is adopted by Council for continuation of the Committee.
- c. Each member of the Committee shall be eligible for re-election.
- d. Community representation will be undertaken through an expression of interest undertaken every two years.

5. DELEGATION OF POWER

- a. Subject to requirements of Section 377 of the Local Government Act 1993, the Council's delegate to the Committee the power to carry out the functions as listed within this Agreement. The Committee does not have the authority to expend a Council's, or other organisations, funds without the express authority of the Council or Organisation.
 - b. Expend any funds granted to it by the Council only in accordance with all or any conditions imposed by the Council.
 - c. Submit to the Council by the 28th day of February in each year, any requests for funding for the following fiscal year for consideration.
 - d. Submit to the Council by the 31st day of March in each year, the recommended fees and charges (if any) for the following financial year for consideration.
 - e. Have no other power to fix any rates, fees or charges nor have any power to borrow any monies.
 - f. Be authorised to raise funds for its uses in accordance with the terms of this appointment.
 - g. Be authorised to enter into contracts for:
 - i) the short term hire of the premises under its care, control and management,
 - ii) the repairs and maintenance of the facilities
 - h. Not enter into any other contract without the prior written approval of the Council.
 - i. Notify Council prior to the casual hire of the premises and charge a fee of \$20.00 to be paid to Council to cover insurance.
 - j. Be responsible for payment of accounts in respect of day to day cleaning, minor repairs and maintenance of the premises under its care, control and management.
-

6. COUNCIL RESPONSIBILITY

- a. Indemnify each member of the Committee against any liability incurred in defending any proceedings (whether civil or criminal) and in which judgement is given in favour of the Committee member or in which relief is granted to the Committee member by the Court in respect of any negligence, default or breach of duty done or omitted as such Committee member.
- b. Insure and keep insured, the buildings, equipment, furniture and fittings of the premises under the care, control and management of the Committee.
- c. Retain the power to revoke, amend or add to this appointment and any such amendment or addition shall be as valid as if originally contained herein and be subject in like manner to such revocation, amendment or addition.

7. STRUCTURE AND COMPOSITION OF THE COMMITTEE

- a. The Committee Shall consist of:
 - Any two representatives from the Bombala Campdraft Committee
 - Any two representatives from the Bombala Pony Club
 - Any two representatives from the Bombala Jockey Club
 - One elected community representative.
- b. From which representatives the Chairperson, Vice Chairperson, Secretary and Treasurer will be appointed.
- c. Voting Rights: Each Committee member has one vote and recommendations be adopted by consensus.
- d. A quorum to consist of 4 members

8. PRINCIPAL OFFICE BEARERS

- a. Chairperson of Committee - the Committee shall, at its first meeting and each two years, or on resignation, elect a Chairperson. In the event of the absence of the Chairperson at a meeting, the Deputy Chairperson will act as Chairperson.
 - b. Deputy Chairperson - the Committee shall, at its first meeting and each two years, or on resignation, elect a Deputy Chairperson.
 - c. Treasurer- Have the responsibility to manage the funds for the committee and
-

-
- d. Secretary - Take minutes, distribute correspondence and co-ordinate and advertise meetings.

9. MEETINGS OF THE COMMITTEE

- a. Location of meetings to be held in Bombala at least twice per year.
- b. Other meetings to be held at the discretion of the Chairperson and/or the Committee.
- c. Give the public notice of its Annual General Meeting, which is to be held annually each year and is to be a Public Meeting.
- d. Have submitted to its Annual General Meeting, the Annual Report for the preceding year of its Chairman and Treasurer.
- e. Give at least five clear day's written notice of each ordinary meeting to each Committee member, such notice to be given by the Secretary.
- f. Meet if the Chairman or three other members of the Committee give at least five clear day's written notice of a Special Meeting to each Committee member, acceptable by email.
- g. Subject to the provisions herein and such direction as it may receive from the Council make its own rules as to:-
1. Procedures at meetings of the Committee,
 2. The duties and functions of its Chairman, Secretary and Treasurer.
- h. Cause all incoming and outgoing correspondence to be suitably filed and retained.
- i. Keep books of account in such manner and form as are approved by the Council and shall cause audited annual statements of accounts to be furnished to the Council within three months of the end of each financial year. Initial statements are to be provided within 2 weeks of the close of each financial year.
- j. Cause to be presented to the Chair and Treasurer all accounts for payment and approval, and where the value of payment exceeds six thousand dollars, require committee approval or rejection of each account by circular resolution, and record in the minutes of the next meeting.

10. MINUTES OF COMMITTEE MEETINGS

- a. Minutes of Committee Meetings, where practicable will be presented to the next Council meeting following the committee meeting.
- b. The Committee will keep proper minutes of all its Meetings and furnish copies of the Annual General Meeting Minutes and at least one other Meeting's Minutes to the General Manager of the Council.
-

-
- c. Have the minutes of each meeting confirmed or amended and confirmed at the next following meeting and after confirmation cause the Chairman and Secretary to sign the minutes as a true and correct record.

Notwithstanding any matter hereinbefore contained or implied this appointment shall be read and construed subject to the Local Government Act, 1993, and the Ordinances made thereunder and in the event of and to the extent of any discrepancy the said Act and Ordinances shall prevail and further all powers delegated to the Committee by the Council shall be in accordance with Section 377 of the said Act AND the Committee shall not have power to delegate further.

The Bombala Racecourse and Recreation Ground S355 Management Committee was readopted by the Snowy Monaro Regional Council by Resolution 270/17 at the Ordinary meeting of Council held on November 16 2017.

Signed:

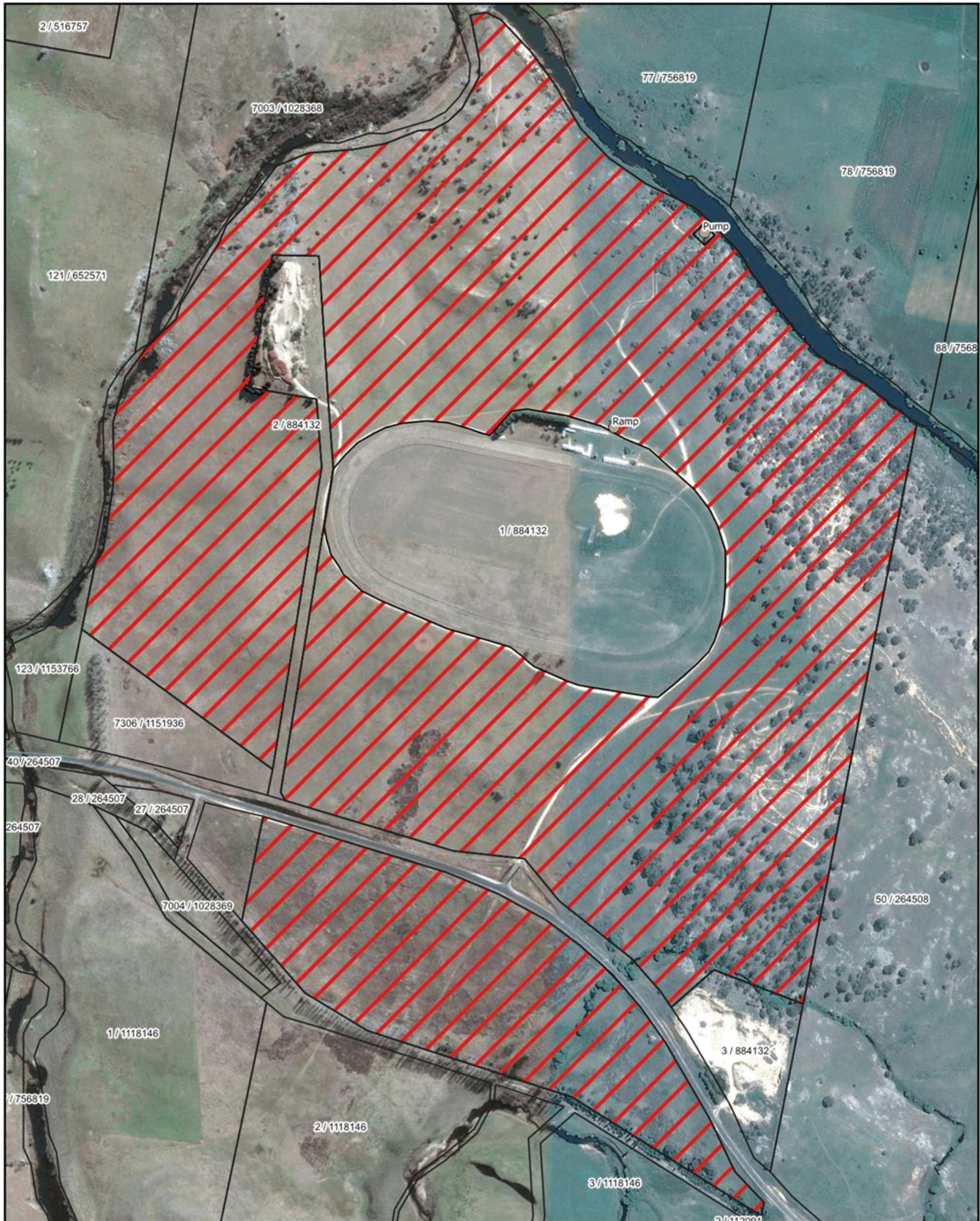
Mayor

Signed:




General Manager

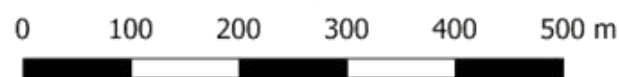


Bombala Racecourse



Legend

-  Lot Boundary
-  Council Care Control
-  Point of Interest



While due care has been taken by the Publisher in compiling this map, no responsibility will be accepted by Snowy Monaro Regional Council for errors or omissions. The Publisher, to the full extent permitted by law, excludes all warranties, and disclaims any responsibility to any person for loss or damage suffered from any use of this map.

Data Source: Aerial Imagery ©2018 Google

This page left intentionally blank.

10.1 MONTHLY FUNDS MANAGEMENT REPORT - DECEMBER 2018

Record No:

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

EXECUTIVE SUMMARY

The following report details the funds management position for the reporting period ending 31 December 2018.

Cash and Investments are \$86,196,466.

Certification

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

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

OFFICER'S RECOMMENDATION

That Council

- A. Receive and note the report indicating Council's cash and investments position as at 31 December 2018.
- B. Receive and note the Certificate of the Responsible Accounting Officer.

BACKGROUND

Council's Cash and Investments 31 December 2018:

Cash at Bank	Investments	Total
1,811,237	84,385,229	86,196,466

QUADRUPLE BOTTOM LINE REPORTING

1. Social

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

2. Environmental

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

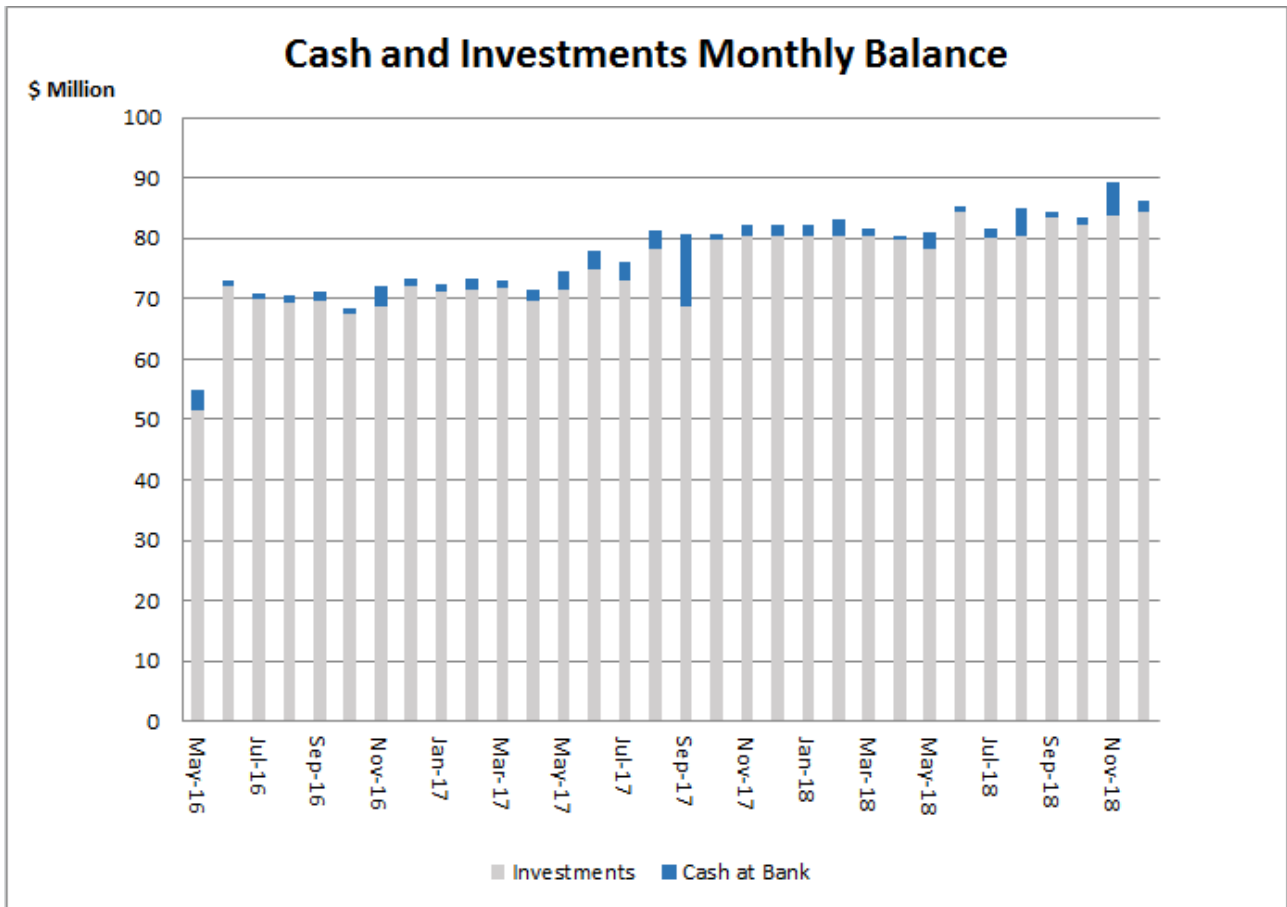
3. Economic

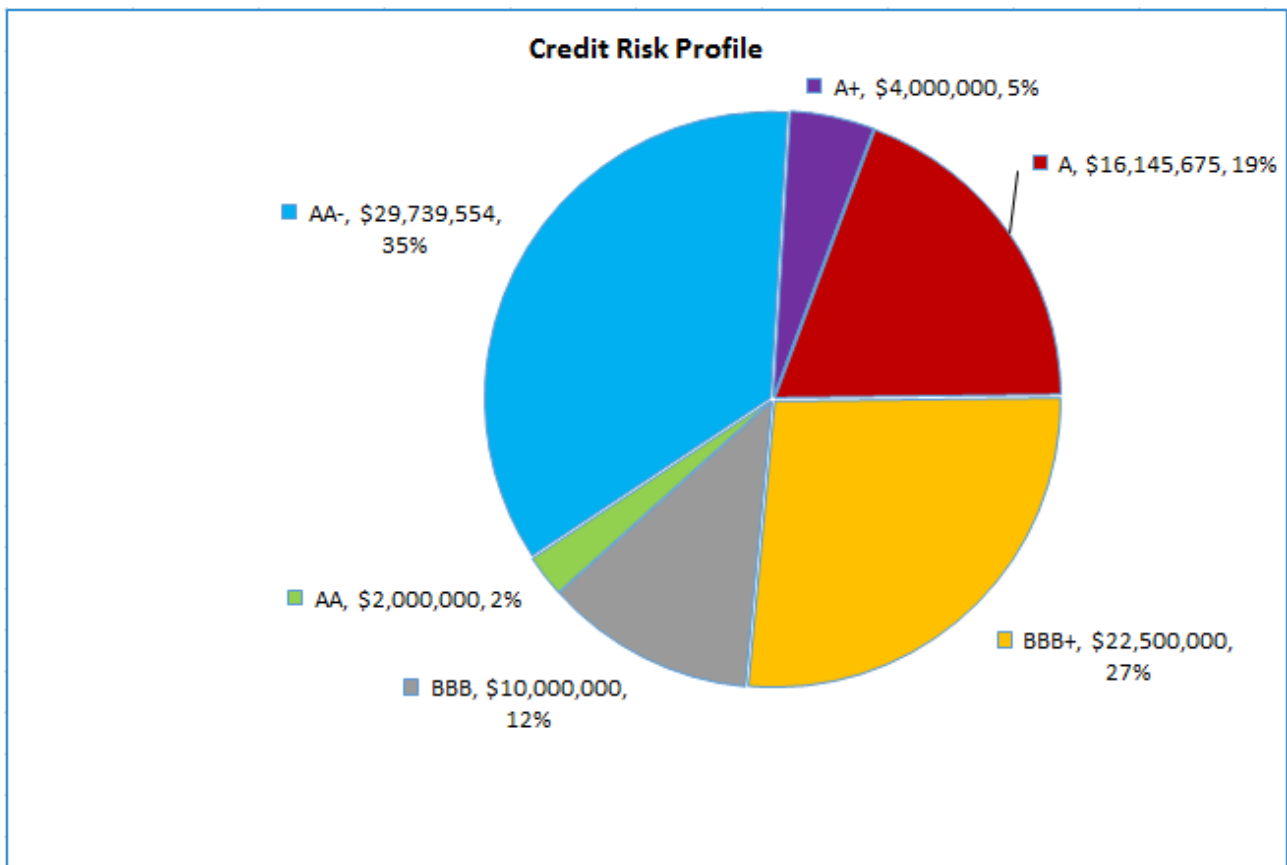
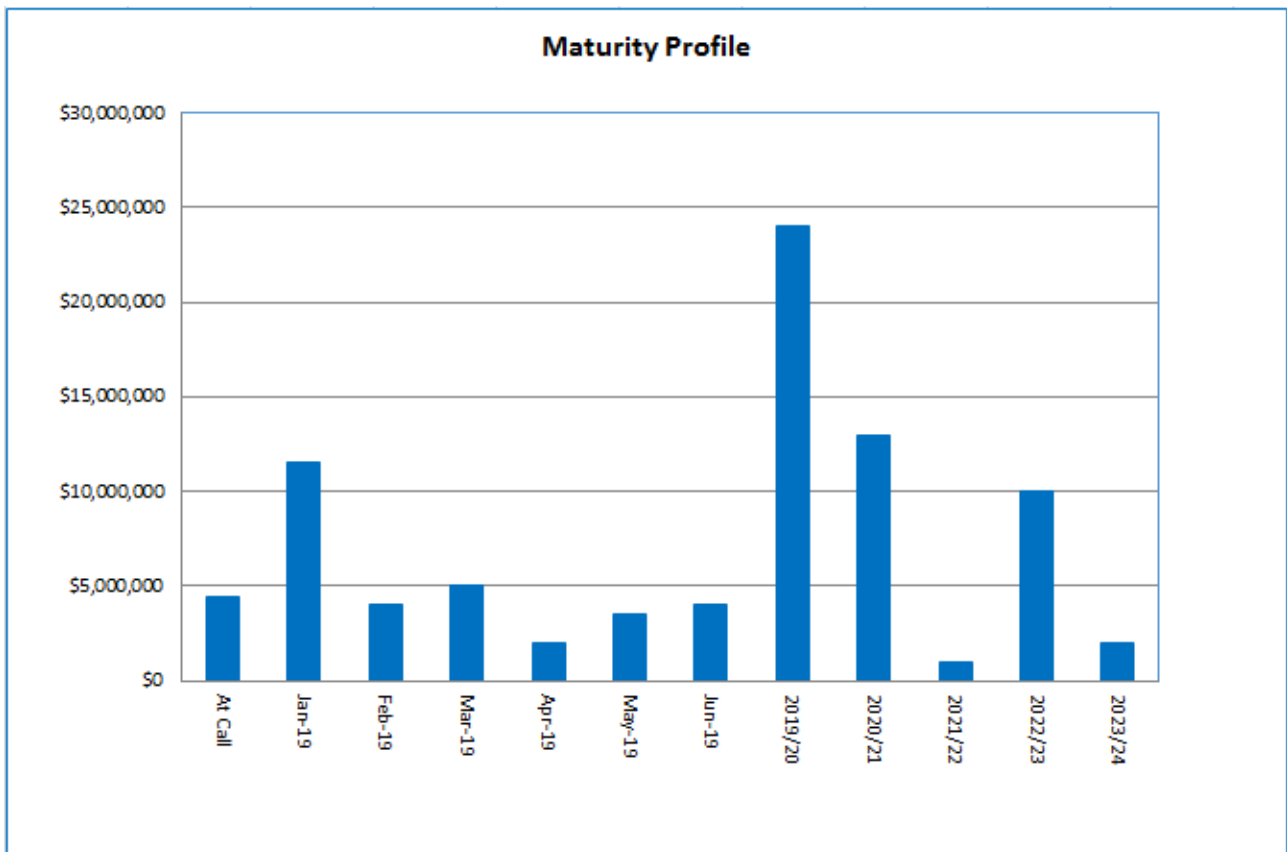
Total investments for Snowy Monaro Regional Council were \$84,385,229 on 31 December 2018.

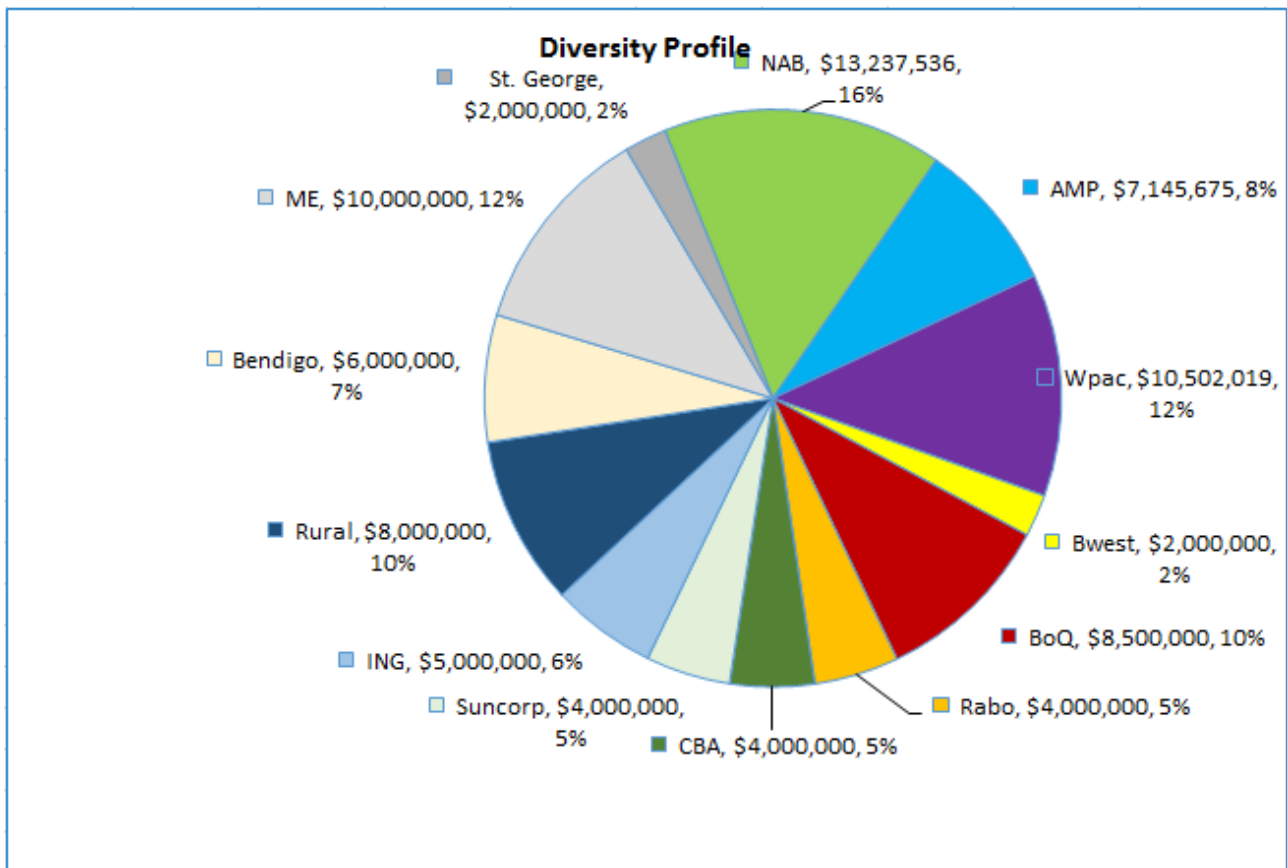
Investment Register – 31 December 2018:

DATE INVESTED	FINANCIAL INSTITUTION	Short-Term Rating	Long-Term Rating	TYPE	CURRENT INVESTMENT	INTEREST RATE	MATURITY
n/a	National Australia Bank - At Call*	A1+	AA-	At Call	1,909	1.10%	At Call
n/a	National Australia Bank - At Call*	A1+	AA-	At Call	1,735,627	1.10%	At Call
n/a	AMP Bank - At Call	A1	A	At Call	28,991	1.80%	At Call
n/a	Westpac Bank - At Call	A1+	AA-	At Call	1,502,019	0.70%	At Call
n/a	AMP Bank - 31 days Notice Account	A1	A	31 days	1,116,683	2.30%	31 days
16-Sep-15	Bank of Queensland	A2	BBB+	TD	1,000,000	3.20%	17-Sep-19
23-Mar-16	ING Bank	A1	A	TD	1,000,000	3.66%	22-Mar-21
23-Jun-16	Commonwealth Bank	A1+	AA-	TD	4,000,000	3.18%	23-Jun-21
22-Feb-17	Westpac Bank	A1+	AA-	TD	2,000,000	2.80%	22-Feb-19
21-Mar-17	Bank of Queensland	A2	BBB+	TD	1,000,000	3.15%	20-Mar-20
09-Jun-17	Rural Bank Limited	A2	BBB+	TD	4,000,000	2.75%	07-Jun-19
26-Jun-17	Bank of Queensland	A2	BBB+	TD	4,000,000	3.30%	25-Jun-21
24-Aug-17	ING Bank	A1	A	TD	3,000,000	2.75%	27-Aug-19
29-Aug-17	Westpac Bank	A1+	AA-	TD	4,000,000	2.89%	29-Aug-22
15-Sep-17	Westpac Bank	A1+	AA-	TD	1,000,000	2.91%	15-Sep-21
28-Feb-18	Westpac Bank	A1+	AA-	TD	2,000,000	2.60%	28-Feb-19
06-Mar-18	ING Bank	A1	A	TD	1,000,000	2.86%	06-Mar-20
09-Mar-18	St. George Bank Limited	A1+	AA-	TD	2,000,000	2.60%	08-Mar-19
13-Mar-18	Rural Bank Limited	A2	BBB+	TD	4,000,000	2.80%	12-Mar-20
20-Mar-18	ME Bank	A2	BBB	TD	2,000,000	2.55%	20-Mar-19
10-Apr-18	Bankwest	A1+	AA	TD	1,000,000	2.65%	10-Apr-19
08-May-18	National Australia Bank	A1+	AA-	TD	1,000,000	2.65%	08-May-19
04-Jun-18	Suncorp Bank	A1	A+	TD	1,000,000	2.65%	01-Mar-19
18-Jun-18	Bank of Queensland	A2	BBB+	TD	1,500,000	2.80%	14-Jan-19
26-Jun-18	Bendigo and Adelaide Bank	A2	BBB+	TD	4,000,000	2.90%	25-Jun-20
29-Jun-18	National Australia Bank	A1+	AA-	TD	4,000,000	2.96%	29-Jun-23
12-Jul-18	Suncorp Bank	A1	A+	TD	2,000,000	2.70%	08-Jan-19
08-Aug-18	AMP Bank	A1	A	TD	1,000,000	2.85%	08-Aug-19
10-Sep-18	National Australia Bank	A1+	AA-	TD	3,000,000	2.75%	10-Sep-19
11-Sep-18	RaboDirect	A1	A	TD	2,000,000	3.33%	08-Sep-23
13-Sep-18	AMP Bank	A1	A	TD	2,000,000	2.85%	14-Sep-20
17-Sep-18	National Australia Bank	A1+	AA-	TD	2,500,000	2.70%	15-May-19
02-Oct-18	Suncorp Bank	A1	A+	TD	1,000,000	2.70%	01-Apr-19
15-Oct-18	ME Bank	A2	BBB	TD	8,000,000	2.60%	14-Jan-19
19-Oct-18	Bankwest	A1+	AA	TD	1,000,000	2.70%	16-Jul-19
23-Oct-18	Bank of Queensland	A2	BBB+	TD	1,000,000	2.65%	23-Oct-19
09-Nov-18	National Australia Bank	A1+	AA-	TD	1,000,000	2.72%	08-Nov-19
21-Nov-18	AMP Bank	A1	A	TD	1,000,000	2.65%	21-May-20
26-Nov-18	AMP Bank	A1	A	TD	2,000,000	2.65%	26-Nov-19
17-Dec-18	Rabobank Australia	A1	A	TD	2,000,000	3.15%	16-Dec-22
19-Dec-18	Bendigo and Adelaide Bank	A2	BBB+	TD	2,000,000	2.80%	17-Dec-20
					84,385,229		

Cash and Investments Charts:







4. Civic Leadership

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

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

12.1 OPENING OF A SECTION OF CROWN RESERVE ROAD - TOWRANG VALE ROAD

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Land & Property Officer
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	8.2 Improve and maintain our public owned infrastructure and assets and facilities to a high standard
Delivery Program Objectives:	8.2.6 Council's infrastructure is maintained to meet compliance standards and to deliver high level services
Attachments:	1. Section of Towrang Vale Road to be Transferred to Council (marked in yellow).
Cost Centre	1830 – Unsealed Rural Roads - Local

EXECUTIVE SUMMARY

On 4 October 2018, Council considered and approved D/A 10.2018.1222.1 for an 11 lot subdivision on Towrang Vale Road Cooma.

Condition 9 of the consent required the developer to construct part of a Crown reserve road at the end of Towrang Vale Road and to have a section of the Crown reserve road (marked yellow on the map attached to this report) transferred to Council as a Council public road.

Only Council can apply to have a Crown reserve road transferred to Council as a Council public road under Part 10 Division 1A Section 152I of the Roads Act 1993.

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

OFFICER'S RECOMMENDATION

That Council

- A. Approve the application to the Crown to have a section of Towrang Vale Road as outlined in the plan attached to this report, transferred to Council as a Council public road.
- B. Require the developer to agree to be responsible for all the costs associated with the transfer of the portion of crown public road to Council.

BACKGROUND

On 4 October 2018 Council considered and approved D/A 10.2018.1222.1 for an 11 lot subdivision on Old Dry Plains Road, Cooma.

Condition 9 of the consent required the developer to construct part of a Crown reserve road at the end of Towrang Vale Road and to have the Crown reserve road transferred to Council as a Council public road as follows:

12.1 OPENING OF A SECTION OF CROWN RESERVE ROAD - TOWRANG VALE ROAD

- 9) The intersection of proposed Road 1 with Towrang Vale Road shall be designed and constructed to satisfy the minimum standards for a BAR/BAL 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 Towrang Vale Road.

The developer shall seek and obtain the consent of Crown Lands to construct over that portion of the crown public road reserve at the proposed intersection. The developer shall be responsible for the transferring of the portion of crown public road reserve to a Council public road reserve and pay any associated costs and fees (such as survey costs and application fees).

Only Council can apply to have a Crown reserve road transferred to Council as a Council public road under Part 10 Division 1A Section 152I of the Roads Act 1993.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Transfer of the Crown reserve road to Council will ensure that the new section of the road will be maintained into the future in accordance with Council's road grading maintenance schedule.

2. Environmental

Appropriate maintenance of the road will minimise any environmental impact.

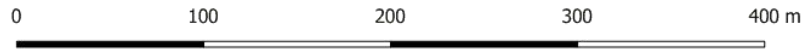
3. Economic

The Developer will be responsible for all the costs associated with the transfer of the Crown reserve road to Council.

4. Civic Leadership

Council is ensuring that there is coinciding legal and practical access to private property into the future.

Opening of Crown Road



Data Source:
Digital Topographic Database -
NSW Spatial Services 2018

**12.2 DA4193/2018 - PROPOSED EIGHT (8) SERVICED APARTMENTS & STRATA SUBDIVISION
OVER LOTS 21 & 22 DP1227047**

Record No:

Responsible Officer:	Group Manager Development & Building Certification
Author:	Town Planner
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	8.1 Plan for rural, urban and industrial development that is sensitive to the region's natural environment and heritage
Delivery Program Objectives:	8.1.1 New development and land use is facilitated in appropriate locations with areas of environmental value protected
Attachments:	<ol style="list-style-type: none">1. Draft Conditions of Consent2. Statement of Environmental Effects3. Plan Set4. BASIX Certificate5. Submissions6. Development Application Form

Further Operational Plan Actions:

Applicant Number:	DA4193/2018
Applicant:	Asy Investments Pty Ltd
Owner:	Asy Investments Pty Ltd
DA Registered:	7/06/2018
Property Description:	Lot 21 & 22 DP1227047
Property Number:	108689
Area:	Jindabyne
Zone:	R1- General Residential
Current Use:	Vacant Land
Proposed Use:	8 Serviced Apartments
Permitted in Zone:	yes
Recommendation:	approved

EXPLANATION OF ACTIONS FOLLOWING 6 DECEMBER 2018 COUNCIL MEETING

At the Council meeting on 6 December 2018, Council resolved (Resolution 550/18) *"to defer consideration of this matter pending further consultation."*

Following that resolution, clarification was sought from the mover and seconder of the motion (Councillors Old and Castellari) as to what was intended by the request for "further consultation". It was agreed to arrange a meeting with the two parties who had lodged formal submissions regarding the DA, and with the parties that had made

personal representations to Cllr Old prior to the 6 December Council meeting. That advice was provided to all Councillors via email on 13 December 2018.

A copy of correspondence from the applicant's architect was also provided to Councillors at that time.

This meeting was held in the Jindabyne office on 20 December 2018. Councillors Old, Castellari and Beer were in attendance, with 2 staff members and 11 community members.

It was clarified to the attendees that the meeting was an opportunity for them to further explain their views to the Councillors, with staff present to provide advice regarding the Development Application process, the LEP and DCP requirements.

It was further advised that the Council resolution (550/18) was to defer consideration of the report presented to the 6 December 2018 meeting, to enable Councillors to have further consultation, and that the report would be resubmitted to Council's meeting of 17 January 2019 without change, apart from an explanation of actions following the 6 December meeting.

Staff contacted the architect following the meeting to provide an update of actions, and to advise that the report would be resubmitted to Council's meeting of 17 January 2019.

The report is resubmitted to Council for determination.

EXECUTIVE SUMMARY

The application seeks approval for the construction of a serviced apartment development comprising of eight (8) apartments for tourist and visitor accommodation over two (2) allotments in the recently subdivided street of Jagungal Close in the High View Estate, Jindabyne.

The development is proposed on lot 21 & 22 DP 1227047 within stage 5B of the estate with both lots being Torrens Title. The proposal seeks approval to consolidate the lots and strata subdivide into eight (8) lots with common property.

The units have been designed to be complimentary to the topography of the site. Given that they are spaced across the allotment, the bulk and mass of the development is minimized ensuring that visual and acoustic amenity is maintained.

The application received two objections during the submission period and a consideration of the issues raised is included in the report.

It considered that the development complies with the provisions of the Snowy River Local Environmental Plan and Development Control Plan 2013 and it is recommended that it be approved with conditions.

RECOMMENDATION

That Council approve the proposed development of eight (8) serviced apartments at Lot 21 & 22 DP 1227047, Jagungal Close, Jindabyne.

- A. Pursuant to section 4.16 of the *Environmental Planning and Assessment Act 1979 (as amended)* it is recommended that approval to DA 4193/2019 for 8 Serviced Apartments and strata Subdivision, is granted subject to the conditions attached;
- B. 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; and
- C. Any person who made a submission is notified according to the regulations.

BACKGROUND

The proposed tourist and visitor accommodation comprising of eight (8) serviced apartments is located in Stage 5b of the Highview Estate subdivision, Jindabyne. The two allotments to be consolidated in order to facilitate the development are both currently vacant sites.

The configuration of the apartments is as follows:

Unit	Bedrooms	Total	Parking	G. Floor Area
1	Bedroom 1 = 13.07m ² – 3 persons Bedroom 2 = 12.94m ² – 3 persons Bedroom 3 = 10.94m ² – 2 persons	8	2 spaces- double garage	94.16m ²
2	Bedroom 1 = 11.96m ² – 3 persons Bedroom 2 = 10.95m ² – 2 persons Bedroom 3 = 14.18m ² – 3 persons	8	2 spaces- single garage and car space	96.74m ²
3	Bedroom 1 = 13.97m ² – 3 persons Bedroom 2 = 12.36m ² – 3 persons	6	2 spaces – double garage	80.82m ²
4	Bedroom 1 = 13.97m ² – 3 persons Bedroom 2 = 12.36m ² – 3 persons	6	2 spaces – double garage	80.82m ²
5	Bedroom 1 = 13.97m ² – 3 persons Bedroom 2 = 12.36m ² – 3 persons	6	2 spaces- double garage	80.82m ²
6	Bedroom 1 = 12.90m ² – 3 persons Bedroom 2 = 12.94m ² – 3 persons Bedroom 3 = 10.08m ² – 2 persons	8	2 spaces- double garage	93.40m ²
7	Bedroom 1 = 18.14m ² – 3 persons Bedroom 2 = 7.07m ² – 3 persons Loft storage space above- not for habitable purposes	5	2 car spaces- including disabled parking	66.07m ²
8	Bedroom 1 = 13.36m ² – 3 persons Bedroom 2 = 11.97m ² – 3 persons	6	2 spaces- single garage and car space	87.06m ²
		53		679.89

NOTE: parking requirements comply with serviced apartments and multi dwelling housing as per the requirements of C3.4-2 of the SRDCP 2013.

ASSESSMENT

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

State Environment Planning Policies (SEPPs)	SEPP – Building Sustainability Index: BASIX 2004
Local Environmental Plan (LEP) (including draft LEPs)	Snowy River Local Environmental Plan 2013
Development Control Plans	Snowy River Development Control Plan 2013

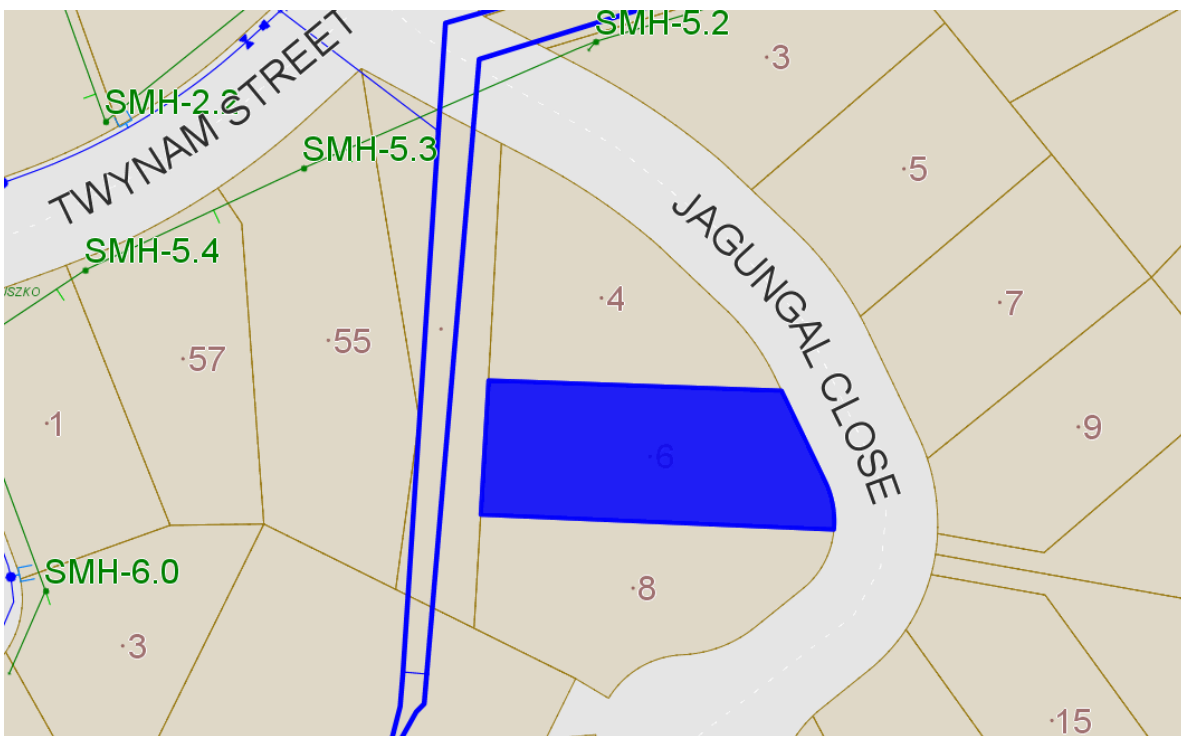
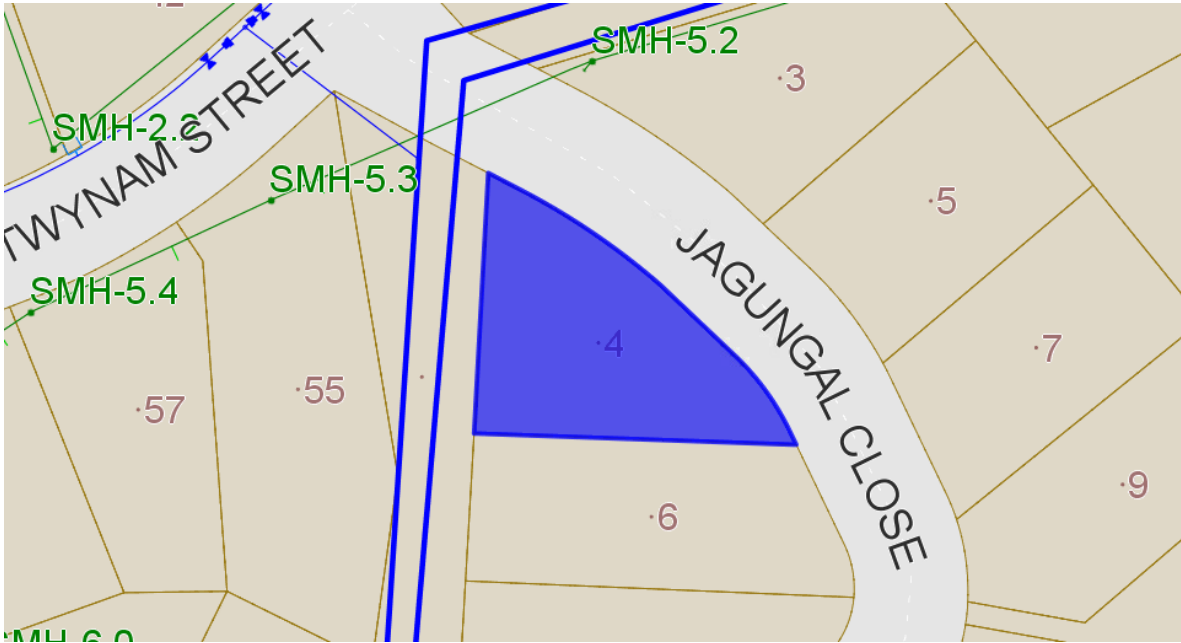
SECTION 79C

Section 79C and EP&A Act Checklist

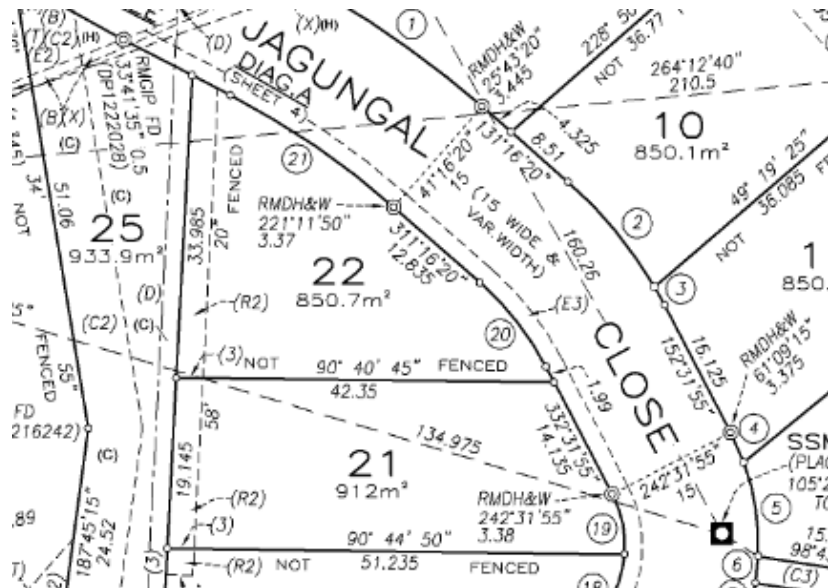
The suitability of the site for the development:	The site is generally suitable for development.
The provisions of any environmental planning instrument and draft environmental planning instrument:	<p>The proposal has been assessed against the provisions of all relevant SEPP's and the development has been found to achieve an acceptable level of compliance.</p> <p>The proposal has been examined in detail against the provisions of SRLEP2013 and has been found to achieve an acceptable level of compliance.</p>
The provision of any development control plan:	The application generally complies with the provisions of Council's relevant development control plans.
Any matters prescribed by the regulations:	The application generally complies with the <i>EP&A Regulation 2000</i> .
The likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality:	The likely impacts of the development have been appropriately considered as part of this application, and appropriately addressed above. The cumulative impacts of the development negate any time, space, nibbling or synergistic effects.
Any submissions made in accordance with the EP&A Act or the regulations:	The application was notified and or advertised. Details of notification and submissions received are discussed below.
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.

The Subject Site

The proposed location of the development will involve the consolidation of two properties being Lot 21 and Lot 22 of DP 1227407. The site is demed to be suitable for the proposed development.



Date of Site Inspection	15/07/2018
-------------------------	------------

Slope	gentle slope exists – no impediment to development exists
Significant vegetation	nil on-site evident
Adjoining development	Serviced apartments are common within Highview Estate.
Suitability of proposed works / building	generally acceptable having regard to constraints of the land
Streetscape	proposal generally compatible with adjoining development
Stormwater disposal	Stormwater disposal is to be disposed of in accordance with engineering design plan drawing No. C050 by Northrop Engineering. 
Services	electricity / telephone / water/NBN – all services are available to the site
Views	nil impact to and from site
Contamination	nil identified
Bushfire	the subject site is not classified as bushfire prone
Flooding	nil impact
Vehicular access	Acceptable subject to conditions Three vehicle crossovers are proposed of Twynam Street. Given the allotments are located on a corner site with a large sweeping road reserve, the impact of three driveways will not have a negative impact upon the visual amenity of the streetscape. The spacing is not uncommon distances to that of three allotments adjoining each other. The driveways that lead to garages will provide for off street parking and stacked parking if required.
Aboriginal sites	nil identified on-site

Threatened species	nil identified on-site
Grasslands	nil identified on-site
Rivers/streams	not applicable
Effluent disposal	connection to Council's main
Prevailing winds	nil impact
Easements	An easement for water and sewer exists on the southern boundary of the site. No part of the building including eaves is to encroach upon the easement.
Other matters	nil

Previous Development History

The sites are vacant and part of recent Stage 5B of Highview Estate, Jindabyne.

[3.2 The provisions of any environmental planning instrument](#)

State Environmental Planning Policies

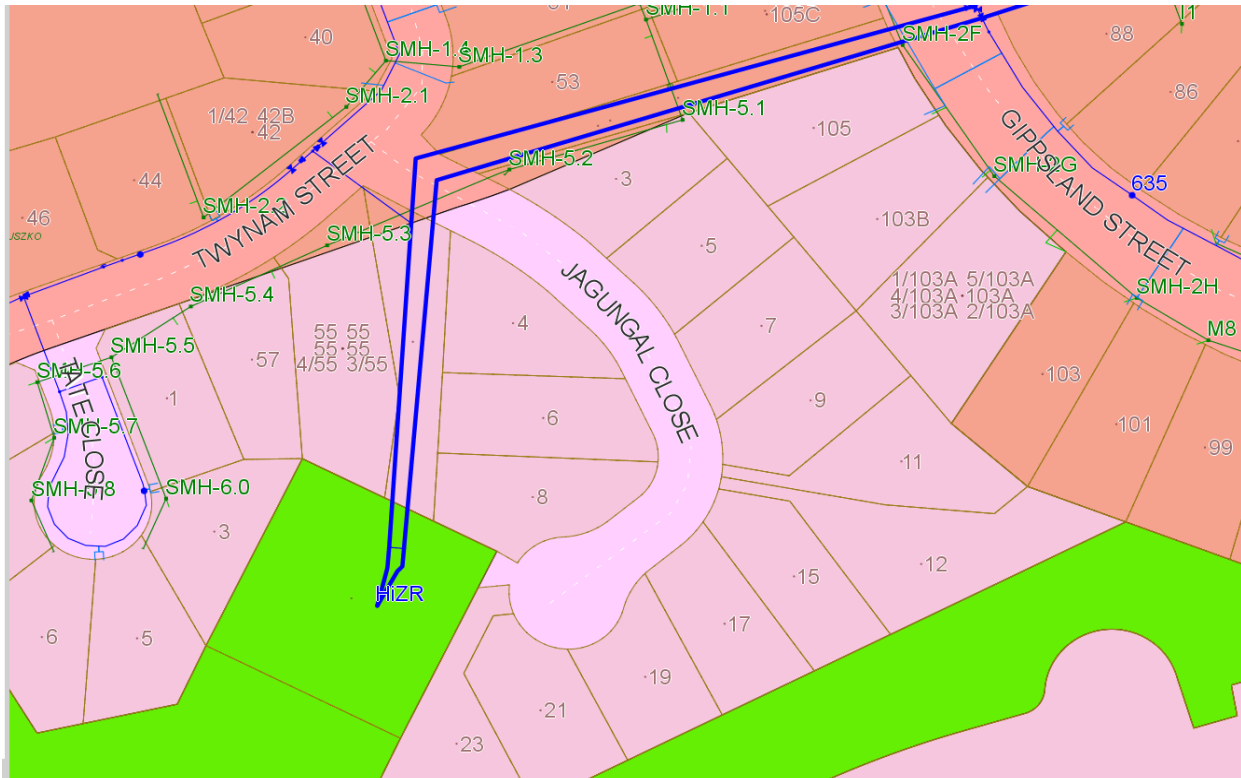
The proposal has been assessed against the provisions of all known SEPP's and the development has been found to achieve an acceptable level of compliance. The SEPP's examined include (where applicable):

<i>State Environmental Planning Policies</i>	<i>Compliance/Relevance</i>
SEPP – Building Sustainability Index: BASIX 2004	BASIX Certificate for Multi Dwelling development applies – certificate number 925452M applies.

Snowy River Local Environmental Plan 2013

- The subject land is zoned: R1 - General Residential
- Definition of land usage under SRLEP 2013: Serviced Apartments and Strata Subdivision
- The proposal is permissible with development consent from Council pursuant to Zone R1 of the SRLEP 2013.
- The proposal is considered to be consistent with the aims and objectives of the plan.

NOTE: land zoning map below



In the assessment of this application, the following special provisions from SRLEP 2013 are of relevance and have been assessed for compliance:

Provision	Response/Acceptable Solution
PART 3 Exempt and Complying Development	<i>The proposal is not exempt or complying development</i>
PART 4 Principal development standards	
4.1 Minimum Subdivision Lot Size	<i>The development complies with the provisions clause 4.1 (4) as it is a strata subdivision of land and therefore the lots do not need to meet the minimum lots size as shown the lot size map for the property which is 700m².</i>
Clause 4.1A Minimum lot size for dual occupancies, multi dwelling housing and residential buildings in certain rural and residential zones	<i>The development complies - Serviced apartments do not have a specific minimum lot size. However the development if approved for use as permanent residential accommodation would comply with provisions of this clause as the minimum lot size for multi</i>

	<p><i>dwelling development within the R1 general residential zoning is 1050m² and when the following lots are consolidated they will achieve a lot size of 1767 m².</i></p> <p><i>No 6 is 912m²</i></p> <p><i>No. 7 is 850m²</i></p> <p><i>TOTAL = 1762.7m²</i></p>
Clause 4.3 Height of building	<p><i>The development complies - Maximum building height of the whole of the proposed development is 6.6m. which is less than that maximum height limit allowable on the land of 9m.</i></p>
Clause 4.4 Floor space ratio	<p><i>The development complies -</i></p> <p><i>Land size = 1762.7m²</i></p> <p><i>Gross Floor Area (GFA) of proposed buildings in total is 679.89m² (38%)</i></p> <p><i>The FSR is 0.5% therefore the proposal complies.</i></p>
Clause 4.5 Calculation of Floor Space Ratio	<p><i>See above</i></p>
Clause 4.6 Exception to development standards	<p><i>The application does not require a variation to Clause 4.6</i></p>
PART 5 Miscellaneous provisions	<p><i>Not Applicable</i></p>
PART 6 Land release areas	<p><i>Not Applicable</i></p>
PART 7 Additional local provisions	
Clause 7.1 Flood planning	<p><i>The site is not flood prone</i></p>
Clause 7.2 Terrestrial biodiversity	<p><i>Despite Council's mapping indicating that the site may potentially contain Terrestrial Biodiversity, it is considered that works during the subdivision phase including construction of roads and associated excavation has disturbed any potential biodiversity values that may have once existed.</i></p>

<p>The map shows a site plan with two green hatched areas labeled SMH-5.2 and SMH-5.3. A blue shaded area is located between them. A road labeled 'REET' is on the left, and 'JAGUNGAL CIRC' is on the right. Numbers 3, 4, 5, and 6 are scattered across the site. A blue line indicates a boundary or easement.</p>	<p><i>As such it is considered that the development complies with the requirements of the clause.</i></p>
<p>Clause 7.3 Riparian land and watercourses</p>	<p><i>Not applicable</i></p>
<p>Clause 7.4 Wetlands</p>	<p><i>Not Applicable</i></p>
<p>Clause 7.8 Serviced apartments</p>	<p><i>The application seeks approval for all units to be utilized as serviced apartments. Council considers that consent may be granted and is satisfied that the development:</i></p> <ul style="list-style-type: none"> <i>a) Has been designed and will be managed so that car parking, noise and traffic will not have a detrimental impact upon the amenity of the surrounding locality; and</i> <i>b) There are no risk hazards that apply to the development; and</i> <i>c) The design and concept will provide a high standard of amenity for occupants and adjoining neighbours; and</i> <i>d) Will be conditioned so that the letting of each apartment is not greater than 3 months</i>
<p>Clause 7.9 Essential services</p>	<p><i>All services are available to the site</i></p>
<p>SCHEDULE 1 Additional permitted uses</p>	<p><i>Not Applicable</i></p>

SCHEDULE 2 Exempt development	<i>Not Applicable</i>
SCHEDULE 3 Complying development	<i>Not Applicable</i>
SCHEDULE 4 Classification and reclassification of public land	<i>Not Applicable</i>
SCHEDULE 5 Environmental heritage	<i>The site is not listed as a heritage site in the SRLEP</i>

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

3.3 Provision of any proposed Environmental Planning Instruments

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

3.4 Any Development Control Plan

Snowy River Development Control Plan (DCP) 2013

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

Provision	Response/Acceptable Solution
A2 Development application requirements	
1. Background	
2. Preparing DA Application	<i>Satisfactory</i>
3. Site Analysis	<i>satisfactory</i>
4. Site planning & layout	<p><i>The proposed development is suitable for the given site, with development facing the street and facades that offer architectural relief and interest.</i></p> <p><i>Site coverage- site coverage is not to exceed 40% of the allotment.</i></p> <p><i>Area of each building:</i></p> <p><i>Apartment 1= 89.88</i></p> <p><i>Apartment 2= 81.04</i></p> <p><i>Apartment 3= 69.24</i></p> <p><i>Apartment 4= 69.24</i></p> <p><i>Apartment 5= 69.24</i></p>

	<p><i>Apartment 6= 87.17</i></p> <p><i>Apartment 7= 90.54</i></p> <p><i>Apartment 8 = 80.84</i></p> <p><i>TOTAL 637.19</i></p> <p><i>Total site = 1762.7m2 = 36% site coverage</i></p> <p><i>The dwellings have been designed to ensure that the maximum privacy is achieved between apartments. Decks have been positioned so that they do not overlook adjoining whilst obtaining northerly sun- all terraces are located on the northern elevation of each apartment.</i></p> <p><i>Communal strata areas include driveways and visitor parking</i></p>
<p>5. Required information</p> <p>5.1 – Subdivision</p> <p>5.2 – Other than subdivision</p> <p>5.3 – Tree works</p> <p>5.4 – Landscaping</p> <p>5.5 – Other info requirement</p>	<p><i>All information provided is satisfactory</i></p>
<p>A3 Public Notification</p>	<p><i>The application was required to be on public advertising and neighbour notification for a period of 14 days from the 19/6/2018.</i></p> <p><i>Two (2) submissions were received during this period. See submission information below.</i></p>
<p>B1 Rural localities, Towns & Villages</p>	<p><i>NA</i></p>
<p>B2 Town & Village Plans</p>	<p><i>Applies</i></p>
<p>1. Jindabyne and surroundings</p>	<p><i>- The growth of Jindabyne should be supported</i></p> <p><i>- Tourism is a major economic driver within Jindabyne and this needs to be supported by the provision of a range of accommodation types.</i></p> <p><i>- The sense of community, place and quality of life Jindabyne offers needs to be supported and maintained.</i></p> <p><i>Jindabyne is currently experiencing an accommodation shortage, and the proposed development is deemed to be of positive influence to the greater community in terms of social and</i></p>

	<i>economic effects.</i>
C General planning considerations	
C1 Subdivision	<i>Consolidation of the allotments is satisfactory and supportable. Strata subdivision of the land is permissible</i>
C2 Design	<i>The proposed design of the development will ensure that the objectives for the protection of the scenic landscape are maintained with the proposed development being consistent in bulk and scale with surrounding development. The dwellings have been designed to be oriented towards the street and offer architectural relief with a mix of building materials and articulation. Dwellings are in harmony with the topography of the site. The development will not impede any views from the adjoining properties.</i>
C3 Car-parking, Traffic & Access	<i>Parking complies with 2 spaces per apartment. It is considered that of the 8 apartments where there will be a minimum of 4 traffic movements (in and out) daily creating a total of 32 traffic movements daily. There are proposals in place for a secondary exit from the Highview Estate into the Barry Way to aid in alleviate potential traffic pressures along Twynam Street. This will be addressed during the next stages of the land release.</i>
C4 Heritage	<i>The site is not subject to any heritage listings</i>
C5 Tree preservation & Landscaping	<i>The site is clear of vegetation</i>
C6 Signage & Advertising	<i>Condition applies</i>
C7 Natural Hazard Management	<i>The site is not bush fire prone land</i>
C8 Environmental Management	<i>The land is not contaminated. Erosion, sedimentation and stormwater controls are to be conditioned on the consent. The development had considered the natural topography of the site reducing cut and fill to a minimum.</i>
C9 Energy & Waste Efficiency, Water Supply & Effluent Disposal	<i>The proposed development must comply with BASIX Certificates provided</i>

<p>C10 Waste management & Recycling</p>	<ul style="list-style-type: none"> - <i>Reticulated water is available to the site</i> - <i>Council sewer infrastructure is available to the site</i> <p><i>The site is serviced by Councils waste removal and recycling services</i></p>
<p>F7 – Highview Estate Part 2</p>	
<p>3 Key Design Features – Residential Built form</p>	<p><i>Satisfactory</i></p>
<p>3.2 Site Planning & layout</p>	<p><i>Satisfactory</i></p>
<p>3.3 Streetscape and Building Siting Front Setbacks</p>	<p><i>VARIATION</i></p> <p><i>Single storey – 6m</i></p> <p><i>Double storey - 8m</i></p> <p><i>The architect has considered the setback requirements of the DCP in designing the development however there are a few very minor encroachments to the 2 storey setback where the requirement is 8m.</i></p> <ul style="list-style-type: none"> - <i>Apartment No. 1- eastern corner above stair</i> - <i>Apartment 6 – north eastern corner of living area</i> - <i>Apartment 8- north eastern corner of living area.</i> <p><i>Given the minimal and minor nature of the setback variations and considering that the architect has, for the most part complied with all setbacks, additionally there will not be any negative impacts created by the minor variations, the application can be supported in this instance.</i></p> <p><i>Side setbacks – all comply</i></p> <p><i>Rear setbacks – all comply</i></p>
<p>3.4 Building Heights</p>	<p><i>The development meets the requirements</i></p> <p><i>The buildings are within the height limit as prescribed by the SRLEP 2013</i></p>

	<i>The development complies with the building envelope requirements</i>
3.5 Site Coverage and Unbuilt Upon Areas	<i>The minimum lot size for a multi dwelling development in the R1 zone is 1050m2. Site coverage complies at 36% FSR complies – see table and Clause 4.4 above</i>
3.6 Private Outdoor Areas	<i>Each of the serviced apartments enjoy areas of above ground POS that is a minimum of 10m2 which is compliant.</i>
3.7 Building Form and Character	<p><i>It is considered is considered that the proposed development:</i></p> <ul style="list-style-type: none"> - <i>considers the amenity of the neighbouring properties</i> - <i>no impact to views</i> - <i>encourages solar access with the location of living rooms and decks that are north facing</i> - <i>allows for the provision of landscaping</i> - <i>facilitates the efficient use of the site 3</i> <p><i>The proposed development displays ‘good manners’ in accordance with the DCP by:</i></p> <ul style="list-style-type: none"> - <i>maintaining an appropriate distance between buildings (particularly on the adjoining allotments) to protect privacy</i> - <i>Offering a sympathetic scale relationship, with single and two storey dwellings within the site and</i> - <i>ensuring that each of the apartments has adequate solar gain by orientating living areas and decks to the north, whist not creating unnecessary overshadowing to adjoining properties.</i> - <i>The development to a great extent follows the natural topography of the site;</i> - <i>The proposed development offers architectural relief and articulation that is visually appealing when viewed from the street. A mix of building materials, window openings, balconies, landscaping, staggered wall planes and other decorative building elements have been incorporated into the design.</i> - <i>the development is not above 9m in height (maximum height)</i>

	<p><i>- rooflines float (skillion) and do not increase the bulk of the development.</i></p> <p><i>The proposed development will positively add to the visual character of the streetscape by offering architectural relief and themes and landscaping.</i></p> <p><i>The development does not intrude upon the landscape and is in harmony with the natural slope of the site.</i></p>						
3.8 Views, Visual and Acoustic Privacy	<p><i>Visual and acoustic privacy to the adjoining properties will be maintained. The architect has designed the complex so that the visual privacy between each unit is maintained.</i></p> <p><i>Careful spacing between the units will aid in maintaining acoustic privacy</i></p> <p><i>The development will not impede any views from adjoining properties.</i></p>						
3.9 Solar Access	<p><i>The serviced apartments have been designed with solar passive principles in mind with living areas and decks having a northerly aspect.</i></p>						
3.10 Landscape Design	<p><i>The plan set provided a landscaping plan that is deemed to be suitable for the site. The plan will be stamped as part of the consent. The plan incorporates endemic species and gum trees with features of river pebbles.</i></p>						
3.11 Fencing and Retaining Walls	<p><i>The development complies</i></p>						
3.12 Car Parking and Vehicle Access	<p><i>The development complies</i></p>						
3.14 Cut and Fill	<p><i>Excavation proposed compiles</i></p>						
3.15 Security, Site Facilities and Services	<p><i>All of the buildings have windows and doors that address the street to allow for casual surveillance of the street.</i></p>						
E Non-residential Development							
E1 Tourist Accommodation							
Serviced Apartments	<p><i>5.1.1 The proposal is not considered to have a negative impact on the amenity of the area</i></p> <p><i>5.1.2 No signage as part of this approval</i></p> <p><i>5.1.3 Noise- noise protection provided by the layout of the existing building</i></p> <p><i>5.1.4 Accommodation Use-Occupancy rates</i></p> <table border="1"> <thead> <tr> <th><i>Unit</i></th> <th><i>Bedrooms</i></th> <th><i>Total Persons</i></th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Bedroom 1 = 13.07m² – 3 persons</td> <td>8</td> </tr> </tbody> </table>	<i>Unit</i>	<i>Bedrooms</i>	<i>Total Persons</i>	1	Bedroom 1 = 13.07m ² – 3 persons	8
<i>Unit</i>	<i>Bedrooms</i>	<i>Total Persons</i>					
1	Bedroom 1 = 13.07m ² – 3 persons	8					

	Bedroom 2 = 12.94m ² – 3 persons Bedroom 3 = 10.94m ² – 2 persons	
2	Bedroom 1 = 11.96m ² – 3 persons Bedroom 2 = 10.95m ² – 2 persons Bedroom 3 = 14.18m ² – 3 persons	8
3	Bedroom 1 = 13.97m ² – 3 persons Bedroom 2 = 12.36m ² – 3 persons	6
4	Bedroom 1 = 13.97m ² – 3 persons Bedroom 2 = 12.36m ² – 3 persons	6
5	Bedroom 1 = 13.97m ² – 3 persons Bedroom 2 = 12.36m ² – 3 persons	6
6	Bedroom 1 = 12.90m ² – 3 persons Bedroom 2 = 12.94m ² – 3 persons Bedroom 3 = 10.08m ² – 2	8
7	Bedroom 1 = 18.14m ² – 3 persons Bedroom 2 = 7.07m ² – 3 persons Loft storage space above- not for habitable purposes	5
8	Bedroom 1 = 13.36m ² – 3 persons Bedroom 2 = 11.97m ² – 3 persons	6
Total		53 persons

Occupancy rates to be conditioned upon the consent to reflect the numbers above.

5.1.5 Sofa beds – there is not adequate car parking to allow the use of sofa beds for additional people on the site. Condition of consent will be applied to ensure compliance.

5.1.6 Parking

2 parking spaces have been provided for each of the apartments on the site with the provision for an additional stacked parking spaces and visitor parking

NOTE: parking requirements comply with serviced apartments and multi dwelling housing as per the requirements of C3.4-2 of the SRDCP 2013.

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

3.5 Planning Agreement

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

3.6 Any Matters prescribed by the Regulations

Nothing in clauses 92-94A of the Regulations directly apply to the proposal.

Non Compliance with DCP

VARIATION- front setback

Single storey – maximum 6m

Double storey – maximum 8m

The architect has considered the setback requirements of the DCP in designing the development however there are a few very minor encroachments to the 2 storey setback where the requirement is 8m.

- Apartment No. 1- eastern corner above stair
- Apartment 6 – north eastern corner of living area
- Apartment 8- north eastern corner of living area.

Given the minimal and minor nature of the setback variations and considering that the architect has, for the most part complied with all setbacks, additionally there will not be any negative impacts created by the minor variations, the application can be supported in this instance.

SUBMISSIONS

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

The application was publicly advertised, in accordance with relevant DCP and the relevant statutory regulations.

Submission	Response
<p>Submission No. 1</p> <ul style="list-style-type: none"> - There is not enough parking for holiday/serviced apartments - Cars will park on the street - Large amounts of tourist traffic causing a safety risk - An alternative traffic path should be provided to the Barry Way. 	<p><u>Parking</u></p> <p>Parking has been assessed in accordance with Table C3.4-2. A 2 or more bedroom serviced apartment requires 2 parking spaces.</p> <p>A dwelling house requires 2 parking spaces.</p> <p>Multi dwelling housing requires:</p> <ul style="list-style-type: none"> 1 parking space per 1 or 2 bedroom dwelling or 2 parking spaces per 3 bedroom dwelling. <p>Given that all of the apartments offer 2 parking spaces, with additional provision for stacked parking in addition to 3 visitor parking spaces the development complies with parking requirements of the DCP.</p> <p>There is adequate spaces on the site for visitor parking to ensure street parking is reduced.</p> <p>Discussions and negotiations are in place to</p>

	<p>allow for an entry/exit point into Highview Estate off the Barry Way. This is to be confirmed at a later date.</p>
<p>Submission No. 2</p> <ul style="list-style-type: none"> - The development is not fitting with dual occupancies, duplexes and family houses - Noise concerns - Waste and garbage bin storage - Parking <p>Does the development meet Floor Space Ration (FSR)</p>	<p>The serviced apartments as proposed are a permissible land use within the R1 zone which allows for Multi Dwelling development and the development of serviced apartments for short term accommodation. There have been many serviced apartments approved within the High View Estate locality which is in line with the objectives of the Estate by:</p> <ul style="list-style-type: none"> • Allowing for the orderly and economic use and development of the land consistent with the vision for the Highview Estate. • To provide an opportunity for a variety of housing types <p>Whilst there is a mix of housing types within the Estate, it is deemed that this variety in housing types is of positive influence by offering different housing options in a town that is currently experiencing accommodation shortages.</p> <p>Noise issues pertaining to the development have been addressed by the location of living areas in each unit.</p> <p>Whilst there are 8 units onsite, this is deemed as a positive outcome in terms of noise as occupants will feel that there is a greater need to be quiet and reduce noise when living/staying in such close proximity to others.</p> <p>Waste removal services are available to the site. Council is not concerned with garbage bin storage options on the site.</p> <p>Parking is compliant with the requirements of the DCP. There are no foreseen issues that pertain to emergency service access, pedestrian access, child safety, traffic congestion or garbage pick up.</p> <p>Floor Space ratio for the site has been calculated at 36%- complies</p>

CONCLUSION

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

In conclusion, it is considered that the proposal is generally aesthetically, economically, socially and environmentally acceptable having regard to the surrounding natural and built environment. Accordingly, approval is recommended subject to the imposition of the conditions of consent listed below.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The proposed development is deemed to be of positive influence from a social perspective due to the following reasons:

- Encourage ongoing employment opportunities
- The site has suitable access and access links
- The proposal offers accommodation options to tourists in a locality that lacks accommodation particularly in the winter season
- The proposed development does not impact upon any local heritage provisions

2. Environmental

The proposed development is deemed to be of positive influence from an environmental perspective due to the following reasons:

- The proposal has been designed to be positioned sympathetically within the topography of the site
- Waste management systems are in place eg. Sewer and water infrastructure
- There will be minimal excavation associated with the development
- No impact upon air quality
- The development is to comply with the requirements of BASIX (sustainability index).

3. Economic

The proposed development is deemed to be of positive influence from an economic perspective due to the following:

- Offers accommodation options for tourists (encouraging local tourism)
- Provides employment opportunities from initial construction phase to commercial accommodation letting phase.
- Commercial opportunities
- Sale of the apartments supports the economic growth of the town

4. Civic Leadership

An undertaking was made to a member of the public who attended a Council meeting to raise concerns with the proposed development that it would be presented to a Council meeting. In an

order to provide transparent assessment processes, the application is being brought before Council for determination.

Draft conditions of Consent and Statement of Reasons DA4193/2018

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 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
3. The application was notified to adjoining landowners and/or publicly advertised in accordance with the Snowy River DCP 2013 and the relevant statutory regulations. The proposal received 2 submissions.
4. In consideration of conclusions 1 – 3 above it is considered the proposed development is a suitable and planned use of the site and approval of the proposal is in the public interest.

Conditions

ADMINISTRATIVE CONDITIONS

Approved Plans and Documentation

1. The developer is to ensure that the development complies fully with DA4193/2018 as submitted to Council on the 7/06/2018 4:31:41 PM with supporting documentation including, but not limited to the development plans being:

Reference/Dwg No	Title/Description	Prepared By	Date/s
N/A	Title Sheet	Jeff Robinson Architect	29/05/2018
DA.1	Streetscape Views	Jeff Robinson Architect	29/05/2018
DA.2	Site Analysis	Jeff Robinson Architect	29/05/2018
DA.3	Ground Floor Site	Jeff Robinson	06/08/2018

	Plan	Architect	
DA.4a	First Floor Site Plan	Jeff Robinson Architect	06/08/2018
DA.5a	Site Elevations	Jeff Robinson Architect	06/08/2018
DA.6	Sectional Elevations	Jeff Robinson Architect	29/05/2018
DA.7a	Open Space & Roof Areas	Jeff Robinson Architect	22/06/2018
DA.8a	Concept Landscaping Plan	Jeff Robinson Architect	22/06/2018
DA.11	Draft Subdivision Plan	Jeff Robinson Architect	29/05/2018
DA.12	Windows & Ext. Doors Schedule	Jeff Robinson Architect	29/05/2018
C050 Job No. 182028	Stormwater Works	Northrop Architect: Jeff Robinson Architect	23/10/2018
Certificate No. 925452M	BASIX Certificate	Eco Certificates Pty Ltd	15 May, 2018
SK1- DA4193/2018	Statement of Environmental Effects	PLANSIGHT PTY LTD	May 2018

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

Inconsistency between documents

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

Prescribed Conditions

3. The developer shall comply with any relevant prescribed conditions of development consent under clause 98 of the Environmental Planning and Assessment Regulation. For the purposes of section 80A(11) of the Environmental Planning and Assessment Act, the following conditions are prescribed in relation to a development consent for development that involves any building work:
 - The work must be carried out in accordance with the requirements of the Building Code of Australia
 - Residential building work within the meaning of the **Home Building Act 1989**

must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the following information:

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

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

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

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

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

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

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

Disability Discrimination

4. Your development may be affected by the New Premises Standards. It is the applicants responsibility to ensure the development complies. The current Australian Standard AS1428.1 - Design for Access and Mobility is recommended to be referred for specific design and construction requirements, in order to provide appropriate access to all persons within the building.

OTHER APPROVALS

Separate Section 138 Permit - Roads Act 1993

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

be accompanied by the required attachments and prescribed fee.

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

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

PRIOR TO RELEASE OF CONSTRUCTION CERTIFICATE

Monetary Contributions

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

Community Services & Facilities	\$3350
Regional Waste Management	\$4028
Bushfire Services	\$ 975
Open Space & Public Art	\$ 843
Sport & Recreation Facilities	\$ 623
Jindabyne Shared Pathways	\$ 386
Jindabyne Area Shared Trails	\$3559
TOTAL = \$13,764	

The abovementioned contributions are based on 19 bedrooms at 0.29ET (Equivalent Tenements) total = 5.51. (Serviced Apartments)

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.

Heating Appliances

8. The developer shall submit to the Certifying Authority (i.e. Council or Accredited Certifier) full details on the heating appliance/s to be installed within the development prior to the release of the Construction Certificate. The details are include the location and type of appliance and the manufactures installation specifications.

Certificate of Compliance under the s307 of the Water Management Act 2000

9. A construction 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.

PRIOR TO THE COMMENCEMENT OF WORKS

Construction Certificate

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

Appointment of Principal Certifying Authority and Notice of Commencement

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

12. Building work involving residential building work within the meaning of the Home Building Act 1989 must not be carried out unless the Principal Certifying Authority for the development to which the work relates
- a) in the case of work to be done by a licensee under that Act:
 - i. has been informed in writing of the licensee's name, contractor license number and contact address details (in the case of building work undertaken by a contractor under the Home Building Act 1989); and
 - ii. is satisfied that the licensee has complied with the requirements of Part 6 of the Home Building Act 1989; or
 - b) in the case of work to be done by any other person:
 - i. has been informed in writing of the persons name, contact address details and owner-builder permit number; and has been given a declaration signed by the property owner(s) of the land that states that the reasonable market cost of the labour and materials involved in the work is less than the amount prescribed for the purposes of the definition of owner-builder work in Section 29 of the Home Building Act 1989 and is given appropriate information and declarations under paragraphs (a) and (b) whenever arrangements for the doing of the work are changed in such a manner as to render out of date any information or declaration previously given under either of those paragraphs. **Note:** A certificate issued by an approved insurer under Part 6 of the Home Building Act 1989 that states that the specific person or licensed contractor is the holder of an insurance policy issued for the purposes of that Part of the Act is, for the purposes of this condition, sufficient evidence that the person has complied with the requirements of that Part of the Act

Easements

13. The developer must ensure that the foundations of any structure are so constructed that they do not bear within the 'Zone of Influence' of the soils around Council's services. The applicant must submit detailed Engineering plans for all structures proposed to be constructed adjacent to an easement to verify that the foundation loads are outside the Zone of Influence'.

Temporary Benchmark

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

Site Notice

15. Before commencement of any work, a sign must be erected in a prominent, visible position:
-

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

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

Temporary Sanitary Facilities

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

Enclosure of the Site

17. The site must be enclosed with a suitable security fence to prohibit unauthorised access, to be approved by the Principal Certifying Authority. No building work is to commence until the fence is erected.

Termite Control

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

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

Master Water Meter

20. The developer shall ensure that a master water meter and backflow prevention device is provided to the property prior to commencement of works on-site.
-

DURING WORKS

Approved Plans to be On-site

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

Erosion & Sediment Control

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

All-weather Access

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

Site Management

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

project.

Trade Waste

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

Use of Explosives

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

Use of Power Tools - Residential and Village Areas

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

Inspection Notification

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

Public Access and Site Security

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

Excavation

33. 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.
34. 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.

35. The developer is to ensure that if an excavation associated with the development extends below the level of the base of the footings of a building on an adjoining allotment of land, the person causing the excavation to be made must:
- (a) preserve and protect the adjoining building from damage, and if necessary, underpin and support the building in an approved manner; and
 - (b) at least 7 days before excavating below the level of the base of the footings of a building on an adjoining allotment of land, give notice of intention to do so to the owner of the adjoining allotment of land and furnish particulars of the excavation to the owner of the building being erected or demolished.
36. 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.
37. The developer is to ensure that the toe of any embankment to a site excavation is a minimum 900mm from the external walls and graded to drain all surface water away from the building. The ground level adjacent to the building is to be no less than 150mm below the top of the reinforced concrete floor slab.

Plumbing & Draining

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

AND

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

AND

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

Notes:-

- The Plumbing and Drainage Act 2011 has substantial fines for non-compliance.
- Documentation submitted will incur an administrative fee for lodgement.

Eg:- Lodge 1 or more documents together = 1 fee

Lodge documents separately = 1 fee for each lodgement

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

Hot Water Installation

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

Back Flow

42. Back flow prevention devices will be installed wherever cross connection occurs or is likely to occur. The type of device will be determined in accordance with AS3500.1 and will be maintained in working order and inspection for operational function at intervals not exceeding 12 months.

Retaining Walls

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

Car Park Runoff

44. All surface water collected from hard stand parking areas to be directed to Council approved pre-treatment facilities before discharge to approved discharge locations. Stormwater from covered or enclosed car park areas will not be discharged to the public sewer unless approved treatment facilities have been provided.

Revegetation Works

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

batters;

- all disturbed areas are re-vegetated using drylands grass mix with a complete fertiliser;
- all disturbed areas are to be weed free hay mulched.

Water Supply (8 Serviced Apartments)

46. The developer shall make arrangements with Council for the provision of a 20mm metered water service to each serviced apartment. This is to be carried out through a s68 Ancillary Application.

Sewerage Connection

47. The developer shall make arrangements with Council (via S68 Ancillary Application) for the connection of the development to Council's sewerage system.

PRIOR TO OCCUPATION OR COMMENCEMENT OF USE

Occupation Certificates

48. An Occupation Certificate must be issued by the Principal Certifying Authority prior to occupation or use of the development. In issuing an Occupation Certificate, the Principal Certifying Authority must be satisfied that the requirements of Section 109H of the Environmental Planning and Assessment Act 1997 have been complied with as well as all of the conditions of the Development Consent.

BASIX Certificate

49. A BASIX certificate is to be submitted with the application for occupation certificate (For complying development, this is the BASIX Certificate applicable when the complying development certificate was issued. For DA development, this is the BASIX Certificate applicable when the construction certificate was granted). It is noted that the certifying authority must not issue the occupation certificate unless satisfied that specified BASIX commitments have been complied with.

Landscaping Plan

50. The developer shall ensure that landscaping of the site is carried out in accordance with the approved *Landscaping Plan* prior to issue of the Final Occupation Certificate.

Road Damage

51. The cost of repairing any damage caused to Council or other Public Authority's assets in the vicinity of the subject site as a result of construction works associated with the approved development, is to be repaired to the satisfaction of the Director of Technical Services and Operations and to be met in full by the applicant prior to the issue of an Occupation Certificate.

Occupation Certificate

52. A final inspection must be carried out by Council prior to the use of the building for the purpose of a *serviced apartment*. An occupation certificate for change of use will be issued when Council is satisfied that all conditions of consent have been complied with.

USE OF SITE

Stormwater Management Plan

53. The developer shall ensure that all on-site stormwater is treated in accordance with the approved Stormwater Management Plan by Northrop as approved under this consent (Drawing No. C050 Revision 1).

Roof Water

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

Rainwater Tanks

55. All fixtures connected to the supply system are marked 'RAINWATER'.
56. The developer shall ensure that rainwater tanks are de-sludged every three years.
57. For Non Charged Systems The developer shall ensure that rainwater tanks are fitted with a first flush device and filter sock to prevent potential contaminants from entering the tank. Or For Charged Systems The developer shall ensure that the charged line has a flush out drain point.
58. The developer shall ensure that rainwater tanks are fitted with the following: Impervious covers and all access points, except for inlet and overflow, are fitted with close fitting lids. The inlet and overflow shall incorporate a mesh covering and/or strainer.
59. The tank is enclosed and inlets screened, so as to prevent the entry of foreign matter and to prevent mosquito breeding.
60. The developer shall ensure that the roof catchment area is kept clear of overhanging vegetation.
61. Pumps are to be covered or screened to avoid noise nuisances to neighbouring properties.
62. The developer shall ensure that all storm water that is not collected by the tank is directed away from tank foundations, buildings or other structures onto gardens or into rubble pits or directly to the road drainage system such that it does not cause nuisance to neighbouring properties.
-

Rainwater Tanks - Mains Top Up

63. The developer shall ensure that each tank is fitted with: an automatic mains water top up or bypass system via a float switch to ensure water supply during prolonged dry periods. Top up systems should not be triggered until the tank is at least 80% empty (ie to keep the tank water level at approximately 900 litres or less in a 4,500 litre tank). A backflow prevention device in accordance with *Australian Standard AS 3500.1.2* (1998). a first flush device and filter sock to prevent potential contaminants from entering the tank.

Garbage Disposal - Commercial

64. The developer shall ensure that a 240-litre capacity wheeled garbage bin and a 360 litre recycling bin of a type provided by Council must be provided for each unit in the development.

Maintenance of Garbage Bins

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

External Finishes

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

Services

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

Amenity

68. The developer shall ensure that lighting of the premises is to be directed so as not to cause nuisance to the owners or occupiers of adjoining premises or to motorists on adjoining or nearby roads.

Storage of Goods and Materials

69. All goods, materials and equipment shall be stored within the building and no part of the land shall be used for purposes of storage.

Property Number

70. The developer shall attach to the front of the development the following house
-

number that is clearly visible from the street frontage of the property: 4-6

Consolidation of Land

71. All lots or parcels comprising the total property must be consolidated into a single title.

SERVICED APARTMENTS

Use of Building (as serviced apartment)

72. The developer is to ensure that at all times the building is being used only for the purpose of a *serviced apartment* as defined in the Snowy River Shire Local Environmental Plan.
73. The *serviced apartment* is used wholly and primarily for short-term accommodation (maximum 3 months) for tourists or visitors on a commercial basis and is regularly serviced or cleaned by the owner or manager of the building or part of the building or the owner's or manager's agents. The maximum

Property Manager

74. The name and contact details of the property manager must be displayed at the rear of the main entry door at all times. Council is to be informed if the property manager changes.

Waste Management

75. The property manager is to ensure that garbage bins are placed on the kerbside in time for collection and removed after collection.

Occupancy Rates

76. The developer is to ensure that each bedroom in the *serviced apartment* is to be occupied by the number of persons not exceeding the number listed in the following schedule:

Unit	Bedrooms
1	Bedroom 1 = 3 persons Bedroom 2 = 3 persons Bedroom 3 = 2 persons TOTAL = 8 persons
2	Bedroom 1 = 3 persons Bedroom 2 = 2 persons Bedroom 3 = 3 persons TOTAL = 8 persons
3	Bedroom 1 = 3 persons Bedroom 2 = 3 persons TOTAL = 6 persons

4	Bedroom 1 = 3 persons Bedroom 2 = 3 persons Total = 6 persons
5	Bedroom 1 = 3 persons Bedroom 2 = 3 persons TOTAL = 6 persons
6	Bedroom 1 = 3 persons Bedroom 2 = 3 persons Bedroom 3 = 2 persons TOTAL = 8 persons
7	Bedroom 1 = 3 persons Bedroom 2 = 3 persons TOTAL = 6 persons Loft storage space above- not to be used for habitable purposes
8	Bedroom 1 = 3 persons Bedroom 2 = 3 persons Total = 6 persons

77. The developer shall ensure that a sign shall be erected on the back of the main entrance door(s) into the *serviced apartment* stating the following: **“The maximum number of persons permitted to be accommodated in the serviced apartment is”**
Note: The developer may obtain the abovementioned sign (i.e. sticker) from Council. Please contact Councils Department of Environmental Services on (02) 6451 1550

Sofa Beds

78. The developer shall ensure that any sofa bed in the unit is locked/adjusted so it cannot be used for the sleeping accommodation of persons using the serviced apartment.

Fire Safety Dwelling Houses

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

Advertising Sign

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

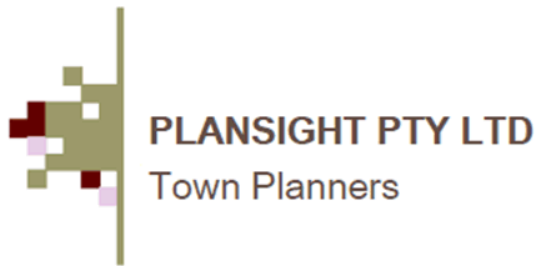
PRIOR TO ISSUE OF STRATA SUBDIVISION CERTIFICATE

Subdivision Certificate Application

82. 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.

Consolidation of Titles

83. Prior to the occupation of the serviced apartments, the developer shall provide written documentation to Council confirming the registration by the NSW Land Registry Services of a plan of consolidation of lots 21 & 22 DP1227047.
-



STATEMENT OF ENVIRONMENTAL EFFECTS

Lots 21 & 22, Nos 4-6 Jagungal Close Jindabyne
Proposed Serviced Apartments

Prepared for

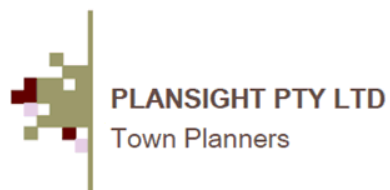
ASY Family Trust

Lots 21 & 22 Jagungal Close Jindabyne

STATEMENT OF ENVIRONMENTAL EFFECTS

Erection of Eight Serviced Apartments & Strata Subdivision
Nos 4 – 6 Jagungal Close Jindabyne
Lots 21 & 22 1 DP 1136429

C.F. Blyth MPIA CPP, Director



13 Clive Road Eastwood
M: 0411428745
E: chris@plansight.com.au
W: www.plansight.com.au

May 2018

Docs/21&22JagungalSEEV1

Lots 21 & 22 Jagungal Close Jindabyne

CONTENTS

1.0 INTRODUCTION & SUMMARY

2.0 SITE LOCATION

3.0 PLANNING FRAMEWORK

- 3.1 SEPP (Building Sustainability Index: BASIX) 2004
- 3.2 Snowy River LEP 2013
- 3.3 Snowy River Shire Development Control Plan 2013
- 3.4 S.79C E.P. & A. Act 1979

4.0 DEVELOPMENT PROPOSAL

5.0 ENVIRONMENTAL ASSESSMENT

- 5.1 Snowy River LEP 2013
- 5.2 Snowy River Shire Development Control Plan 2013
- 5.3 S.79C E.P. & A. Act 1979

6.0 CONCLUSION

ANNEXURE 1: Reduced Drawings

NOTE: This document is Copyright. Apart from any fair dealings for the purposes of private study, research, criticism or review, as permitted under the Copyright Act, no part may be reproduced in whole or in part, without the written permission of Plansight Pty Ltd, 13 Clive Road Eastwood NSW 2122.

Lots 21 & 22 Jagungal Close Jindabyne

1.0 INTRODUCTION & SUMMARY

This statement has been prepared to accompany a development application that proposes the erection of a serviced apartment development on the subject site providing eight (8) units of tourist and visitor accommodation.

The application is accompanied by documents prepared by the following consultants:

- *Architectural plans, elevations and shadow diagrams of proposed development by Jefferson Robinson Architects;*
- *Site level & detail survey prepared by Kleven Spain ;*
- *Concept Stormwater design by Jefferson Robinson Architects;*
- *Concept landscape plan by Jefferson Robinson Architects;*
- *BASIX assessment by Eco Certificates;*

In summary the development can be seen as proposing an appropriate and contextual redevelopment of the site in sympathy with recently constructed buildings and the intention of the planning regime.



Lots 21 & 22 Jagungal Close Jindabyne

2.0 SITE LOCATION

The locality is the newly developing Highview Estate.

There is no development immediately adjacent to the subject site however a number of new dwellings have been erected in the estate.

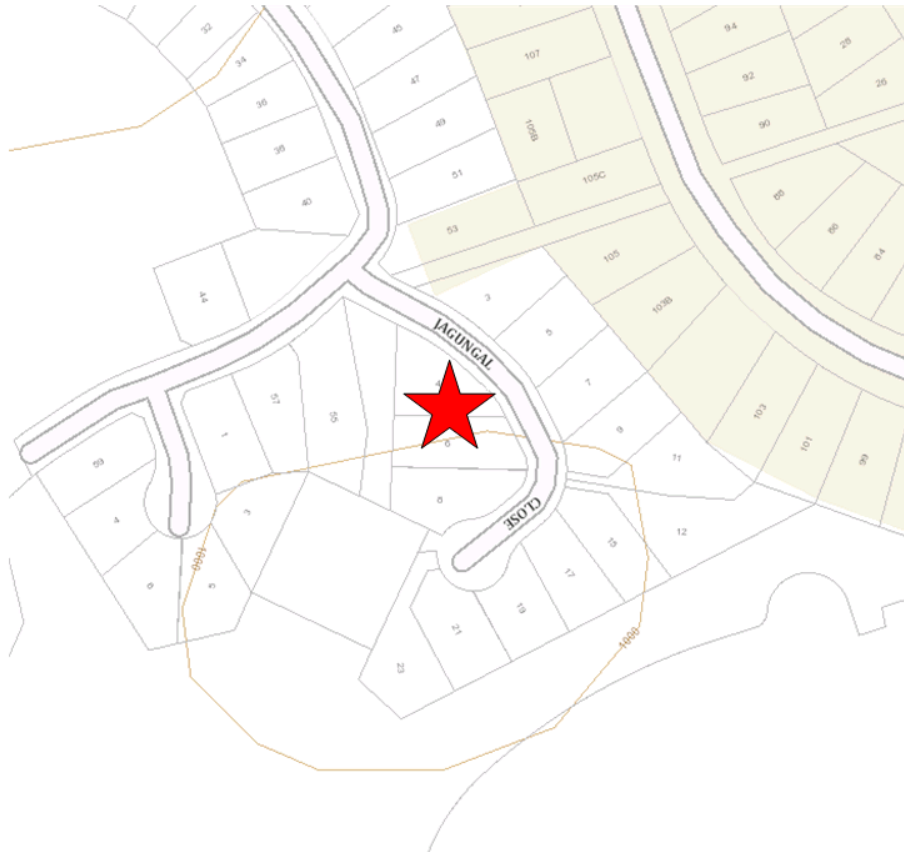
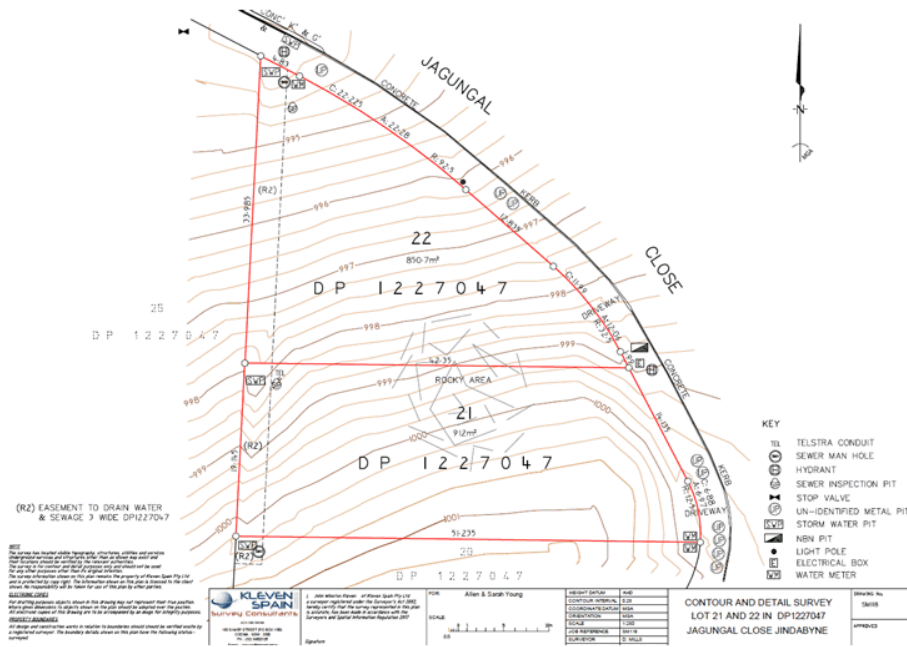


Fig 2. Immediate site and locality, (source six Maps)

The site is within Stage 5B of the subdivision and consists of two Torrens Title allotments known as Lot 21 & 22 in DP 1227047. It has a broad curving frontage to the street and a depth of up to 51.235m. It is a vacant turfed site.

Lots 21 & 22 Jagungal Close Jindabyne



3.0 PLANNING FRAMEWORK

3.1 SEPP (Building Sustainability Index: BASIX) 2004

From the Department of Planning website:

"The SEPP ensures consistency in the implementation of BASIX throughout the State by overriding competing provisions in other environmental planning instruments and development control plans, and specifying that SEPP 1 does not apply in relation to any development standard arising under BASIX."

BASIX is utilised to make certain that in the design of homes, less water is used and that that less greenhouse gas emissions arise through the determination of energy and water reduction goals. The development has received complying scores for energy, thermal comfort and water. A copy of the certification accompanies the submission and is reproduced on the architectural drawings.

3.2 Snowy River LEP 2013

The LEP applies a zoning of R2 Low Density Residential to the subject site. The zone objectives are:

- *To provide for the housing needs of the community within a low density residential environment.*
- *To enable other land uses that provide facilities or services to meet the day to day needs of residents.*
- *To ensure development maintains residential amenity and contributes to the small-scale residential character of the zone.*
- *To enable short-term, low impact tourist and visitor accommodation compatible with the surrounding residential character of the zone.*

Relevant controls include:

- *Cl.4.2D Erection of dwelling houses and dual occupancies on land in certain rural, residential and environment protection zones*
- *Cl.4.3 Height of buildings*

3.3 Snowy River Shire Development Control Plan 2013

The Development Control Plan contains the detailed planning and development requirements for a variety of land uses within the Shire.

Chapter E, Part E1 relates to tourist accommodation whilst Chapter F7 contains specific controls for Highview Estate.

3.4 S.79C E.P. & A. Act 1979

S.79C contains the broad heads of consideration related to assessment of development proposals.

4.0 DEVELOPMENT PROPOSAL

The intent of this application is to gain consent for the erection of an eight (8) serviced apartments development. Additionally development consent for strata subdivision of the development is sought. The development is proposed to accommodate the following:

Single storey accessible dwelling 7:

- *Covered entries;*
- *Kitchen & living room;*
- *2 bedrooms cupboard to bed 1;*
- *Accessible bathroom;*
- *Carport with accessible car space;*
- *Laundry & w.c.;*

Two storey dwellings 1-6 & 8:

Ground Floor

- *Covered entries;*
- *Double garaging or single plus car space;*
- *One bedroom to dwellings 3,4,5, & 8;*
- *Two bedrooms to dwellings 1, 2 & 6;*
- *Laundry cupboard;*
- *Shower & w.c.;*
- *Courtyard space;*

First Floor

- *One (1) bedrooms with built in robes to each unit;*
- *Ensuite to bed 1;*
- *Living room and kitchen;*
- *Bathroom;*
- *Terrace off living room;*

Site layout

- *Separate northern entry to units 7 & 8;*
- *Central southern vehicular entry to units 2 -6;*
- *Individual driveway to unit 1;*
- *Two (2) visitor car spaces setback 3m from western boundary;*
- *Car space;*
- *Landscape setback to Jagungal Close, southern and western boundaries;*

Lots 21 & 22 Jagungal Close Jindabyne

Design, materials and finishes

The built form is contextual and residential in character. It is visually broken up in relation to roof line, footprint and planning. It is balanced in proportion and utilises skillion style pitched metal roofs, with variety in materials and finishes.

The scale will respond positively to the site location and accords with the objectives and standards of the relevant planning regime. Materials and finishes are:

- *Corrugated steel cladding with 'Colorbond' finish as nominated; Placed horizontally and vertically in situ ;*
- *Hardies 'Scyon' comp. cement. 'Stria' sheeting;*
- *local granite ledgerwall applied to exposed slab edges (insulated) and subfloor fender walls;*
- *Framed hoods and flared panels to selected windows, Colorbond finish as selected;*

5.0 Environmental Assessment

5.1 SEPP BASIX

The proposed dual occupancy has received complying or better target scores for energy efficiency as set out in the accompanying BASIX report prepared by Eco-Certificates Ltd.

5.2 Snowy River Local Environmental Plan 2013

The subject land is zoned R2 Low Density Residential. Serviced apartments is a permissible use in the zone defined thus:

serviced apartment means a building (or part of a building) providing self-contained accommodation to tourists or visitors on a commercial basis and that is regularly serviced or cleaned by the owner or manager of the building or part of the building or the owner's or manager's agents.

Note. Serviced apartments are a type of tourist and visitor accommodation—see the definition of that term in this Dictionary.

A compliance table in relation to the zone objectives and standards of the LEP follows.

(i) Objectives R2 Zone

Objective	Response	Achieve?
<ul style="list-style-type: none"> To provide for the housing needs of the community within a low density residential environment 	The proposal is low density serviced apartments and will provide housing for tourists.	YES
<ul style="list-style-type: none"> To enable other land uses that provide facilities or services to meet the day to day needs of residents. 	n.a.	n.a.
<ul style="list-style-type: none"> To ensure development maintains residential amenity and contributes to the small-scale residential character of the zone. 	The proposed development is residential in character and appearance. It proposes an FSR well under the zone maximum.	YES
<ul style="list-style-type: none"> To enable short-term, low impact tourist and visitor accommodation compatible with the surrounding residential character of the zone. 	The proposal is for serviced apartments and intends the establishment of short term accommodation for tourists and visitors. Its scale and planning is fully residential in scale in order to blend appropriately with the surrounding residential subdivision.	YES

(ii) Controls

Clause	Proposed	Compliance
Cl.4.3 Height of building 9m	Height is within the LEP limit being from 3.5m to 6.8m at maximum.	YES

Lots 21 & 22 Jagungal Close Jindabyne

Cl.4.4 FSR :5:1	.4:1	YES
Cl.5.9 Preservation of trees or vegetation	No trees or vegetation require removal.	n.a.
Cl.7.2 Terrestrial Biodiversity 3) Before determining a development application for development on land to which this clause applies, the consent authority must consider:	It appears from the maps that the site is affected by this provision however give that the lands has been subdivided as part of the Highview estate and made available for development any issue related to biodiversity is no longer relevant.	n.a.
Cl.7.8 Serviced Apartments (1) The objective of this clause is to ensure that development for the purposes of serviced apartments, including for holiday letting, addresses health, safety and amenity issues. (2) Development consent may be granted for development for the purposes of serviced apartments if the consent authority is satisfied that the development: (a) will be designed and managed so that car parking, noise and traffic will not have a detrimental impact on the amenity of the surrounding area, and (b) will be designed and managed to minimise the risk of hazards, such as emergency egress, building fire safety, bush fire or flooding, to occupants, and (c) provides a high standard of amenity for occupants and adjoining neighbours, and (d) will be managed so that each letting of each apartment will not be for a period of more than 3 months.	Objectives acknowledged in the design. The car parking provision will be screened by buildings and or landscaping form abutting properties; Ready access is available to the site via two driveways. No flood or bushfire risk exists. The accommodation provides spaces with high amenity (BASIX goals also achieved) 3 months restriction noted and will be accepted by condition	NOTED YES YES YES YES

It is clear that the proposal complies with the development controls and/or objectives of the LEP. There is no impediment to strata subdivision of serviced apartments in the LEP.

Lots 21 & 22 Jagungal Close Jindabyne

5.4 Snowy River Shire Development Control Plan 2013

5.4.1 Chapter E- Non - Residential Development 5 Serviced Apartments

Control	Proposed	Compliance
<ul style="list-style-type: none"> To encourage environmentally sustainable tourism development for the economic and social benefit of the Shire. To ensure that tourism development provides quality outcomes for the built environment of the Shire. To ensure that the subdivision of tourism development does not lead to permanent residential settlement in areas outside the townships within the Shire. To ensure that tourism development results in a net benefit to the condition of the land upon which it is proposed to be located 	<p>Intent noted. The proposal seeks consent for well-designed tourist accommodation that acknowledges its place within the community that that will accord with the requirements and controls of Council's planning regime.</p>	<p>YES</p>
<p>5.1.1 Amenity</p> <ul style="list-style-type: none"> Demonstrate to Council's satisfaction that the development is consistent and compatible with the predominant character, land use and activity levels of the surrounding area. demonstrate that any new dwelling to be built for use as a serviced apartment is; compatible with surrounding buildings in bulk and scale. suitable for and capable of accommodating permanent residents should future need or repurposing arise. capable of contributing to the housing stock of the Shire should the use of that dwelling change in future. Demonstrate the proposed serviced apartment has adequate kitchen, bathroom and recreational area within the dwelling for the maximum number of occupants. 	<p>The design has been planned with a residential character adopting heights, setbacks and site coverage commensurate with potential residential development adjacent.</p> <p>A contextual result has been achieved that will blend with future neighbouring residential development.</p> <p>Car parking has been provided at the rate of two spaces per dwelling consistent with residential use. Landscape planting has been provided as a screening and softening device. Communal open space and planting areas will be converted to courtyards space if ever needed.</p> <p>Each dwelling has a large kitchen space sufficient for the occupants.</p>	<p>YES</p>
<p>5.1.2 Signage</p> <p>Serviced apartments will:</p> <ul style="list-style-type: none"> Place or erect any signs in accordance with the Snowy River DCP 2013 requirements. Be permitted only one sign per premises 	<p>Requirements noted and will be adhered to.</p>	<p>YES</p>

Lots 21 & 22 Jagungal Close Jindabyne

<p>5.1.3 Noise</p> <ul style="list-style-type: none"> • Provide appropriate floor coverings in sleeping rooms to minimise the impact of noise and noise generation. • Site and design sources of noise (such as the kitchen, communal rooms, communal recreation areas and parking areas) to minimise noise nuisance to adjoining properties, when new serviced apartments are constructed. • Be insulated (new buildings) to the extent that offensive noise levels are minimised at any boundary. 	<p>Soft floor covering will be provided in bedrooms.</p> <p>Each unit is a detached townhouse style dwelling. There are no communal rooms provided as each unit of accommodation is self-contained.</p> <p>Car parking is provided adjacent to the accommodation.</p> <p>Requirements noted and will be observed</p>	<p>YES</p> <p>YES</p> <p>YES</p>
<p>5.1.4 Accommodation Use</p> <p>Be permitted a total dwelling occupancy of no more than 10 persons for serviced apartment use.</p> <ul style="list-style-type: none"> • Adhere to the following table with respect to the number of people accommodated in a sleeping room in an area that is sewered: 	<p>Noted and not exceeded</p> <p>Maximum occupancy of each unit of accommodation is noted on the drawings.</p>	<p>YES</p> <p>YES</p>
<p>5.1.5 Sofa beds</p>	<p>Sofa beds are not proposed</p>	<p>n.a.</p>
<p>5.1.6 Parking</p> <ul style="list-style-type: none"> • Provide car parking in accordance with the requirements of Snowy River DCP 2013 – Chapter C3 Car Parking, Traffic and Access. • Adhere to a parking rate of 1 parking space for each bedroom in excess of 3 bedrooms. • Consider Objective 5.1.3 regarding noise when providing for car parking and vehicle access. • Landscape parking areas to soften the visual impact, and minimise potential noise intrusion on neighbouring properties. • Parking areas are to be clearly marked and available to guests on a 24 hour basis. • Council does not encourage, but may consider, stacked parking for parked spaces in a controlled parking situation which: <ul style="list-style-type: none"> • allows no more than two cars in the stacked parking arrangement; • is likely to maintain a very low turnover; or • is able to function easily within the management of the site's future operation 	<p>Two spaces per dwelling have been provided in accordance with Chapter C3, noting 2 & 3 bedroom accommodation.</p> <p>Parking is well located so as to not cause noise disturbance to neighbouring properties and is generally in garage form. Screen landscaping is proposed to parking spaces where adjacent to boundaries.</p> <p>Requirements acknowledged.</p> <p>Stacked parking has only been proposed for Unit 2 (2 spaces) and as such accords with the requirements as stated.</p>	<p>YES</p> <p>YES</p> <p>YES</p>

Lots 21 & 22 Jagungal Close Jindabyne

<p>5.2 Ongoing Management</p> <ul style="list-style-type: none"> - fire safety - managers details - Site population details and managers contact details 	<p>The development will be provided with fire safety services as required. And noted in the DCP.</p> <p>The managers of the development will be: Allen Young & Sarah Young PO Box 628 Forestville NSW 2087 Phone: 0402 160999</p> <p>The site population and managers contact details will be provided on all entry doors.</p>	<p>YES</p>
<p>5.2.3 Waste</p> <p>Provide waste bins within the serviced apartment in food preparation rooms and communal areas (if any).</p> <ul style="list-style-type: none"> • Display signage indicating the location of waste and recycling bins when in a unit complex of more than two dwellings. • Provide clearly identified indoor recycling bins adjacent to waste bins within the premises. • Assign responsibility to the manager of the serviced apartment for ensuring that garbage bins are placed at the kerbside in time for collection. Waste is contracted for weekly collection and recycling for fortnightly collection from the kerbside adjacent to the premises. <p>Note: Council can provide a service for waste bin collection where bins are taken from bin enclosures and replaced after emptying for a fee.</p> <ul style="list-style-type: none"> • Assign responsibility to the manager of the serviced apartment for ensuring that the garbage and recycling bins are removed from the kerbside after collection. Garbage bins are not to remain on the kerbside for longer than 24 hours at a time (either before or after collection). • Assign responsibility to the manager of the serviced apartment for ensuring that recycling bins are placed at the kerbside in time for collection 	<p>Requirements noted. Waste bins will be provided in each unit and appropriate signage will be provided.</p> <p>Waste bins will be individual to each unit of accommodation.</p> <p>Requirements acknowledged.</p> <p>Requirements acknowledged.</p> <p>Requirements acknowledged.</p> <p>Requirements acknowledged.</p>	<p>YES</p> <p>YES</p>

F7 HIGHVIEW ESTATE

The provisions of Chapter F7 relevant to site development are addressed in the following table:

Lots 21 & 22 Jagungal Close Jindabyne

Control	Proposed	Compliance
3.1 Site Analysis	A site analysis has been completed and included with the drawing set	YES
3.2 Site Planning & Layout	<p>The design has been planned with a residential character adopting heights, setbacks and site coverage commensurate with potential residential development adjacent. Each accommodation units is self-contained in residential style and has high levels of amenity.</p> <p>A contextual result has been achieved that will blend with future neighbouring residential development.</p> <p>Car parking has been provided at the rate of two spaces per dwelling consistent with residential use. Landscape planting has been provided as a screening and softening device. Communal open space and planting areas will be converted to courtyards space if ever needed.</p> <p>Each dwelling has a large kitchen space sufficient for the occupants.</p>	YES
<p>3.3 Streetscape and Building Siting FRONT SETBACKS - Single storey - 6m</p> <p>- Upper storey - 8m The upper floor of 2 storey development can be setback 6 metres if it occupies less than 30% of the width of the building and the front elevation is articulated or stepped or provided with a projecting balcony or awning at upper floor level</p> <p>SIDE AND AREAR SETBACKS -1m residential accommodation</p>	<p>Minimum 6m achieved to ground level</p> <p>The first floor is generally setback 8m minimum with three very minor point encroachments to 6m. These areas are noted on the first floor plans and as required occupy 30% or less of the building width individually and as a whole. Additionally the built form is well articulated presenting will variations in form and materials to the streetscape. Balconies are provided at first floor level adjacent to each point of encroachment.</p> <p>No setback is noted for tourist accommodation however 3m has been adopted and achieved in relation to the rear (western) setback. To the south the build form is well broken up and spaced apart with a minimum point setback of 1.5m increasing to 2.95m</p>	<p>YES</p> <p>YES</p> <p>YES</p>
<p>3.4 Building Heights - LEP - 3.5m and 45° envelope</p>	<p>The maximum LEP building height of 9m is complied with, a height of between 3.5m – 6.8m being proposed.</p> <p>The envelope control has also been complied with (refer drawings)</p>	<p>YES</p> <p>YES</p>
3.5 Site Coverage and Unbuilt Upon Areas	<p>No requirement has been noted for tourist accommodation however 40% multi dwelling criteria have has been adopted and achieved:</p> <p>Site cover = $637.17/1782.7 = 36\%$</p> <p>Open Space = $823/1782.7 = 46.7\%$</p>	<p>YES</p> <p>YES</p>

Lots 21 & 22 Jagungal Close Jindabyne

3.6 Private Outdoor Area	As tourist and visitor accommodation there is no particular requirement nominated in the DCP. Each unit of accommodation has a first floor terrace ranging in size from 11m ² – 17m ² in compliance with the control (c) 10m ² minimum. All ground level outdoor areas are proposed as common areas. All terraces have a northern orientation to receive complying levels of solar access.	YES
3.7 Building Form and Character	<p>The proposed development has been designed with a contextual mountain character and is well articulated. A mix of building material and finishes has been proposed including :</p> <ul style="list-style-type: none"> ➤ <i>Corrugated steel cladding with 'Colorbond' finish as nominated; Placed horizontally and vertically in situ ;</i> ➤ <i>Hardies 'Scyon' comp. cement. 'Stria' sheeting;</i> ➤ <i>local granite ledgerwall applied to exposed slab edges (insulated) and subfloor fender walls;</i> ➤ <i>Framed hoods and flared panels to selected windows, Colorbond finish as selected;</i> <p>The materials conform to those nominated in the DCP and will achieve the identity and vision for Highview Estate.</p>	YES
3.8 Views, Visual and Acoustic Privacy	The proposed development will have no impact on views and has been designed and oriented so as to no cause any potential overlooking of adjacent allotments. Window placement at first floor level has been carefully considered. The development has been orientated to take account of a northern aspect and does not exhibit any characteristics that will cause any undue noise output to neighbours. Good management will also ensure this situation endures.	YES
3.9 Solar Access	The development has been orientated to take account of a northern aspect with first floor living areas and associated terraces all receiving complying levels of solar access at the Winter Solstice and Equinoxes.	YES
3.10 Landscape design	A category 2 landscape plan has been prepared and accompanies the drawing set. Appropriate species from the recommended list have been incorporated.	YES
3.11 Fencing and Retaining Walls	No fencing or retaining walls have been proposed.	YES

Lots 21 & 22 Jagungal Close Jindabyne

3.12 Car Parking and Vehicle Access	Car parking has been provided at the rate specified in Chapter C3. Driveways have been designed with minimum functional width and offset to prevent gun barrel views. Adequate manoeuvring areas have been provided. Landscaping will soften the proposed driveways and screen parking facilities.	
3.13 Erosion and Sediment Control	An erosion and sedimentation control plan has been prepared and accompanies the drawing set.	YES
3.14 Cut and Fill	Cut and fill has been minimised with a maximum of 1.4m at a point	YES
3.15 Security, Site Facilities and Services	All accommodation units have a view over the street and/or common driveways in the development allowing surveillance. Individual provision for waste storage and recycling is proposed adjacent to garage and parking spaces as indicated on the site plan. Service metering, telecommunication devices etc are acknowledged.	YES

It is apparent that the proposal achieves compliance with the objectives and provisions of the Chapter F7 of the DCP.

5.6 S.4.15 Considerations

S.4.15 (1)(b) and (c) require assessment of:

(b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality;

The Following comments are made in relation to salient aspects of the proposal:

(i) Building Design

- *the proposed scale is sympathetic with the context, well-articulated and represents a good fit into the locality in relation to scale and form and will achieve the Highview Estate design objectives;*
- *the proposed development is interesting in its form and presentation utilising varied materials finishes and textures and will result in a visually interesting built form;*
- *no adverse privacy or acoustic impacts are likely to arise;*

(ii) Sunlight Privacy and Views

- **Sunlight & privacy**

The impact on adjoining development with regard to these issues is not significant given the building to building relationships, setbacks and low building height.

Lots 21 & 22 Jagungal Close Jindabyne

- **View Impact**

No issue of view impact arise in relation to the proposal.

(iii) Site Cover, Open Space and Landscaping

The objectives, performance criteria and minimum standards in the DCP have been far exceeded in the design of the scheme and an appropriate result achieved.

(i) Parking & Access

Appropriate car parking facilities have been provided in accordance with the DCP.

(c) the suitability of the site for the development;

In response to these considerations it is concluded the proposal is appropriate and find as follows:

- *The form of the proposed development is well articulated and appropriate in the local environment with materials details and finishes that are suited to the context. The proposal conforms to the design outcomes for Highview Estate in Chapter F7 of the DCP. The site is zoned for and suitable for the proposed purpose;*
- *The proposal achieves the objectives and/or controls of the provisions of the Snowy River LEP 2013;*
- *The proposed development achieves the intentions, objectives and controls of the Snowy River Shire DCP with specific reference to Chapters E and F7 ;*
- *The proposal represents a development that will fit into the existing and likely future context and will present sympathetically in the streetscape;*

It is thus concluded that the site is suitable for the proposed development.

Lots 21 & 22 Jagungal Close Jindabyne

6.0 Conclusion

It is concluded that the proposed development of the subject site No. 4-6 Lots 21 & 22 Jagungal Close Jindabyne for an eight (8) unit serviced apartment development is appropriate as considered pursuant to the matters for consideration of S.4.15 of the EP&A Act 1979.

The development will result in the contextual and appropriate development of the site to produce tourist and visitor accommodation in conformity with the objectives and or controls of Council's planning regime.

The resultant dwelling will contribute in an appropriate manner to the desired future character of the Highview Estate locality and neighbourhood.

The proposal is supported and recommended for approval.

C.F.Blyth MPIA CPP Director

Plansight Pty Ltd

Docs/21&22JagungalSEEV1

Lots 21 & 22 Jagungal Close Jindabyne

ANNEXURE 1

This page left intentionally blank.

External views of proposal showing colours & materials.



Windyspray® Colorbond steel deck roofing
 Local granite ledgerstone facing larder wall
 Local granite ledgerstone facing larder wall
 Surfmetal® steel corr. wall claddings



Accessible apartment

DRAWING No.	DESCRIPTION	REV	ISSUED	PUBLISHED
	Title Sheet		<input type="checkbox"/>	<input checked="" type="checkbox"/>
DA.1	Streetscape Views		<input type="checkbox"/>	<input checked="" type="checkbox"/>
DA.2	Site Analysis		<input type="checkbox"/>	<input checked="" type="checkbox"/>
DA.3	Ground Floor Site Plan		<input type="checkbox"/>	<input checked="" type="checkbox"/>
DA.4	First Floor Site Plan		<input type="checkbox"/>	<input checked="" type="checkbox"/>
DA.5	Site Elevations		<input type="checkbox"/>	<input checked="" type="checkbox"/>
DA.6	Sectional Elevations		<input type="checkbox"/>	<input checked="" type="checkbox"/>
DA.7	Open Space & Roof Areas		<input type="checkbox"/>	<input checked="" type="checkbox"/>
DA.8	Concept Landscaping Plan		<input type="checkbox"/>	<input checked="" type="checkbox"/>
DA.9	Concept Stormwater Mgmt. Plan		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
DA.10	June & Dec. 21 Shade Diagrams		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
DA.11	Draft Subdivision Plan		<input type="checkbox"/>	<input checked="" type="checkbox"/>
DA.12	Windows & Ext. Doors Schedule		<input type="checkbox"/>	<input checked="" type="checkbox"/>
DA.13	Neighbour Notification		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

5.1
 0002737840
 Manual Basin
 VIC/DOAV12/1462
 11 May 2018

Jagungal Close
 Jindabyne, NSW
 2627

DA Issue

Drawing Title:

Title Sheet

Owner:

ASY Family Trust
 P O Box 628 Forestville
 NSW 2087

Site: **Lot. 21 & Lot. 22 Jagungal Close, Highview Estate.**
 (Stage 5B)
 Proposed Serviced Apartments
 (5 x 2 Bedroom and 3 x 3 Bedroom.)
Jindabyne NSW

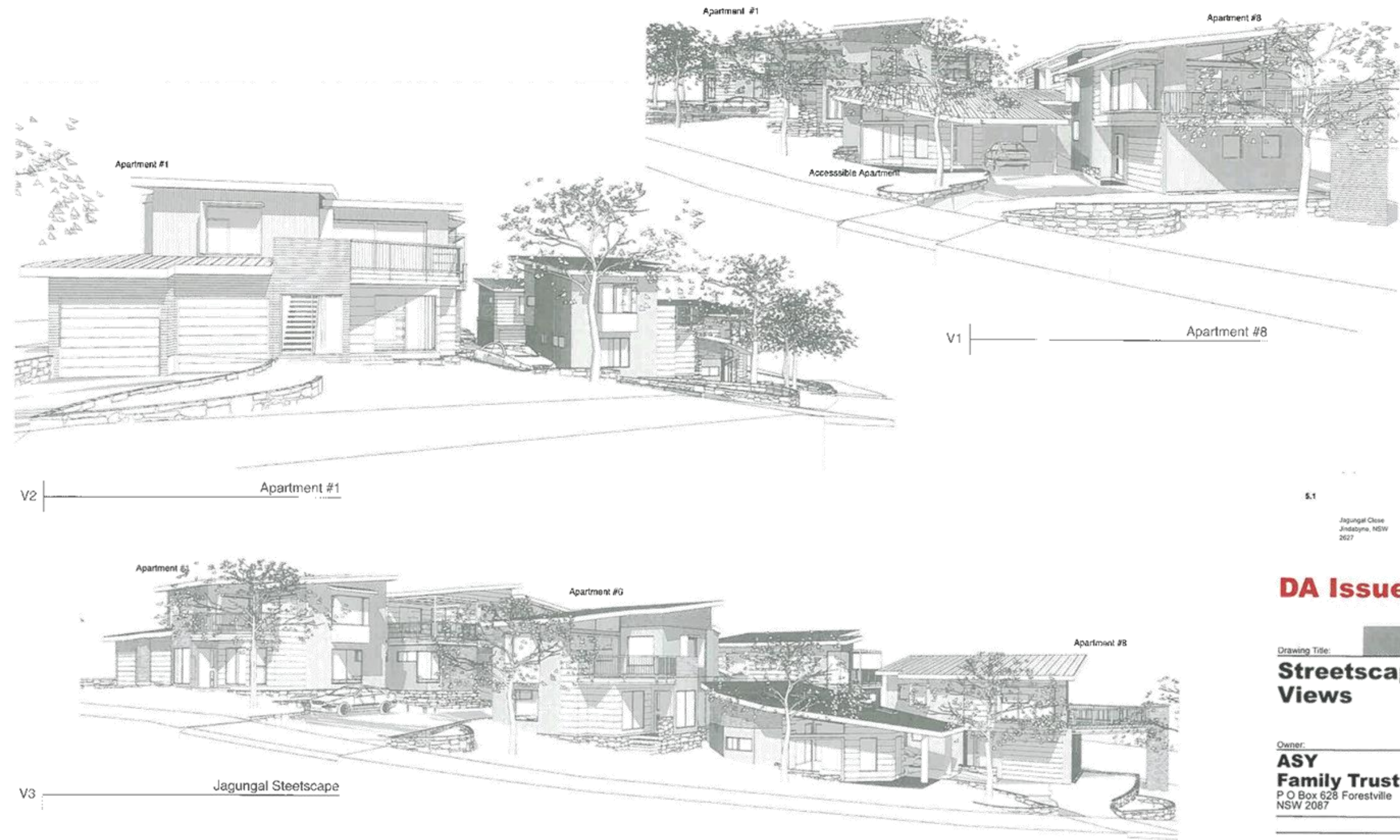
Issue:
29/5/18

Office: 4 McKean Circuit, Jindabyne NSW 2627
 M: 0412 021 079

Architect: Jefferson M. Robinson NSWARB#5526 A+RAIA
www.jeffrobinsonarchitect.com.au



File Ref.: JAGUNGALHOUSING_4.pln



9002737840
 Manual Basn
 VIC/BDAY12/1462
 11 May 2018

5.1
 Jagungal Close
 Jindabyne, NSW
 2627

DA Issue

Drawing Title:

Streetscape Views

Owner:

ASY Family Trust
 P O Box 628 Forestville
 NSW 2087

DA.1

Issue:
29/5/18

Site: **Lot. 21 & Lot. 22 Jagungal Close, Highview Estate.**
 (Stage 5B)

Proposed Serviced Apartments
 (5 x 2 Bedroom and 3 x 3 Bedroom.)

Jindabyne NSW
 File Ref.: JAGUNGALHOUSING_4.pln



SITE ANALYSIS - SUMMARY:

The Lots that comprise this development have a landfall from south in generally a northerly direction; (see plan)
 The amount of fall on the site has allowed for the siting of the proposed apartments to gain maximum benefit as far as solar access and shared outlooks to the north & north east through to the south east;

The combined lots enable the open siting of structures to be placed in context with the existing contour of the site with entry points located to traverse the land across the contour. This has minimised any impact and enabled an appropriate response to siting of the buildings in context with the DCP.
 DCP F7 1.3 - encourage a mixture of housing types and densities.

The design streetscape presentation is considerate of maintaining the DCP objectives in regards to urban scope and contextual building presentation at the alignment street frontages and within the site. DCP F7 1.4 - Provide attractive streetscapes which reinforce the function of the street and enhance the amenity of the natural and built environment.

As the floor plans demonstrate the apartments are located on the site so that each apartment is achieving a grouping of freestanding structures in a predominantly two storey format. Each apartment has an unobstructed outlook in a northerly direction. Each apartment has been placed on site to provide maximum benefit of its siting and maintain its individual privacy between the structures.

This provides living area spaces with the benefit of adjacent outdoor terrace areas at first floor for apartments #1- 6 and 8, and for apartment #7 living area located at ground floor in accordance with the DCP standards; The objectives of these DCP requirements have been satisfied with the maximum solar benefit for the winter months achieved.

DCP F7 3.1 - Suitably located and useable private outdoor area: - And, Views from the site are optimised for both the development and neighbours.

The single storey dwelling is intended to provide an accessible dwelling in accordance with State requirements. It has an accessible open space located at ground floor immediately adjacent to its main living areas. The DCP provides for open space located forward of the street alignment and hence this development does not seek any variation to this objective.

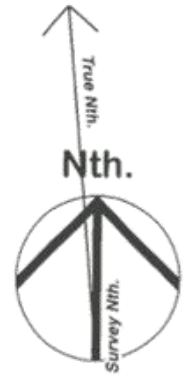
0003731840
 Manual Basin
 VIC/BDAY/12/1452
 11 May 2018

Jagungal Close
 Jindabyne NSW
 2627

DA Issue

Drawing Title:
Site Analysis

Owner:
ASY Family Trust
 P O Box 628 Forestville
 NSW 2087



Site: **Lot. 21 & Lot. 22**
Jagungal Close, Highview Estate.
 (Stage 5B)

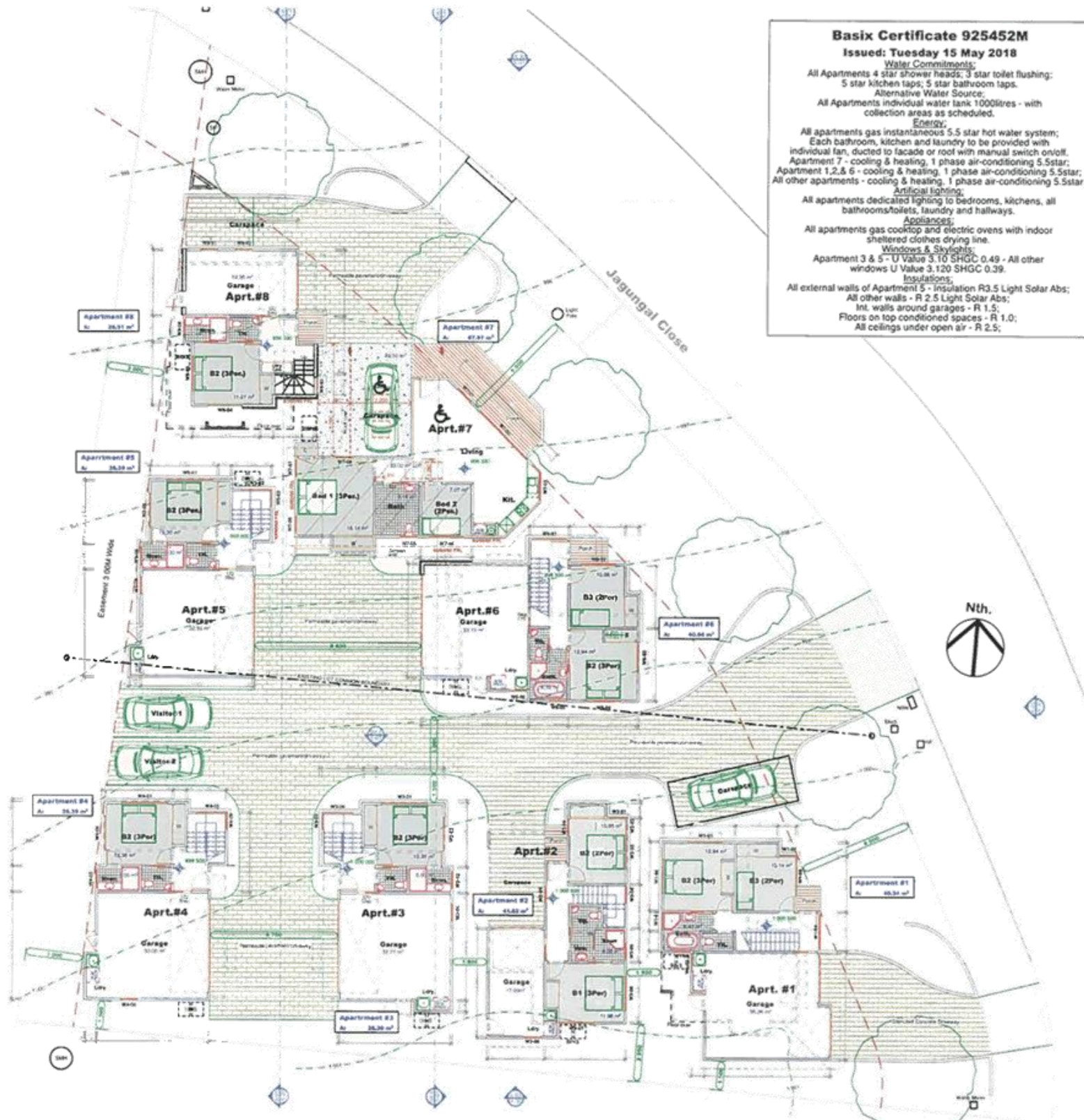
Proposed Serviced Apartments
 (5 x 2 Bedroom and 3 x 3 Bedroom.)

Jindabyne NSW

DA.2

Issue:
29/5/18

File Ref.: JAGUNGALHOUSING_4.ph



Basix Certificate 925452M
Issued: Tuesday 15 May 2018
Water Commitments:
 All Apartments 4 star shower heads; 3 star toilet flushing;
 5 star kitchen taps; 5 star bathroom taps.
Alternative Water Source:
 All Apartments individual water tank 1000litres - with
 collection areas as scheduled.
Energy:
 All apartments gas instantaneous 5.5 star hot water system;
 Each bathroom, kitchen and laundry to be provided with
 individual fan, ducted to facade or roof with manual switch on/off.
 Apartment 7 - cooling & heating, 1 phase air-conditioning 5.5star;
 Apartment 1,2,4,6 - cooling & heating, 1 phase air-conditioning 5.5star;
 All other apartments - cooling & heating, 1 phase air-conditioning 5.5star;
Artificial Lighting:
 All apartments dedicated lighting to bedrooms, kitchens, all
 bathrooms/toilets, laundry and hallways.
Appliances:
 All apartments gas cooktop and electric ovens with indoor
 sheltered clothes drying line.
Windows & Skylights:
 Apartment 3 & 5 - U Value 3.10 SHGC 0.49 - All other
 windows U Value 3.120 SHGC 0.39.
Insulations:
 All external walls of Apartment 5 - Insulation R3.5 Light Solar Abs;
 All other walls - R 2.5 Light Solar Abs;
 Int. walls around garages - R 1.5;
 Floors on top conditioned spaces - R 1.0;
 All ceilings under open air - R 2.5;

Apartmt. No.	Garage Area	Ground Floor Area	First Floor Area	Floor Space Ratio Total	Open Space Deck Area	Site Coverage	Total Floor Area of Apartments.
1	33.65	40.34	53.82	94.16	16	89.88	127.81
2	17	41.62	55.12	96.74	13	81.04	113.74
3	32.77	26.39	54.43	80.82	11	69.24	113.59
4	33.06	26.39	54.43	80.82	11	69.24	113.88
5	32.59	26.39	54.43	80.82	11	69.24	113.41
6	33.1	40.66	52.74	93.4	17	87.17	126.5
7	18.88	66.07	33.02	99.09		90.52	117.97
8	19.36	26.46	60.6	87.06	16	80.84	106.42
Totals	220.41	294.32	418.59	712.91	95	637.17	933.32
/sq.m \$	\$ 1 550.00			\$ 1 500.00	\$ 960.00		\$ 1 501 260.00
	\$347 635.50			\$ 1 069 365.00	\$ 90 250.00		\$ 1 501 260.00

(Note: Building cost estimates are approximate and exclude GST)
 Floor space ratio allowed by Council = 50% of Site Area
 Currently = 712.91 Sqm = 40%
 Combined Site Area for Lots 21 & 22 = 1 762.70 Sqm.
 Site Cover = 637.17 = 36% of Site Area (1 762.70)

Certificate No: 0002731840
 Assessor Name: Manuel Basri
 Accreditation No: VIC0404112/1462
 Certificate Date: 11 May 2018
 Drawing Address: Jagungal Close Jindabyne NSW 2627

 www.toblers.gov.au

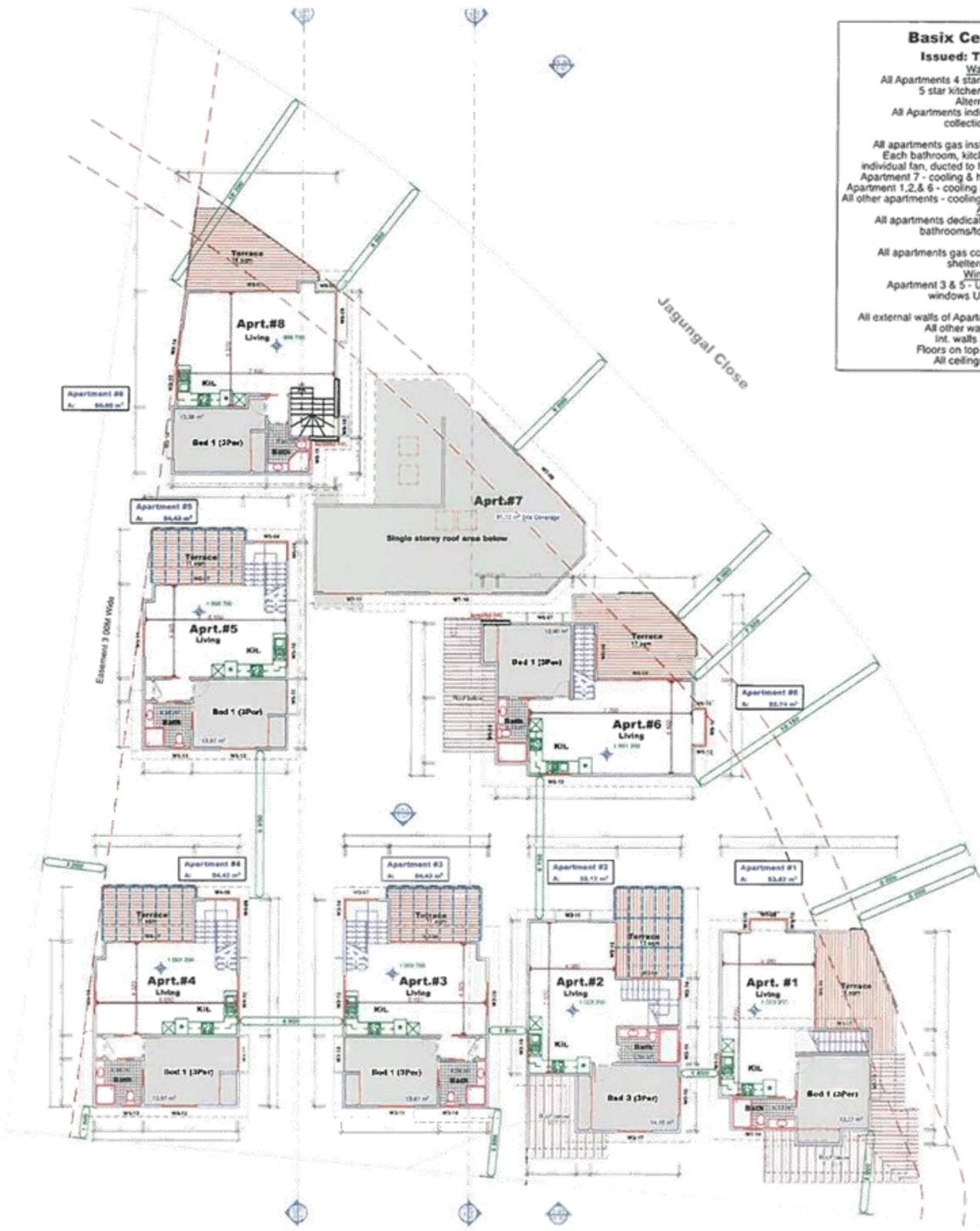
DA Issue

Drawing Title:
Ground Floor Site Plan

Owner:
ASY Family Trust
 P O Box 628 Forestville NSW 2087

22/05/18 - Pavement & roof amend at Easement:
 Proposed Serviced Apartments (5 x 2 Bedroom and 3 x 3 Bedroom.)
DA.3a
 Issue:
6/8/18
 File Ref: JAGUNGALHOUSING_4.ph

Site: **Lot. 21 & Lot. 22 Jagungal Close, Highview Estate. (Stage 5B)**



Basix Certificate 925452M
Issued: Tuesday 15 May 2018

Water Commitments:
 All Apartments 4 star shower heads; 3 star toilet flushing;
 5 star kitchen taps; 5 star bathroom taps.
Alternative Water Source:
 All Apartments individual water tank 1000litres - with collection areas as scheduled.

Energy:
 All apartments gas instantaneous 5.5 star hot water system;
 Each bathroom, kitchen and laundry to be provided with individual fan, ducted to facade or roof with manual switch on/off.
 Apartment 7 - cooling & heating, 1 phase air-conditioning 5.5star;
 Apartment 1,2, & 6 - cooling & heating, 1 phase air-conditioning 5.5star;
 All other apartments - cooling & heating, 1 phase air-conditioning 5.5star.

Artificial lighting:
 All apartments dedicated lighting to bedrooms, kitchens, all bathrooms/toilets, laundry and hallways.

Appliances:
 All apartments gas cooktop and electric ovens with indoor sheltered clothes drying line.

Windows & Skylights:
 Apartment 3 & 5 - U Value 3.10 SHGC 0.49 - All other windows U Value 3.120 SHGC 0.39.

Insulations:
 All external walls of Apartment 5 - Insulation R3.5 Light Solar Abs;
 All other walls - R 2.5 Light Solar Abs;
 Int. walls around garages - R 1.5;
 Floors on top conditioned spaces - R 1.0;
 All ceilings under open air - R 2.5.

Aptmnt. No.	Garage Area	Ground Floor Area	First Floor Area	Floor Space Ratio Total	Open Space Deck Area	Site Coverage	Total Floor Area of Apartments
1	33.65	40.34	53.82	94.16	16	89.88	127.81
2	17	41.62	55.12	96.74	13	81.04	113.74
3	32.77	26.39	54.43	80.82	11	69.24	113.59
4	33.06	26.39	54.43	80.82	11	69.24	113.88
5	32.59	26.39	54.43	80.82	11	69.24	113.41
6	33.1	40.66	52.74	93.4	17	87.17	126.5
7	18.88	66.07	33.02	99.09		90.52	117.97
8	19.35	26.46	60.6	87.06	16	80.84	106.42
Totals	220.41	294.32	418.59	712.91	95	637.17	933.32
/Sq M \$	\$ 1 550.00			\$ 1 500.00	\$ 950.00		
	\$341 635.50			\$ 1 069 365.00	\$ 90 250.00		\$1 001 260.00

(Note: Building cost estimates are approximate and exclude GST)
 Floor space ratio allowed by Council = 50% of Site Area
 Currently = 712.91 Sqm = 40%
 Combined Site Area for Lots 21 & 22 = 1 762.70 Sqm.
 Site Cover = 637.17 = 36% of Site Area (1 762.70)

Certificate no: 0002737840
 Assessor Name: Manuel Basri
 Accreditation no: VIC/DAW12/1462
 Certificate date: 11 May 2018
 Dwelling Address: Jagungal Close, Jindabyne, NSW 2627


DA Issue

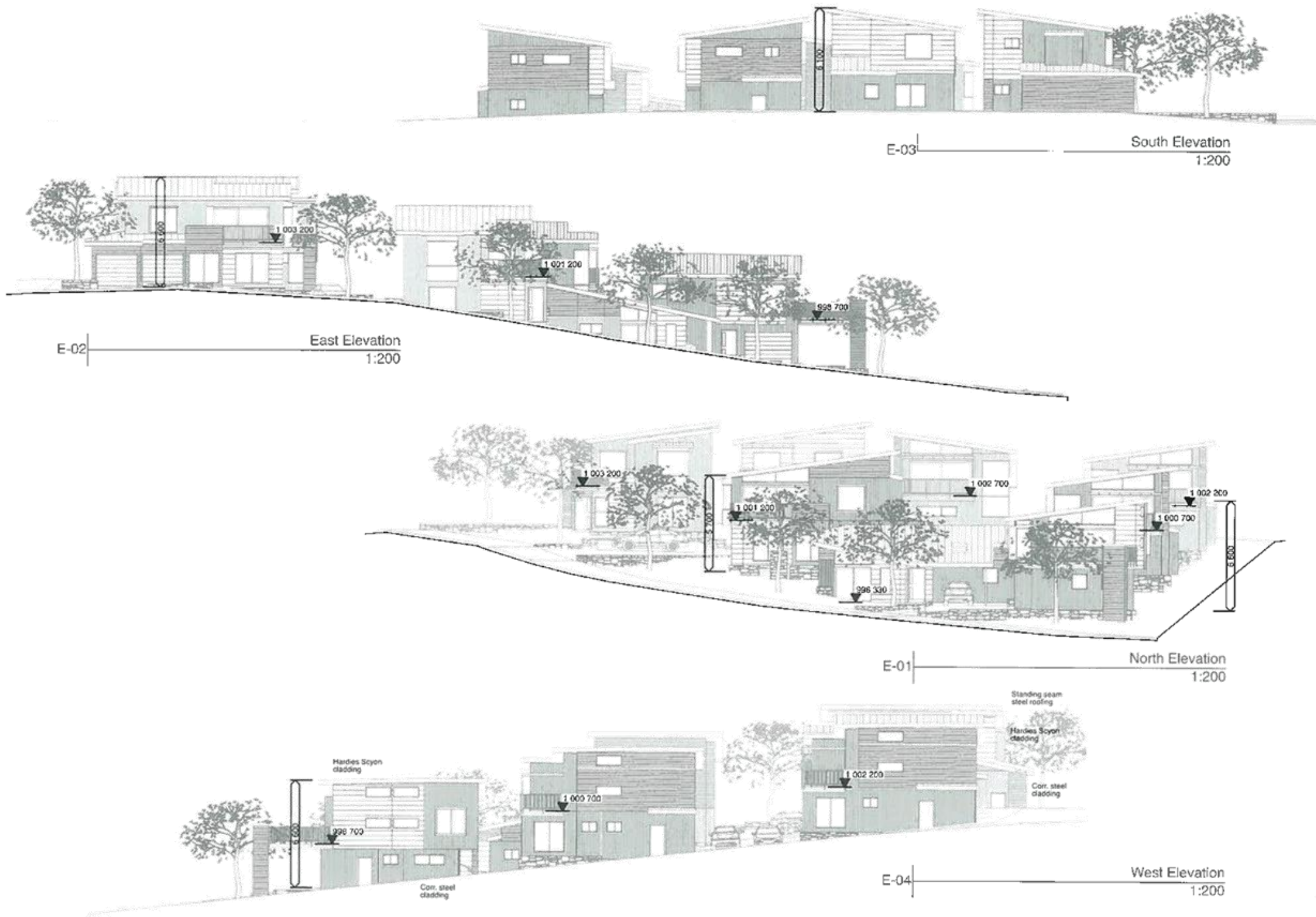
Drawing Title:
First Floor Site Plan

Owner:
ASY Family Trust
 P O Box 628 Forestville
 NSW 2087

Site: **Lot. 21 & Lot. 22 Jagungal Close, Highview Estate.**
 (Stage 5B)

Proposed Serviced Apartments
 (5 x 2 Bedroom and 3 x 3 Bedroom.)

DA.4a
Issue: 6/8/18




 Certificate no. 930237940
 Assessor Name: Manuel Baskin
 Accreditation no. VIC/DAV/121462
 Certificate date: 11 May 2018
 Drawing Address: Jagungal Close Jindabyne, NSW 2627
 www.nwh.com.au

DA Issue

Drawing Title:

Site Elevations

Owner:
ASY Family Trust
 P O Box 628 Forestville NSW 2087

22/05/18 - Pavement & roof amend of Easement:

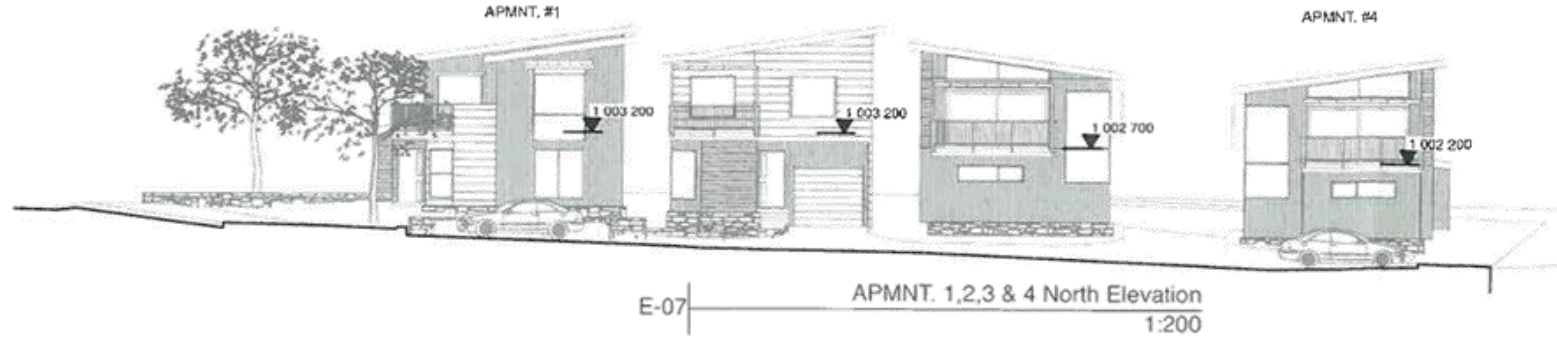
DA.5a

Issue:
6/8/18

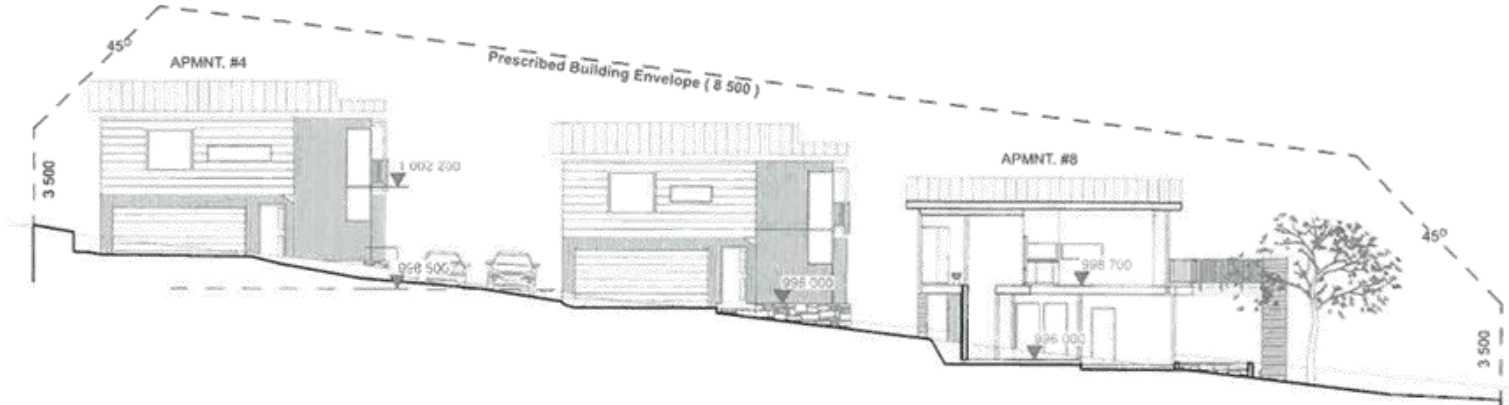
Site: **Lot. 21 & Lot. 22 Jagungal Close, Highview Estate.**
 (Stage 5B)

Proposed Serviced Apartments
 (5 x 2 Bedroom and 3 x 3 Bedroom.)

Jindabyne NSW
 File Ref.: JAGUNGALHOUSING_4.pln



E-07 | APMNT. 1,2,3 & 4 North Elevation
1:200



S-01 | APMNT. #4, 5 & 8 East Elevation
1:200

Basix Certificate 925452M
Issued: Tuesday 15 May 2018

Water Commitments:
 All Apartments 4 star shower heads; 3 star toilet flushing;
 5 star kitchen taps; 5 star bathroom taps.
Alternative Water Source:
 All Apartments individual water tank 1000litres - with
 collection areas as scheduled.

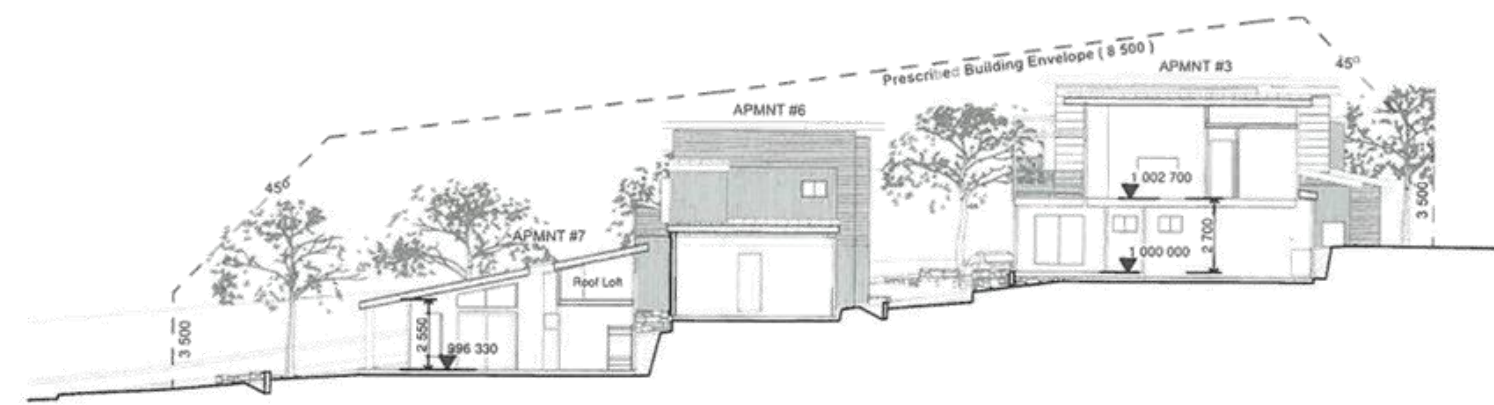
Energy:
 All apartments gas instantaneous 5.5 star hot water system;
 Each bathroom, kitchen and laundry to be provided with
 individual fan, ducted to facade or roof with manual switch on/off.
 Apartment 7 - cooling & heating, 1 phase air-conditioning 5.5star;
 Apartment 1,2,& 6 - cooling & heating, 1 phase air-conditioning 5.5star;
 All other apartments - cooling & heating, 1 phase air-conditioning 5.5star;

Artificial Lighting:
 All apartments dedicated lighting to bedrooms, kitchens, all
 bathrooms/toilets, laundry and hallways.

Appliances:
 All apartments gas cooktop and electric ovens with indoor
 sheltered clothes drying line.

Windows & Skylights:
 Apartment 3 & 5 - U Value 3.10 SHGC 0.49 - All other
 windows U Value 3.120 SHGC 0.39.

Insulations:
 All external walls of Apartment 5 - Insulation R3.5 Light Solar Abs;
 All other walls - R 2.5 Light Solar Abs;
 Int. walls around garages - R 1.5;
 Floors on top conditioned spaces - R 1.0;
 All ceilings under open air - R 2.5;



S-03 | APMNT. #7, 6 & 3 West Sectional View
1:200

5.1
 Jagungal Close
 Jindabyne, NSW
 2627

DA Issue

Drawing Title:
Sectional Elevations

Owner:
ASY Family Trust
 P O Box 628 Forestville
 NSW 2087

Site: **Lot. 21 & Lot. 22 Jagungal Close, Highview Estate.**
 (Stage 5B)
 Proposed Serviced Apartments
 (5 x 2 Bedroom and 3 x 3 Bedroom.)

DA.6

Issue:
 29/5/18

Jindabyne NSW
 File Ref : JAGUNGALHOUSING_4.pln



1.00 m² - Defines roof area
 0.25 m² - Open Space Site Area
 Open Space = 46.7% of 1 762.7m² Site Area.

5.1
 NATIONAL HOUSE
 www.nh.com.au
 Certificate no: 000737640
 Assessor Name: Manuel Bassi
 Accreditation no: VIC/BDAN12/1462
 Certificate date: 11 May 2018
 Drawing Address: Jagungal Close Jindabyne NSW 2627
 www.nh.com.au

DA Issue

Drawing Title:

Open Space & Roof Areas

Owner:
ASY Family Trust
 P O Box 628 Forestville NSW 2087

22/05/18 - Proposed & roof amend at Easement

DA.7a
 Issue:
22/6/18

Site: **Lot. 21 & Lot. 22 Jagungal Close, Highview Estate.**
 (Stage 5B)
 Proposed Serviced Apartments (5 x 2 Bedroom and 3 x 3 Bedroom.)

Jindabyne NSW
 File Ref: JAGUNGALHOUSING_4.pln

WINDOW SCHEDULE																				
ITEM ID	W1-01	W1-02	W1-03	W1-04	W1-05	W1-06	W1-07	W1-08	W1-09	W1-10	W1-11	W1-12	W1-13	W1-14	W1-15	W1-16	W2-01	W2-02	W2-03	
W x H	1 800x1 900	864x1 900	2 025x1 900	1 800x1 800	900x900	900x600	900x600	1 900x900	1 827x1 500	551x1 500	3 783x2 110	1 625x1 500	1 525x1 300	900x600	1 515x600	551x1 500	900x1 800	900x1 800	1 800x600	1 800x600
ELEVATION																				
Glass area	3.24	1.55	3.66	3.24	0.81	0.54	0.54	1.08	2.74	0.83	7.98	2.44	2.44	0.54	0.91	0.93	1.62	1.62	0.54	0.54

WINDOW SCHEDULE																				
ITEM ID	W2-04	W2-05	W2-06	W2-07	W2-08	W2-09	W2-10	W2-11	W2-12	W2-13	W2-14	W2-15	W2-16	W2-17	W2-18	W3-01	W3-02	W3-03	W3-04	
W x H	900x1 237	900x600	1 800x600	1 800x1 355	900x900	900x1 500	900x1 800	1 625x1 500	2 484x2 110	1 625x1 500	900x7 580	900x600	1 800x600	1 625x1 500	1 515x600	2 395x600	1 800x1 900	900x600	900x600	900x600
ELEVATION																				
Glass area	1.11	0.54	1.08	2.44	0.81	1.35	1.62	2.44	5.34	2.44	1.68	0.54	1.08	2.44	0.91	1.44	3.24	0.54	0.54	0.54

WINDOW SCHEDULE																				
ITEM ID	W3-05	W3-06	W3-07	W3-08	W3-09	W3-10	W3-11	W3-12	W3-13	W3-14	W3-15	W4-01	W4-02	W4-03	W4-04	W4-05	W4-06	W4-07	W4-08	
W x H	900x1 290	1 615x1 290	1 615x2 110	3 783x2 110	1 526x600	900x600	1 625x600	1 625x1 500	2 317x600	900x2 110	3 783x500	2 395x600	1 615x1 290	900x1 290	900x600	900x600	1 800x1 900	900x600	1 800x1 900	3 783x2 110
ELEVATION																				
Glass area	1.13	2.04	3.41	7.98	0.92	0.54	0.97	2.44	1.39	1.50	2.68	1.44	2.04	1.13	0.54	0.54	3.24	0.54	0.54	7.98

WINDOW SCHEDULE																			
ITEM ID	W4-09	W4-10	W4-11	W4-12	W4-13	W4-14	W4-15	W4-16	W4-17	W4-18	W5-01	W5-02	W5-03	W5-04	W5-05	W5-06	W5-07	W5-08	W5-09
W x H	1 615x2 110	900x2 110	2 312x600	1 625x1 500	1 625x600	900x600	1 526x600	3 783x978	1 526x600	2 395x600	1 615x1 290	900x1 290	900x600	900x600	1 500x1 500	3 783x2 110	1 615x2 110	900x600	900x600
ELEVATION																			
Glass area	3.41	1.90	1.39	2.44	0.97	0.54	0.92	2.89	0.92	1.44	2.04	1.13	0.54	0.54	3.24	7.98	3.41	0.54	0.54

WINDOW SCHEDULE																			
ITEM ID	W5-10	W5-11	W5-12	W5-13	W5-14	W5-15	W5-16	W5-17	W5-18	W5-19	W5-20	W5-21	W5-22	W5-23	W5-24	W5-25	W5-26	W5-27	W5-28
W x H	1 525x600	1 625x1 500	1 625x600	900x600	1 625x600	3 783x978	1 526x600	1 800x1 800	1 800x1 800	1 625x1 500	1 800x600	900x600	900x600	900x600	1 625x1 500	1 625x1 500	4 000x2 110	551x1 500	1 827x1 500
ELEVATION																			
Glass area	0.92	2.44	0.97	0.54	0.92	2.89	0.92	3.24	3.24	2.44	1.08	0.54	0.54	2.44	2.44	8.44	0.54	0.54	2.74

WINDOW SCHEDULE																			
ITEM ID	W5-29	W5-30	W5-31	W5-32	W5-33	W5-34	W5-35	W5-36	W5-37	W5-38	W5-39	W5-40	W5-41	W5-42	W5-43	W5-44	W5-45	W5-46	W5-47
W x H	557x1 500	1 526x600	4 000x922	900x600	900x1 605	3 125x2 110	1 384x600	1 800x900	900x900	900x600	900x600	900x600	900x600	3 125x922	2 947x600	2 947x600	900x900	900x900	900x1 022
ELEVATION																			
Glass area	0.83	0.92	2.55	0.54	1.45	6.62	0.83	1.08	0.54	0.54	0.54	0.54	0.54	2.60	1.77	1.77	0.81	0.81	0.93

WINDOW SCHEDULE												
ITEM ID	W5-48	W5-49	W5-50	W5-51	W5-52	W5-53	W5-54	W5-55	W5-56	W5-57	W5-58	W5-59
W x H	1 800x600	1 800x600	900x900	4 000x2 110	883x1 800	2 418x1 000	900x1 140	900x900	1 800x1 500	1 526x600	1 526x600	1 526x600
ELEVATION												
Glass area	1.44	1.08	0.54	8.44	1.59	4.35	1.00	0.81	2.70	0.92	1.08	0.92

9002737840
 Manuel Basin
 VIC/BOA/12/1462
 11 May 2018

5.1
 Jagungal Close
 Jindabyne, NSW
 2627

DA Issue

Drawing Title:
Windows & Ext. Doors Schedule

Owner:
ASY Family Trust
 P O Box 628 Forestville
 NSW 2087

Site: **Lot. 21 & Lot. 22 Jagungal Close, Highview Estate.**
 (Stage 5B)
 Proposed Serviced Apartments (5 x 2 Bedroom and 3 x 3 Bedroom.)
Jindabyne NSW
 File Ref.: JAGUNGALHOUSING_4.ph

DA.12
 Issue:
29/5/18



LEGEND
 PROPOSED

- STORMWATER MAN
- STORMWATER GRATED TRENCH DRAIN
- STORMWATER GRATED PIT
- STORMWATER INFILTRATION TANK
- STRUCTURE NUMBER
- SPOT LEVEL
- EXISTING MAJOR CONTOUR (10m INTERVAL)

DESIGN SUMMARY
 TOTAL SITE AREA ON LOT 21 DP1227047 = 610m²
 TOTAL PRE DEVELOPMENT IMPERVIOUS ROOF AREA = 6m²
 TOTAL POST DEVELOPMENT IMPERVIOUS ROOF AREA DRAINED TO TIE = 482m²
 INFILTRATION TANK DESIGN ON HIGHVIEW ESTATE, JINDABYNE REPORT NWS0042
 SUBCATCHMENT ID = 87m²/100m²
 482m²/100m² = 4.82m² x 3.37m²

TOTAL SITE AREA ON LOT 22 DP1227047 = 850m²
 TOTAL PRE DEVELOPMENT IMPERVIOUS ROOF AREA = 6m²
 TOTAL POST DEVELOPMENT IMPERVIOUS ROOF AREA DRAINED TO TIE = 755m²
 INFILTRATION TANK DESIGN ON HIGHVIEW ESTATE, JINDABYNE REPORT NWS0042
 SUBCATCHMENT ID = 87m²/100m²
 755m²/100m² = 7.55m² x 3.37m²

STORMWATER STRUCTURE TABLE

PIT NUMBER	COVER LEVEL	STRUCTURE
1-1	994.5	INFILTRATION TANK AS PER NWS0042
1-2	995.43	1000X900 GRATED PIT CLASS D L/D
1-3	995.00	1000X900 GRATED PIT CLASS D L/D
1-4	995.20	1000X900 GRATED PIT CLASS D L/D
2-1	995.10	GRATED TRENCH
2-1	995.20	INFILTRATION TANK AS PER NWS0042
2-2	995.11	1000X900 GRATED PIT CLASS D L/D
2-3	995.27	1000X900 GRATED PIT CLASS D L/D
2-4	999.64	1000X900 GRATED PIT CLASS D L/D
2-5	998.75	GRATED TRENCH
2-6	995.75	GRATED TRENCH
4-1	999.00	1000X900 GRATED PIT CLASS D L/D
5-1	1000.70	1000X900 GRATED PIT CLASS D L/D
6-1	998.43	1000X900 GRATED PIT CLASS D L/D

ARCHITECT TO SPECIFY INFILTRATION RATE OF PERMEABLE PAVING AND DRAIN TO APPROPRIATELY SIZED INFILTRATION TANK CONSTRUCTED AS PER NWS0042
 RAINWATER TANKS TO DRAIN TO ON-SITE GRATED PITS
 PERMEABLE PAVING AREAS TO BE DESIGNED TO AVOID DAMAGE FROM WET/DRYING GROUND ACTIONS TO FOUNDATIONS

REVISION	DESCRIPTION	ISSUED	VERD	APP'D	DATE	CLIENT	ARCHITECT	PROJECT	DRAWING TITLE	JOB NUMBER
1	PRELIMINARY	NG	NG	HP	23-10-2018		JEFF ROBINSON ARCHITECT	HIGHVIEW ESTATE JAGUNGAL CLOSE JINDABYNE	STORMWATER WORKS GENERAL ARRANGEMENT PLAN	CR182028
							CANBERRA Unit 3, 245 Snow Street, Ph: 02 6285 1822 Ph: (02) 6285 1822 Fax: (02) 6285 1863 Email: northrop@northrop.com.au ABN: 61 628 511 330			
							ALL SETOUT TO ARCHITECT'S DRAWINGS. DIMENSIONS TO BE VERIFIED WITH THE ARCHITECT AND ON SITE BEFORE MAKING SHOP DRAWINGS OR COMMENCING WORK. NORTHROP ACCEPTS NO RESPONSIBILITY FOR THE VERIFIABILITY, COMPLETENESS OR SCALE OF DRAWINGS TRANSMITTED ELECTRONICALLY.			
							DRAWING NOT TO BE USED FOR CONSTRUCTION UNLESS VERIFIED ON SITE AND SIGNED BY THE ARCHITECT.			
							THE COPYRIGHT OF THIS DRAWING REMAINS WITH NORTHROP CONSULTING ENGINEERS PTY LTD.			
							PLAN SCALE: 1:50 @ A1			
							DRAWING SHEET SIZE: A1			

NOT FOR CONSTRUCTION

This page left intentionally blank.

BASIX[®]Certificate

Building Sustainability Index www.basix.nsw.gov.au

Multi Dwelling

Certificate number: 925452M

This certificate confirms that the proposed development will meet the NSW government's requirements for sustainability, if it is built in accordance with the commitments set out below. Terms used in this certificate, or in the commitments, have the meaning given by the document entitled "BASIX Definitions" dated 06/10/2017 published by the Department. This document is available at www.basix.nsw.gov.au

Secretary

Date of issue: Tuesday, 15 May 2018

To be valid, this certificate must be lodged within 3 months of the date of issue.



Project summary		
Project name	EC 954 - Jagungal Close, Jindabyne NSW 2627	
Street address	Jagungal Close Jindabyne 2627	
Local Government Area	Snowy Monaro Regional Council	
Plan type and plan number	deposited 1227047	
Lot no.	21-22	
Section no.	-	
No. of residential flat buildings	0	
No. of units in residential flat buildings	0	
No. of multi-dwelling houses	8	
No. of single dwelling houses	0	
Project score		
Water	✓ 40	Target 40
Thermal Comfort	✓ Pass	Target Pass
Energy	✓ 41	Target 40

Certificate Prepared by
Name / Company Name: Eco Certificates Pty Ltd
ABN (if applicable): 166705488

Description of project

Project address

Project name	EC 954 - Jagungal Close, Jindabyne NSW 2627
Street address	Jagungal Close Jindabyne 2627
Local Government Area	Snowy Monaro Regional Council
Plan type and plan number	deposited 1227047
Lot no.	21-22
Section no.	-

Project type

No. of residential flat buildings	0
No. of units in residential flat buildings	0
No. of multi-dwelling houses	8
No. of single dwelling houses	0

Site details

Site area (m ²)	1762
Roof area (m ²)	637
Non-residential floor area (m ²)	0.0
Residential car spaces	18
Non-residential car spaces	0

Common area landscape

Common area lawn (m ²)	0.0
Common area garden (m ²)	0.0
Area of indigenous or low water use species (m ²)	0.0

Assessor details

Assessor number	BDAV/12/1462
Certificate number	0002737840
Climate zone	69

Project score

Water	✔ 40	Target 40
Thermal Comfort	✔ Pass	Target Pass
Energy	✔ 41	Target 40

Description of project

The tables below describe the dwellings and common areas within the project

Multi-dwelling houses

Dwelling no.	No. of bedrooms	Conditioned floor area (m ²)	Unconditioned floor area (m ²)	Area of garden & lawn (m ²)	Indigenous species (min area m ²)
1	3	80.3	10.8	0.0	0.0
5	2	69.4	7.6	0.0	0.0
Dwelling no.	No. of bedrooms	Conditioned floor area (m ²)	Unconditioned floor area (m ²)	Area of garden & lawn (m ²)	Indigenous species (min area m ²)
2	3	79.2	11.5	0.0	0.0
6	3	87.3	5.1	0.0	0.0
Dwelling no.	No. of bedrooms	Conditioned floor area (m ²)	Unconditioned floor area (m ²)	Area of garden & lawn (m ²)	Indigenous species (min area m ²)
3	3	70.3	5.5	0.0	0.0
7	2	60.0	6.5	0.0	0.0
Dwelling no.	No. of bedrooms	Conditioned floor area (m ²)	Unconditioned floor area (m ²)	Area of garden & lawn (m ²)	Indigenous species (min area m ²)
4	2	69.4	7.6	0.0	0.0
8	2	79.4	4.2	0.0	0.0

No common areas specified.

Schedule of BASIX commitments

1. Commitments for multi-dwelling houses

(a) Dwellings

- (i) Water
- (ii) Energy
- (iii) Thermal Comfort

2. Commitments for single dwelling houses

3. Commitments for common areas and central systems/facilities for the development (non-building specific)

- (i) Water
- (ii) Energy

Schedule of BASIX commitments

The commitments set out below regulate how the proposed development is to be carried out. It is a condition of any development consent granted, or complying development certificate issued, for the proposed development, that BASIX commitments be complied with.

1. Commitments for multi-dwelling houses

(a) Dwellings

(i) Water	Show on DA plans	Show on CC/CDC plans & specs	Certifier check
(a) The applicant must comply with the commitments listed below in carrying out the development of a dwelling listed in a table below.			
(b) The applicant must plant indigenous or low water use species of vegetation throughout the area of land specified for the dwelling in the "Indigenous species" column of the table below, as private landscaping for that dwelling. (This area of indigenous vegetation is to be contained within the "Area of garden and lawn" for the dwelling specified in the "Description of Project" table).	✓	✓	
(c) If a rating is specified in the table below for a fixture or appliance to be installed in the dwelling, the applicant must ensure that each such fixture and appliance meets the rating specified for it.		✓	✓
(d) The applicant must install an on demand hot water recirculation system which regulates all hot water use throughout the dwelling, where indicated for a dwelling in the "HW recirculation or diversion" column of the table below.		✓	✓
(e) The applicant must install:			
(aa) a hot water diversion system to all showers, kitchen sinks and all basins in the dwelling, where indicated for a dwelling in the "HW recirculation or diversion" column of the table below; and		✓	✓
(bb) a separate diversion tank (or tanks) connected to the hot water diversion systems of at least 100 litres. The applicant must connect the hot water diversion tank to all toilets in the dwelling.		✓	✓
(e) The applicant must not install a private swimming pool or spa for the dwelling, with a volume exceeding that specified for it in the table below.	✓	✓	
(f) If specified in the table, that pool or spa (or both) must have a pool cover or shading (or both).		✓	
(g) The pool or spa must be located as specified in the table.	✓	✓	
(h) The applicant must install, for the dwelling, each alternative water supply system, with the specified size, listed for that dwelling in the table below. Each system must be configured to collect run-off from the areas specified (excluding any area which supplies any other alternative water supply system), and to divert overflow as specified. Each system must be connected as specified.	✓	✓	✓

Dwelling no.	Fixtures					Appliances		Individual pool				Individual spa		
	All shower-heads	All toilet flushing systems	All kitchen taps	All bathroom taps	HW recirculation or diversion	All clothes washers	All dish-washers	Volume (max volume)	Pool cover	Pool location	Pool shaded	Volume (max volume)	Spa cover	Spa shaded
All dwellings	4 star (> 6 but <= 7.5 L/min)	3 star	5 star	5 star	no	-	-	-	-	-	-	-	-	-

Alternative water source								
Dwelling no.	Alternative water supply systems	Size	Configuration	Landscape connection	Toilet connection (s)	Laundry connection	Pool top-up	Spa top-up
1	individual water tank (no. 1)	Tank size (min) 1000.0 litres	To collect run-off from at least: 91.0 square metres of roof area;	yes	no	-	-	-
6	individual water tank (no. 1)	Tank size (min) 1000.0 litres	To collect run-off from at least: 77.0 square metres of roof area;	yes	no	-	-	-
7	individual water tank (no. 1)	Tank size (min) 1000.0 litres	To collect run-off from at least: 111.0 square metres of roof area;	yes	no	-	-	-
2, 8	individual water tank (no. 1)	Tank size (min) 1000.0 litres	To collect run-off from at least: 84.0 square metres of roof area;	yes	no	-	-	-
All other dwellings	individual water tank (no. 1)	Tank size (min) 1000.0 litres	To collect run-off from at least: 75.0 square metres of roof area;	yes	no	-	-	-

(ii) Energy	Show on DA plans	Show on CC/CDC plans & specs	Certifier check
(a) The applicant must comply with the commitments listed below in carrying out the development of a dwelling listed in a table below.			
(b) The applicant must install each hot water system specified for the dwelling in the table below, so that the dwelling's hot water is supplied by that system. If the table specifies a central hot water system for the dwelling, then the applicant must connect that central system to the dwelling, so that the dwelling's hot water is supplied by that central system.	✔	✔	✔

(ii) Energy	Show on DA plans	Show on CC/CDC plans & specs	Certifier check
(c) The applicant must install, in each bathroom, kitchen and laundry of the dwelling, the ventilation system specified for that room in the table below. Each such ventilation system must have the operation control specified for it in the table.		✓	✓
(d) The applicant must install the cooling and heating system/s specified for the dwelling under the "Living areas" and "Bedroom areas" headings of the "Cooling" and "Heating" columns in the table below, in/for at least 1 living/bedroom area of the dwelling. If no cooling or heating system is specified in the table for "Living areas" or "Bedroom areas", then no systems may be installed in any such areas. If the term "zoned" is specified beside an air conditioning system, then the system must provide for day/night zoning between living areas and bedrooms.		✓	✓
(e) This commitment applies to each room or area of the dwelling which is referred to in a heading to the "Artificial lighting" column of the table below (but only to the extent specified for that room or area). The applicant must ensure that the "primary type of artificial lighting" for each such room in the dwelling is fluorescent lighting or light emitting diode (LED) lighting. If the term "dedicated" is specified for a particular room or area, then the light fittings in that room or area must only be capable of being used for fluorescent lighting or light emitting diode (LED) lighting.		✓	✓
(f) This commitment applies to each room or area of the dwelling which is referred to in a heading to the "Natural lighting" column of the table below (but only to the extent specified for that room or area). The applicant must ensure that each such room or area is fitted with a window and/or skylight.	✓	✓	✓
(g) This commitment applies if the applicant installs a water heating system for the dwelling's pool or spa. The applicant must: (aa) install the system specified for the pool in the "Individual Pool" column of the table below (or alternatively must not install any system for the pool). If specified, the applicant must install a timer, to control the pool's pump; and (bb) install the system specified for the spa in the "Individual Spa" column of the table below (or alternatively must not install any system for the spa). If specified, the applicant must install a timer to control the spa's pump.		✓ ✓	
(h) The applicant must install in the dwelling: (aa) the kitchen cook-top and oven specified for that dwelling in the "Appliances & other efficiency measures" column of the table below; (bb) each appliance for which a rating is specified for that dwelling in the "Appliances & other efficiency measures" column of the table, and ensure that the appliance has that minimum rating; and (cc) any clothes drying line specified for the dwelling in the "Appliances & other efficiency measures" column of the table.		✓ ✓ ✓	✓
(i) If specified in the table, the applicant must carry out the development so that each refrigerator space in the dwelling is "well ventilated".		✓	
(j) The applicant must install the photovoltaic system specified for the dwelling under the "Photovoltaic system" heading of the "Alternative energy" column of the table below, and connect the system to that dwelling's electrical system.	✓	✓	✓

Dwelling no.	Hot water	Bathroom ventilation system		Kitchen ventilation system		Laundry ventilation system	
	Hot water system	Each bathroom	Operation control	Each kitchen	Operation control	Each laundry	Operation control
All dwellings	gas instantaneous 5.5 star	individual fan, ducted to façade or roof	manual switch on/off	individual fan, ducted to façade or roof	manual switch on/off	individual fan, ducted to façade or roof	manual switch on/off

Dwelling no.	Cooling		Heating		Artificial lighting						Natural lighting	
	living areas	bedroom areas	living areas	bedroom areas	No. of bedrooms &/or study	No. of living &/or dining rooms	Each kitchen	All bathrooms/toilets	Each laundry	All hallways	No. of bathrooms &/or toilets	Main kitchen
7	1-phase airconditioning 5.5 Star	1-phase airconditioning 5.5 Star	1-phase airconditioning 5.5 Star	1-phase airconditioning 5.5 Star	2 (dedicated)	1 (dedicated)	yes (dedicated)	yes (dedicated)	yes (dedicated)	yes (dedicated)	1	yes
1, 2, 6	1-phase airconditioning 5.5 Star	1-phase airconditioning 5.5 Star	1-phase airconditioning 5.5 Star	1-phase airconditioning 5.5 Star	3 (dedicated)	1 (dedicated)	yes (dedicated)	yes (dedicated)	yes (dedicated)	yes (dedicated)	2	yes
All other dwellings	1-phase airconditioning 5.5 Star	1-phase airconditioning 5.5 Star	1-phase airconditioning 5.5 Star	1-phase airconditioning 5.5 Star	2 (dedicated)	1 (dedicated)	yes (dedicated)	yes (dedicated)	yes (dedicated)	yes (dedicated)	2	yes

Dwelling no.	Individual pool		Individual spa		Appliances & other efficiency measures							
	Pool heating system	Timer	Spa heating system	Timer	Kitchen cooktop/oven	Refrigerator	Well ventilated fridge space	Dishwasher	Clothes washer	Clothes dryer	Indoor or sheltered clothes drying line	Private outdoor or unsheltered clothes drying line
All dwellings	-	-	-	-	gas cooktop & electric oven	-	no	-	-	-	yes	no

Alternative energy	
Dwelling no.	Photovoltaic system (min rated electrical output in peak kW)
All dwellings	-

(iii) Thermal Comfort	Show on DA plans	Show on CC/CDC plans & specs	Certifier check
(a) The applicant must attach the certificate referred to under "Assessor details" on the front page of this BASIX certificate (the "Assessor Certificate") to the development application and construction certificate application for the proposed development (or, if the applicant is applying for a complying development certificate for the proposed development, to that application). The applicant must also attach the Assessor Certificate to the application for a final occupation certificate for the proposed development.			
(b) The Assessor Certificate must have been issued by an Accredited Assessor in accordance with the Thermal Comfort Protocol.			
(c) The details of the proposed development on the Assessor Certificate must be consistent with the details shown in this BASIX Certificate, including the details shown in the "Thermal Loads" table below.			
(d) The applicant must show on the plans accompanying the development application for the proposed development, all matters which the Thermal Comfort Protocol requires to be shown on those plans. Those plans must bear a stamp of endorsement from the Accredited Assessor, to certify that this is the case.	✓		
(e) The applicant must show on the plans accompanying the application for a construction certificate (or complying development certificate, if applicable), all thermal performance specifications set out in the Assessor Certificate, and all aspects of the proposed development which were used to calculate those specifications.		✓	
(f) The applicant must construct the development in accordance with all thermal performance specifications set out in the Assessor Certificate, and in accordance with those aspects of the development application or application for a complying development certificate which were used to calculate those specifications.		✓	✓
(g) Where there is an in-slab heating or cooling system, the applicant must: (aa) Install insulation with an R-value of not less than 1.0 around the vertical edges of the perimeter of the slab; or (bb) On a suspended floor, install insulation with an R-value of not less than 1.0 underneath the slab and around the vertical edges of the perimeter of the slab.	✓	✓	✓
(h) The applicant must construct the floors and walls of the development in accordance with the specifications listed in the table below.	✓	✓	✓

Thermal loads		
Dwelling no.	Area adjusted heating load (in mJ/m ² /yr)	Area adjusted cooling load (in mJ/m ² /yr)
1	360.9	10.4
2	371.3	8.3
3	378.1	15.7
4	383.7	20.8
5	387.6	17.8
6	342.8	12.8
7	353.4	5.0
All other dwellings	371.6	21.3

Construction of floors and walls					
Dwelling no.	Concrete slab on ground(m ²)	Suspended floor with open subfloor (m ²)	Suspended floor with enclosed subfloor (m ²)	Suspended floor above garage (m ²)	Primarily rammed earth or mudbrick walls
1	78	6	-	20	No
2	60	15	-	10	No
3	60	5	-	31	No
6	74	1	-	23	No
7	68	-	-	-	No
8	48	17	-	15	No
All other dwellings	61	4	-	32	No

3. Commitments for common areas and central systems/facilities for the development (non-building specific)

(b) Common areas and central systems/facilities

(i) Water	Show on DA plans	Show on CC/CDC plans & specs	Certifier check
(a) If, in carrying out the development, the applicant installs a showerhead, toilet, tap or clothes washer into a common area, then that item must meet the specifications listed for it in the table.		✓	✓
(b) The applicant must install (or ensure that the development is serviced by) the alternative water supply system(s) specified in the "Central systems" column of the table below. In each case, the system must be sized, be configured, and be connected, as specified in the table.	✓	✓	✓
(c) A swimming pool or spa listed in the table must not have a volume (in kLs) greater than that specified for the pool or spa in the table.	✓	✓	
(d) A pool or spa listed in the table must have a cover or shading if specified for the pool or spa in the table.		✓	
(e) The applicant must install each fire sprinkler system listed in the table so that the system is configured as specified in the table.		✓	✓
(f) The applicant must ensure that the central cooling system for a cooling tower is configured as specified in the table.		✓	✓

Common area	Showerheads rating	Toilets rating	Taps rating	Clothes washers rating
All common areas	no common facility	no common facility	no common facility	no common laundry facility

(ii) Energy	Show on DA plans	Show on CC/CDC plans & specs	Certifier check
(a) If, in carrying out the development, the applicant installs a ventilation system to service a common area specified in the table below, then that ventilation system must be of the type specified for that common area, and must meet the efficiency measure specified.		✓	✓
(b) In carrying out the development, the applicant must install, as the "primary type of artificial lighting" for each common area specified in the table below, the lighting specified for that common area. This lighting must meet the efficiency measure specified. The applicant must also install a centralised lighting control system or Building Management System (BMS) for the common area, where specified.		✓	✓
(c) The applicant must install the systems and fixtures specified in the "Central energy systems" column of the table below. In each case, the system or fixture must be of the type, and meet the specifications, listed for it in the table.	✓	✓	✓

Notes

1. In these commitments, "applicant" means the person carrying out the development.
2. The applicant must identify each dwelling, building and common area listed in this certificate, on the plans accompanying any development application, and on the plans and specifications accompanying the application for a construction certificate / complying development certificate, for the proposed development, using the same identifying letter or reference as is given to that dwelling, building or common area in this certificate.
3. This note applies if the proposed development involves the erection of a building for both residential and non-residential purposes (or the change of use of a building for both residential and non-residential purposes). Commitments in this certificate which are specified to apply to a "common area" of a building or the development, apply only to that part of the building or development to be used for residential purposes.
4. If this certificate lists a central system as a commitment for a dwelling or building, and that system will also service any other dwelling or building within the development, then that system need only be installed once (even if it is separately listed as a commitment for that other dwelling or building).
5. If a star or other rating is specified in a commitment, this is a minimum rating.
6. All alternative water systems to be installed under these commitments (if any), must be installed in accordance with the requirements of all applicable regulatory authorities. NOTE: NSW Health does not recommend that stormwater, recycled water or private dam water be used to irrigate edible plants which are consumed raw, or that rainwater be used for human consumption in areas with potable water supply.

Legend

1. Commitments identified with a "✔" in the "Show on DA plans" column must be shown on the plans accompanying the development application for the proposed development (if a development application is to be lodged for the proposed development).
2. Commitments identified with a "✔" in the "Show on CC/CDC plans and specs" column must be shown in the plans and specifications accompanying the application for a construction certificate / complying development certificate for the proposed development.
3. Commitments identified with a "✔" in the "Certifier check" column must be certified by a certifying authority as having been fulfilled. (Note: a certifying authority must not issue an occupation certificate (either interim or final) for a building listed in this certificate, or for any part of such a building, unless it is satisfied that each of the commitments whose fulfilment it is required to monitor in relation to the building or part, has been fulfilled).

From: >
Sent: >
To: >
Subject: Submission of objection for DA4193/2018

We would like to lodge a formal objection to the above development proposed for Highview Estate.

We are property owners of Jagungal Close. A family of four, myself, husband and two young son's. We moved to Jindabyne as we knew it was the perfect place for our family and two young boys. Our dream of living amongst the great outdoors and a small tight nit community, where we could all feel safe. We were drawn to Highview estate as we knew many young family's already lived there. We were particularly draw to Jagungal Close as it is a cul de sac and knew this is a safer option for our kids to grow up playing safely out in the street as my husband and I did.

We are currently living on Gippsland Street and in a block of 5 apartments, and enjoy the buzz that winter and events bring to our town. We therefore also have the hind site to see how it is important to maintain a balance over these peak periods (as this will continue to grow) as we see first hand how things change and increase over this time.

We appreciate the business and excitement that tourists and visitors bring to our town, but also observe it is important to have a balance, so our infrastructure and residents can continue to live safely and comfortably in tune with country life.

It is exciting to see the many land releases which should see our population grow and also support the need to build more accommodation for tourists.

Now that you know a little bit about us, this leads us on to explain our points as to why we believe the above development application is too large for the small cul de sac of Jagungal close and we will explain in detail below.

We believe this development is not suitable for this site because:

- it doesn't tie in with the estate which houses dual occupancy, duplex's and family homes (tying in with how the developer has built the estate - small narrow roads, single foot paths).
- Noise in small area from 8 apartments. The buzz of a couple apartments we understand. Eight we feel would greatly detract from the country feel.
- Waste and garbage bin storage.

For 53 beds we are concerned with the number of bins required and that these be stored out of site for tidyness of the street. Also on bin collection day the space required in a small street to have all bins out for collection.

- Parking. Its not clear on the plans the size of garages. We see first hand how a two car garage (6mx6m) doesn't get used by two vehicles. One vehicle is stored inside, but once other items are stored in the garage this doesn't allow for a second vehicle which then leads to vehicle over flow onto the road. Easily add more couples in an apartment and there is potential for an overflow of a second vehicle. Going by the number of beds shown on plan, this is the potential for 13 cars on the street plus any guests.

This leads to danger regarding;

- emergency service access
- pedestrian access

- children stepping out from between parked cars
- traffic congestion, flow of traffic into and out of driveways and cul de sac
- garbage pick up vehicle un able to access curb side to empty bins
- circulation of vehicles. Garages and car spaces may be to code size?, but in this day and age we know many people drive big cars and find their vehicles difficult to manouver because of the way most vehicle spots are designed.

Can we please raise the following questions regarding the provided plans and documentation:

- for this DA is it normal protocol to also display a sign about the DA on the property?
- no drawings showing overshadowing effects of surrounding blocks
- no drawings showing views **from** site
- do drawings meet the floor space ratio of 0.5

I was reading in Jindabyne's DCP and found great comfort in reading this portion of the document, "eco friendly destination in which residential amenity is protected from the impacts of short term visitors".

There is a real sense of community up in HighView Estate, with a nice mix of family's, owner occupiers and relevant sized visitor accommodation. Adding such a large development would be detrimental to this lovely community and therefore we seek councils support to protect and maintain this. Does Jindabyne council share in the vision of town planner Mr Blyth from Sydney, that this development, "will contribute in an appropriate manner to the desired future charactor of the High View Estate".

Thank you in advance for taking the time to review our concerns.

Kind regards

-----Safe Stamp-----

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

7/3/2018

DA Objection Letter - Google Docs

DA - Objection Letter

To whom it may concern,

I wish to object to the proposed DA4193/2018 - 6 Jagungal close (lot 21 and 22).

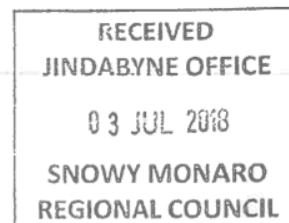
I believe the development proposed should not be allowed due to the following:

- There is not have enough adequate parking for holiday/ serviced apartments meaning cars will be parking on the street which will not be able to handle local traffic conditions.
- 5 x 2 bedroom and 3 x 3 bedroom will create large amounts of tourist traffic unfamiliar with the local area roads (Jillamatong/ Twynam) where many residents have young families which could present a significant safety risk.
- The traffic path required to be taken to reach Jagungal close needs to be expanded to have an alternate entry/ exit point which was originally proposed to join the Barry way, although recent plans of the subdivision shows this is not going to join now.

I would encourage council to consider these points in regard to this proposed development for the benefit of the local Jindabyne community and its future.

Kind Regards

3/7/2018





Development Application

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

RN 123704

Office Use Only
DA Number 10. DA4193/2018

PROPOSED
PN 108689
Snowy Monaro Regional Council
Cooma Office

PLEASE COMPLETE ALL SECTIONS

APPLICANT			
Name/Company:	ASY INVESTMENTS P/L		Phone:
Contact Name (if Company):	JEFF ROBINSON - ARCHITECT		Fax:
Postal Address:	P.O. Box 628		Mobile: 0412 621079
Town:	FORESTVILLE	State:	NSW
Postcode:	2087	Email:	

OWNER			
Name/Company:	ASY Investments Pty Ltd ATF ASY Family Trust		Phone:
Contact Name (if Company):	SARAH YOUNG		Fax:
Postal Address:			Mobile:
Town:	FORESTVILLE	State:	NSW
Postcode:	2087	Email:	
Is the subject land Crown Land <input 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:	4-6	Street:	JAGUNGA CLOSE	Town:	JINDABYNE
Lot:	21	Section:		DP/SP:	1227047
Lot:	22	Section:		DP/SP:	1227047
Lot:		Section:		DP/SP:	
OFFICE USE ONLY	Parcel Numbers				

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

COST (including materials and labour)	
This is the estimated total cost of any construction, internal fit-out and demolition, including GST and labour. Council checks your estimate against current building cost indices. Developments with no construction work such as subdivisions or change of uses have a separate standard fee and no estimated cost is required.	
COST (including materials and labour):	\$ 1,501,250.00 (1.501 MM)

SEE FEE QUOTE FOR P.A
NO CS02018/0070



RECEIVED
JINDABYNE OFFICE
1 - JUN 2018
SNOWY MONARO
REGIONAL COUNCIL





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

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

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

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

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 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
	Allen C Young	02/05/2018
Signature	Name	Date
	Sarah XJ Young	02/05/2018

DECLARATION AND SIGNATURE OF APPLICANT		
I/we the undersigned hereby apply for approval of the development proposal as described and as per the plans and specifications and documents accompanying the Application. I/we undertake to develop in accordance with any approval granted by Council and conform with the provisions of the relevant Act(s), Regulations, codes and the Local Environmental Plan. I/we further undertake to pay any fee or charge assessed by Council in connection with development and indemnify Snowy Monaro Regional Council against all claims arising from negligence (or otherwise) resulting from work carried out in connection with the development within the road reserve.		
Signature	Name	Date
		02/05/2018
Signature	Name	Date
		02/05/2018

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

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

3 BEDS = 8 PEOPLE 2x
2 BEDS = 6 PEOPLE 2x
53

12.3 FORMATION OF A WATER AND SEWER COMMITTEE AND STATUS OF WATER AND SEWER OPERATIONS.

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:	Nil
Cost Centre	2010 Water Management / 2110 Sewer Management
Project	Various
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Several water and sewer issues have been raised frequently at Council meetings.

Water and sewer services are governed by multiple Acts, Regulations and Guidelines. The implementation of the requirements of these have sometimes caused angst and controversies.

The establishment of a Committee of Council will allow robust discussions, better understanding of the requirements under the Act and improved communication involving water/sewer related issues.

The report also highlights progress on the water and sewer tasks over the past six months.

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

OFFICER'S RECOMMENDATION

That Council receive and note the information in the report on the following:

- The proposal to form a Water and Sewer Committee of Council and the nomination of Councillors wishing to serve on the committee.
- The frequency of meetings and terms of reference to be determined by the committee at its inaugural meeting.
- The progress and status of water and sewer operations.

BACKGROUND

Proposal to form a Water and Sewer Committee of Council.

Water and Sewer issues that affect communities require detailed information which is difficult to be addressed at Council meetings. These are better dealt with in a committee. Some of the issues that require detailed information include the following:

- Water and Sewer supply – strategic planning for future growth.
- New infrastructure project planning and design including any progress on grant funding.
- Implementation of best practice guidelines – i.e. IWCM, SBP, S64, DSP, annual financial planning and pricing, LTW and water conservation and demand management.

Status of Water and Sewer operations.

WATER AND SEWER MANAGEMENT / STRATEGIC PLANNING.

Michelago Water and Sewer Services.

Preliminary discussions have been held with a prospective developer's hydraulic consultants on the water and sewer servicing for Michelago. This consultant's report is due by February 2019.

Council has also had discussions with DOI Water and their advice to Council were as follows:

- The options for new water supply and sewer services to new areas can go through one of these processes:
 - Council to provide the infrastructure and services and charge Developer Charges.
 - The developer could approach the Minister to provide the water and sewer under the WICA – (Water Industry Competition Act) and Minister can approve this.
 - Developer constructs and provides infrastructure and hands over to Council to maintain infrastructure and provide the services.
 - Cross border agreements with ICON water (Also under the WICA to provide water to Michelago - Developer can also instigate this).
- Advice from DOI water in relation to water access licences are as follows:
 - Licence from the Murrumbidgee is complex – Council can purchase a private water licence entitlement and then convert this to a town water. This option is very difficult as there are grey areas in the Murray Darling Basin legislation and may need changes to legislation.
 - This could also mean that the current entitlements to others will be slowly reduced over the years. The owners of the existing licence may not be amenable to this.
 - Cooma Licence is for approximately 2000ML. Council currently use around 1300ML and the balance 700ML needs to be left for future growth of Cooma.
 - ACT supply – The emergency intake at Angle Crossing may be possible but needs further investigation.
 - Bore supply - could involve expensive drilling and the yield is uncertain.
 - There are provisions in the Water Management Act for town water supplies and Council will need to prepare all the information (IWCM Strategy) to be able to apply to the Minister.

Based on the above discussions and advice received, Council will need to get the following underway for Michelago:

- Feasibility study with yield studies etc.
-

- IWCM evaluation followed by a Strategy. Since Michelago is mentioned in Cooma's IWCM Evaluation, Council should be able to go straight to the IWCM strategy but will need to have a PRG (Project Reference Group) which then identifies the issues to progress to an IWCM strategy. When Cooma's IWCM evaluation was undertaken, Michelago was not growing so it was not identified as an issue that required a strategy.
- Council will then (through the strategy) need to get the options costed and present the least cost option to the Minister for a water access licence to be issued.

Integrated Water Cycle Management (IWCM) vs Strategic Business Planning (SBP).

Based on the foregoing advice from DOI water and the prioritising of the IWCM, the SBP will be deferred until the IWCM is completed.

The plan for the SMRC IWCM Evaluation Plan may be as follows (pending advice from DOI Water):

- Consolidate the Cooma and Snowy IWCM Evaluation Plans.
- Carry out the IWCM Evaluation for Bombala and Delegate and include them in the consolidated Cooma and Snowy Evaluation Plans.
- Conduct a PRG (Project Reference Group) workshop with community participation on the SMRC Evaluation Plan which will identify issues that require strategies and costings of options.

Annual Financial Planning.

The modelling and evaluation of Council's annual water and sewer financial plan for 2020 has been awarded to a consultant and all current data including the 30 year capital works program and the recent special schedules have been forwarded to the consultant. The plan is proposed to be completed by February which will enable staff to draw up the 2020 water and sewer budget. This report will be presented to Council.

Section 64 Development Servicing Plan (DSP).

Work is currently underway. A workshop will be held with the Councillors prior to public consultation.

Liquid Trade Waste (LTW).

As reported to Council in December 2018, the audit of the premises will commence in February 2019. A media release will be published in early January 2019 followed by letters to all businesses by end January 2019.

Feasibility Studies (including water and sewer planning documents).

A hydraulic consultant has been engaged to model the water supply network in Cooma for the current and future capacities of the trunk mains and the reservoirs. The work also includes the expansion of the water supply to the four mile area. When the work is completed, a report will be presented to Council.

Harmonising of Connection Application Process and S138 for Works on Road Reserves.

The water and sewer connection application process was different in former Councils. As a first attempt at harmonising the process, the application forms have been changed and is currently there is one form under SMRC banner.

The connections process will also be harmonised with the delegation of the S138 applications to the water and sewer department which was previously delegated to the roads department only.

WATER AND SEWER OPERATIONS

Unscheduled Maintenance.

Table 1 gives the record of the number of unplanned maintenance undertaken and Table 2 gives the income from S64 and other activities.

TABLE 1 – Water and Sewer unplanned maintenance statistics and supply data.

	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Totals 2018
Water Supply Maintenance (Nos) –							
a. Mains breaks repaired	4.00	5.00	4.00	3.00	1.00	5.00	22.00
b. Leaks repaired	8.00	12.00	9.00	11.00	1.00	3.00	44.00
c. Water meters repaired/replaced	28.00	22.00	16.00	21.00	17.00	10.00	114.00
d. New service connections (including new subdivisions)	4.00	55.00	4.00	2.00	44.00	3.00	112.00
e. Water Quality Complaints	2.00	2.00	0.00	19.00	13.00	2.00	38.00
Sewerage Service maintenance							0.00
a. Sewer Chokes	40.00	26.00	10.00	19.00	16.00	6.00	117.00
b. New sewer connections (including new subdivisions)	2.00	54.00	0.00	15.00	44.00	2.00	117.00
Water Pumped from intakes (MI)							0.00
Adaminaby	5.49	4.59	4.38	4.50	5.50	4.92	29.38
Berridale and East Jindabyne	23.22	20.04	20.32	19.38	21.42	22.75	127.14
Dalgety	1.54	1.15	1.11	1.21	0.99	1.13	7.12
Jindabyne	59.41	54.91	47.44	33.33	35.34	42.89	273.31
Kalkite	1.65	1.21	1.25	1.24	1.13	1.26	7.74
Cooma	74.00	79.00	92.00	93.00	97.00	109.00	544.00
Nimmitabel	3.00	3.00	2.00	3.00	2.90	3.70	17.60
Bombala	15.11	1.52	14.83	15.36	14.80		61.63
Delegate	3.48	3.86	4.11	4.03	3.69		19.18
Bredbo	2.10	2.00	2.80	3.30	2.60	2.90	15.70
Sewerage Treated at STPs (MI)							0.00
Adaminaby	2.93	2.80	1.98	1.73	1.76	1.79	13.00
Berridale	9.39	8.62	6.93	6.38	5.57	6.56	43.45
Jindabyne	49.75	50.60	38.08	20.00	18.70	18.35	195.48

12.3 FORMATION OF A WATER AND SEWER COMMITTEE AND STATUS OF WATER AND SEWER OPERATIONS.

Bombala	12.66	14.10	12.27	14.01	12.80		65.85
Cooma	60.00	57.00	54.00	55.00	53.00	56.00	335.00
Nimmitabel	1.40	1.30	1.30	1.50	1.40	1.50	8.40
Effluent Reuse- Golf Course Berridale	2,636.00	3,341.00	4,864.00	3,736.00	3,418.00	3,368.00	21,363.00

TABLE 2 - INCOME

Income							Totals 2018
Section 64 Income and applications	\$34,477.00	\$0.00	\$340,407.00	\$50,003.00	\$13,992.00	\$12,660.00	\$451,539.00
Refunds Section 64	\$0.00	\$0.00	\$0.00	\$25,734.00	\$0.00	\$0.00	\$25,734.00
Standpipe Incomes	\$16,304.58	\$15,662.18	\$13,260.20	\$8,030.17	\$12,071.48	\$5,509.99	\$70,838.60
Standpipe Consumption- MI	4.46	4.32	3.79	2.31	3.74	1.68	20.30
Septage Reival at Jindabyne STP-Tonne	0.00	64.66	20.24	26.42	41.48	30.86	183.66

Scheduled Maintenance

Water

- Bombala - Fire damage repair to WTP pump shed.
- Jindabyne - Connection of analyser signals to telemetry system.
- Jindabyne intake low / high zone pump maintenance reinstalled (awaiting electrical connection before recommissioning).
- All areas - Reservoir access & platform redesign started-ongoing.

Sewer

- Bombala - Installing additional sewer pump at Timor Street Pump Station (Standby pump) – quotes received and being evaluated.
- Delegate - Aerator gearbox at Delegate STP installed on 19/10 after aerator failed.
- Cooma - Gravity mains maintenance – Cooma Central Zone.
- Tyrolean SPS 1 needs new NRV-parts Arrived, Installation in 2019.
- Berridale STP, NRV's arrived for effluent discharge, installation in 2019.
- Berridale STP, 1st stage gearbox for decanter- Installation by SMRC staff- Completed 13 Dec 18.
- All areas - Manholes being inspected and cleaned of roots.
- Cooma STP – Sludge dewatering underway.
- Myack St Berridale Sewer Spill - 14 December 2018 – The pollution hot line was notified and a report was sent to the EPA with results obtained from the testing of the creek in 3 locations.

WATER AND SEWER CAPITAL WORKS

The following projects are currently underway and the status of them are summarised below:

- Water Mains Replacement –Water mains replacement in Bombala ongoing.
- Bombala and Delegate WTP intake pump station –Tender has been evaluated and referred to DOI Water for their comments prior to award.
- Sewer Mains Replacement - Documentation stage. Draft document received from PW is under review.
- Snowy 1 Reservoir – A draft non-destructive testing report has been received and being reviewed.
- Bombala STP – Hunter H2O has completed the final design. PW have prepared the Tender documents and are currently being reviewed.
- Fluoridation for Bombala, Jindabyne and East Jindabyne – The Tender has been readvertised (due to poor response) and will be closing February 2019.
- Replacement of Timor St Sewage Pump Station, Bombala – Investigation and Documentation Stage.

Note - Several delays in capital works have been primarily due to the spate of development which are a priority. With the allocation of extra staff this could be resolved in the not too distant future.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Provision of water and sewer services to communities in growth areas increases the social wellbeing of the region.

2. Environmental

Provision of environmentally friendly sewerage systems and the elimination of septic tanks will enhance the environmental benefit to the region.

3. Economic

Economic benefit from additional customers in growth areas.

4. Civic Leadership

Council Committee to deal with water and sewer issues is vital to ensure well informed decisions are undertaken.

**13.1 SNOWY MONARO REGIONAL COUNCIL CONTRACT FOR PROVISION OF STREET,
SHOPPING CENTRE & TOILET CLEANING AT JINDABYNE TOWN CENTRE**

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Property Officer
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.2 Sound governance practices direct Council business and decision making
Delivery Program Objectives:	10.2.2 Councillors are supported to make informed decisions in the best interest of the community and to advocate on behalf of the community
Attachments:	<ol style="list-style-type: none">1. Draft Contract for Provision of Street Shopping Centre & Toilet Cleaning Jindabyne Town Centre2. Location Map for Cleaning Area Jindabyne Town Centre3. Confidential Economic Information (<i>Under Separate Cover</i>) - Confidential
Cost Centre	15510
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

The Contract for street, shopping centre and public toilet cleaning in Jindabyne is due to expire on 28 February 2019.

Council now needs to advertise the Contract for Tender. The Contract will be for a two (2) year period and commence as per Schedule One of the contract with a once only extension of two (2) years.

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

OFFICER'S RECOMMENDATION

That Council

- A. Approve the advertising of the Contract for the Provision of Street, Shopping Centre and Toilet Cleaning Services, Jindabyne Town Centre for Tender; and
- B. That a further report be brought to Council to endorse the successful Tenderer.

BACKGROUND

The current Contract will be expire on 28 February 2019.

In 2014 Council entered into a contract with Crystal Lake Cleaning for the provision of street, shopping centre and public toilet cleaning services within the township of Jindabyne. In February 2016 Council approved an extension of the period of contract until 28 February 2018. The

13.1 SNOWY MONARO REGIONAL COUNCIL CONTRACT FOR PROVISION OF STREET, SHOPPING CENTRE & TOILET CLEANING
AT JINDABYNE TOWN CENTRE

contract was further extended to 28 February 2019 to enable staff to review the Council cleaning contracts across the LGA and to develop a new uniform contract for all office, street and public toilet cleaning.

The draft contract attached to this report can be used across the organisation by attaching individual site specific specifications.

In accordance with Section 1.1 of the Contract the areas defined for street cleaning are as follows and shown in the attached map:

- **Blue:** All public roads, carparks, road embankments and road reserves to the private land boundary including footpaths, pavements, kerb and gutter.

Note: The area includes the road and road reserves of Main Road 286 (Kosciuszko Road) between Jindabyne and the dam and the Jindabyne Landfill access road between Kosciuszko Road and the tip entrance gates.

- **Green:** Public reserves as shown.
- **Hatched:** Hatched areas are to be mown.

The required degree of cleanliness, frequency of cleaning (off ski season and ski season) for streets, shopping centre and toilets is outlined within the draft contract (attached).

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Jindabyne Township is subject to significant fluctuations in human and vehicle traffic during winter and an increasing influx during spring/summer; this leads to an increase in rubbish and requires additional cleaning to ensure the township is presentable to the public.

A cleaning Contract is the most effective method of reducing the burden on existing staff, providing a cleaner and more attractive environment for the residents and tourists and achieving value for money for the services provided.

2. Environmental

The regular removal of waste from Jindabyne streets, shopping centres and toilets ensures Council is reducing the impact of waste on the environment and providing due care and attention to its outdoor spaces.

3. Economic

Please see Attachment 3 in confidential paper.

4. Civic Leadership

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



DRAFT
SNOWY MONARO REGIONAL COUNCIL
CONTRACT FOR
PROVISION OF STREET, SHOPPING CENTRE AND TOILET CLEANING
SERVICES JINDABYNE

Comprising:

- of Tendering Conditions
 - Conditions of Contract General
 - Conditions of Contract Special
 - Specification General
 - Form Tender
 - Agreement Formal
 - Plans
-

INDEX TO GENERAL CONDITIONS OF CONTRACT

Table of Contents

Conditions of Tendering	5
1. Company Structure	5
2. Directors Guarantee	5
3. Form of Tender	5
4. Tender Acceptance	5
5. Good and Services Tax	6
6. Definitions	6
General Conditions of Contract	7
1. Construction of Contract	7
2. Interpretation of Terms	7
3. Lump Sum Contract	8
4. Execution of Contract – Agreement	8
5. Service of Documents	9
6. Documents Generally	9
7. Sub-Contracts, Assignment	9
8. Contractor Deemed to be Informed	9
9. Statutory Requirements	9
10. Conflict of Interest	10
11. Protection of Persons and Property	10
12. Care of the Works	10
13. Force Majeure	11
14. Termination	11
15. Consequences of Termination	12
16. Property Damage and Public Risk	12
17. Public Liability Insurance	12

13.1 SNOWY MONARO REGIONAL COUNCIL CONTRACT FOR PROVISION OF STREET,
SHOPPING CENTRE & TOILET CLEANING AT JINDABYNE TOWN CENTRE

ATTACHMENT 1 DRAFT CONTRACT FOR PROVISION OF STREET SHOPPING CENTRE & TOILET
CLEANING JINDABYNE TOWN CENTRE **Page 140**

18. Accident or Injury to Employees	12
19. Insurance of Contractor’s Employees	12
20. Inspection of Insurance Policies	12
21. Supervisor	13
22. Supervisor’s Representatives	13
23. Contractor’s Representatives	13
24. Control of Contractor’s Employees	13
25. Site	13
26. Materials, Labour and Equipment	14
27. Materials and Work	14
28. Examination and Testing of Materials and Work	14
29. Working Hours	14
30. Progress and Suspension of the Works	14
31. Warranties	14
32. Urgent Repairs	15
33. Variations	15
34. Payment of Workers Wages	15
35. Default or Bankruptcy of Contractor	15
36. Settlement of Disputes	16
37. Waiver of Conditions	16
38. Notification of Claims	16
Annexure	18
Special Conditions of Contract	19
Work Health and Safety Legislation	19
Access to Information Clause (GIPA Act, s. 121)	19
General Specification	21
Introduction	21
1. Streets, Parks and Gardens, Carparks and Shopping Centre Cleaning	21
1.1 Definition of Area	21
1.2 Required Degree of Cleanliness	21
1.3 Mowing – Traffic Control at Work Sites	22
1.4 The Removal of Rubbish	22
1.5 Frequency of Cleaning	22
2. Toilet Cleaning	23

13.1 SNOWY MONARO REGIONAL COUNCIL CONTRACT FOR PROVISION OF STREET,
SHOPPING CENTRE & TOILET CLEANING AT JINDABYNE TOWN CENTRE

ATTACHMENT 1 DRAFT CONTRACT FOR PROVISION OF STREET SHOPPING CENTRE & TOILET
CLEANING JINDABYNE TOWN CENTRE **Page 141**

2.1 Definition of Area	23
2.2 Required Degree of Cleanliness	23
2.3 The Removal of Rubbish	23
2.4 Frequency of Cleaning	23
3. Contractor to Provide Own Transport and Equipment	24
4. Council to Provide Certain Materials	25
5. Term of Contract	25
6. Payment	25
7. Adjustment	25
Schedule of Works	26
Tender Form	28
Formal Agreement	30
Schedules	32
Map	33

SNOWY MONARO REGIONAL COUNCIL CONTRACT (INSERT DATE) FOR
PROVISION OF STREET, SHOPPING CENTRE & TOILET CLEANING SERVICES TOWN CENTRE
JINDABYNE

Conditions of Tendering

1. Company Structure

The successful Tenderer will be required to be in Company Structure Incorporated in Australia, registered for Goods and Services Tax and if not incorporated or registered at the outset will be required to do so, at their full cost, prior to execution of the contract.

2. Directors Guarantee

It is an express condition of this tender that where the tender is submitted by or on behalf of a Corporate Tenderer then **all** Directors of the Company will, if the Tender is successful, be required to guarantee the performance of the Tenderer.

The Directors will be jointly and severally liable as guarantors for the due and punctual performance by the Tenderer of its obligations under the Contract and the guarantee provided by the Directors shall be a continuing guarantee.

3. Form of Tender

Tenders shall be submitted on the Form of Tender to which these conditions are annexed and shall be for the works as specified or shown on the Drawings and shall be subject to the General Conditions of Contract and shall be addressed to the General Manager, Snowy Monaro Regional Council, PO Box 714, Cooma NSW 2630 and clearly marked **“Tender – Street, Shopping Centre and Toilet Cleaning Services Jindabyne”**.

Proposals by a tenderer for alternative designs, procedures or conditions will be considered only if the tenderer has also submitted a tender for work to be carried out strictly in accordance with the exhibited General Conditions of Contract, Specification and Drawings.

4. Tender Acceptance

Acceptance of the tender shall operate from the date of written notice to that effect and within seven (7) days after such notice the successful tenderer shall execute the agreement.

Should the successful tenderer fail to sign the Contract Documents when called upon to do so, the acceptance shall be deemed to be revoked.

The exercise of all or any of the rights of the Council in the event of failure or neglect of any tenderer to comply with all or any of the conditions of tendering, shall not affect the rights

of the Council to institute proceedings at law or in equity for damages or specific performance against such tenderer.

The Council shall not be bound to accept the lowest or any tender.

5. Good and Services Tax

The Tender price is to be inclusive of Goods and Services Tax (GST) and claims by the Tenderer for a variation of the contract price as a consequence of their failure to make due allowance for the Goods and Services Tax will not be considered.

6. Definitions

“Tenderer” and the word “Contractor” where used in this document means the person or Corporation shown on the tender form as tenderer; and a reference in this Contract to the Tenderer shall be deemed to mean and include a reference to the Directors of the Tenderer; and any act, omission, neglect or default by the Tenderer shall be deemed to be an act, omission, neglect or default of each of the Directors.

SNOWY MONARO REGIONAL COUNCIL CONTRACT FOR
PROVISION OF STREET, SHOPPING CENTRE & TOILET CLEANING SERVICES TOWN CENTRE
JINDABYNE

General Conditions of Contract

1. Construction of Contract

The Contract (as hereinafter defined) shall be governed by and construed with reference to the laws in force in the State of New South Wales. **All** tendered rates and amounts and subsequent payments shall be in Australian currency.

All communications between the Principal and the Contractor shall be in the English language.

2. Interpretation of Terms

In the Contract the following words and expressions shall have the meanings hereby assigned to them:

- i. "Contractor" means the person or persons, corporation or corporations who are bound to execute the Works and/or Services in accordance with the Contract.
 - ii. "Contract" means all the documents which constitute the final and concluded agreement between the Principal and the Contractor concerning the execution of the Works and/or Services.
 - iii. "Contract Sum" means the sum named in the tender subject to such variations thereto as may be made under the provisions of these General Conditions of Contract.
 - iv. "GST" means Goods and Services Tax as defined in the A New Tax System (Goods and Services Tax) Act 1999 (Cth) or, if not so defined, then which are defined in the Trade Practices Act 1974 (Cth).
 - v. "Drawings" means the Drawings referred to in the Specification and any modification of the Drawings made by the Supervisor pursuant to the powers conferred in these General Condition of Contract.
 - vi. "Principal" means the Snowy Monaro Regional Council.
 - vii. "Schedule of Prices" means any schedule included in the Contract which shows the price of a section or sections or item or items of the Works and/or Services.
 - viii. "Schedule of Rates" means any document which shows the rate payable for a section or sections or item or items of the Works and/or Services.
-

- ix. "Site" means the lands and other places made available to the Contractor by the Principal for the purposes of the Contract.
- x. "Specification" means the Specification of the Works and/or Services existing at the date of acceptance of quotation and any modification of the Specification made by the Supervisor pursuant to the powers conferred in these General Conditions of Contract.
- xi. "Maintenance Supervisor" means the office or other person appointed by the Principal to be the Supervisor for the purposes of the Contract.
- xii. "Tender" shall include all forms of offer to execute specified Works and/or Services including tenders and quotations.
- xiii. "Tenderer" means the person or persons, corporation or corporations who have submitted a tender or a quotation for the execution of the specified Works and/or Services.
- xiv. "Works" means the whole of the works or the provision of Services to be executed in accordance with the Contract including all variations provided for herein, which by the Contract are to be handed over or provided to the Principal.

The clause headings in these General Conditions of Contract shall not be deemed to be part thereof.

3. Lump Sum Contract

In a Lump Sum Contract the Contractor shall execute the Works and fulfil all of the obligations under the Contract and the Contract Sum therefore shall be the Lump Sum quoted by the Contractor and accepted by the Principal adjusted by any additions or deductions pursuant to the Contract.

The Lump Sum tendered, the rates and prices listed in the Schedule of Prices are deemed to include the cost of all works, service, taxes and other incidentals associated with or necessary for the proper construction of the works or provision of services.

Any errors in extension or addition or both discovered by the Principal or the Contractor in the Schedule of Prices shall be corrected in a manner agreed to between the Contractor and the Supervisor or, in the event of failure to agree, in the manner determined by the Supervisor so that the total of all items in the Schedule of Prices continues to equal the Contract Sum.

A Bill of Quantities or a Schedule of Prices shall not form part of a Lump Sum Contract except for any specific purpose stated in the contract documents.

Unless otherwise stated in the Contract, the Contract shall not be subject to adjustment for rise and fall in costs.

4. Execution of Contract – Agreement

Within Seven (7) days from the issue of the Letter of Acceptance the Contractor shall execute the Agreement prepared by the Principal. Until the Agreement is executed the

Letter of Acceptance and associated documents shall constitute the Contract between the parties.

The amount of any stamp duty shall be payable by the Contractor.

5. Service of Documents

Any document which is to be issued or given to or served upon the Contractor shall be deemed to have been sufficiently issued or given to or served upon the Contractor if it is handed to the Contractor or the Contractor's Representative or is sent by prepaid post to or is left at the site of the Works or at such other address as is notified in writing by the Contractor to the Principal.

6. Documents Generally

The several documents which constitute or evidence that Contract shall be taken as mutually explanatory and anything contained in one but not in another shall be equally binding as if contained in all. Any ambiguity, discrepancy or inconsistency shall be explained by the Supervisor who shall direct the Contractor as to the interpretation to be followed.

Minor items not expressly mentioned in the Contract but which are necessary for the satisfactory completion of the Works shall be supplied and executed by the Contractor without adjustment to the Contract Sum.

7. Sub-Contracts, Assignment

The Contractor shall not sub-let any part of the work without the written approval of the Supervisor, which approval shall not relieve the Contractor of any liabilities or obligations under the Contract.

The Contractor shall not assign in the Contract, or assign, mortgage, charge or encumber any of the moneys payable or to become payable thereunder, or any other benefit whatsoever arising, or which may arise under such Contract.

8. Contractor Deemed to be Informed

The Contractor shall be deemed to have become informed completely and thoroughly of the site conditions and of every circumstance connected with the Works of the Contract and to have provided in the Tender for all incidental work, materials and services necessary to complete the said Works and for every contingency that may arise during the execution of the said Works or the provision of Services.

9. Statutory Requirements

The Contractor shall comply with the requirements of all Acts of the Parliaments of the Commonwealth, and of New South Wales and with the requirements of public, municipal or other authorities in any way affecting the Works.

The Contractor shall give all notices necessary to comply with the aforesaid requirements and shall pay and bear all fees payable in connection therewith.

10. Conflict of Interest

Warranty that there is no conflict of interest.

The Contractor warrants that, to the best of its knowledge after making diligent inquiry, at the date of signing this Agreement no conflict of interests exists or is likely to arise in the performance of the Services.

Notification of a conflict of Interest.

If, during the performance of the Services a conflict of interest arises, or appears likely to arise, the Contractor must:

- Notify the Council immediately in writing;
- Make full disclosure of all relevant information relating to the conflict; and
- Take such steps as the Council reasonably requires to resolve or otherwise deal with conflict.

11. Protection of Persons and Property

The Contractor shall provide, erect and maintain all barricades, guards, fencing, temporary roadways and footpaths, signs and lighting and other temporary protective measures in the event of damage to the Works or where the Contractor has altered the conditions of the Site, lawfully required by any public, municipal or other authority and by the Supervisor or necessary for the protection of the Works or of other property or for the safety and convenience of the public and others and shall remove the same when no longer required.

The Contractor shall provide temporary protection for and shall not interfere with or damage property, roadways, footpaths, drains, water courses, public utility and other services which are visible or the location of which can be ascertained by the Contractor from the appropriate authority or from the Contract. All damage caused by the Contractor, the Contractor's employees, agents, sub-contractors or employees of any such agents or subcontractors shall be reinstated at the Contractor's cost. If the Contractor fails to do all or any of these things the Principal has the right to have the remedial work carried out at the Contractor's cost.

The Contractor shall prevent nuisance or inconvenience to the owners, tenants or occupiers of the properties adjacent to the site and to the public generally.

12. Care of the Works

For the specified period of the Contract, the Contractor shall be solely liable for the care of the Works and all materials, equipment and other things that are brought on the site by or on behalf of the Contractor or any subcontractors for the purpose of carrying out the Works or that are entrusted to the Contractor by the Principal for that purpose.

The Contractor shall at the Contractor's own cost make good to the satisfaction of the Supervisor any loss of or damage to the Works, or the aforesaid materials, equipment and other things resulting from any cause whatsoever (save and except the Excepted Risks as defined hereunder), when such making good is necessary for the satisfactory completion of the Works. When so ordered by the Supervisor any such loss or damage caused by any of the Excepted Risks shall be made good by the Contractor as a variation to the Contract and dealt with pursuant to clause 40.

Nothing contained in this clause shall relieve the Contractor of any responsibilities or liabilities under clause 18.

The Excepted Risks are:

- a) Any negligent act or omission of the Principal, or the Principal's agents.
- b) Any risk specifically excepted in the Specification.
- c) Hostilities (whether war be declared or not), civil war, or military or usurped power, or confiscation by order of any public authority.
- d) Contamination not caused by the Contractor or the Contractor's agents.
- e) Vandalism caused out of working hours or beyond the reasonable supervision or control of the Contractor.

13. Force Majeure

Occurrence of Force Majeure Event

If a Force Majeure Event affecting a party precludes that party (**Precluded Party**) partially or wholly from complying with its obligations (except its payment obligations) under this Agreement then:

- a) as soon as reasonably practicable after that Force Majeure Event arises, the Precluded Party must notify the other part of:
 - i. The Force Majeure Event;
 - ii. Which obligations the Precluded Party is precluded from performing (**Affected Obligations**);
 - iii. The extent to which the Force Majeure Event precludes the Precluded Party from performing the Affected Obligations (**Precluded Extent**); and
 - iv. The expected duration of the delay arising directly out of the Force Majeure Event;
 - b) the Precluded Party's obligation to perform the Affected Obligations will, to the Precluded Extent, be suspended for the duration of the actual delay arising directly out of the Force Majeure Event (**Actual Delay**); and
-

c) the other party's obligations to perform any obligations dependent on the Affected Obligations will be suspended until the Precluded Party resumes performance.

14. Termination

If the Actual Delay continues for more than 30 days, the other party may terminate this Agreement immediately by giving notice to the Precluded Party.

15. Consequences of Termination

If a party terminates this Agreement under clause 15

- a) The rights and obligations of the parties under this Agreement (including, but not limited to, any licence) cease; and
- b) Any accrued rights or remedies of a party are not affected.

16. Property Damage and Public Risk

The Contractor shall indemnify the Principal against all loss of or damage to the property of the Principal (other than the Works but including existing property on which the Works but including existing property on which the Works are being carried out, or on which services are being provided) and against any claim or action brought by any person against the Principal or the Principal's agents in respect of personal injury or death of any person or loss or damage to any property, arising out of the construction of the Works and/or provision of services by the Contractor.

17. Public Liability Insurance

Before commencing work under the Contract the Contractor shall at the Contractor's cost effect a Public Liability Policy of insurance, for an amount not less than the sum stated in the Annexure hereto and with an Insurer approved by the Principal, in the joint names of the Principal, the Contractor and all sub-contractors employed from time to time in relation to the Works for their respective rights and interests to cover their liabilities to third parties including the liabilities set out in Clause 18. The Policy shall contain a clause that prevents the cancellation of the Policy without the written consent of the Principal.

18. Accident or Injury to Employees

The Contractor shall indemnify the Principal against liability for all loss or damage resulting from personal injury to the contractor or the Contractor's agents occurring during the execution of the Works, except such injury resulting from breach of the Contract by the Principal or the Principal's negligent act.

19. Insurance of Contractor's Employees

The Contractor shall insure and keep insured all employees under an Insurance Policy pursuant to the Workers Compensation Act 1987. The Policy of insurance under this clause shall cover the Principal's liability at common law and shall be effected with an Insurer approved by the Principal.

The Policy referred to in this clause (19) shall contain a clause that prevents cancellation of the Policy without the written consent of the Principal.

20. Inspection of Insurance Policies

Before commencing work under the Contract and whenever requested in writing at any time thereafter so to do by the Supervisor, the Contractor shall produce evidence to the satisfaction of the Principal of the insurances effected and maintain by the Contractor and any sub-contractors.

21. Supervisor

The Works shall be executed in accordance with the Contract and in accordance with any directions of the Supervisor pursuant to the provisions of the Contract.

22. Supervisor's Representatives

The Supervisor may from time to time in writing appoint persons as Supervisor's Representatives to exercise such of the powers, duties, discretions and authorities vested in the Supervisor as Supervisor may delegate and shall give notice to the Contractor of the name and address of each person so appointed and the extent of the powers, duties, discretions and authorities exercisable by that person, and the Contractor shall recognise and accept each person so appointed.

23. Contractor's Representatives

The Contractor shall personally superintend the execution of the Works or have a competent representative acceptable to the Supervisor present on the site.

Matters within the knowledge of the representative shall be deemed to be within the knowledge of the Contractor.

In the absence of the Contractor and the Contractor's Representative, the Supervisor may take such action as considered necessary to prevent loss of or damage to the works or any property, or to prevent injury to any persons, and the cost of such work shall be borne by the Contractor if the Supervisor so determines.

24. Control of Contractor's Employees

The Contractor shall employ in upon or about the Works only such persons as are careful, skilled and experienced in their respective trades and callings.

The Supervisor may object to and direct the Contractor to have removed from the Works any person employed by the Contractor or by any sub-contractor who, in the opinion of the Supervisor, misconducts or is incompetent or negligent in the performance of their duties; and any such person shall not again be employed in upon or about the Works without the prior approval of the Supervisor.

25. Site

The Supervisor shall give to the Contractor possession of sufficient of the site to enable the Works to be executed in accordance with the requirements of the Contract, and the

contractor, immediately upon obtaining possession of the site shall commence the Works or provide services and proceed with diligence to execute the same.

Should there be a delay in giving the Contractor possession of the site, the delay shall be deemed not to constitute a breach of Contract, but shall be a ground for an extension of time for completion, or where the Contract is for the provision of services over a fixed period, a ground for negotiation of an adjustment in the Contract Sum or of the Contract period.

26. Materials, Labour and Equipment

The Contractor shall, unless the Contract otherwise provides, supply at the Contractor's own cost, everything necessary for the proper completion of the Works, and the proper performance of the Contractor's obligations under the Contract.

27. Materials and Work

In the absence of any relevant provision in the Contract, the material or standard of workmanship, as the case may be, shall be of a kind which, in the opinion of the Supervisor, is suitable for the Works or provision of services.

If at any time during the progress of the Works or provision of services the Supervisor is of the opinion that any materials or work are of an inferior description the Supervisor may direct the removal or amendment of the same by the Contractor who shall comply with such direction at the Contractor's own cost.

If the Contractor refuses to comply with such direction the Supervisor shall have the power to have the inferior materials or work or services replaced or amended at the cost of the Contractor.

If the Supervisor elects to allow such inferior materials or work or services to remain and be used in the Works then and in every such case the Supervisor shall have the power to fix the price of such materials or work services.

28. Examination and Testing of Materials and Work

The Contractor shall give to the Supervisor and any representative appointed by the Supervisor access to all parts of the Works for the purposes of supervision and/or inspection and/or testing.

29. Working Hours

Refer to the specification.

30. Progress and Suspension of the Works

The Contractor shall proceed with the Works or provision of services at a rate of progress and in a manner satisfactory to the Supervisor.

The Supervisor may by written notice order the Contractor to suspend the whole or any part of the Works or provision of services for such time or times and for such reasons as the Supervisor may think fit, and the Contractor shall have no claim for loss or damage on this

account until after the expiration of fifteen ordinary working days from the dates of such suspension.

The suspension of any part of the Works or provision of services shall not invalidate the Contract.

31. Warranties

The Contractor shall ensure that the Principal will have the benefits of the warranties as specified in the Contract.

32. Urgent Repairs

If at any time during the currency of the Contract the Supervisor determines that any remedial or other like work is urgently necessary to prevent loss of or damage to the Works or to any property or to prevent personal injury to any person, the Contractor shall carry out the Supervisor's instructions as soon as practicable, and, unless the Supervisor determines otherwise, at the Contractor's own cost.

33. Variations

At any time during the currency of the Contract the Supervisor may order the Contractor to do all or any one or more of the following things:

- a) Increase, decrease or omit any part of the Works.
- b) Change the character, or quality of any material or work.
- c) Execute additional work.

The Contractor shall execute items of work of which the quantity has been varied at contract rates of payment and in all respects in accordance with the Specification and/or Drawings and these General Conditions of Contract.

The rate or price payable to the Contractor for any additional work of a new classification shall be determined by agreement between the Contractor and the Supervisor but if the Contractor and the Supervisor fail to agree on the rate or price, the Supervisor may determine such rate or price as the Supervisor considers reasonable or the Supervisor may direct that such additional work be carried out by other persons or in a manner as the Supervisor may think fit.

Variations shall not invalidate the Contract, and the Contractor shall have no right to monetary compensation or the claim for damages because of such variation.

Variations shall not be made by the Contractor without order by the Supervisor.

34. Payment of Workers Wages

The Contractor shall furnish to the Supervisor before any payment a statutory declaration that all wages and allowances due and owing to workers engaged on the Works have been fully paid.

If such wages and allowances of any worker remain unpaid, the Principal may pay the amount owing and deduct an equivalent amount from any moneys which are payable by the Principal to the Contractor under the provisions of the Contract.

35. Default or Bankruptcy of Contractor

If the Contractor defaults in the performance of any part of the Contract, the Principal may suspend payment thereunder and may call upon the Contractor by notice in writing to show cause why the powers hereinafter contained should not be exercised.

If the Contractor fails to show cause which in the opinion of the Principal offers reasonable assurance that the default will be remedied and the Contract satisfactorily completed, the Principal, without prejudice to any other rights entitled the Contract, may:

- a) Take over the whole or any part of the work remaining to be done and, for that purpose and insofar as it may be necessary, exclude from the site the Contractor and any other person concerned in the performance of the Works, or
- b) Cancel the Contract and in that case exercise any of the powers of exclusion conferred by sub-paragraph (a) of this paragraph. On such cancelation of the Contract all or any sums of money which may in the hands of the Principal in respect of the Contract and are not then payable to the Contractor under or pursuant to any provision of the Contract, and all or any sums lodged or retained as security for the due and proper performance of the Contract and all or any sums named in the Contract as liquidated damages which have accrued due to the Principal may be declared by the Principal to be forfeited and all such sums that are so declared to be forfeited shall be forfeited and shall be retained by or become payable to or vested in the Principal.

If the Principal elects to exercise the power conferred by sub-paragraph (a) of this Clause, the Principal may complete the Works remaining to be completed.

The Principal may take possession of, and permit other persons to use, any materials and equipment on or about site which are owned by the Contractor, for the purposes of completing the Works, and the Contractor shall have no right to any compensation other than a right to require the Principal to maintain in good working order such equipment.

If the Contractor, being a person becomes bankrupt or enters into any Scheme of Arrangement or composition with creditors or the benefit of the Contractor's estate is assigned to a creditor, or being a Company is involved in any action which may result in the winding up of the Company, then the Principal may exercise the rights conferred by sub-paragraph (a) or (b) of this clause.

36. Settlement of Disputes

All questions and disputes as to fact in respect of the Contract shall be decided by the Principal whose decision shall be absolute and final.

37. Waiver of Conditions

None of the General Conditions, or Special Conditions (if any) shall be varied or waived without the prior consent in writing of the Principal.

38. Notification of Claims

The Principal shall not be liable upon any claim by the Contractor in respect of any matter arising out of the Contract unless notification of the general nature of the claim is lodged, in writing, with the Supervisor not later than ten ordinary working days after the date of the occurrence of the events or circumstances on which the claim is to be based and the claim with full particulars thereof is lodged in writing with the Supervisor may determine, after that date, but in any case before the issue of the Final Certificate.

Annexure

**The Principal shall be
(Clause 2(vi))** Snowy Monaro Regional Council

**The Supervisor shall be
(Clause 2)** Land and Property Officer

**The address of the Supervisor
For service of documents is
(Clause 3)** Snowy Monaro Regional Council
PO Box 714, Cooma, NSW, 2628

**The amount of Public Liability Insurance
(Clause 19)** \$20,000,000 (twenty million dollars)

Special Conditions of Contract

Work Health and Safety Legislation

The Contractor shall be responsible for all Work Health and Safety obligations under relevant legislation.

As part of the tender submission the Tenderer will be required to submit an outline of their "Site Specific Safety Management Plan".

The assessment of the outline "Site Specific Safety Management Plan" will be an important part of the tender assessment process insofar as determining the Contractor's ability to work to the Work Health and Safety standards required by Council.

The successful Tenderer shall, prior to the commencement of the work, submit to Council the following detailed and documented plans:

- Detailed Site Specific Safety Management Plan & Rules: and
- Safe Work Method Statements; and
- Hazard Assessments.

Regular meetings will be held with the Contractor at which time any performance or Work Health and Safety issues will be raised and resolved.

The cost of preparing the required documentation, its implementation and the required training of staff is to be part of the Contract and the costs are to be included in the lump sum tender.

Access to Information Clause (GIPA Act, s. 121)

1. The Contractor must, within 7 days of receiving a written request by the Council, provide the Council with immediate access to the following information contained in records held by the Contractor:

- a) Information that relates directly to the performance of the services provided to the Council by the Contractor pursuant to the Contract;
- b) Information collected by the Contractor from members of the public to whom it provides, or offers to provide, the services pursuant to the Contract; and
- c) Information received by the Contractor from the Council to enable it to provide the services pursuant to the Contract.

2. For the purposes of sub-clause (1), information does not include:

- a) Information that discloses or would tend to disclose the Contractor's financing arrangements, financial modelling, cost structure or profit margin;
-

- b) Information that the contractor is prohibited from disclosing to the Council by provision made by or under any Act, whether of any State or Territory, or of the Commonwealth; or
- c) Information that, if disclosed to the Council, could reasonably be expected to place the Contractor at a substantial commercial disadvantage in relation to the Council, whether at present or in the future.

3. The Contractor will provide copies of any of the information in sub-clause (1), as requested by the Council, at the Contractor's own expense.

4. Any failure by the Contractor to comply with any request pursuant to sub-clause (1) or (3) will be considered a breach of an essential term and will allow the Council to terminate the Contract by providing notice in writing of its intention to do so with the termination to take effect 7 days after receipt of the notice. Once the Contractor receives the notice, if it fails to remedy the breach within the 7 day period to the satisfaction of the Council, then the termination will take effect 7 days after receipt of the notice.

General Specification

Introduction

It is the Council's intention to let the street, parks and gardens, shopping centre and toilet cleaning in Jindabyne out to Contract.

Persons interested in tendering for this work are to acquaint themselves with the areas defined in the specification and the possible extent of the work involved as a result of intensive tourist activity and variable weather conditions. Ignorance of these factors by the Contractor will not be accepted as reason for failure to properly carry out their duties, or for a variation in the Contract.

The Contract will be for a period of two (2) years with an option exercisable with the agreement of both parties for a further two (2) years.

1. Streets, Parks and Gardens, Carparks and Shopping Centre Cleaning

1.1 Definition of Area

The areas for which the Contractor is responsible are shown on the attached plan, and are coloured as follows:

Blue:

All public roads, carparks, road embankments and road reserves to the private land boundary including footpaths, pavements and kerb and gutter.

Hatched Areas:

Are to be mown.

1.2 Required Degree of Cleanliness

The Contractor is required to ensure that the streets defined in blue in the map attached to this Contract are cleaned monthly during the first week of every month and shall:

- a) Collect all papers, tins, bottles, plastic bags and windblown rubbish and the like from the defined area:
 - b) Empty all garbage and recycling bins as often each day as is necessary on the Jindabyne Town Centre concourse and both levels of the adjacent carparks to prevent them overflowing. The bins are located in the following locations:
 - Main shopping centre concourse
 - The two car parks servicing the Jindabyne Town Centre and adjacent to Kosciusko Road and Thredbo Terrace.
-

c) Regularly water and mow all grassed areas, banks etc. adjacent to the Memorial Hall and in front of the Jindabyne Town Centre shopping centre (bank), to provide a well-manicured lawn.

d) Sweep the Jindabyne Town Centre shopping centre concourse daily prior to 9am and clean the concourse with a pressure cleaner twice yearly immediately prior to the long weekend in June and immediately prior to Christmas.

Note: a) to d) as per schedule of works on Page 26

1.3 Mowing – Traffic Control at Work Sites

The Contractor shall ensure that traffic control measures are implemented when mowing footpaths in conformity with Traffic Control Plans prepared and approved by people accredited by the NSW Roads and Maritime Services and in conformity with current RMS standards.

Personnel implementing traffic control measures must hold current relevant accreditation.

Failure to observe the RMS requirements will result in immediate termination of the Contract.

1.4 The Removal of Rubbish

The Contractor is responsible for the removal of all rubbish to Council's approved waste facilities. **Waste Fees will be paid by Council and are not to be included in the tender price.**

1.5 Frequency of Cleaning

a) Off Ski Season

This is the period between the October long weekend and the following June long weekend and takes in the Autumn, Summer and Spring Seasons.

The Jindabyne Town Shopping Centre concourse and carparks are to have a complete and thorough cleaning and all specified rubbish bins are to be emptied prior to 8:00am each morning seven (7) days per week.

During school holidays and weekends a second cleaning may need to be carried out due to the increased tourist visitation to the area.

Garbage and recycling bins to be emptied as often as necessary to prevent them overflowing.

b) Ski Season

This is the period between the June long weekend and the October long weekend inclusive.

The Jindabyne Town Centre concourse and car parks are to have a complete and thorough cleaning a minimum of twice per day seven (7) days per week. The first cleaning is to be undertaken in the morning and completed prior to 8:00am. The second cleaning is to be undertaken between 3:00pm and 5:00pm.

Garbage and recycling bins to be emptied as often as necessary to prevent them overflowing.

c) General

The frequency of the service as detailed in Clause 1.4(a) and 1.4(b) is a minimum requirement and more frequent cleaning may be necessary in peak winter periods and school holidays, etc.

The Objective is to ensure that the Jindabyne Town Centre presents in a clean and tidy manner at all reasonable times.

d) General Street Cleaning

General street cleaning is to be undertaken as required and is an ongoing process with the objective of presenting Jindabyne as being a clean and tidy destination for tourists and to provide good amenity to the local community.

2. Toilet Cleaning

2.1 Definition of Area

The areas for which the Contractor is responsible are as follows:

- The toilet block located at the northern end of the shopping centre concourse immediately adjacent to the Memorial Hall; and
- The toilet block located in the Lions Park on the corner of Kalkite Street and Snowy River Avenue; and
- The toilet block located on the Lake Foreshore in the area known as the “Claypits”; and
- The toilet block located in the Banjo Paterson Park in Bay Street

Together with the immediate surrounds of these buildings.

2.2 Required Degree of Cleanliness

The Contractor is required to keep the defined area in a clean and tidy condition at all times and in addition shall:

- a) Empty all rubbish receptacles in the in the public toilets as often as necessary each day;
 - b) Regularly clean all pans and urinals in the public toilets;
 - c) Regularly clean and replenish all hand towel racks and toilet roll racks;
 - d) Regularly clean, sweep, scrub and hose out all toilet floors;
 - e) Regularly clean all hand basins and mirrors, toilet cubicle walls and doors;
-

f) Regularly clean and remove cobwebs and insects from eaves, external fittings, light fittings, light fitting diffusers etc.

g) Twice yearly clean all toilet blocks with a high pressure cleaner;

h) Twice yearly clean the roof gutters at the Lions Park toilets.

2.3 The Removal of Rubbish

The Contractor is responsible for the removal of all rubbish to Council's approve waste site.

2.4 Frequency of Cleaning

The minimum frequency of cleaning to be expected is as follows:

a) Off Ski Season

This is the period between the October long weekend and the following June long weekend and takes in the Autumn, Summer and Spring Seasons.

The toilets are required to have a complete and thorough cleaning prior to 9:00am each morning seven (7) days per week.

A second cleaning is required in the evenings between 3:00pm and 5:00pm.

Outside of school holidays and weekends this second cleaning would normally be a minor cleaning. During school holidays and weekends the second cleaning will need to be more detailed due to the increased tourist visitation to the area.

b) Ski Season

This is the period between the June long weekend and the October long weekend inclusive.

The toilets are to have a complete and thorough cleaning a minimum of twice per day seven (7) days per week. The first cleaning is to be undertaken in the morning and completed prior to 8:30am. The second cleaning is to be undertaken between 3:00pm and 5:00pm.

A third minor check and cleaning is to be undertaken in the middle of the day and the Contractor required to specify the time that his cleaning is undertaken.

c) General

The frequency of the service as detailed is a minimum requirement and more frequent cleaning may be necessary due to peak winter periods such as school holidays or long weekends.

The Objective is to ensure that the public toilets present in a clean and tidy manner at reasonable times. Inconvenience to the public should be kept to a minimum whilst cleaning is being carried out.

3. Contractor to Provide Own Transport and Equipment

The Contractor is required to provide his/her own transport for use in every aspect of their work including cartage of rubbish to the Waste Depot.

The contractor is responsible for the registration, insurance and maintenance of the vehicle at all times.

The Contractor is to supply all minor equipment necessary for the proper maintenance of the area and the carrying out of the Contract. The equipment includes, but is not limited to, mowers, whipper snippers, personal protective clothing, safety equipment including signage, brooms, hoses, sprinklers, pressure cleaners etc.

4. Council to Provide Certain Materials

The Council will provide all garbage tins, shrubs, plants and the like which in normal course of the work would be considered to be or become Council property. The Council will provide all cleaning agents, toilet paper, hand towels and other consumables for the proper undertaking of the Contract.

It will be the Contractor's responsibility to notify the Council Supervisor, in advance, of their needs in those areas and collect those items from Council's Berridale Depot.

5. Term of Contract

The Contract will be for a two (2) year period and commence as per Schedule One with a once only extension of two (2) years exercisable at the sole and absolute discretion of Council and if so granted shall be subject to the conditions and obligations of the original agreement.

6. Payment

Payment, will be made on a monthly basis, following receipt of a tax invoice, at the rate of one twelfth of the annual tendered sum.

The Contractor is to identify in the tender price and on each tax invoice that part of the Contract that pertains to streets parks and reserves and shopping centre cleaning, as distinct from that part that pertains to the toilet cleaning.

7. Adjustment

The amount payable to the Contractor in the first year of the Contract shall be the amount as set out in the tender form and thereafter during the term of the Contract shall be adjusted on the commencement date anniversary in each subsequent year in accordance with the following formula:

$$ACS = PCS \times \frac{C}{D}$$

Where:

ACS represents the adjusted contract sum (ACS); and

PCS represents the previous contract sum (PCS) payable during the year preceding the Consumer Price Index (CPI) review date; and

C represents the Consumer Price Index (CPI) all groups Canberra number for the September quarter of the current year; and

D represents the Consumer Price Index (CPI) all groups Canberra number for the September quarter of the previous year.

Schedule of Works

DUTIES	FREQUENCY		ANNUAL COST
STREET, SHOPPING CENTRE & CARPARKS			
Collect all papers, tins, bottles, plastic bags and windblown rubbish and the like from the defined area (marked in blue on the map attached to the Contract)	Summer	Winter	
	First week of each month	Fortnightly	
Empty all garbage and recycling bins as often as is necessary on the Jindabyne Town Centre concourse and both levels of the adjacent carparks to prevent them from overflowing.	Twice daily during holiday periods and weekends. Daily in low periods	A minimum of three times daily or whenever necessary to prevent them from overflowing	
Regularly mow and whipper snip all grassed areas, banks etc. adjacent to the Memorial Hall and in front of the Jindabyne Town Centre to provide a well-manicured lawn	Weekly or as necessary	Monthly or as necessary	
Water all grassed areas, banks, gardens etc. adjacent to the Memorial Hall and in front of the Jindabyne Town Centre to maintain an attractive	Three times weekly or as needed (less in	Fortnightly or as needed.	
Sweep the Jindabyne Town Centre concourse	Daily (incl. weekends)	Twice daily (incl. weekends)	

13.1 SNOWY MONARO REGIONAL COUNCIL CONTRACT FOR PROVISION OF STREET,
 SHOPPING CENTRE & TOILET CLEANING AT JINDABYNE TOWN CENTRE
 ATTACHMENT 1 DRAFT CONTRACT FOR PROVISION OF STREET SHOPPING CENTRE & TOILET
 CLEANING JINDABYNE TOWN CENTRE Page 164

Clean the Jindabyne Town Centre concourse with a pressure cleaner	Immediately prior to the June long weekend	Immediately prior to the school Christmas holidays	
Removal of rubbish and recycling to Jindabyne Landfill (tipping fees will be paid by Council)	As necessary	As necessary	
PUBLIC TOILETS			
Empty all rubbish receptacles in all public toilets	Twice daily and more often during school holidays, weekends and	Three times a day and more often if necessary in order to prevent the bins from overflowing	
DUTIES	FREQUENCY		ANNUAL COST
	Summer	Winter	
Thorough clean of toilets taking particular care to clean behind the bowl and around the outside of the bowl.	Prior to 9am each morning 7 days per week and a second clean between 3pm and 5pm in the afternoon	Prior to 8.30am each morning 7 days per week and between 3pm and 5pm in the afternoon. The toilets should be checked during the middle of the day and given a minor clean if necessary.	
TOTAL TENDERED AMOUNT			

Tender Form

1. Full name of Tenderer
 2. ABN/ACN number
 3. Registered office
 4. Postal Address
 5. Telephone number
 6. Facsimile number
 7. Directors names
(NB: will also be required to be Guarantors)
 8. Residential addresses
 9. Annual amount
(Inclusive of GST) for the first year
-

DATED THIS DAY OF 201

THE COMMON SEAL of)
)

Was hereunto affixed by)
Authority of the board of)

Directors in the presence of)

.....
(Signature of witness)

.....
(Name of witness)

Directors Guarantee

SIGNED SEALD & DELIVERED)

By)

In the presence of:)

.....
(Signature of witness)

.....
(Name of witness)

SIGNED SEALED & DELIVERED)

By)

In the presence of:)

.....
(Signature of Witness)

.....

(Name of Witness)

Formal Agreement

AGREEMENT made on the day of 201 **BETWEEN** the **SNOWY MONARO REGIONAL COUNCIL** of 81 Commissioner Street, Cooma, NSW 2630 (hereinafter called “the Council”) of the one part and

(**Name of contractor**) having its registered office at (**address of Contractor**) (hereinafter called “The Contractor”) of the second part and (**Name of parties**) both jointly and severally as personal guarantors for the due performance of all conditions of the Services Contract of (**name of company**) of the third part.

WHEREAS

- A. The Council is letting a Contractor for the cleaning of streets, reserves, carparks shopping centre and public toilets within the township of Jindabyne.
- B. The Contractor has the expertise and experience and carries on the business of commercial cleaning.
- C. The Council wishes to engage the Contractor as an independent Contractor and the Contractor agrees to enter into a Contract with the Council for the supply of cleaning services within the township of Jindabyne.

NOW THE PARTIES AGREE as follows:

1. That the Council will engage the Contractor and the Contractor agrees to provide the cleaning services for the period stated in Schedule One hereto.
 2. That during the continuance of this Agreement the Contractor undertakes to provide in their entirety the services set out and agreed to in the whole of the tender documents annexed to this Agreement.
 3. That the Council shall pay to the Manager the sums stated in Schedule two (2) hereto.
 4. That, upon receipt of a written request from the Contractor at least three (3) calendar months prior to the expiration of this Agreement, and subject to the due and satisfactory
-

performance by the Contractor of the obligations under this Agreement, the Council may at its sole and absolute discretion grant to the Contractor a once only extension to the term of this Agreement for the period stated in Schedule three (3) hereto and such extension if so granted shall be subject to the conditions and obligations of the Original Agreement.

5. The relationship between the Council and the Contractor under this Agreement is that of Principal and Contractor.

Schedules

SCHEDULE ONE: (Term of Agreement)

Two (2) years commencing on the day of 201 and expiring on the day of
20

SCHEDULE TWO: (Contract Sum)

The Contract sum shall be \$ per annum inclusive of GST paid in accordance with Clause
six (6) of the Specification.

SCHEDULE THREE: (Extension)

Two (2) years commencing on the day of 20 and expiring on the day of
20

IN WITNESS WHEREOF the undersigned have set their and seal on the day hereinbefore
mentioned.

Signed on behalf of

Snowy Monaro Regional Council
On the day of 201 General Manager

Signed on behalf of

.....
Director/Secretary

.....
Director

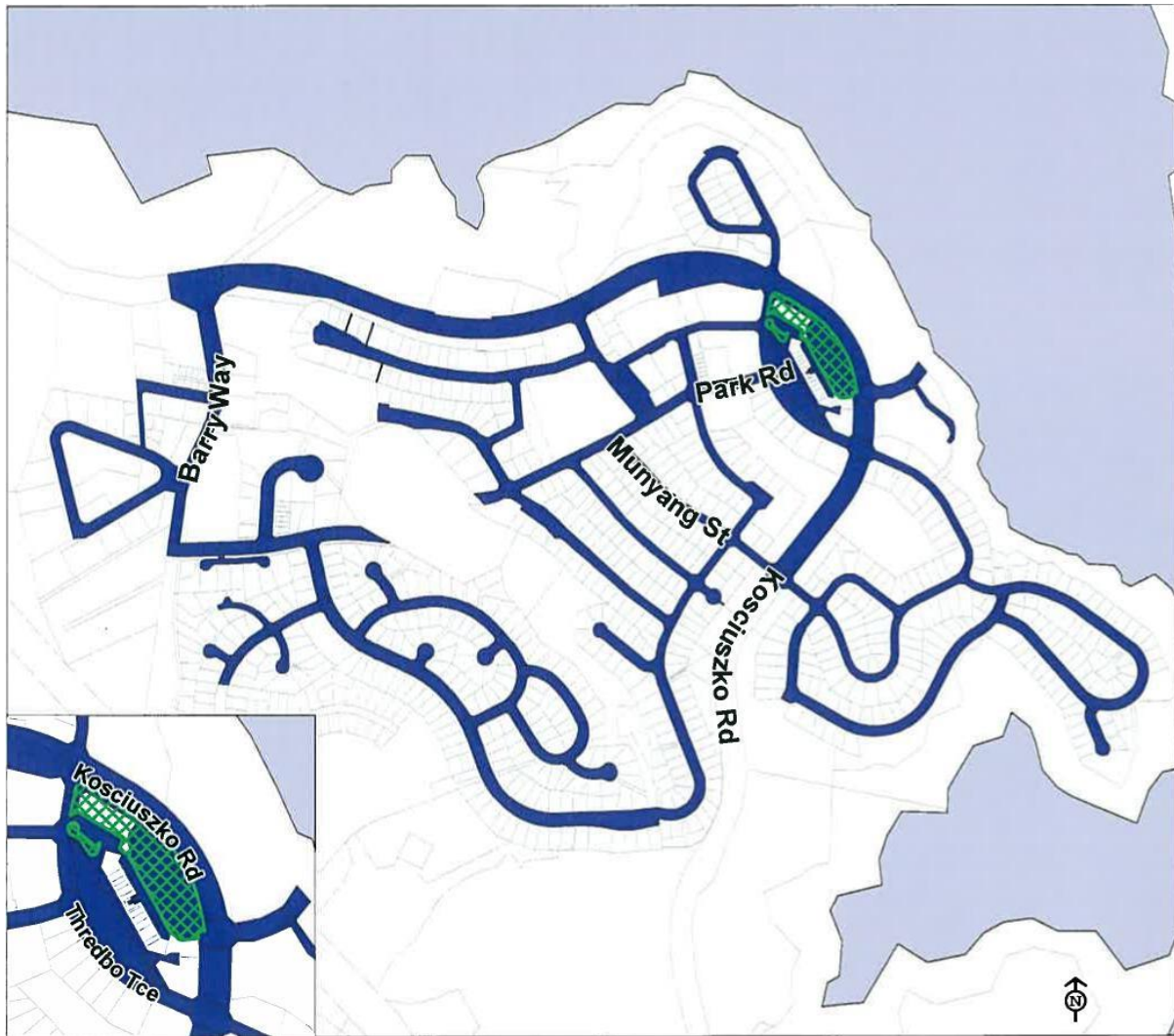
Signed Sealed and Delivered by
the said
As Guarantor in the presence of:

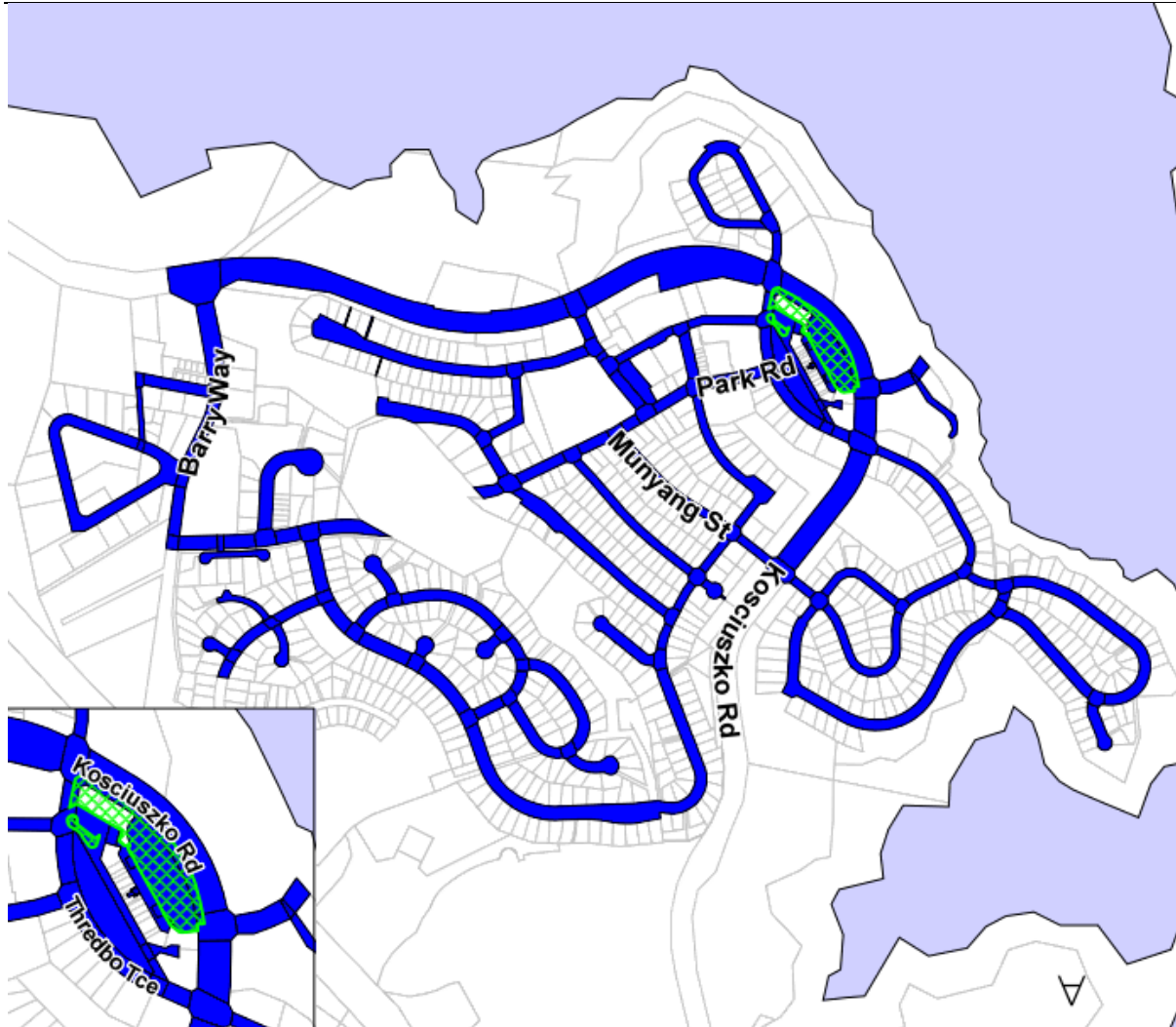
Witness

Singed Sealed and Delivered by
the said
as Guarantor in the presence of:

Witness

Map





- Blue: All public roads, car parks, road embankments and road reserves to the private land boundary including footpaths, pavements, kerb and gutter.

Note: The area includes the road and road reserves of Main Road 286 (Kosciuszko Road) between Jindabyne and the dam and the Jindabyne Landfill access road between Kosciuszko Road and the tip entrance gates.

- Green: Public reserves as shown
- Hatched: Hatched areas are to be mown.

13.2 ANSWERS TO QUESTIONS WITHOUT NOTICE

Record No:

Responsible Officer:	Director Corporate and Community Services
Author:	Governance Administration Support
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. 17 January 2019 In Progress QWN
Cost Centre	
Project	
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

In order to provide Councillors with updates on questions asked by Councillors, a report has been generated with a summary of questions that are current and have recently been completed, for the period ending 6 December 2018.

Please note; due to the Christmas closures, updates on Councillor questions asked at the 20 December 2018 Council meeting will be reported to the 7 February 2019 Council meeting.

SMRC Councillors' Questions – In Progress is attached to this report

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

OFFICER'S RECOMMENDATION

That Council receive and note SMRC Councillors' Questions – In Progress.

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>	Glen Hines	<p>3/12//2018 – Note excerpt from email from Suneil → Councillors 30/11/18 – <u>Disabled Access to Council Chambers.</u></p> <p>After exploring the option of providing a chair lift for the Council Chambers, staff are developing options for an alternate space for Council meetings. A report will be provided to Council soon.</p> <p>30 Oct 18 Glen Hines – 10:06 AM Supplier inspected proposed stairwell 17/10, with preference for the public entry stairwell due to clearance issues in the internal stairwell from the ground floor. This option prevents access to disabled toilets. Waiting for finalised report from Technician.</p> <p>10 Oct 2018 - 09:21 AM Followed up supplier for quote / proposal for Stair lift. No responses received as yet</p> <p>31 Aug 2018 - 12:49 PM - Glen Hines Price estimate for installation of wheel chair lift to public entry stairwell requested. Continuing EOI process for new civic centre</p> <p>21 Aug 2018 - 9:22 AM - Glen Hines Council has resolved to investigate a new Civic Centre in Vale St. Call for EOI for master plan and concepts is currently out with suitable architectural firms and two site meetings have been conducted. Interim solution for "accessible" meeting is the use of the library or multi-function centre – neither</p>	3/12/2018	N

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>have available webcasting capabilities. Staff are investigating feasibility of a platform wheelchair lift for the current chambers</p> <p><i>16 Aug 2018 - 9:55 AM - Debbie Constance</i> Action reassigned to Glen Hines by: Debbie Constance</p> <p><i>11 Apr 2018 - 2:13 PM - Debbie Constance</i> A report will be presented to Council on changes required to make the existing building compliant and other possible premises under Council's ownership. - Ongoing</p>		
3	05 April 2018	21.5	<p>Upgrade in Polo Flat area</p> <p>Councillor Rogan Corbett</p> <p>Question When will there be an in-depth review of Polo Flat as the area has potential for expansion. The entrances and drainage problems, and the lay out has to be addressed ASAP.</p>	Mark Adams	<p><i>20 Dec 2018 – Mark Adams</i> Still waiting for more information on the flood study aspect.</p> <p><i>6 Dec 2018 A presentation was made to the Cooma Chamber of Commerce on 5 November to provide an update on the work that has been done. Preliminary information has been received for the flood study</i></p> <p><i>31 Oct 2018 Mark Adams – The traffic count data has been completed, however the flood study is still in progress.</i></p> <p><i>14 Sep 2018 - 12:56 PM - Katherine Miners</i> Traffic counts and flood studies are still being undertaken.</p> <p><i>30 Jul 2018 - 11:34 AM - Katherine Miners</i> Currently we are getting updated traffic counts along Polo Flat Road and the Monaro Highway to a inform a future grant application and strategies. Further, flood modelling is being done as part of</p>	30/07/2018	N

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					the Cooma Flood Study and Floodplain Risk Management Plan (which is also being done for Michelago, Bredbo and Berridale). <i>28 May 2018 - 5:07 PM - Katherine Miners</i> Staff working with Office of Regional Development on costings and a report is to be provided to Council. <i>13 Apr 2018 - 2:21 PM - Debbie Constance</i> Action reassigned to Mark Adams by: Debbie Constance		
8	17 May 2018	21.5	Motorhome Dump Points Councillor John Castellari Question: Can Council please liaise with the Campervan and Motorhome Club of Australia (CMCA) to discuss the possibility of installing dump points in, initially in Jindabyne and elsewhere in the SMRC area?	Glen Hines	3/12/2018 - 10:30 am – Glen Hines Advice received from Water Sewer – The locations for dump points which were identified previously are as follows: <ul style="list-style-type: none"> • Berridale shopping centre manhole • Jindabyne – manhole near the bowling club The suitability for long vehicles have not been assessed for this. Staff are looking at locations which are visible to the public so as to avoid illegal dumping. The suitability of the Jindabyne location is to be determined and maps of both locations developed. 30 Oct 18 Glen Hines – 10:09 AM Bombala dump point has been upgraded for compliance. Water Sewer have providing potential locations for Berridale as Berridale shopping centre	03/12/2018	N

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					<p>manhole. The option being discussed for Jindabyne is the manhole near the bowling club. <i>31 Aug 2018 - 1:22 PM - Glen Hines</i> No further progress on this. Meeting with Water / Sewer requested 31/8 <i>02 Aug 2018 - 2:26 PM - Glen Hines</i> 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. <i>23 Jul 2018 - 1:32 PM - Glen Hines</i> Facilities staff are currently scoping suitable sites as well as upgrading existing dump points. For additional sites consultation with Water and Sewer will be required to ensure impacts/connection to the sewer system can be managed with a preference that dump points are contained within caravan parks. CMCA have sent through the required documentation for staff to complete to apply for the relevant funding. <i>28 Jun 2018 - 1:53 PM - Glen Hines</i> Contact made with CMCA Sean Constable for meeting late July in Cooma. Will discuss potential overnight sites as well as dump points <i>23 May 2018 - 10:56 AM - Erin Donnelly</i> Action reassigned to Glen Hines by: Erin Donnelly</p>		
10	17 May 2018	21.10	Completed 10/10/2018 – reported to Council 18/10/2018				Y

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
22	02 August 2018	18.2	Completed 06/12/2018 – reported to Council 20/12/2018				Y
41	18 Oct 2018	17.1	Completed 10/12/2018 – reported to Council 20/12/2018				Y
42	18 Oct 2018	17.2	Clr Corbett - Tree Stumps When will the three tree stumps be removed and new trees planted on the corner of Sharp St and Creek St, and gutters repaired in Sharp St west?	Jane Kanowski	26/11/2018 – Jane Kanowski Work will be scheduled in consultation with the Roads section. 29 Oct 18 Jane Kanowski - Discussion with Manager Construction regarding the removal of these stumps as there is an issue with the kerb – it will need to be cut in the sections adjacent to the stumps, then the stumps ground and removed and the kerb repaired.	29/10/2018	N
44	18 Oct 2018	17.4	Completed 19/11/2018 – reported to Council 20/12/2018				Y
45	18 Oct 2018	17.5	Clr Old - Proposal for Jindabyne By-Pass Can council look at the proposal for using an existing access for a by-pass to Barry Way?	Mark Adams	31 Oct 2018 Mark Adams – To be considered in the Jindabyne Masterplan. 31 Oct 2018 reassigned to Mark Adams		N
47	1 Nov 2018	18.1	Public WiFi Councillor Rogan Corbett Why is there no public WiFi in Cooma? As there used to be WiFi available in the Cooma CBD and Jindabyne and Bombala.	Nola Brady	20 December 2018 – Nola Brady – Expect report to go to March 2019 Council meeting. 28 November 2018 – Nola Brady / Scott Goudie An email sent to Councillors on 28 November explaining the historical WIFI set up that existed in Cooma, and advising Councillors that a report would go to the late February or March Council meeting explaining the options available for the entire SMRC region for consideration. This report		N

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
					will take some investigation with Network providers.		
48	1 Nov 2018	18.2	Completed 06/12/2018 – reported to Council 20/12/2018				Y
49	1 Nov 2018	18.3	Employment of Project Staff Councillor John Last I notice that the Council is proposing to employ a Project Engineer, a Project Manager and a Development Engineer. If these positions are filled will it alleviate the necessity of calling in consultants? How much money will the employment of these people save when compared to consultants?	Peter Bascomb	8 January 2019 – Peter Bascomb The Development Engineer position is one Council has advertised previously. Were currently using casual staff to assist, and will continue to use them for a period after recruitment to address the backlog. The other positions are time-limited positions designed to minimise the need for contract project management staff, They are intended to mitigate the need to the contract project managers while Council manages the current level of grant-funded projects. The costs of staff and contactors are primarily covered by the project management component of grants received.	8 January 2019	Y
50	1 Nov 2018	18.4	Completed 27/11/2018 – reported to Council 20/12/2018				Y
51	1 Nov 2018	18.5	Completed 06/12/2018 – reported to Council 20/12/2018				Y
52	1 Nov 2018	18.6	Completed 22/11/2018 – reported to Council 20/12/2018				Y
53	1 Nov 2018	18.7	Completed 24/11/2018 – reported to Council 20/12/2018				Y

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
54	1 Nov 2018	18.8	Completed 24/11/2018 – reported to Council 20/12/2018				Y
55	15 Nov 2018	18.1	Completed 28/11/2018 – reported to Council 20/12/2018				Y
56	15 Nov 2018	18.2	Completed 03/12/2018 – reported to Council 20/12/2018				Y
57	15 Nov 2018	18.3	Delegate School of Arts, Drainage Councillor Anne Maslin What is the time frame for repair work to be done on gutters and downpipes to improve drainage at the Delegate School of Arts?	Glen Hines	3/12/18 – <i>Glen Hines</i> Group Manager Facilities, Commercial Land Officer and Bombala Property Maintenance Officer attended the Delegate School of Arts 27/11/18, meeting with Committee Members and inspecting the building and grounds. Staff are preparing a scope that will be shared with the Major Projects team undertaking the street drainage works and if possible be packaged into this body of work with funds already allocated in the Facilities capital projects for this facility.		N
60	15 Nov 2018	18.6	Completed 06/12/2018 – reported to Council 20/12/2018				Y
61	6 Dec 2018	18.1	Inspection of Stormwater Drains - Tulong Avenue Cooma Councillor John Last Can the responsible Director/Manager inspect the stormwater drains in Tulong Avenue Cooma, and clear it of rubbish?	Gary Shakespeare	12/12/18 – Staff inspected the issues on Tulong Avenue and Corner of Sharp/Bombala Streets on Monday 10 December 2018 with all necessary work to resolve any issues completed on Tuesday 11 December 2018.	12/12/2018	Y

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
			This drain has been blocked for several weeks if not months, and heavy rains would cause damage to property in Tulong Avenue if the drain is not cleared.				
62	6 Dec 2018	18.2	<p>Stormwater Outlet - Corner of Sharp St and Bombala St Cooma</p> <p>Councillor John Last</p> <p>Will the responsible Director/Manager arrange to clear the stormwater outlet on the corner of Sharp and Bombala Street Cooma in form of the café?</p> <p>This are has required attention for a long time and when it rains it causes a large puddle to develop.</p>	Gary Shakespeare	12/12/2018- Works are forecast this financial year on the corner of Sharp/Bombala Street that should prevent any pooling of stormwater in the future. 12 December 2018.	12/12/2018	Y
63	6 Dec 2018	18.3	<p>Availability of Mayor</p> <p>Councillor John Last</p> <p>When the Mayor is not available to carry out his duty as Mayor, why doesn't he consult with the Deputy Mayor, to act in his place, as is provided in the Local Government Act?</p>	John Rooney / Sarah Cleverly			
64	6 Dec 2018	18.4	<p>SMRC vs Tropic Asphalt Pty Ltd</p> <p>Councillor John Last</p> <p>Could the cases of Snowy Monaro Regional Council vs Tropic Asphalt Pty Ltd be copied</p>	Mark Adams	20 Dec – Mark Adams Noted. Information is being compiled.		

SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Date of Reply	Compl Y/N
			and sent out to each Councillor and in the first February meeting of the Council both the original case and the stated case be discussed at a council meeting?				
65	6 Dec 2018	18.5	<p>Clearing of Roadside Grass, Jindabyne</p> <p>Councillor Brian Old</p> <p>Can we continue this further as well as rubbish?</p>	Suneil Adhikari	<p>07/01/2019</p> <p>The roadside grass on the approach to Jindabyne was completed in December 2018</p>	07/01/2019	Y

13.3 RESOLUTION ACTION SHEET UPDATE

Record No:

Responsible Officer: Director Corporate and Community Services
Author: Governance Administration Support
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. 17 Januray 2019 - In Progress Actions.pdf
Cost Centre 3120 Governance
Project
Further Operational Plan Actions:

EXECUTIVE SUMMARY

In order to provide Councillors with updates on resolutions of Council, a report has been generated with a summary of action that are current and have recently been completed, for the period ending 6 December 2018.

Please note; due to the Christmas closures, updates on actions from the 20 December 2018 Council meeting will be reported to the 7 February 2019 Council meeting.

SMRC Resolution Action Sheet – In Progress is attached to this report.

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

OFFICER'S RECOMMENDATION

That Council receive and note the SMRC Resolution Action Sheet – In Progress.

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
1	19 October 2017	227/17	18.1	<p>Notice of Motion for Rail Trail Feasibility Study</p> <p>That Council fund a feasibility study for the opening of a Monaro Rail Trail from Queanbeyan to Bombala during the 2019 Financial year;</p> <p>A. Either by obtaining Grant Funding from the NSW Government; or</p> <p>B. Allocate \$75 000 in the 2019 Financial Year Council Budget in the event grant funding is unavailable.</p>	Peter Bascomb	11 December 2018 – Monaro Rail Trail Inc. has completed a preliminary feasibility study that will be used to develop the scope of Council’s project. This will be developed in the first half of 2019.		N
2	19 October 2017	251/17	22.2	<p>Purchase of Property in Maybe Street Bombala for Public Toilets</p> <p>That Council</p> <p>A. Accept the vendor’s asking price of \$40,000 for 60m² of land to be subdivided from Lot 1 DP 164034</p> <p>B. Engage the services of a surveyor to create a plan of subdivision including an easement for the vendor to service his air conditioner and to arrange for an 88B Instrument</p> <p>C. Authorise the General Manager and/or the Mayor to sign any</p>	Lyn Bottrill	<p>10 December 2017 – Lyn Bottrill – Bank Guarantee received today. Expected completion date 15 December.</p> <p>22 November 2018 – Lyn Bottrill Vendor wanted bank guarantee for works to be completed after settlement. It is anticipated that the bank guarantee will be ready by 23 Nov and once delivered to the vendor’s solicitor, settlement will take place.</p> <p>24 Oct 2018- 12.45 PM – LB Currently waiting on vendor’s solicitor.</p> <p>03 Oct 2018 - 9:07 AM - Lyn Bottrill</p>	15/12/2018	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				documents associated with the purchase of part Lot 1 DP 164034.		<p>Final check of title to land revealed a lease registered on title. Waiting on landowner to release the notation on the title. 27 Aug 2018 - 12:44 PM - Lyn Bottrill Issue with terms of sale of the property and expected date of construction of the toilets.</p> <p>This is currently being sorted out by Council's solicitor. 02 Aug 2018 - 2:07 PM - Lyn Bottrill Contracts have been exchanged and plan has been lodged. 23 Jul 2018 - 4:02 PM - Lyn Bottrill Plan of subdivision has been lodged for registration. Contracts have been exchanged. 11 Jul 2018 - 1:09 PM - Lyn Bottrill Contracts have been exchanged. Plan of subdivision has been lodged with the LRS.</p> <p><i>21 Jun 2018 - 10:17 AM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 30 Jun 2018 To: 30 Aug 2018 <i>21 Jun 2018 - 9:41 AM - Lyn Bottrill</i> Contracts were exchanged on 15/6. Plan has been lodged for registration. Vendors solicitor has been notified to produce CTs. <i>04 Jun 2018 - 8:21 AM - Lyn Bottrill</i> Waiting on vendor's solicitor to agree to special condition of contract. Subdivision</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>Certificate has been issued today and plan to be lodged as soon as contract has been executed.</p> <p><i>23 Apr 2018 - 12:17 PM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 20 Nov 2017 To: 30 Jun 2018</p> <p><i>23 Apr 2018 - 11:50 AM - Lyn Bottrill</i> Council resolved to purchase the property in Maybe Street. Contracts are expected to exchange in the next couple of days.</p> <p>Delay due to additional special conditions the vendor wanted added to the contract which were perceived to affect Council's liability. Legal opinion was sought and received and passed to the Special Projects team. The special conditions were then passed to Public Works and Council staff are currently waiting for the go-ahead to exchange contracts. The vendor is keen to exchange asap.</p>		
5	14 December 2017	305/17	15.5	<p>Request for Conclusion of the Tyrolean Village Voluntary Planning Agreement That Council</p> <p>A. Accept the payment monies in lieu of works required under the Voluntary Planning Agreement between Snowy River Shire Council</p>	Sophie Ballinger	<p><i>20 December 2018 – Sophie Ballinger</i> Monies have been received and the subdivision certificate was issued on 20</p>		Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>and Tyrolean Pty Ltd (dated October 2015) facilitating the handover of reserve land to Council prior to the original agreed upon timeframes thereby concluding the agreement.</p> <p>B. The developer be advised that should the development not be completed by the end of April 2018 further costs for weed management may be payable for the reserve land in accordance with the 12 month maintenance period agreed upon in the Voluntary Planning Agreement.</p>		<p><i>December 2018. Handover over of land has been completed.</i></p> <p><i>27 Nov 2018 Sophie Ballinger – no further update</i></p> <p><i>31 Oct 2018 Sophie Ballinger – There is no further progress on parts A or B as we are still awaiting handover.</i></p> <p><i>13 Sep 2018 - 2:23 PM - Katherine Miners</i> Please note the following:</p> <p>a) Money has been received to finalise the handover</p> <p>b) Handover to be completed through conveyancing process and due for completion by the end of the year.</p> <p><i>10 Aug 2018 - 10:20 AM - Sophie Ballinger</i> Revised Target Date changed by: Sophie Ballinger From: 15 Jan 2018 To: 01 Sep 2018 Reason: Waiting on completion of subdivision for the money to be paid</p> <p><i>10 Aug 2018 - 10:18 AM - Sophie Ballinger</i> Waiting on confirmation from engineering that required works have been completed and then the applicant will pay the money owing on the VPA</p> <p><i>03 May 2018 - 10:22 AM - Katherine Miners</i> Still to be arranged as advised by Sophie Ballinger on 23 April 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
6	14 December 2017	313/17	16.8	<p>Beyond the Social Plan: Integrating Social Planning Objectives into the Integrated Planning and Reporting Framework</p> <ol style="list-style-type: none"> 1. That Council receive and note the information in the report about the integration of social planning into Council's Integrated Planning and Reporting documents. 2. That staff resources be directed into incorporating social planning objectives into the Integrated Planning and Reporting suite, including the Community Strategic Plan currently under development. 3. That staff prepare a Social Demographic Profile for the information of Council and the community. 4. That the Integrated Planning and Reporting suite, supported by the Social Demographic Profile, take the place of a stand-alone Social Plan. 	Kristy Harvey	<p>20 December 2018 – Kristy Harvey No further update at this time. Will be worked on during 2019.</p> <p>31 Oct 2018 – No further update at this time. Please note the following: 3. A working document has been created which is essentially condensed publicly available data from ABS and our Profile ID tool. It's a primitive version of what the Social Demographic Profile would look like. This plan is to be reported to Council 26 Jul 2018 - 10:27 AM - Katherine Miners Community Services Officer will be preparing the Social Demographic Profile. A and B have been completed. 04 May 2018 - 4:15 PM - Meghan Quinn Cooma Community Development Planner Kristy Harvey is working on the Social Demographic Profile. Both Community Development Planners worked with consultant Rhonda Skelton to ensure social planning objectives were included in the Community Strategic Plan.</p> <p>We will also undertake a thorough review of the Delivery and Operational Plans when those drafts become available to staff. During this review, we will provide feedback to ensure that social objectives, including the</p>	15/01/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						Disability Inclusion Action Plan, are included. It is critical that the relevant actions are allocated to the right departments (roads, for instance) to ensure delivery.		
7	15 February 2018	13/18	12.1	Complete 06/12/2018 – reported to Council 20/12/2018				Y
9	15 February 2018	49/18	22.5	<p>Extension of Contract 2014/002 for the Provision of Street, Shopping Centre & Toilet Cleaning Services in Jindabyne</p> <p>That Council</p> <ul style="list-style-type: none"> A. Approve the extension of the current contract with Crystal Lake Cleaning for street, shopping centre and public toilets in Jindabyne for a further 12 months until 28 February 2019 for the amount of \$117,581.88 incl. GST; B. Authorise the General Manager to execute an Addendum to the Contract to extend the period under the same terms and conditions; and C. Receive a report on the review of contracts for cleaning across the Snowy Monaro Regional Council LGA once completed. 	Lyn Bottrill & Janine Hudson	<p>2 January 2019 – JH</p> <p>Part C - Report to Council on 17 January with draft contract attached for review and request to consent to advertise the Contract for Tender.</p> <p><i>22 Nov 2018 – Lyn Bottrill</i></p> <p><i>Draft contract nearly completed ready for Council approval at January meeting</i></p> <p><i>30/10/18 – 10:16 AM Glen Hines</i></p> <p><i>No progress from previous update</i></p> <p><i>10/08/18 – 08:32AM Glen Hines No external consultant to be engaged – To be undertaken internally. Scope for all cleaning contracts has been consolidated into spread sheet. Land and Property officer to create contract</i></p>	17/01/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>document. Land and Property Manager to review scopes for suitability. 03 Oct 2018 - 9:07 AM - Lyn Bottrill Contracts being finalised. 27 Aug 2018 - 12:43 PM - Lyn Bottrill Group Manager Facilities is dealing with this matter. 02 Aug 2018 - 2:06 PM - Lyn Bottrill Glen Hines seeking services of a contractor. 23 Jul 2018 - 3:31 PM - Lyn Bottrill Currently seeking appropriately qualified firm to carry out investigation into all Council cleaning contracts and adjust the terms to be the same in all contracts.</p> <p>It is anticipated that a report will be presented to Council in November 2018 04 Jun 2018 - 8:18 AM - Lyn Bottrill Group Manager facilities will organise contractor to carry out investigation into all Council cleaning contracts and make a recommendation to Council. 23 Apr 2018 - 12:15 PM - Lyn Bottrill Revised Target Date changed by: Lyn Bottrill From: 19 Mar 2018 To: 28 Sep 2018 23 Apr 2018 - 12:10 PM - Lyn Bottrill Group Manager Facilities to continue with having the cleaning contracts for each of the former Councils standardised.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
10	15 February 2018	50/18		<p>Potential Joint Project with the Department of Education – Cooma</p> <p>That Council endorse the continued pursuit of this project with a view to potentially entering into a binding joint use project agreement with the Department of Education in due course, but on the proviso that Council is successful in its grant application to the Regional Sports Infrastructure Fund to cover the cost of its portion of capital expenditure on the project.</p>	Mark Adams	<p>20 December 2018 – Mark Adams Group Manager Economic Development and Tourism presented to the Councillors on 20 December 2018. The Project Reference Group met on 18 December 2018 and at this stage the Department of Education are not seeking a Joint Use Agreement in relation to the Performing Arts Centre. This will probably be a Shared Use Agreement at a later time and details will be formalised as the project progresses. The Department still want Council to pursue funding for a joint use sports facility.</p> <p>6 Dec 2018 The latest plans are to be presented to at the Councillor workshop on 20 December.</p> <p>30 Oct 2018 Mark Adams – The Department of Education is still pursuing the Performing Arts Centre. They may approach Council again for a contribution as they may potentially seek a car parking arrangement at the Cooma Cemetery.</p> <p>Feedback received on the grant application for the sports aspect was that a strong application was presented however we were not successful due to the funding split and</p>	19/03/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>were advised that if the project was rescoped to reapply.</p> <p><i>13 Sep 2018 - 4:56 PM - Katherine Miners Council was unsuccessful in receiving a grant for the indoor sports centre. Clrs have been advised by email by Group Manager Economic Development and Tourism.</i></p> <p><i>26 Jul 2018 - 10:30 AM - Katherine Miners Staff are still awaiting grant outcomes. Fortnightly meetings are being held with the project group. The group are looking at starting to talk about details of the Joint Use Agreement for a regional performing arts centre.</i></p> <p><i>28 May 2018 - 5:15 PM - Katherine Miners Business case has been lodged for the Regional Sports Infrastructure fund and an Expression of Interest for the Federal Regional Growth Fund. Awaiting outcomes</i></p>		
11	15 March 2018	60/18	10.1	Complete 22/11/2018 – reported to Council 20/12/2018				Y

SMRC Resolution Action Sheet – In Progress

12	15 March 2018	64/18	<p>Creation of road reserve over Jerangle Road through lot 6 DP 754888 at Jingerale 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>	Lyn Bottrill	<p>2 January 2019 – Janine Hudson Have sent an email request to Andrew Freer who advised they will advise when lodgement of the plan of subdivision has occurred 22 November 2018 – Lyn Bottrill Landowners solicitor has been asked for further update. Presently awaiting response.</p> <p>24 Oct 2018 – 12.45 PM – Lyn Bottrill Still waiting on landowner's solicitor to lodge the plan – mortgagor's consent needed. <i>03 Oct 2018 - 9:06 AM - Lyn Bottrill</i> Waiting on landowner's solicitor to lodge the plan. <i>27 Aug 2018 - 12:42 PM - Lyn Bottrill</i> Email sent to surveyor and solicitor asking for update on progress of registration of the plan. <i>02 Aug 2018 - 2:05 PM - Lyn Bottrill</i> Plan has been lodged. Email sent to solicitor acting for the other party asking for an update. <i>23 Jul 2018 - 3:30 PM - Lyn Bottrill</i> Waiting on registration of plan of subdivision <i>11 Jul 2018 - 1:07 PM - Lyn Bottrill</i> Documents returned to surveyor for lodgement with the LPI <i>21 Jun 2018 - 10:16 AM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 30 Jun 2018 To: 30 Sep 2018 <i>21 Jun 2018 - 10:02 AM - Lyn Bottrill</i> All documents have been executed by Council and sent back to the surveyor for lodgement at the LPI</p>	31/12/2018	N
----	---------------	-------	---	--------------	---	------------	---

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>04 Jun 2018 - 8:18 AM - Lyn Bottrill Currently waiting on Subdivision Cert. 23 May 2018 - 10:34 AM - Lyn Bottrill Application has been submitted to Council for Subdivision Certificate. When the Certificate is issued it will be sent along with the plan and Administration sheet to the landowners surveyor for lodgement at the LRS 23 Apr 2018 - 12:16 PM - Lyn Bottrill Revised Target Date changed by: Lyn Bottrill From: 16 Apr 2018 To: 30 Jun 2018 23 Apr 2018 - 12:12 PM - Debbie Constance Surveyor has been contacted and is proceeding with survey of road.</p> <p>The Administration sheet and the plan have been sent to Cooma office by the surveyor. When they are received Council staff will progress the matter. - Ongoing</p>		
14	15 March 2018	71/18	15.3	<p>Lake Wallace Dam - Access to reservoir for fishing That Council:</p> <p>A. Do not allow public access to the Lake Wallace site as the risk to the water quality provided to the Nimmitabel community for human consumption is unmanageable;</p> <p>B. Confirms that the Lake Wallace site is to continue to be managed as a Conservation Area under the approved Offset Management Plan</p>	Jane Kanowski	<p>30/11/2018 – Jane Kanowski - To source an additional quote as one company declined to quote. 29/10/18 Jane Kanowski – One quote has been received – as per Council policy need to</p>	28/02/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				and Conservation Property Vegetation Plan; C. Develop a Management Plan for the reservoir, including review of consideration of establishing a refuge for aquatic threatened species with all relevant authorities; and D. Develop information and interpretive signage for the Conservation Area to be installed at Lake Williams, in Nimmitabel Township.		get an additional quote – waiting on a response. <i>03 Sep 2018 - 1:21 PM - Jane Kanowski</i> A quote from Stockl Signs has been received. Another quote is required. <i>20 Aug 2018 - 4:55 PM - Jane Kanowski</i> Contacted NGH - awaiting advice from them and obtaining quotes for signage <i>28 Jun 2018 - 1:46 PM - Glen Hines</i> Jane Kanowski requested to contact NGH Environmental for interpretive signage subject matter <i>28 Jun 2018 - 1:41 PM - Glen Hines</i> Action reassigned to Jane Kanowski by: Glen Hines <i>21 May 2018 - 11:53 AM - Debbie Constance</i> Action reassigned to Glen Hines by: Debbie Constance <i>11 Apr 2018 - 2:28 PM - Debbie Constance</i> Noted: Meeting arranged with DOI to handover actions. D) to be actions in the new financial year. Group Manager Facilities and Project Manager are meeting on Thursday 14 August to discuss Lake Wallace issues. Signs for Lake Williams will also be discussed.		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
15	15 March 2018	89/18		<p>Notice of Motion Cr Castellari - Update on Money for Roads</p> <p>That Council resolve that the Mayor provide regular updates on progress implementing the motion passed at the February 2018 council meeting, to approach State and Federal government for improved ongoing road funding in Snowy Monaro region.</p>	Sarah Cleverley	Mayor scheduled to meet with Minister Pavey, Minister for Roads on 2 May to discuss funding	16/04/2018	N
16	05 April 2018	118/18		<p>Proposed Road Closure & Sale of old Lions Park at Bombala</p> <p>That Council;</p> <ul style="list-style-type: none"> A. Approve the partial road closure on the corner of High Street and Stephen Street Bombala so that the fence line becomes the boundary of lot 9 DP 995614; B. Engage the services of a land surveyor to provide a plan for the boundary adjustment; C. Authorise the General Manager to execute any documents necessary to complete the boundary adjustment and sale of the property; D. Readvertise the property on the open market for auction with an appropriate reserve; and E. Make the Report public once the matter is settled. 	Janine Hudson	<p>2 January 2019 – Janine Hudson Plans are lodged with Council for Subdivision Certificate waiting return of Certificate</p> <p>21 November 2018 – Janine Hudson 28 day notification period has ended. Council has received 8 submissions for the proposed closure. All submissions received had no objections with the proposed closure. Responses sent to those who made submissions advising of this. Documents have been prepared to close this council public road reserve: Subdivision Certificate has been sent for processing.</p> <p>25/10/2018 – Janine Hudson: The Submission period ends 8 November 2018, some submissions have been received from adjoining landowners and the authorities,</p>	28/02/2019	N

SMRC Resolution Action Sheet – In Progress

					<p>these submissions have been with no objection to the closure.</p> <p>25 Oct 2018 – Janine Hudson - The Submission period ends 8 November 2018, some submissions have been received from adjoining landowners and the authorities, these submissions have been with no objection to the closure.</p> <p>5 Oct 2018 – Janine Hudson Letters have been sent to adjoining landowners with notification of the proposed closure and notification letters to the authorities are being prepared. The advertisement has been placed in the Monaro Post for 11 October and 25 October. The 28 day period for submissions ends on 8 November. Submissions will be reviewed and the correct process followed.</p> <p>03 Oct 2018 - 9:05 AM - Janine Hudson Action reassigned to Janine Hudson by: Janine Hudson</p> <p>03 Oct 2018 - 8:59 AM - Lyn Bottrill Notifications sent out to commence road closing.</p> <p>27 Aug 2018 - 12:40 PM - Lyn Bottrill Plan has been received. There are issues with a previous resumption which has not been registered on title. When these issues are sorted out and the notification period for road closing has expired, and the resumption issues have been resolved then the plan will</p>		
--	--	--	--	--	--	--	--

SMRC Resolution Action Sheet – In Progress

					<p>be registered and the land will be listed for sale.</p> <p><i>02 Aug 2018 - 2:04 PM - Lyn Bottrill</i> Spoke to surveyor this week and he has promised to get the plan to me within the week.</p> <p><i>23 Jul 2018 - 3:39 PM - Lyn Bottrill</i> Still waiting on plan for boundary adjustment.</p> <p><i>11 Jul 2018 - 1:05 PM - Lyn Bottrill</i> Still waiting on plan from surveyor. Contact with the surveyor revealed that there were issues with the road alignment and he was working on it.</p> <p><i>21 Jun 2018 - 10:16 AM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 30 Jun 2018 To: 30 Sep 2018</p> <p><i>21 Jun 2018 - 10:03 AM - Lyn Bottrill</i> Surveyor has confirmed that Council will receive the plan etc. in about two weeks</p> <p><i>04 Jun 2018 - 8:17 AM - Lyn Bottrill</i> Currently waiting on survey plan for road closing .</p> <p><i>23 May 2018 - 4:24 PM - Lyn Bottrill</i> 23/5 Waiting on plan</p> <p><i>23 Apr 2018 - 12:16 PM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 16 Apr 2018 To: 30 Jun 2018</p> <p><i>23 Apr 2018 - 12:14 PM - Lyn Bottrill</i> Surveyor has been engaged to provide a plan for boundary adjustment and road closure will commence as soon as a plan is available.</p> <p>14/5 - Waiting on plan.</p>		
--	--	--	--	--	--	--	--

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
18	19 April 2018	133/18		<p>Proposed Transfer of the Bombala Tafe Campus at 8-12 Wellington Street, Bombala to Snowy Monaro Regional Council That Council</p> <p>A. Rescind resolution 294/17 dated 14 December 2017;</p> <p>B. Accept the offer to transfer ownership of lots 11 and 13 DP 871424 (TAFE Bombala Wellington Street) to Council;</p> <p>C. Upon transfer of the property to classify Lots 11 and 13 DP 871424 as Community Land under the provisions of the Local Government Act 1993;</p> <p>D. Seek the advice of Council's Heritage Adviser with respect to any work which may be required to ensure the building is legislatively compliant and suitable for use by the community;</p> <p>E. Authorise the expenditure of \$150,000 towards the upgrade of the building plus a further \$50,000 to engage the services of a project manager to co-ordinate the project to be funded from Internal Restricted Reserves Bombala;</p>	Lyn Bottrill	<p>22 November 2018 – Lyn Bottrill Draft contract has been approved and vendor's solicitor has been asked to provide an execution copy of the contract ready for execution and exchange. Vendor would like completion to take place prior to 31 Dec 2018. Pest control inspection was arranged for Tues 27 Oct</p> <p>24 Oct 2018 – 12.45 PM - Lyn Bottrill Phone call from TAFE NSW this morning to notify Council that unofficial approval has been given for the transfer of the property currently waiting on Minister's signature. Email received following phone call with contract attached for Council's perusal.</p> <p>8 Oct 2018 – 11.26 AM Waiting for confirmation from TAFE NSW that transfer of property has been approved by State Government Property Oversight</p>	31/12/2018	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>F. Approve the inclusion of the upgrade of the property through the Stronger Country Communities Fund to the value of \$250,000; and</p> <p>G.Note that the ownership of lots 11 and 13 DP 871424 will place continued maintenance requirements which need to be captured in asset management plans and future operational expenditure budgets.</p>		<p><i>Committee. This should be received within the next two weeks</i> <i>03 Oct 2018 - 8:57 AM - Lyn Bottrill</i> We are expecting to hear from TAFE NSW on decision of State Government Parliamentary Committee within the next two weeks. <i>27 Aug 2018 - 12:38 PM - Lyn Bottrill</i> Waiting on confirmation of consent from the Parliamentary Property Committee on transfer of property to Council. <i>02 Aug 2018 - 2:03 PM - Lyn Bottrill</i> Council has been promised that they will have a firm answer by October after the matter has been through the State Government Property Overview Committee. <i>23 Jul 2018 - 3:40 PM - Lyn Bottrill</i> The transfer of State property has to pass through several State Government Committees prior to being approved by the</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						Minister. We are waiting on the proposal to pass through the various Committees. <i>11 Jul 2018 - 1:03 PM - Lyn Bottrill</i> Spoke to Paul Anderson on Monday 9/7. He said that we should expect a final answer by October. <i>21 Jun 2018 - 10:15 AM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 21 May 2018 To: 31 Dec 2018 <i>21 Jun 2018 - 10:04 AM - Lyn Bottrill</i> This matter is with the Minister for signing off. <i>04 Jun 2018 - 8:16 AM - Lyn Bottrill</i> This matter is currently with the Minister <i>23 May 2018 - 10:31 AM - Lyn Bottrill</i> TAFE NSW have received a copy of the Council resolution and we are now waiting on formal notification of the process and anticipated timeframe <i>01 May 2018 - 3:38 PM - Debbie Constance</i> Copy of Council resolution sent to Paul Anderson of TAFE NSW. He responded to say that he would be in contact to let me know the anticipated timeframe for the process. - Ongoing		
19	19 April 2018	147/18	16.9	Compulsory Acquisition of Lot 13 DP 239506 - Access to Jindabyne Sewerage Treatment Plant, Jindabyne Landfill and Sewer Pump Station 6 That Council	Lyn Bottrill	22 November 2018 – Lyn Bottrill Council has been advised that gazettal of the transfer of the stock route to Council will take	30/11/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>A. Rescind resolution 131/14 of 26 August 2014</p> <p>B. Proceed to acquire Lot 13 Deposited Plan 239506 by compulsory process under the Land Acquisition (Just Terms Compensation) Act 1991 by authority contained in the Roads Act 1993 for the purposes of providing legal access to the Jindabyne Sewer Treatment Works, Jindabyne Landfill and Sewer Pump Station 6.</p> <p>C. Dedicate the land as Public Road in accordance with the Roads Act 1993</p> <p>D. Note minerals are to be excluded from this acquisition</p> <p>E. Note this acquisition is not for the purpose of resale</p> <p>F. Make the necessary applications to the Minister for Local Government and the Governor</p> <p>G. Authorise the Common Seal be affixed to all documentation required to be sealed to give effect to this resolution.</p>		<p>place in February 2019. Roads, Waste and Waste Water have been notified</p> <p>24 Oct 2018 - LB Minister's consent to the acquisition has been received and we are now progressing to finalise the matter by 30 November 2018 Lyn Bottrill - Council has been notified by Public Works that OLG has approved acquisition and we are currently waiting on gazettal and notification from the Valuer General for the cost. <i>03 Oct 2018 - 8:58 AM - Lyn Bottrill</i> Waiting on Valuer General's valuation of the land. <i>27 Aug 2018 - 12:39 PM - Lyn Bottrill</i> This matter is still waiting on consent from the OLG <i>02 Aug 2018 - 2:04 PM - Lyn Bottrill</i> This matter is still with the Governor. <i>23 Jul 2018 - 3:28 PM - Lyn Bottrill</i> Waiting on reply from the OLG. <i>11 Jul 2018 - 1:04 PM - Lyn Bottrill</i> Application is with the OLG and we should receive word from the Valuer General within</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 next month with respect to purchase price <i>21 Jun 2018 - 10:15 AM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 21 May 2018 To: 21 Oct 2018 <i>21 Jun 2018 - 10:04 AM - Lyn Bottrill</i> Application has been sent to OLG for consent. <i>04 Jun 2018 - 8:16 AM - Lyn Bottrill</i> This matter has been submitted to the Dept of Local Gov. for consent. <i>23 May 2018 - 10:33 AM - Debbie Constance</i> Application has been submitted to the Dept of Local Government for consideration. - Ongoing <i>01 May 2018 - 3:39 PM - Lyn Bottrill</i> Dept Finance notified of Council resolution and as soon as the Mayor signs the page of the Minutes containing the resolution it will be sent to Dept of Finance to follow up with Application to the Minister and the Governor.		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
20	07 May 2018	162/18	11.1	<p>Proposal to Realign the Barry Way Jindabyne and to Address Issues with the Intersections of Barry Way with Eagle View Lane and Bungarra Lane That Council</p> <p>A. Approve the proposal to realign The Barry Way over the constructed road from the intersection with MR286 to the boundary of the national park.</p> <p>B. Approve the proposal to apply to the Crown to transfer those sections of The Barry Way which are Crown reserve road to Council.</p> <p>C. Authorise staff to negotiate with landowners for acquisition of the constructed Barry Way and, where possible, to offer to close corresponding sections of paper road and to dedicate the land to the landowner in compensation.</p> <p>D. To engage the services of a surveyor to identify those sections of the Barry Way which are not on line with the constructed road.</p> <p>E. To acquire any Crown land upon which the Barry Way has been constructed through the process of the Land Acquisition (Just Terms Compensation) Act 1991 through the authority of the Roads Act 1993.</p>	Lyn Bottrill	<p>22 November 2018 – Lyn Bottrill No further update. It is anticipated that the survey work will be ongoing for approx. 12 months</p> <p>24 Oct 2018 - LB Surveyors are presently working on identification plan. <i>03 Oct 2018 - 8:57 AM - Lyn Bottrill</i> Kleven Spain engaged to carry out survey. <i>27 Aug 2018 - 12:38 PM - Lyn Bottrill</i> Surveyor selected and work to progress shortly. <i>07 Aug 2018 - 8:47 AM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 06 Jun 2019 To: 31 Dec 2019 <i>02 Aug 2018 - 1:55 PM - Lyn Bottrill</i> Call for expressions of interest from local land surveyors. Submissions currently being considered. <i>23 Jul 2018 - 3:38 PM - Lyn Bottrill</i> No EOI s received by due date. All surveyors were contacted and were given an extension</p>	31/12/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>F. Authorise the General Manager to execute any documents necessary to complete the project.</p> <p>G. Authorise the expenditure and allocate an amount of \$135,000 in the 2018/19 year Budget with funding to be provided from Stronger Communities Project PP-219 (Undertake project to align the road with road reserves).</p>		<p>of time to submit their EOI. Closing date is 27/7</p> <p>11 Jul 2018 - 1:02 PM - Lyn Bottrill</p> <p>Specification sent to three surveyors requesting that they submit expressions of interest. Due by cob 13/7</p> <p>21 Jun 2018 - 10:14 AM - Lyn Bottrill</p> <p>Revised Target Date changed by: Lyn Bottrill From: 06 Jun 2018 To: 06 Jun 2019</p> <p>21 Jun 2018 - 10:05 AM - Lyn Bottrill</p> <p>Draft specification with Group Manager Transport and Infrastructure for approval.</p> <p>04 Jun 2018 - 8:15 AM - Lyn Bottrill</p> <p>The specification is currently been developed for the work to be carried out by the surveyor. Council will call for expressions of interest to carry out the work.</p> <p>23 May 2018 - 10:29 AM - Lyn Bottrill</p> <p>Specification being developed to seek quotations from suitably qualified land surveyors.</p>		
21	17 May 2018	190/18	15.2	<p>Planning Proposal to amend Bombala Local Environmental Plan 2013 to introduce Zone SP2 – Infrastructure</p> <p>That Council:</p> <p>A. Note the Alteration to Gateway Determination and covering letter provided by the Department of Planning and Environment;</p>	Mark Adams	<p>20 December 2018 – Mark Adams</p> <p>No further updates</p> <p>6 Dec 2018 – No further updates</p> <p>31 Oct 2018 Mark Adams – Water and Wastewater are currently working with a consultant on the Bombala water issue and are looking at future options with a report to come in about six months' time. It is unlikely that the weir will be recommended as being</p>	18/06/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>B. Note the outstanding issues affecting the Planning Proposal and its process thus far, including those previously raised in submissions to the process (attached);</p> <p>C. Collaborate with NSW Department of Primary Industries – Water on planning for Bombala water supply including development of Integrated Water Cycle Management (IWCM) Plan;</p> <p>D. Consult Government agencies on outstanding items, and report back to Council estimated cost of proceeding, and;</p> <p>E. Funding to be allocated from Bombala Reserves.</p>		<p>necessary for water supply purposes. This planning proposal expires in March 2019.</p> <p><i>13 Sep 2018 - 4:53 PM - Katherine Miners</i> Officer is considering how to progress the LEP following rejection of the officer's recommendation on 16 August 2018. <i>06 Aug 2018 - 1:57 PM - Peter Smith</i> Further report to Council 16 August 2018 <i>26 Jul 2018 - 10:42 AM - Katherine Miners</i> A report will be presented back to Council with some further estimated costings. Information requested in C & D will be incorporated in this report. <i>28 May 2018 - 5:00 PM - Katherine Miners</i> Further report to be provided listing reports that are required to satisfy other agencies and costs of each additional report.</p>		
22	07 June 2018	216/18	12.1	<p>Progress Report - Investigation of Potential Caravan / RV Parking Sites in Cooma That Council</p> <p>A. Receive and note the officers report on the progress of identifying caravan parking and RV parking opportunities; and</p> <p>B. Authorise staff to prepare a preliminary concept design and costings for addition of caravan parking and RV parking in the Council</p>	Glen Hines	<p><i>3/12/18 – 09:40 – Glen Hines</i> Site inspection at Hawkins undertaken with Group Manager Transport Infrastructure 6th November for preliminary assessment on potential access issues. CMCA have requested an indication of costs for establishing entry exit to determine feasibility. Group Manager Facilities to request approximates costs from Roads engineers. CMCA have requested a time to present their</p>	30/11/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				owned Carpark at 117 Commissioner St Cooma		<p>proposal to Council which may be a incorporated into the Facilities presentation at the briefing session 20th December (TBC). At his stage staff are not proceeding with reports to Council on Commissioner St and Nijong RV parking proposals.</p> <p>30 Oct 18 Glen Hines – 10:43 AM No update received from CMCA as yet. Expecting query on suitable date to present to Council.</p> <p>10 Oct – 08:52 AM Glen Hines – Met with CMCA regarding potential CMCA / RV operated facility in Cooma. Operational land in Hawkins St a potential location with excellent proximity to CBD. CMCA to present a proposal to Council at a date TBA</p> <p><i>31 Aug 2018 - 1:39 PM - Glen Hines</i> Price estimate received for incorporating caravan / rv parking at Nijong Oval along Barrack St - \$540K including \$92 K in drainage which may or may not be necessary. Still waiting for concept plans from Public Works</p> <p><i>09 Aug 2018 - 3:50 PM - Glen Hines</i> Nijong design / cost estimates due from Public Works Monday 13th Aug.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>Commissioner St carpark designs/costs on hold pending Vale St Civic Centre masterplan 24 Jul 2018 - 9:14 AM - Erin Donnelly Designs and estimates are still with Public Works. Enquiry has been made as to when these will be available. 28 Jun 2018 - 2:03 PM - Glen Hines Public Works have been engaged to provided concept and pricing estimates to redevelop/refurbish Commissioner St carpark inclusive of caravan / rv parking bays. Concepts and pricing have been added to the Nijong oval design brief to Public Works via Major Projects.</p>		
23	07 June 2018	221/18	18.2	<p>Notice of Motion - Skate Park That Council</p> <p>A. Support the Jindabyne Skate Park Association's bid to expand and redevelop the Jindabyne Skate Park to a world class venue, by providing seed funds of \$10,000 from the Jindabyne reserves (or elsewhere as council sees fit), to enable a professional park design to be developed, and</p> <p>B. Once the design is completed, partner with the Jindabyne Skate Park Association to apply for grants from appropriate State and/or Federal</p>	Mark Adams	<p>20 December 2018 – Alannah Dickeson Currently waiting on a suitable grant to apply for funding</p> <p>Report presented to 6 December Council meeting. Awaiting resolution. 31 Oct 2018 Mark Adams – Part A) the concept plan is now complete and will be presented to the 6 December Council Meeting to receive and note. Part B) Ongoing.</p> <p>Concept plan finalised and money almost completely expended. This project is nearly completed.</p>	9/07/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				funding programs to redevelop the park.		30 Jul 2018 - 11:29 AM - Katherine Miners Council officers have been liaising with the Skate Park Association and potential designers. One designer has been recommended. We are awaiting funds to be transferred but will proceed with a design in the meantime.		
24	07 June 2018	224/18	22.1	Complete 22/11/2018 – reported to Council 20/12/2018				Y
26	21 June 2018	237/18	11.1	Complete 21/11/2018 – reported to Council 20/12/2018				Y
27	21 June 2018	238/18		<p>University of Canberra ' Tourism Governance Strategy' That Council:</p> <p>A. Forms a regional tourism committee based on the UC report recommendation;</p> <p>B. Resolve to support Tourism Snowy Mountains as recommended in the UC report to market and promote the Snowy Mountains brand;</p> <p>C. Support Tourism Snowy Mountains by providing \$40,000 this financial year (already in budget from previous Councils contributions) and \$60,000 per year (included in draft 2018/19</p>	Donna Smith	<p>20 December 2018 – Mark Adams Advertising for committee members will commence in the new year.</p> <p>6 Dec 2018 Part A) the charter has been approved by the governance team with some additions and corrections to be made. Advertising for committee members can now begin.</p> <p>31 Oct 2018 Donna Smith – Part A) Still awaiting endorsement of the final charter</p>	23/07/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>budget) on an ongoing basis for the remainder of the Council term (last allocation in 2020/21 financial year);</p> <p>D. Not set up the district tourism committees contrary to the recommendation of the UC report;</p> <p>E. Note that an SMRC Destination Management Plan/Visitor Economy Strategy will now be prepared in conjunction with the Office of Regional Development and as required by the South East and Tablelands Regional Plan;</p> <p>F. Note that Economic Development and Tourism staff will continue to build links with external agencies such as Destination NSW, Destination Network Southern NSW, Visit Canberra, Tourism Snowy Mountains and the CBRJO tourism working group, and;</p> <p>G Explore with TSM and NSW Government through its various agencies the means by which ongoing significant funding for promotional activities by TSM may be generated.</p>		<p><i>from the governance team. All other parts are complete.</i></p> <p><i>13 Sep 2018 - 5:02 PM - Katherine Miners</i> Please note the following:</p> <p>a) The final charter has been prepared for the committee and are awaiting the governance team to endorse the document.</p> <p>e) The consultants have been appointed and preparation of the Destination Management Plan is beginning. A meeting was held with the consultants yesterday.</p> <p><i>30 Jul 2018 - 11:11 AM - Katherine Miners</i> Please note the following:</p> <p>A. The Regional Tourism Committee is to be formed and a committee charter is being prepared.</p> <p>B, C, D have been noted and completed in accordance with the resolution.</p> <p>E. A request for quotes will be sent to the consultants this week.</p> <p>F, G have been noted and completed in accordance with the resolution.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
29	21 June 2018	253/18	22.3	<p>Council Property - Town View, Waterworks Hill, Bombala</p> <p>That Council</p> <p>A. Approve the proposal to demolish the residence located on lot 1 DP 1216130</p> <p>B. Serve notice on the tenant to vacate the premises in accordance with the Residential Tenancy Act.</p> <p>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>	Lyn Bottrill	<p>10/12/2018 – Lyn Bottrill <i>Tenant has been notified that alternative housing has been found for him in Delegate. The accommodation in Delegate is managed by Council and the house needs work before anyone moves in. This work will take approx.. a month so it is intended to give the tenant at the Waterworks cottage notice to vacate when the work is completed.</i></p> <p>24 Oct 2018 – LB <i>Commercial Land & Property Officer investigating availability of housing in Delegate for tenant.</i></p> <p>8 Oct 2018 – 11:41 AM – Lyn Bottrill Enquiries currently being made to Southern Cross Housing re consideration of tenant at Waterworks cottage for disadvantaged housing at either Bombala or Delegate.</p> <p>03 Oct 2018 - 8:51 AM - Lyn Bottrill Looking into disadvantaged housing for tenant in either Bombala or Delegate.</p> <p>27 Aug 2018 - 12:28 PM - Lyn Bottrill Enquiries made of real estate agents if they have any properties for rent in Bombala.</p>	28/02/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>Emailed tenant details to access assistance with rental bond. 02 Aug 2018 - 1:52 PM - Lyn Bottrill Currently working with tenant to find suitable alternative accommodation. 23 Jul 2018 - 3:54 PM - Lyn Bottrill Revised Target Date changed by: Lyn Bottrill From: 23 Jul 2018 To: 29 Sep 2018 23 Jul 2018 - 3:29 PM - Lyn Bottrill Still waiting on tenant finding new premises. Council has supplied a letter saying that he has always paid his rent on time. 11 Jul 2018 - 12:25 PM - Lyn Bottrill Tenant has been notified and is looking for new premises. Council resolution not to proceed to demolish the cottage until tenant has found new tenancy.</p>		
30	21 June 2018	255/18		<p>Request to Purchase Council Land in Percy Harris Street Leesville That Council</p> <p>A. Approve the release of proposed lots 14, 15 and 16 at Leesville Industrial Estate</p> <p>B. Engage the services of an independent valuer to value the three properties</p> <p>C. Advertise the sale of lots 14, 15 and 16 through local real estate agents and Council's website,</p>	Lyn Bottrill	<p>22 November 2018 – Lyn Bottrill Surveyor has agreed to have the plan completed by the end of January 2019</p> <p>24 Oct 2018 – Lyn Bottrill Surveyor has been reminded that we need the plan. 03 Oct 2018 - 8:56 AM - Lyn Bottrill Waiting on plan 27 Aug 2018 - 12:29 PM - Lyn Bottrill Awaiting plan from surveyor. As soon as plan is received expressions of interest will be</p>	30/06/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				and; D. Authorise the expenditure and allocate an amount of \$42,000 in the 2019 Financial Year Budget with funding to be provided from Property Reserves		sought from real estate agents in order to select a real estate agent to place the properties on the open market. <i>07 Aug 2018 - 8:47 AM - Lyn Bottrill</i> Revised Target Date changed by: Lyn Bottrill From: 23 Jul 2018 To: 31 Oct 2018 <i>02 Aug 2018 - 1:53 PM - Lyn Bottrill</i> Waiting on valuation of land from valuer. <i>23 Jul 2018 - 3:52 PM - Lyn Bottrill</i> Surveyor has been requested to produce plan for registration of lots 14, 15, and 16. Still waiting on valuation from valuer. <i>11 Jul 2018 - 12:59 PM - Lyn Bottrill</i> Surveyor has been requested to prepare plan of subdivision to enable the plan to be registered. Valuer has been asked to provide sales prices for the three blocks.		
31	05 July 2018	269/18	18.1	Councillor John Castellari - Flying of the Aboriginal Flag That Council demonstrate its respect for the indigenous community by flying the Aboriginal flag wherever and whenever it flies the Australian flag on SMRC buildings and facilities.	Lorraine Thomas	<i>22 November 2018 - Lorraine Thomas</i> <i>Flag Poles on site at Cooma, Bombala and Berridale Offices. In the process of being installed by Council Property Maintenance Officers.</i> <i>31 Oct 2018 Lorraine Thomas Flag poles arrived at Berridale Depot 31 10 2108 and</i>	30/11/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p><i>the poles will be installed at Berridale, Bombala and Cooma Offices.</i></p> <p><i>08 Oct 2018 Lorraine Thomas Flag poles for Berridale, Bombala and Cooma Offices have been ordered through Goldspar and should be arriving at Berridale Store this week. Once delivered Council Land and Property Maintenance Officers will install the flag poles. Aboriginal Flags are in Council's Berridale Store</i></p> <p><i>02 Sep 2018 - 10:57 AM - Lorraine Thomas Revised Target Date changed by: Lorraine Thomas From: 06 Aug 2018 To: 03 Sep 2018</i></p> <p><i>02 Sep 2018 - 10:54 AM - Lorraine Thomas Flag poles for Berridale, Bombala and Cooma Offices have been ordered through Goldspar. Once delivered Council Land and Property Maintenance Officers will install the flag poles. Aboriginal Flags are in Council's Berridale Store.</i></p> <p><i>02 Aug 2018 - 2:36 PM - Glen Hines Staff have procured Aboriginal flags. Currently scoping additional flag poles for Bombala, Cooma and Berridale offices.</i></p>		
33	19 July 2018	219/18	10.1	<p>Proposal for Future of Council Offices in Cooma That Council A. Authorise the engagement of an architect to perform a detailed needs</p>	Glen Hines	<p><i>3/12/2018 10:00 am – Glen Hines</i></p> <p>Steering committee for the project has been assembled comprising Directors and relevant Group Managers. Project inception meeting</p>	9/11/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>analysis and develop an initial concept design for a new multi-storey head office building to be situated on properties at 55, 57 and 59 Vale Street, Cooma in accord with Council's Procurement policy;</p> <p>B. Allocate a budget of \$75,000 from other internal reserves to engage an architect and assess any additional budget requirements following the receipt of initial quotations from the service providers that may quote for this work; and</p> <p>C. Receive a report from the architect showing the initial concept design for a new multi-storey head office building.</p>		<p>with Architects held 16/11/18 in Cooma. The Architects are composing a request for information which will be addressed by appropriate staff once received.</p> <p>30 Oct 18 Glen Hines – 11:00 EOI's received and evaluated. Successful provider notified. Awaiting revised time line. 03 Oct 2018 - 8:52 AM - Janine Hudson Action reassigned to Glen Hines by: Janine Hudson 27 Aug 2018 - 12:23 PM - Lyn Bottrill Awaiting response from interested parties. 02 Aug 2018 - 1:49 PM - Lyn Bottrill EOI sent to Jindabyne and Cooma firms. Closing date is 23/8</p>		
34	19 July 2018	237/18	21.2	<p>Sewerage service agreement for Discovery Holiday Park and other private dischargers in to Council's reticulated sewerage system (all areas of former Snowy River Shire)</p> <p>That Council approve</p> <ol style="list-style-type: none"> The report be received and adopted by Council. The Sewerage Services agreement be executed between Snowy Monaro Regional Council and Discovery Holiday Parks Pty. Ltd and other listed businesses. 	Michael Broder	<p>03/12/2018 Mike Broder – Still waiting a response from Discovery Holiday Park. Staff to follow up.</p> <p>31 Oct 18 – Michael Broder - Agreements have been sent to Discovery Holiday Park in Adelaide and to the Snowy Mountains Resort Pty Ltd. Both companies are having their agreements looked at by Solicitors as at 30 October 2018. Letters will be forwarded to other dischargers when time permits.</p>	20/11/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				3. As part of the agreement the sum of \$5,000 be the bond in the form of a Bank Guarantee for these businesses that require a Sewerage Services Agreement, excluding the Sailing Club, the Adaminaby Bowling Club and the Snowy Museum.		08 Oct 18 – Agreements have been sent to the businesses, no response to date. Staff are following up		
37	02 August 2018	254/18	13.1	Complete 21/11/2018 – reported to Council 20/12/2018				Y
38	02 August 2018	256/18	15.1	<p>Notice of Motion - John Castellari - Delegate and Regional Townships That council considers the submission from Delegate resident Jane Love concerning the following requests:</p> <ul style="list-style-type: none"> • That Council liaise with NSW Police and the Youth Council to explore the viability of Police Citizen Youth Clubs in each of our regional townships; • That Council develop sealed bike park facilities in Delegate and other townships that do not have them; and • That Council develop these resources as part of a program of shared community resources. 	Mark Adams	<p>20 December 2018 – Mel Sass No further information has been received on the PCYC however the Monaro Police District Commissioner has met with the Youth Command. The Commissioner has not been advised if anywhere in the LGA is included as potential to set up a PCYC.</p> <p>Youth Development Officers have contacted the Youth Command to try and set up a meeting with the Youth Commissioner. If the outcome of the meeting is unsuccessful the Bombala Youth Councillors will draft a letter to the Youth Command and the local MP for support. 6 Dec 2018 - No further updates from the Police on the PCYC at this stage. Jane Love has been connected with two community members in Bombala who are</p>	3/09/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>working to independently launch a youth hub called "The Bombala Youth Booth". They've just completed a survey to assess need and interest in the Youth Booth, and have met with Bombala Youth Councillors to discuss ideas. Staff are working with them to register as a Not for Profit organisation and apply for funding, but they also plan to reach out to Council in the New Year for support.</p> <p>No further progress has been made on the bike facilities aspect.</p> <p>31 Oct 2018 – John Graham & Melissa Sass: The Monaro Command Superintendent Paul Condon has taken our request for a PCYC to the State Police Commissioner. The Commissioner needs to allocate funding and appoint two additional police officers to the Monaro Command before we can move any further. Superintendent Condon is supportive of the request and has indicated he will involve Council in any further meetings or correspondence regarding the feasibility of a PCYC.</p> <p>In the interim, the Youth Development Team has been engaging with a group of community members in Bombala who are hoping to launch the "Bombala Youth Booth". Council staff are supporting the group to</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>register as a not-for-profit and will provide advice on grant funding once that process is complete.</p> <p>31 Oct 2018 John Graham – Youth Development Officers met with members of the Berridale community on 31 October to discuss plans for a Berridale BMX track. The Bombala site will be looked at next year. Quotes to rebuild and redesign the tract at Delegate has been requested.</p> <p>Youth Development Officers have been in discussion with NSW Police regarding Police Citizen Youth Clubs, looking at a location in either Bombala or Berridale. The Monaro Superintendent has advised that funding for an extra 2 officers is needed and has reached out to the Premier.</p> <p>Youth Development Officers have looked at the existing bike tracks in Delegate and Bombala and have noted that they are in a significant state of disrepair. An estimate of \$250,000 has been quoted to restore the tracks. For ongoing maintenance it has been estimated that \$30,000 would need to be allocated each year.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						Staff will be in contact with Jane Love to discuss.		
40	02 August 2018	260/18	19.2	<p>Snowy River Health Centre Jindabyne That Council</p> <p>A. Receive and note this report;</p> <p>B. Note the options presented on page 4 of this report and adopt Option 2 subject to paragraph D below;</p> <p>C. Subject to approval by the Department of Health Council enter into a lease on terms and conditions outlined in Option 2;</p> <p>D. Authorise the Mayor and General Manager to execute the lease of Level 2 Snowy River Health Centre under Council seal; and</p> <p>E. Advise the current lessee of Council's decision outlined in in B above.</p>	Nicholine Wong	<p>22/11/2018 – Nicholine Wong New lease document received from lawyers and provided to Department of Health (DoH) for approval from their legal team. Awaiting response/approval before signing off by both parties.</p> <p>14 Aug 2018 - 3:54 PM - Nicholine Wong Actioned - letter written to Jindabyne Medical Practice. Contact made with lawyers to have new lease document drawn up.</p>	3/09/2018	N
41	02 August 2018	261/18	19.3	<p>Council's Property at 204 Maybe Street Bombala That Council</p> <p>A. Retain and approve the expenditure of \$ 46,848.90 in accordance with the quotations</p>	Kelly Heffernan	<p>19 December 2018 – Kelly Heffernan – Builder has engaged Contractor to make the new balustrade. Works will begin in the new year.</p> <p>4 December 2018 – Kelly Heffernan – The builder has collected the keys to start work</p>	02/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>B. Approve an additional \$25,000 to paint the residence inside and out</p> <p>C. To authorise the General Manager to approve further funding for electrical works if the wiring is found to be non-compliant during the refurbishment.</p> <p>D. To authorise the expenditure and allocate \$72,000 to fund the works from the former Bombala LGA Reserves.</p>		<p>on 204 Maybe Street.</p> <p>3 December 18 – Kelly Heffernan – Alan Walker has been contacted and he has advised he will make a start on this property in early December with a majority of the work to be done after Christmas.</p> <p>29 Oct 18 Kelly Heffernan – Alan Walker was advised to commence with the quote he provided Council. A commencing date to be advised this week.</p> <p>Two quotes have now been received. A third quote has been promised by a local builder with no response after a number of reminders. The two quotes will be assessed and renovations will commence once this has been decided shortly</p> <p><i>21 Aug 2018 - 11:28 AM - Kelly Heffernan</i> Arrangements have been made for a quote on Friday 24.8.2018</p> <p><i>09 Aug 2018 - 3:34 PM - Kelly Heffernan</i> I have contacted the buiilder who provided the quote for \$46,848.90 to undertake the works. He will get back to me by Friday 10th August with a proposed start and finish date for this project.</p> <p>There are two painters who will be providing a quote for the painting inside and out</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						following inspection over the coming weekend. A third is to be contacted over the coming days. 09 Aug 2018 - 3:32 PM - Glen Hines Action reassigned to Kelly Heffernan by: Glen Hines		
42	02 August 2018	264/18	19.6	<p>Request to Remove Trees - 57-59 Massie Street Cooma That Council</p> <p>A. Receive and note the report Request to Remove Trees – 57 – 59 Massie Street Cooma;</p> <p>B. Note the options presented on page 2 of the report and;</p> <p>i. Council remove the trees on Council land;</p> <p>ii. Share the cost of removing the trees that straddle both Council and Mr Mondello’s land; and</p> <p>iii. Mr Mondello be responsible for removing the trees solely on his land;</p> <p>iv. Council supply traffic management control provided trees are removed at the same time.</p> <p>C. Advertise its reasons for removing the trees; and</p>	Jane Kanowski	<p>30/11/2018 – Jane Kanowski – Second quote received - waiting on the 3rd – a reminder has been sent.</p> <p>29 Oct 18 Jane Kanowski – A Media Release has been sent to the Communications team for distribution to notify the public. Quotes have been requested from 3 contractors and awaiting on these.</p> <p>03 Sep 2018 - 1:19 PM - Jane Kanowski A letter has been sent to the owner to notify him of the Council resolution. Liaising with the Communications team to write a press release and inform the community of this decision. 08 Aug 2018 - 2:58 PM - Glen Hines Action reassigned to Jane Kanowski by: Glen Hines</p>	31/01/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				D. D. Formally advise Mr Mondello of its decision in writing				
44	16 August 2018	276/18		<p>Lease of Council Operational Land to Cooma Men’s Shed That Council</p> <p>A. Resolve to enter into “peppercorn lease” arrangement to a value nominated by Council on Lot 3 of DP 537242 in Mulach St Cooma with the Cooma Men’s Shed (AMSA) for a period of Five (5) years (with two (2) optional periods of five (5) years each) pending outcome of a development applications</p> <p>B. Authorise the General Manager to negotiate the terms of the lease</p>	Lyn Bottrill	<p>22 November 2018 – Lyn Bottrill Still waiting for Cooma Mens Shed to submit a development application with Council. Once the D/A consent has been issued a lease will be arranged.</p> <p>24 Oct 2018 – Lyn Bottrill Still waiting on D/A to be lodged.</p> <p>8 Oct 2018 – 11:44 AM – Lyn Bottrill Waiting on D/A being lodged prior to finalising lease. Environmental Services has been requested to notify Property Officer when D/A is lodged.</p> <p>03 Oct 2018 - 8:48 AM - Lyn Bottrill Waiting on submission of D/A</p> <p>31 Aug 2018 - 1:14 PM - Lyn Bottrill Draft lease is currently being prepared in accordance with the resolution. The lease</p>	01/01/2019	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						will be finalised upon determination of the development application. <i>27 Aug 2018 - 12:14 PM - Lyn Bottrill</i> Awaiting outcome of development application. In the meantime draft licence agreement will be drafted. <i>21 Aug 2018 - 11:18 AM - Glen Hines</i> Action allocated to Lyn Bottrill to assist GM in preparing lease		
49	16 August 2018	289/18	19.3	Update on the potential Joint Use Projects being explored with the Department of Education That Council A. Receive and note the report; Endorse the preparation and submission of a grant application to Round 2 of the request for up to \$3 million grant funding and Council allocation of \$500,000 (using the internal reserve 'former Snowy River LGA'), bringing the total project value to \$3.5m, for a new library/community centre/innovation hub as part of a Joint Use Project with the Department of Education and Training, and upgrade to the car park in Kalkite Street to multi-level to cater for the community parking needs of the development, with design options and refined costings	Mark Adams	<i>20 December 2018 – Mark Adams</i> Council is expecting the outcome of the grant in January. 6 Dec 2018 Still awaiting outcome. 31 Oct 2018 Mark Adams – Awaiting outcome of the Regional Cultural Fund grant. 15 Oct 2018 - Grant application submitted. <i>13 Sep 2018 - 5:09 PM - Katherine Miners</i> A grant application is being prepared to be submitted on 21 September under the Regional Cultural Fund.	17/09/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				to be provided as the project develops. C. Endorse engagement of a consultant to assist with grant preparation with funds to be provided from re-directed funds under Innovation and Business Development - Project PJ 100069.				
54	6 September 2018	309/18		<p>Transfer of Crown Roads in the Township of Dalgety to Council That Council</p> <p>A. Write to the Crown requesting the following roads be transferred to Council:</p> <ul style="list-style-type: none"> • Brierly Street – 400m - Sealed; • Bradley Street – 350m - Unsealed; • Rutherford Street – 350m - Unsealed; • Bloomfield Street – 350m – Sealed/Unsealed; • Wyndeyer Street – 450m - Unsealed; • Hamilton Street – 1.3km – Sealed/Unsealed; • Cooma Street – 400m – Sealed/Unsealed/Unconstructed; 	Lyn Bottrill	<p>22 November 2018 – Lyn Bottrill Still waiting on the Crown to gazette the transfer of the roads to Council</p> <p>24 Oct 2018 – Lyn Bottrill Waiting on Crown to gazette roads to Council. Letter sent to Crown requesting transfer of Crown roads Letter sent to Crown requesting transfer of Crown roads <i>03 Oct 2018 - 8:47 AM - Lyn Bottrill</i> Letter sent to Crown requesting transfer of Crown roads</p>	8/12/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<ul style="list-style-type: none"> • Emma Street – 200m - Unconstructed. B. Include the roads in Council's roads assets register C. Provide the budget for the construction and maintenance of the roads 				
57	6 September 2018	314/18		<p>Proposed Acquisition of Land in Cooma That Council</p> <p>A. Acquire Lots 400 and 434 DP 750535 and lot 461 DP 41999 by compulsory process under the Land Acquisition (Just Terms Compensation) Act 1991 by authority contained in the Local Government Act 1993 for the purpose of saleyards.</p> <p>B. That the land be dedicated as Operational land in accordance with the Local Government Act 1993</p> <p>C. That minerals be included in this acquisition</p> <p>D. That this acquisition is not for the purpose of resale</p> <p>E. That the necessary applications be made to the Minister for Local Government and the Governor.</p>	Lyn Bottrill	<p>22 November 2018 – Lyn Bottrill Compulsory process has been commenced. The process will take approx.. 12 months to complete</p> <p>30 Oct 18 – Glen Hines 10.22 Documentation for acquisition currently being prepared. Documentation for acquisition currently being prepared. 28 Sep 2018 - 8:33 AM - Lyn Bottrill Preliminary investigations are being carried out to commence the compulsory acquisition process.</p>	8/10/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>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>				
69	4 October 2018	346/18	8.6	<p>Report on Staffing Levels That Council authorise the General Manager to make minor changes to staffing levels of non-senior Staff, and bring a report back to Council once completed to inform Councillors of what changes have been made.</p>	Peter Bascomb	<p>8 January 2019 – Peter Bascomb A few minor cost-neutral changes have been made while others are under consideration. Further changes may be considered during the development of the FY20 Operation Plan.</p>	May 2019	N
71	4 October 2018	350/18	12.1	<p>PROPOSED AMENDMENTS TO THE WATER PRICING AND BILLING POLICY That Council approve the draft amended water pricing and billing policy with the following amendments to be exhibited for public exhibition for a period of 28 days: A. Clause 2.9 – Water Loss due to circumstances beyond owner’s control: 1. Remove the following from Clause 2.9 of the water pricing and billing policy:</p>	Gnai Ahamat	<p>21 November 2018 – Gnai Ahamat Report to 6 December Council Meeting and will then be completed.</p> <p>24 Oct 2018 – Gnai Ahamat Comments have been received from staff but not the public to date. Nov 15 is the deadline for public submissions and a report prepared for December Council meeting</p> <p>A Report to Council will be submitted on the comments received will be forwarded at the</p>	06/12/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>“The above mentioned refund will be applicable to pensioners and patients on dialysis machines ONLY” All other customers to be responsible for any leaks on the consumer side of the meter”</p> <p>2. Replace with the following:</p> <p>“The above mentioned refund will be applicable to RESIDENTIAL CUSTOMERS ONLY</p> <p>3. Leave clause 2.9 c) “Such adjustments will be on a “once only” basis”</p> <p>B. Add the following approved by Council resolution 217/18 but inadvertently left out of the policy.</p> <p>Add Clause 2.1.3 Non-residential Property – Fire Meters</p> <p>a) No access charges shall apply to water meter connections required as Fire meters for non-residential properties</p> <p>b) These meters must be dedicated for firefighting purposes only and should not have any consumption. If any consumption is noted, the customer shall be informed that the access charge will apply if it is used for any other purpose</p>		<p>end of the exhibition period with recommendations for adoption of the policy.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
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>	Peter Bascomb			N
75	4 October 2018	355/18	19.1	<p>Discussion of a Legal Matter That Council</p> <p>A. Authorises the GM to seek legal opinion from Senior Legal Counsel; and</p> <p>B. The GM bring a report back to an Extraordinary Council meeting after receiving advice from the legal counsel at the earliest possible time.</p>	Peter Bascomb	8 January 2018 – Peter Bascomb An Extraordinary Meeting of Council was held on 16 October 2018 to consider the advice received.	16 October 2018	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N														
82	18 October 2018	374/18	13.4	<p>Proposed amendment to the 2019 Fees and Charges - Cooma and Bombala Visitors Centre fees That Council</p> <p>A. Advertise the following fees and charges for items sold through the Bombala Visitors Centre for public comment in accordance with the provisions of the Local Government Act 1993, and if no negative submissions are received, that the advertised fees be applied from the completion of the advertised period:</p> <table border="1"> <thead> <tr> <th>Type of Charge</th> <th>Cost (GST Incl)</th> </tr> </thead> <tbody> <tr> <td>Tour Guide (Cost Per Tour)</td> <td>\$35.00</td> </tr> <tr> <td>Council Tour Booking Fee (per person)</td> <td>\$2.00</td> </tr> <tr> <td>Train link ticket booking fee (per booking)</td> <td>\$2.20</td> </tr> <tr> <td>Consignment sales</td> <td>10% commission</td> </tr> <tr> <td>Brochure display</td> <td>Free</td> </tr> <tr> <th>3rd Party Visits / Demonstrations (per person)</th> <th>Cost (GST Incl)</th> </tr> </tbody> </table>	Type of Charge	Cost (GST Incl)	Tour Guide (Cost Per Tour)	\$35.00	Council Tour Booking Fee (per person)	\$2.00	Train link ticket booking fee (per booking)	\$2.20	Consignment sales	10% commission	Brochure display	Free	3rd Party Visits / Demonstrations (per person)	Cost (GST Incl)	Mark Adams	<p><i>20 December 2018 – Mark Adams Fees are still on exhibition</i></p> <p>6 Dec 2018 Fees are on exhibition until 3 January 2019. 31 Oct 2018 Mark Adams – Exhibition of fees is currently being arranged.</p>		N
Type of Charge	Cost (GST Incl)																					
Tour Guide (Cost Per Tour)	\$35.00																					
Council Tour Booking Fee (per person)	\$2.00																					
Train link ticket booking fee (per booking)	\$2.20																					
Consignment sales	10% commission																					
Brochure display	Free																					
3rd Party Visits / Demonstrations (per person)	Cost (GST Incl)																					

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N																		
				<table border="1"> <tr> <td>MCL Lavender Distillation</td> <td>\$2.75</td> </tr> <tr> <td>MCL – M/A Test</td> <td>\$1.65</td> </tr> <tr> <td>Engine Shed</td> <td>\$2.20</td> </tr> <tr> <td>Early Settlers Hut – Visit Only</td> <td>\$2.75</td> </tr> <tr> <td>Early Settlers Hut – Visit plus morning or afternoon tea</td> <td>\$4.40</td> </tr> <tr> <td>Delegate History Room</td> <td>\$2.00</td> </tr> <tr> <td>Burnima Homestead</td> <td>\$10.00</td> </tr> </table> <p>B. Advertise the following fees and charges for items sold through the Cooma Visitors Centre for public comment in accordance with the provisions of the Local Government Act 1993, and if no negative submissions are received, that the advertised fees be applied from the completion of the advertised period:</p> <table border="1"> <thead> <tr> <th>Type of Charge</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td>Consignment sales</td> <td>25% + GST on commission or as approved by negotiation</td> </tr> </tbody> </table>	MCL Lavender Distillation	\$2.75	MCL – M/A Test	\$1.65	Engine Shed	\$2.20	Early Settlers Hut – Visit Only	\$2.75	Early Settlers Hut – Visit plus morning or afternoon tea	\$4.40	Delegate History Room	\$2.00	Burnima Homestead	\$10.00	Type of Charge	Cost	Consignment sales	25% + GST on commission or as approved by negotiation				
MCL Lavender Distillation	\$2.75																									
MCL – M/A Test	\$1.65																									
Engine Shed	\$2.20																									
Early Settlers Hut – Visit Only	\$2.75																									
Early Settlers Hut – Visit plus morning or afternoon tea	\$4.40																									
Delegate History Room	\$2.00																									
Burnima Homestead	\$10.00																									
Type of Charge	Cost																									
Consignment sales	25% + GST on commission or as approved by negotiation																									

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
83	18 October 2018	375/18	15.1	Complete 06/12/2018 – reported to Council 20/12/2018				Y
84	18 October 2018	378/18	18.2	Complete 03/12/2018 – reported to Council 20/12/2018				Y
85	18 October 2018	379/18	18.3	Tender Approval for Dalgety Showground Sheep Pavilion Demolish and Construction That Council accept the Tender received for the Demolition and Construction Works at Dalgety Showground Sheep Pavilion from Davone Constructions Pty Ltd for \$238,201.00 excluding GST	Lorraine Thomas	22 November 2018 – Lorraine Thomas – demolition of old structure completed, works begun on new sheep pavilion. Majority of works, floor and roof, to be completed before Christmas then finalising of project by 1 February 2019. 31 Oct 2018 Lorraine Thomas Council Resolution 359/18 for tender to Davone Constructions. Works to begin 5 November 2018.	01/02/2019	N
88	1 November 2018	394/18	12.1	Planning Proposal 461 Barry Way, Moonbah to Amend Snowy River Local Environmental Plan 2013 That: A. The report from the Senior Strategic Land Use Planner on the Planning Proposal 461 Barry Way (Lot 101 DP 817374) be received. B. The Planning Proposal be submitted to the Minister of NSW Planning & Environment for a Gateway Determination in accordance with Section 3.34 of the <i>Environmental Planning and Assessment Act 1979</i> .	Alexanda Adkins	<i>20 December 2018 – Mark Adams Staff are expecting to receive Gateway Determination imminently</i> 6 Dec 2018 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	3/12/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>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>		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; 	John Gargett	<p><i>20 December 2018 – John Gargett</i> <i>No further update at this time</i></p> <p>6 Dec 2018 DA Best Practice Guideline and Processing Times is to be developed.</p>	3/12/2018	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>4. Development assessment staff actively participate in the review of the consolidated LEP and DCP with the Strategic Planning Group to achieve practical workable provisions;</p> <p>5. A review and report be presented to the General Manager on resourcing requirements for Building Surveying and Development Engineering staff in order to reduce development application referral times, assist with approvals relating to the issuance with Complying Development Certificates and provide efficient and timely advice to applicants;</p> <p>6. Councillors continue to be provided with a list of applications lodged with Council on a monthly basis and a list of determined development applications on a monthly basis;</p> <p>7. Ensure that when the corporate IT platform is implemented it includes online tracking of applications and use of mobile IT platforms, to improve efficiencies in administration of development assessment and building certification processes;</p> <p>8. That checklists and guidelines are updated and expanded to ensure applicants have detailed information to ensure applications are submitted with all relevant information as required by</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>Part 1 of Schedule 1 of the EP&A Regulation (in accordance with Clause 51 of the EP&A Regulation);</p> <p>9. A review be undertaken and report be put forward to Council proposing amendments to the Bombala, Snowy and Cooma DCP's to align notification requirements as being commensurate with impacts and to reduce the number of development applications being notified;</p> <p>10. That development applications be determined based on the information held at the time where an applicant has been requested to provide additional information (under Clause 54 of the EP&A Regulation) but has failed to respond within 21 days; and</p> <p>11. Additional information requests be provided to applicants in a timely manner. The response time on these requests be increased from 14 days to 21 days.</p>				
90	1 November 2018	396/18	12.3	Complete 03/12/2018 – reported to Council 20/12/2018				Y
91	1 November 2018	398/18	15.1	Complete 03/12/2018 – reported to Council 20/12/2018				Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
92	1 November 2018	400/18	15.3	Complete 03/12/2018 – reported to Council 20/12/2018				Y
94	1 November 2018	403/18	19.2	<p>Proposed Container Deposit Revenue Share Agreement</p> <p>That Council;</p> <p>A. Receive and Note the report</p> <p>B. The Waste Committee be provided with updates on the further negotiation of the Revenue Share Agreement at its scheduled meetings.</p> <p>C. A further report be presented to Council following further negotiations.</p>	Patrick Cannon	<p>20 December 2018 – Katherine Miners A further report is going to the 20 December 2018 council meeting.</p> <p>6 Dec 2018</p> <p>A) Noted</p> <p>B) Committee members were provided with an update at the last Waste Management Committee meeting</p> <p>C) A report will be provided to the 20 December council meeting.</p>	3/12/2018	N
95	15 November 2018	414/18	10.3	<p>Renewal of Deed of Agreement between Council and Ausnet Electricity Service Pty Ltd of Southbank Victoria for the Delegate Depot</p> <p>That Council</p> <p>A. Renew the Agreement between Council and AusNet for a minimum term of 3 years under the same terms and conditions; and</p> <p>B. Agree to an option for a further 2 x 12 month terms;</p>	Janine Hudson	<p>2 January 2019 – Janine Hudson</p> <p>Deed of Agreement has been signed by all parties and fully executed copy sent to Ausnet for their records. This item is now complete</p> <p>22/11/2018 JH: Deed of Agreement has been prepared and sent to AusNet for signing. Waiting return of Agreement to arrange for General Manager to sign the Agreement.</p>	17/12/2018	Y
96	15 November 2018	415/18	10.4	Complete 15/11/2018 – reported to Council 20/12/2018				Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
97	15 November 2018	416/18	11.1	Complete 06/12/2018 – reported to Council 20/12/2018				Y
98	15 November 2018	417/18	11.2	Complete 06/12/2018 – reported to Council 20/12/2018				Y
99	15 November 2018	419/18	12.2	Complete 22/11/2018 – reported to Council 20/12/2018				Y
100	15 November 2018	420/18	12.3	Complete 22/11/2018 – reported to Council 20/12/2018				Y
101	15 November 2018	426/18	13.5	Complete 22/11/2018 – reported to Council 20/12/2018				Y
102	15 November 2018	427/18	13.6	Complete 06/11/2018 – reported to Council 20/12/2018				Y
103	6 December 2018	544/18	10.6	<p>Boco Rock Wind Farm Community Enhancement Fund - Snowy Monaro Regional Council Facilities Implications</p> <p>That Council:</p> <p>A. Approves the six Boco Rock Wind Farm Community Enhancement projects associated with Council assets, outlined in this report, to proceed;</p>	Nola Brady	<p>10 Dec 2018 – Nola Brady – Boco Committee advised of outcome from Council meeting.</p> <p>Applicants advised of outcome and funding submissions progressed as per Boco funding procedure.</p> <p>Facilities advised of updates to Council facilities maintenance programs</p>		Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				B. Approves that any on-going maintenance works and costs, as outlined in this report, will be funded by Council, be included into the Council maintenance schedule and annual maintenance budgets.				
104	6 December 2018	545/18	10.7	<p>Cooma Town Clock Proposal That Council:</p> <p>A. Receive and note the design and location of the Cooma town clock;</p> <p>B. Endorse a public consultation process to determine whether a Town Clock is supported by the community; and</p> <p>C. Approve the allocation of \$50,000 from Council's 'Other Reserves' towards the construction of a Cooma town clock should that be supported by the community and subject to a further report back to Council once public consultation has been completed.</p>	Linda Nicholson	07/01/2019 – Gary Shakespeare – Public consultation is being undertaken as per the recommendation		N
105	6 December 2018	546/18	10.7	<p>Licence Agreement Renewal - Baanya Hall Trustee's Incorporated - Berridale Out of School Hours Care That Council</p>	Janine Hudson	2 January 2019 – JH Approval has been received from the NSW Aboriginal Land Council on 17 December for the Licence to proceed. The Licence will be sent to The Trustee's for signing.		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 Licence to Baanya Hall Trustee’s Incorporated for five (5) years; and B. Authorise the General Manager and Mayor to sign and affix the Council Seal to the Licence.				
106	6 December 2018	547/18	11.1	Tourism Snowy Mountains - Memorandum of Understanding That Council A. Receive and note the additional information in this report; and B. Authorise the General Manager to sign the attached draft MoU, subject to any necessary minor administrative amendments, with Tourism Snowy Mountains on the Council’s behalf.	Mark Adams	20 December 2018 – Mark Adams <i>The General Manager has executed the MoU</i>	20/12/2018	Y
107	6 December 2018	548/18	12.1	Response to Notice of Motion - Waste Access Charge That Council A. Receive and Note the Report B. Replace multiple waste access charges with a single waste access charge on vacant blocks during the development of the 2019/20 fees and charges.	Patrick Cannon	20 December 2018 – Mandy Thurling <i>A report will be provided to the Waste Management Committee on 31 January 2019</i>		N
108	6 December 2018	549/18	12.2	Update Regarding Planning Issues for East Jindabyne That: A. Council note the report from the Senior Strategic Land Use Planner; and B. As an interim measure until a new Snowy Monaro Development Control Plan is in place, Council adopts the	Alexanda Adkins	20 December 2018 – Mark Adams <i>DA planners have been advised</i>	20/12/2018	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>following design principles in relation to new subdivision development in East Jindabyne, which are to form part of the 'Public Interest' considerations under section 4.15(1)(e) of the Environmental Planning and Assessment Act;</p> <ul style="list-style-type: none"> • Development must consider providing within their site, publicly accessible pedestrian paths that are well linked into the surrounding pedestrian network and to the lake foreshore shared path easement. • Development must provide justification that an adequate level of open space is provided to enable passive and active recreational activities for residents. • Street lighting should be designed so that it minimises areas of glare or light spillage that would be detrimental to the preservation of a dark sky environment in East Jindabyne. 				
109	6 December 2018	553/18	12.6	<p>Adoption of the water pricing and billing policy That Council approve:</p> <p>A. The adoption of the revised Water Pricing and Billing Policy with changes noted in the report;</p> <p>B. NOT to consider the request to read individual customer strata meter upon payment of a fee; owing to</p>	Gnai Ahamat			N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				administrative complications in managing these in the three different billing systems. The reading of individual meters on payment of an additional fee be considered when system integration is finalised; and C. The customers requesting Council for individual strata meter reading be advised accordingly.				
110	6 December 2018	554/18	12.7	Draft Liquid Trade Waste Policy That Council A. Receive and note the information in the report; B. Approve the draft Liquid Trade Waste Policy be placed on public exhibition for a period of 28 days; and C. Receive a report after the exhibition period with the submissions received and the consideration of any changes required prior to adoption.	Gnai Ahamat			N
111	6 December 2018	555/18	13.1	Implementation of Liquid Trade Waste Regulation in the former Cooma and Bombala Shire areas That Council A. Receive and note the information in the report; B. Approve to conduct an education program on Liquid Trade Waste including assessment and inspection of premises to be implemented in the former Cooma and Bombala Council	Michael Broder			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>areas from February 2019 to June 2019; and</p> <p>C. Approve the implementation of Liquid Trade Waste Regulation including charging and inspections to commence from July 2020 in the former Cooma and Bombala Council areas.</p>				
11 2	6 December 2018	557/18	13.3	<p>Adoption of the 2018 Annual Report That Council</p> <p>A. Adopt the 2018 Annual Report; B. Authorise submission of the adopted 2018 Annual Report to the Minister for Local Government, and C. Authorise Publication of the adopted 2018 Annual Report on Council's website and make copies of the report available at all Council Offices.</p>	Ashleigh Pimm	The 2018 Annual Report updated with Resolution Number 557/18 and Resolution Date as 6/12/18. The 2018 Annual Report is available on Council's website and sent to the Printing service provider to produce a small number of hard copies for each office. Group Manager Governance has informed the OLG and provided our website link to the Annual Report to meet legislative requirements.	10/12/2018	Y
11 3	6 December 2018	558/18	15.1	<p>Clr John Castellari - Feral Deer That Council</p> <ul style="list-style-type: none"> • Work with NSW Local Land Services, local landholders, and other stakeholders to develop, as a priority for grazing land biosecurity in our region, effective strategies to reduce deer numbers to manageable proportions; • Work through the CRJO and LGNSW to lobby the NSW State Government to remove the current game status of deer under the Game and Feral Animal 	Mark Adams	<i>20 December 2018 – Mark Adams Economic Development Officer is researching the issue and will provide a report to Council in due course which will include a suggested policy position.</i>		N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				Control Act, with the view to have them declared as a pest animal; and <ul style="list-style-type: none"> Explore the possibilities of a commercial venison meat industry in our region. 				
11 4	6 December 2018	560/18	19.1	Sewer Infrastructure Loan That Council authorise the General Manager to pay out the Westpac Bank loan account 732-728 581294 which has a balance as at 22 November 2018 of \$1,268,394	Matt Payne			N
11 5	6 December 2018	561/18	19.2	Extension of Mowing Agreements for Cathcart, Bibbenluke and Bombala Aerodrome That Council approve a one year extension for P & JT Lomas, under the same terms and conditions for the following contracts: A. The Mowing and Maintenance of Cathcart and Bibbenluke Cemeteries and other areas(\$23,399.22 excluding GST); and B. The Maintenance and Mowing Services – Bombala Aerodrome(\$3738.74 excluding GST)	Jayne Kanowski			N
11 6	6 December 2018	562/18	19.3	Funding Approval for Bombala Sewage Treatment Plant Augmentation That Council: A. Note and receive the report; B. Approve in principle to utilise Council Sewerage Services Reserves to fund any shortfall between the grant	Rahul Patel			N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				funding and the actual construction cost to enable the Tender process to commence; and C. Approve to advertise the tender for this project to enable commencement of construction.				

13.4 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 05 DECEMBER 2018

Record No:

Responsible Officer:	General Manager
Author:	Senior Internal Auditor
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.2 Sound governance practices direct Council business and decision making
Delivery Program Objectives:	10.2.1 Independent audit and risk framework drives accountability
Attachments:	1. Minutes of ARIC Meeting held on 05 December 2018 2. Chair's Discussion Summary to be Read in Conjunction with the Minutes of ARIC Meeting held on 05 December 2018
Cost Centre	3136 - Internal Audit

EXECUTIVE SUMMARY

The Audit, Risk and Improvement Committee met on 05 December 2018 in Unit 7, Level 2 Meeting Room, Cooma. The minutes of meeting and Chair's discussion summary 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 information in the minutes and Chair's discussion summary of the meeting of the Audit, Risk and Improvement Committee held on 05 December 2018.

BACKGROUND

The Snowy Monaro Regional Council Audit, Risk and Improvement Committee (Committee) was established in June 2016. The current charter was adopted by Council in September 2017. The Committee comprises four independent members and one councillor.

The Committee provides independent assurance and assistance to Council in respect to risk management, the control framework, legislative compliance, internal audit and external accountability responsibilities. The Committee relies on the work of the internal audit to provide more in-depth assessment of the council's risk and control environment.

The Committee would like to express its appreciation for the full support and cooperation that it has received from all levels of Council personnel and management in answering questions, facilitating audits and responding to audit concerns.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Advantages to the community from the Audit, Risk and Improvement Committee result in independent oversight of controls and operations, giving assurance to the Community that Council is systematically addressing risk, ensuring compliance and providing best practice.

2. Environmental

It is not expected that there will be any impact on the environment through the actions of the Audit, Risk and Improvement Committee.

3. Economic

Costs for the operations of the Audit, Risk and Improvement Committee are met in the budget as set.

4. Civic Leadership

An effective Audit, Risk and Improvement Committee has the potential to strengthen the control environment (of which it is part) and assist the General Manager and council to fulfil their stewardship, leadership and control responsibilities. The Audit, Risk and Improvement Committee has its own Charter which is resolved by Council. The Audit, Risk and Improvement Committee Charter outlines the authority, role and responsibility of the Audit, Risk and Improvement Committee.



SNOWY MONARO
REGIONAL COUNCIL

Minutes

Audit, Risk and Improvement Committee Meeting

5 December 2018

**AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING
HELD IN UNIT 7, LEVEL 2 MEETING ROOM, 81 COMMISSIONER STREET, COOMA NSW
2630**

ON WEDNESDAY 5 DECEMBER 2018

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	Audit Risk And Improvement Committee Meeting 19 September 2018.....	2
5.	BUSINESS ARISING.....	3
5.1	Audit, Risk and Improvement Committee Recommendations	3
5.2	Minutes of Local Emergency Management Committee and Local Rescue Committee Meetings.....	3
6.	PRESENTATIONS.....	4
7.	SPECIAL AGENDA ITEMS	4
7.1	Management Letter for the Year Ended 30 June 2018 - Audit Office of NSW	4
7.2	External Provider Recommendations.....	5
7.3	Internal Audit Recommendations	5
7.4	Status Report - Risk Management - September to November 2018	7
7.5	Work Health and Safety	7
7.6	Grant Applications - Activity As At 30 September 2018	8
7.7	Fraud and Corruption Control.....	9
8.	REPORTS	9
8.1	SMRC Operational Plan 2019 - Leadership - Governance Practices	9
8.2	Audit, Risk and Improvement Committee Schedule of Review	10
8.3	Report of Attendees at Local Government Internal Audit Conference 2018	10
8.4	Internal Audit Activities - September to November 2018	11
9.	GENERAL BUSINESS	12
9.1	Landfill Legacy Site	12
10.	NEXT MEETING.....	12

MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON WEDNESDAY 5 DECEMBER 2018

Page 2

**MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING
HELD IN UNIT 7, LEVEL 2 MEETING ROOM, 81 COMMISSIONER STREET, COOMA NSW
2630**

**ON WEDNESDAY, 5 DECEMBER 2018
COMMENCING AT 10AM**

PRESENT:

Voting Attendees:

Max Shanahan, Chair
Miles Pearson, External Member
John Barbeler, External Member
Adam Vine, External Member
Councillor John Castellari, Council Member

Non-Voting Attendees:

Peter Bascomb, General Manager
Tarang Kamath, Senior Internal Auditor
Margaret Nicholls, Internal Auditor

Guests:

Lawrissa Chan, Director - Financial Audit - Audit Office of NSW
Michael Kharzoo, Audit Leader - Financial Audit - Audit Office of NSW
Joined meeting over telephone at 10.25am and left at 10.40am.

Secretariat:

Lisa McKenzie, IBD Administration Officer

1. OPENING OF THE MEETING

The Chair opened the meeting at 10AM with Acknowledgement of Country and showing respect to the First Custodians of Snowy Monaro lands.

2. APOLOGIES

Nil

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil

4. ADOPTION OF MINUTES OF PREVIOUS MEETING

4.1 AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING 19 SEPTEMBER 2018

COMMITTEE RECOMMENDATION

ARIC86/18

THAT the minutes of the Audit, Risk And Improvement Committee Meeting held on 19 September 2018 are confirmed as a true and accurate record of proceedings.

Moved Mr Pearson

Seconded Mr Barbeler

CARRIED

MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL

HELD ON WEDNESDAY 5 DECEMBER 2018

Page 3

5. BUSINESS ARISING

5.1 AUDIT, RISK AND IMPROVEMENT COMMITTEE RECOMMENDATIONS

Record No:

Responsible Officer: General Manager
Author: Senior Internal Auditor
Key Direction: 4. Leadership Outcomes
Delivery Plan Strategy: 10.2 Sound governance practices direct Council business and decision making
Operational Plan Action: 10.2.1 Independent audit and risk framework drives accountability
Attachments: 1. Progress Report on Audit, Risk and Improvement Committee Recommendations
Cost Centre 3136 – Internal Audit

EXECUTIVE SUMMARY

The Audit, Risk and Improvement Committee (Committee) makes resolutions in relation to the reports presented at its meetings. This paper serves to provide a report on the progress of the Committee recommendations.

COMMITTEE RECOMMENDATION

ARIC87/18

That the Audit, Risk and Improvement Committee note the progress report on Committee recommendations from the meetings of this Committee.

CARRIED

5.2 MINUTES OF LOCAL EMERGENCY MANAGEMENT COMMITTEE AND LOCAL RESCUE COMMITTEE MEETINGS

Record No:

Responsible Officer: Director Operations & Infrastructure
Author: Group Manager Asset Management & Engineering
Key Theme: 4. Leadership Outcomes
CSP Community Strategy: 10.3 Advocate and work with other levels of government, community and industry to improve outcomes
Delivery Program Objectives: 10.3.1 Council connects, recognises, advocates and works in collaboration with all leaders across the community and beyond our boundaries
Attachments: 1. Minutes of LEMC Meeting held on 15 August 2018
2. Attachment of LEMC Minutes - Fire and Rescue NSW Report
3. Attachment of LEMC Minutes - RFS Incident Summary Report
4. Minutes of LRC Meeting held on 15 August 2018
5. Draft Minutes of LEMC held on 21 November 2018
6. Attachments of LEMC Minutes - 21 November 2018
7. Draft Minutes of LRC Meeting held 21 November 2018

MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL

HELD ON WEDNESDAY 5 DECEMBER 2018

Page 4

EXECUTIVE SUMMARY

The Snowy Monaro Local Emergency Management Committee (LEMC) is a committee established under Section 28(1) of the State Emergency & Rescue Management Act (1989), as amended and is defined in Schedule 2 as an organisation.

The LEMC meets 4 times a year and is chaired by the Group Manager Asset Management & Engineering. The Local Rescue Committee meets immediately after the LEMC on the same day.

COMMITTEE RECOMMENDATION	ARIC88/18
A. That the Audit, Risk and Improvement Committee receive and note the information in the Minutes of Local Emergency Management Committee Meeting.	
B. Request a copy of Emergency Management Risk Assessments mentioned in the LEMC minutes be shared with the Audit, Risk and Improvement Committee at its meeting on 6 March 2019.	
Moved Mr Vine	Seconded Mr Pearson
	CARRIED

6. PRESENTATIONS

Nil

7. SPECIAL AGENDA ITEMS

Lawrissa Chan and Michael Kharzoo joined the meeting over telephone at 10:25 am.

7.1 MANAGEMENT LETTER FOR THE YEAR ENDED 30 JUNE 2018 - AUDIT OFFICE OF NSW

Record No:

Responsible Officer: Director Corporate and Community Services
Author: Executive Assistant to Director Corporate and Community Services
Key Theme: 4. Leadership Outcomes
CSP Community Strategy: 10.2 Sound governance practices direct Council business and decision making
Delivery Program Objectives: 10.2.1 Independent audit and risk framework drives accountability
Attachments: 1. Management Letter for the Year Ended 30 June 2018 - Audit Office of NSW

EXECUTIVE SUMMARY

Council received the Management Letter on the Final Phase of the Snowy Monaro Regional Council Audit for the Year Ended 30 June 2018 from the Audit Office of NSW on 30 October 2018.

COMMITTEE RECOMMENDATION	ARIC89/18
That the Audit, Risk and Improvement Committee receive and note the Management Letter on the Final Phase of the Snowy Monaro Regional Council Audit for the Year Ended 30 June 2018.	
	CARRIED

Lawrissa Chan and Michael Kharzoo left the meeting at 10:40 am.

MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL

HELD ON WEDNESDAY 5 DECEMBER 2018

Page 5

7.2 EXTERNAL PROVIDER RECOMMENDATIONS

Record No:

Responsible Officer: General Manager
 Author: Senior Internal Auditor
 Key Theme: 4. Leadership Outcomes
 CSP Community Strategy: 10.2 Sound governance practices direct Council business and decision making
 Delivery Program Objectives: 10.2.1 Independent audit and risk framework drives accountability
 Attachments: 1. Progress Report – Audit Office NSW – Final Management Letter Recommendations 2016-2017
 2. Progress Report – Audit Office NSW – Interim Management Letter Recommendations 2017-2018
 3. Progress Report – Audit Office NSW – Final Management Letter Recommendations 2017-2018
 Cost Centre 3136 – Internal Audit

EXECUTIVE SUMMARY

External Audits are performed at Snowy Monaro Regional Council for various stakeholders. This report serves to inform the Audit, Risk and Improvement Committee (the Committee) of the results of audits performed, progress on recommendations of the audits and relevant information provided by the stakeholders.

Council was advised that the Audit Office of New South Wales has brought the audit of Council’s financial statements in-house.

COMMITTEE RECOMMENDATION	ARIC90/18
That the Audit, Risk and Improvement Committee	
A. Note the progress reports on recommendations from the Audit Office of New South Wales	
a. Final Management Letter 2016-2017	
b. Interim Management Letter 2017-2018	
c. Final Management Letter 2017-2018	
B. Request that due dates/action progress comments for external provider recommendations be updated with more specific and informative progress comments and risk information as per prior committee recommendation (ARIC75/18) for Internal Audit recommendations and be presented to meeting on 6 March 2019.	
Moved Mr Pearson	Seconded Chair Shanahan CARRIED

7.3 INTERNAL AUDIT RECOMMENDATIONS

Record No:

Responsible Officer: General Manager
 Author: Senior Internal Auditor
 Key Direction: 4. Leadership Outcomes
 Delivery Plan Strategy: 10.2 Sound governance practices direct Council business and decision making

MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL

HELD ON WEDNESDAY 5 DECEMBER 2018

Page 6

Operational Plan Action:	10.2.1 Independent audit and risk framework drives accountability
Attachments:	<ol style="list-style-type: none"> 1. Progress Report - Audit 16-02 - Fraud Control Health Check Recommendations 2. DRAFT Vendor Master File Better Practice Procedure 3. DRAFT Vendor Management Framework Flowchart 4. DRAFT Contract Management Framework Flowchart 5. Progress Report - MIR 17-01 - Review Platypus Country Visitor Information Centre Recommendations 6. Progress Report - Audit 16-04 - Governance Health Check Recommendations 7. Risk Management Assessment Records Management
Cost Centre	3136 – Internal Audit

EXECUTIVE SUMMARY

Progress to date on internal audit recommendations is updated by responsible officers in the CAMMS global collaboration system. Internal Audit uses this system to monitor, follow-up and validate progress on recommendations. Prior to each meeting, Internal Audit extracts and prepares a report for the Audit, Risk and Improvement Committee. There are seven overdue recommendations and there are three requests for extensions from original target dates.

COMMITTEE RECOMMENDATION	ARIC91/18
<p>That the Audit, Risk and Improvement Committee</p> <ol style="list-style-type: none"> A. Note the report on internal audit recommendations B. Note the progress reports <ol style="list-style-type: none"> (a) Audit 16-02 - Fraud Control Health Check (SMRC) (b) MIR 17-01 - Review Platypus Country Visitor Information Centre (c) Audit 16-04 Governance Health Check C. Approve extensions to the following overdue recommendations <ol style="list-style-type: none"> (a) Audit 16-02 Fraud Control Health Check <ol style="list-style-type: none"> (i) Recommendation 10.2.1.26 Resolution number: 16/02-09 - From 31 March 2018 to 31 May 2019 (b) Audit 16-04 Governance Health Check <ol style="list-style-type: none"> (i) Recommendation 10.2.1.41 Resolution number: 16-04/04 - From 30 September 2018 to 30 June 2019 (ii) Recommendation 10.2.1.42 Resolution number: 16-04/05 - From 30 September 2018 to 31 March 2019 D. Request to clarify, for extension request (C. (b) (i)), that asset management procedures will also be in place by the requested extension date. E. Recommend that the responsible officer seek an extension for 10.2.1.38 Resolution Number: 16-04/01 as per the risk management framework implementation plan. F. Request that recommendations stay open and tracked as per actual progress of actions and not be marked as completed due to duplication. 	<p style="text-align: right;">CARRIED</p>
<p>Moved Chair Shanahan</p>	<p style="text-align: right;">Seconded Mr Vine</p>

MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL

HELD ON WEDNESDAY 5 DECEMBER 2018

Page 7

7.4 STATUS REPORT - RISK MANAGEMENT - SEPTEMBER TO NOVEMBER 2018

Record No:

Responsible Officer: General Manager
 Author: Executive Manager Innovation & Business Development
 Key Direction: 4. Leadership Outcomes
 Delivery Plan Strategy: 10.2 Sound governance practices direct Council business and decision making
 Operational Plan Action: 10.2.1 Independent audit and risk framework drives accountability
 Attachments: 1. JLT Consulting - BCM Proposal
 2. JLT Consulting - BCM Timeline
 3. Statewide Mutual - CIP Factsheet
 Cost Centre 3135 – Risk Management
 Project Operational Report

EXECUTIVE SUMMARY

This status report provides an update on the activities relating to Enterprise Risk for the period September to November 2018.

The format formally acknowledges that an Enterprise Risk Management Framework (ERM) includes all aspects of risk within an organisation; and now includes references to the sub-category of Work Health Safety (WHS). Future reports will include progress in the WHS area as that framework is developed.

COMMITTEE RECOMMENDATION	ARIC92/18
That the Audit, Risk and Improvement Committee (ARIC)	
A. Receive and note the information in the risk management status report for the period September to November 2018.	
B. Recommend that senior management put in place an interim incident response management plan and provide to the committee at its meeting on 6 March 2019.	
C. Recommend that a one page risk management framework implementation plan be prepared and presented to the committee at its meeting on 6 March 2019.	
Moved Mr Vine	Seconded Mr Barbeler
	CARRIED

7.5 WORK HEALTH AND SAFETY

Record No:

Responsible Officer: Director Corporate and Community Services
 Author: Senior Human Resource Advisor
 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

MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON WEDNESDAY 5 DECEMBER 2018 Page 8

Attachments: Nil
Cost Centre 6010
Project Quarterly Activity Reporting

EXECUTIVE SUMMARY

The Executive Leadership Team receives a quarterly Performance Activity Report from People and Culture that covers inter alia Work Health and Safety. The relevant Work Health and Safety elements from the reporting period (September 2018 Quarter) is extracted below.

The Performance Activity Report from the period (September 2018 Quarter) was adopted by the Executive Leadership Team on 15 November 2018 (Resolution ELT528/18)

COMMITTEE RECOMMENDATION	ARIC93/18
That the Audit, Risk and Improvement Committee	
<ul style="list-style-type: none"> A. Receive and note the information related to Work Health and Safety which addresses the ARIC Strategic Schedule of Review, Charter Reference 5.1.1 regarding Work Health and Safety. B. Request an understanding of the remedial action taken to mitigate further incidents. 	
Moved Mr Barbeler	Seconded Mr Pearson
	CARRIED

7.6 GRANT APPLICATIONS - ACTIVITY AS AT 30 SEPTEMBER 2018

Record No:

Responsible Officer: Director Corporate and Community Services
 Author: Grants Officer
 Key Theme: 4. Leadership Outcomes
 CSP Community Strategy: 11.2 Council utilises sound fiscal management practices, pursues and attracts other sources of income
 Delivery Program Objectives: 11.2.3 Alternative sources of revenue to rating income are identified and maximised
 Attachments: Nil
 Cost Centre 4010 – Finance (Grants Management)
 Project Grant Applications – Activity Synopsis as at 30th September 2018

EXECUTIVE SUMMARY

This report provides an update on Grants activity for the quarter ended 30 September 2018.

The Grant Applications – Activity as at 30 September 2018 report was adopted by Council on 15 November 2018 (Council Resolution 423/18).

COMMITTEE RECOMMENDATION	ARIC94/18
A. That the Audit, Risk and Improvement Committee receive and note the information related to Grants activity for the quarter ended 30 September 2018 which addresses the ARIC Strategic	

MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON WEDNESDAY 5 DECEMBER 2018 Page 9

Schedule of Review, Charter Reference 5.3.2 regarding Grant Funding.

CARRIED

7.7 FRAUD AND CORRUPTION CONTROL

Record No:

Responsible Officer: General Manager
Author: Senior Internal Auditor
Key Direction: 4. Leadership Outcomes
Delivery Plan Strategy: 10.2 Sound governance practices direct Council business and decision making
Operational Plan Action: 10.2.1 Independent audit and risk framework drives accountability
Attachments: Nil
Cost Centre 3136 – Internal Audit

EXECUTIVE SUMMARY

Fraud and Corruption Control activities is a standard item on the Audit, Risk and Improvement Committee Agenda. The report advises the Committee of any allegations of fraudulent or corrupt conduct reported to the General Manager or to an external body such as ICAC.

COMMITTEE RECOMMENDATION

ARIC95/18

That Audit, Risk and Improvement Committee note the report Fraud and Corruption Control.

CARRIED

Adjournment of Meeting

At 12.13 pm the meeting adjourned for lunch.

Resumption of Meeting

The meeting resumed at 12.35 pm.

8. REPORTS

8.1 SMRC OPERATIONAL PLAN 2019 - LEADERSHIP - GOVERNANCE PRACTICES

Record No:

Responsible Officer: General Manager
Author: Senior Internal Auditor
Key Theme: 4. Leadership Outcomes
CSP Community Strategy: 10.2 Sound governance practices direct Council business and decision making
Delivery Program Objectives: 10.2.1 Independent audit and risk framework drives accountability
Attachments: 1. SMRC Operational Plan 2019 Progress Report - Leadership - Governance Practices Progress Report
Cost Centre 3136 – Internal Audit

EXECUTIVE SUMMARY

In May 2018 Snowy Monaro Regional Council adopted the Snowy Monaro 2040 Community Strategic Plan, as required by the NSW Local Government Act 1993 and following a period of public exhibition.

MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON WEDNESDAY 5 DECEMBER 2018 Page 10

The 2018-21 Delivery Program and 2019 Operational Plan details the priority objectives and actions in response to the Snowy Monaro 2040 Community Strategic Plan that is within Council's organisational capacity to achieve.

Council is consciously focused on monitoring and reporting progress through six monthly Progress Reports and via the Annual Report in November.

COMMITTEE RECOMMENDATION

ARIC96/18

That the Audit, Risk and Improvement Committee receive and note the information in the progress report on Governance Practices Strategy of the Snowy Monaro Regional Council Operational Plan 2019.

CARRIED

8.2 AUDIT, RISK AND IMPROVEMENT COMMITTEE SCHEDULE OF REVIEW

Record No:

Responsible Officer: General Manager
Author: Senior Internal Auditor
Key Direction: 4. Leadership Outcomes
Delivery Plan Strategy: 10.2 Sound governance practices direct Council business and decision making
Operational Plan Action: 10.2.1 Independent audit and risk framework drives accountability
Attachments: 1. Audit, Risk and Improvement Committee Schedule of Review
Cost Centre 3136 – Internal Audit

EXECUTIVE SUMMARY

Attached the Schedule of Review for the Audit, Risk and Improvement Committee for information.

COMMITTEE RECOMMENDATION

ARIC97/18

That the Audit, Risk and Improvement Committee

- A. Note the information contained in the Schedule of Review for the coming periods.
- B. Request that a verbal report by the General Manager regarding Council plans and direction be included in all meetings as a standard agenda item.
- C. Request that respective group managers be present at the committee's meetings when issues of progress on recommendations in their area need to be discussed.

Moved Chair Shanahan

Seconded Mr Vine

CARRIED

8.3 REPORT OF ATTENDEES AT LOCAL GOVERNMENT INTERNAL AUDIT CONFERENCE 2018

Record No:

Responsible Officer: General Manager
Author: Senior Internal Auditor
Key Direction: 4. Leadership Outcomes
Delivery Plan Strategy: 10.2 Sound governance practices direct Council business and decision making

MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL

HELD ON WEDNESDAY 5 DECEMBER 2018

Page 11

Operational Plan Action: 10.2.1 Independent audit and risk framework drives accountability
 Attachments: 1. IIA Local Government Internal Audit Conference Nov 2018
 Cost Centre 3136 – Internal Audit

EXECUTIVE SUMMARY

Two members of the Audit, Risk and Improvement Committee attended the Local Government Internal Audit Forum in Sydney on 15 November 2018. The Forum is organised by the Institute of Internal Auditors Australia.

This event brings together experienced industry speakers who offer insights and expert guidance on the key issues shaping the local government sector. It provides delegates with a sector-based forum to exchange knowledge on the critical issues impacting internal audit, risk and governance professionals, audit committee members, councillors, as well as council management teams.

COMMITTEE RECOMMENDATION

ARIC98/18

That the Audit, Risk and Improvement Committee receive and note the joint report provided by the Chair and the independent member regarding their attendance at the Local Government Internal Audit Forum 2018.

CARRIED

8.4 INTERNAL AUDIT ACTIVITIES - SEPTEMBER TO NOVEMBER 2018

Record No:

Responsible Officer: General Manager
 Author: Senior Internal Auditor
 Key Direction: 4. Leadership Outcomes
 Delivery Plan Strategy: 10.2 Sound governance practices direct Council business and decision making
 Operational Plan Action: 10.2.1 Independent audit and risk framework drives accountability
 Attachments: 1. DRAFT Internal Audit Manual
 2. DRAFT Internal Audit Quality Guidelines
 3. DRAFT Strategic Internal Audit Work Plan 2018-2022
 Cost Centre 3136 – Internal Audit

EXECUTIVE SUMMARY

This report serves to inform the Audit, Risk and Improvement Committee (the Committee) of the Internal Audit activities for the period September to November 2018.

COMMITTEE RECOMMENDATION

ARIC99/18

That the Audit, Risk and Improvement Committee
 A. Note the status report of Internal Audit activities for the period to September to November 2018.
 B. Approve the following documents:
 (i) Draft Internal Audit Manual
 (ii) Draft Internal Audit Quality Guideline
 (iii) Draft Strategic Internal Audit Work Plan 2018-2022

Moved Mr Vine

Seconded Mr Pearson

CARRIED

MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL

HELD ON WEDNESDAY 5 DECEMBER 2018

Page 12

9. GENERAL BUSINESS

9.1 LANDFILL LEGACY SITE

Record No:

This item is classified CONFIDENTIAL in accordance with Section 10A(2)(g) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Responsible Officer:	Director Environment & Sustainability
Author:	Group Manager Resource & Waste Management
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	7.1 Protect, value and enhance the existing natural environment
Delivery Program Objectives:	7.1.3 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. Draft Resource and Waste Management Legacy Site Report

EXECUTIVE SUMMARY

At the 13 September Waste Management Committee Meeting a report was presented to the committee outlining the potential impacts to Council on a number of landfill legacy sites which have been identified. The committee recommended that the project recommendations contained in the "Draft Legacy Sites Report" (Refer attachment 1) be adopted along with a copy of the "Draft Legacy Sites Report" being provided to the Audit and Risk Improvement Committee. This report is to provide a copy of the "Draft Legacy Sites Report" to the Audit and Risk Improvement Committee.

COMMITTEE RECOMMENDATION

ARIC100/18

That the Audit, Risk and Improvement Committee
A. Receive and Note the report.

CARRIED

10. NEXT MEETING

Wednesday, 6 March 2019

There being no further business the Chair declared the meeting closed at 2.20 pm.

CHAIRPERSON

The above minutes of the Audit Risk And Improvement Committee Meeting of Snowy Monaro Regional Council held on 5 December 2018 were confirmed by Committee at a duly convened meeting on 6 March 2019 at which meeting the signature hereon was subscribed.

13.4 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 05 DECEMBER 2018

ATTACHMENT 2 CHAIR'S DISCUSSION SUMMARY TO BE READ IN CONJUNCTION WITH THE MINUTES OF ARIC MEETING HELD ON 05 DECEMBER 2018

Snowy Monaro Regional Council
 Audit, Risk and Improvement Committee
 December 2018
 Chairs Discussion Summary

	Summary of Committee Discussion
5.	BUSINESS ARISING
5.1	Audit, Risk and Improvement Committee Recommendations
	The committee reviewed progress against committee recommendations and noted that ARIC 73/18 should still be listed as outstanding since the requested update was yet to be presented. It was suggested that, in future, when an item is to be addressed at a meeting, there should be a cross reference to item in the agenda in which it is being addressed.
5.2	Minutes of Local Emergency Management Committee and Local Rescue Committee Meetings
	The committee welcomed the provision of the LMEC and discussed the arrangements. The Chair pointed to the need for a planned process from recovery based on his experience on a funding committee for another council. The committee asked also asked that a copy of emergency risk management assessment mentioned in the LEMC meeting be requested. The committee also discussed the arrangements for testing of the plans. {After the meeting the General Manager informed the Chair that a joint emergency exercise is planned for early next year.}
7	Special Agenda Items
7.1	Management Letter for The Year Ended 30 June 2018 - Audit Office of NSW
	Lawrissa Chan of the Audit Office provide an overview of audit findings for The Year Ended 30 June 2018. The committee discussed each of the findings. In respect of issue 3, which identified that errors and disclosure deficiencies had been found, it was considered that this pointed to the need for quality processes to be addressed in next year's Financial Statement preparation plan. The committee asked whether the benefits of an early close should be considered. The AO staff indicated that this was the preferred approach. The Chair noted that the NSW audit office will be undertaking the audit itself next year.
7.2	External Provider Recommendations
	The committee expressed concern that dates proposed by the SMRC to Audit Office recommendations were potentially too late to avoid subsequent findings. It also suggested that the comments on progress against external recommendations should be improved.
7.3	Internal Audit Recommendations
	The committee reviewed the request for extensions and agreed to them. They sought clarification, in respect to 10.2.1.41 16-04/04, that in addition to an asset management policy, asset management procedures would be developed in the stated timeframe, since this may be needed to avoid the audit office raising an issue next year. The committee commented positively on the general improvement in the information presented against audit recommendations. However, it was noted hat 10.2.1.38 on population of risk register was going to be late, although no request for delay had been requested. Item 10.2.1.43 was discussed since it was shown as 100% complete and closed on the basis that it duplicated an action on the 2019 operation plan. The committee asked that such

13.4 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 05 DECEMBER 2018

ATTACHMENT 2 CHAIR'S DISCUSSION SUMMARY TO BE READ IN CONJUNCTION WITH THE MINUTES OF ARIC MEETING HELD ON 05 DECEMBER 2018

Snowy Monaro Regional Council
 Audit, Risk and Improvement Committee
 December 2018
 Chairs Discussion Summary

	Summary of Committee Discussion
	items remain on the audit recommendation tracking schedule until resolved or until ARIC agrees to removal.
7.4	Status Report - Risk Management - September To November 2018
	<p>The committee was briefed on progress in respect to risk management and potential delays because of staff turnover. They noted the fact that work was progressing on a risk policy with Ms. Nichol's assistance.</p> <p>The committee was also informed that a proposal was being developed to establish a risk management committee</p> <p>The committee noted that the JTL proposal and sought assurance about its depth given the low cost. They were informed that there was some assurance from had been positive feedback several BCP currently under developments. Members pointed out that it was important to ensure that recovery plan was developed. They also suggested that an interim incident response plan be developed.</p>
7.5	Work Health and Safety
	The committee indicated that it was very useful to see the information on work health and safety on regular basis since it provided assurance that processes were in place. The committee asked whether there had been any specific action taken on the level of incidents in health care.
7.6	Grant Applications - Activity as at 30 September 2018
	The committee reviewed and discussed the grant management report. The committee also noted that each grant also had some flow on effects in terms of flow work for council which already has staffing stress.
7.7	Fraud and Corruption Control
	The committee were briefed on a reported incident, and action being taken to investigate it.
8.1	SMRC Operational Plan 2019 - Leadership - Governance Practices
	The committee considered information in the operation plan actions in respect to leadership and governance, noting that it may have implications for the ARIC's planned review process.
8.2	Audit, Risk and Improvement Committee Schedule of Review
	<p>The Chair summarized the key issues from his report to the council for 2017/18. He noted that ARIC has progress significantly over the last year, in terms of ability to contribute with its breadth of knowledge and experience and availability of a full-time auditor. He had also pointed out that significantly more effort will be required to ensure that governance arrangement, processes and procedures within the merged council are fully effective. It will take time to get things in place, particularly with continued demand on operation priorities and with high levels of vacancies.</p> <p>In respect to ARIC, he noted that committee's priorities were reasonably clear, in terms of continued focus on governance arrangements, risk management, and financial statement processes, but he sought the committee and General Manager's views on other priorities so that ARIC could set specific objectives for 2019.</p>

13.4 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 05 DECEMBER 2018

ATTACHMENT 2 CHAIR'S DISCUSSION SUMMARY TO BE READ IN CONJUNCTION WITH THE MINUTES OF ARIC MEETING HELD ON 05 DECEMBER 2018 Page 260

Snowy Monaro Regional Council
 Audit, Risk and Improvement Committee
 December 2018
 Chairs Discussion Summary

	Summary of Committee Discussion
	The discussion of priorities was generally broad ranging, the consensus was that the committee should continue to focus on the fundamentals of good governance and management and encourage improvement in basic concepts to allow management to have a more strategic focus.
8.3	Report of Attendees at Local Government Internal Audit Conference 2018
	Noted.
8.4	Internal Audit Activities - September To November 2018
	<p>The internal auditor briefed the committee on his activities since the last meeting. This included continued building relationship with staff and management, development of the strategy plan, finalization of the audit and quality manual, advisory activities, particularly in respect to the proposed new corporate information system RFT, as well as professional development activities.</p> <p>The committee endorsed the proposed work program, noting the amendments made at its request at the last meeting. It was suggested that some allowance should be made in the budget to allow for more ad hoc requests for information. It was concluded that this could be kept under review.</p> <p>The draft audit manual and quality plan were endorsed. The committee asked how it would be possible to maintain a quality plan in small organization and was informed that that there had been discussion regarding the potential of cross organizational reviews of working papers.</p> <p>The committee congratulated that internal auditor on pass the IIA CIA examination.</p>
9.1	Landfill Legacy Site
	The committee noted the report, in the context of the Audit office concerns.
10	Other
	Next meeting date was confirmed as Wednesday 6 th March. Consideration will be given to holding the meeting at a different location, such as Bombala

Max Shanahan

Chair, Audit, Risk and Improvement Committee

13.5 SNOWY MONARO REGIONAL COUNCIL SUBMISSION TO REMUNERATION TRIBUNAL.

Record No:

Responsible Officer:	Director Corporate and Community Services
Author:	Group Manager Governance
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.2 Sound governance practices direct Council business and decision making
Delivery Program Objectives:	10.2.2 Councillors are supported to make informed decisions in the best interest of the community and to advocate on behalf of the community
Attachments:	1. Remuneration_Tribunal_2018-Annual_Determination 2. 2019 letter to Councils seeking submissions
Cost Centre	3120

EXECUTIVE SUMMARY

The Local Government Remuneration Tribunal has invited submissions from individual Councils by no later than 30 January 2019, in the event a Council believes that it has a strong case for re-categorisation based on the criteria published on pages 20 to 23 of the attached document titled 'Remuneration_Tribunal_2018-Annual_Determination'.

Snowy Monaro Regional Council is currently categorised as a Regional Rural Council.

The Governance team has reviewed the criteria and has formed the view that a submission should not be made on the basis that Snowy Monaro Regional Council does not meet the criteria of an alternate Council category.

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

OFFICER'S RECOMMENDATION

That Council:

- A. Receive and note the report; and
- B. Supports the recommendation that there is no strong case for Snowy Monaro Regional Council in 2019 to provide a submission to seek a categorisation change from its current category of Regional Rural.

BACKGROUND

The Local Government Tribunal is required to review categorisation of Councils every 3 years as part of its remuneration review. The last review was completed in 2018 and the next full review is to be undertaken in 2020.

The Tribunal will accept submissions on categorisations, during interim annual reviews, where a council believes there is a strong case for a council to be considered for an alternate category based on the criteria.

The criteria are listed in the attached Tribunal 2018 annual determination. The categorisation of a Council impacts the remuneration of the Mayor and Councillors.

Any Council seeking to have re-categorisation considered need to provide a submission prior to 30 January 2019.

Snowy Monaro Regional Council is currently categorised as Regional Rural – the criteria includes:

Regional Rural

Councils categorised as Regional Rural will typically have a minimum population of 20,000.

Other features which distinguish them from other non-metropolitan councils include:

- a major town or towns with the largest commercial component of any location in the surrounding area
- a significant urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages or may be located on or close to the coast with high levels of population and tourist facilities
- provide a full range of higher-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- regional services to the wider community through principal referral hospitals, tertiary education services and major regional airports
- these councils may also attract large visitor numbers to established tourism ventures.

The closest categories bordering Regional Rural are Regional Strategic Area and Rural – refer to criteria:

Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Rural category on the basis of their significant population. Councils categorised as Regional Strategic Area will typically have a population above 200,000. These councils contain a mix of urban and rural settlements. They provide a range of services and activities including business, office and retail uses, along with arts, culture, recreation and entertainment facilities to service the wider community. These councils host tertiary education campuses and health facilities.

While councils categorised as Regional Strategic Area may have populations which exceed those of Regional City, they would not typically provide the same range of regional services or have an equivalent sphere of economic influence.

Central Coast Council and Lake Macquarie Council are categorised as Regional Strategic Area.

Rural

Councils categorised as Rural will typically have a population below 20,000.

Other features which distinguish them from other non-metropolitan councils include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

Governance has reviewed the criteria and does not believe that Snowy Monaro Regional Council has a strong case for a submission to the Tribunal in 2019 for a change of category based on the defined criteria, most significantly relating to population.

It is therefore recommended that Council does not provide a submission to the Tribunal in 2019.

It is also recommended that a submission should be made in the 2020 review for the consideration of changes to the criteria themselves to take into account the challenges of large geographic footprints of Regional Rural Councils.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The categorisation of Councils plays a role in the determination of Mayor and Councillors remuneration in addition to other funding sources. The recommendation for this report has no direct impact to the community.

2. Environmental

There is no environmental impact associated with this report.

3. Economic

Changes to the categorisation of a Council has a direct impact to Mayor and Councillors remuneration ranges. There is no financial impact to Council from the recommendation of this report.

4. Civic Leadership

Council has an obligation to continually review and assess the categorisation criteria and provide feedback where appropriate to the Tribunal to ensure that the appropriate funding is available to attract and support quality candidates for Council.

**Local
Government
Remuneration
Tribunal
Annual Report
and
Determination
2018**

Annual Report
and
Determination

*Annual report and determination under sections 239 and
241 of the Local Government Act 1993*

**17 April
2018**

[NSW Remuneration Tribunals website](#)

**Local Government Remuneration Tribunal Annual Report and
Determination 2018**

Contents

Contents	1
Executive Summary	2
Section 1 Introduction	3
Section 2 2017 Determination	4
Section 3 2018 Review	5
Categorisation	6
Categorisation model	6
Allocation of councils into categories	6
Fees	11
Findings	12
Quantum of Fees	12
Other matters	13
Conclusion	14
Section 4 Determinations	15
Determination No. 1- Determination Pursuant to Section 239 of Categories of Councils and County Councils Effective From 1 July 2018	15
Table 1: General Purpose Councils - Metropolitan	15
Table 2: General Purpose Councils – Non-Metropolitan	16
Table 3: County Councils	18
Determination No. 2- Determination Pursuant to Section 241 of Fees for Councillors and Mayors	19
Table 4: Fees for General Purpose and County Councils	19
Appendices	20
Appendix 1 Criteria that apply to categories	20

**Local Government Remuneration Tribunal Annual Report and
Determination 2018**

Executive Summary

The Local Government Remuneration Tribunal (the Tribunal) is required to report to the Minister for Local Government by 1 May each year as to its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

Categories

The Tribunal has reviewed the criteria that apply to the categories of councils and the allocation of councils into those categories. The Tribunal found that there was no strong case to change the criteria or the allocation of councils into categories at this time. The criteria applicable to each of the categories are published in Appendix 1 of the determination and are unchanged from 2017.

Fees

The Tribunal has determined that the minimum and maximum fees applicable to each category will be increased by 2.5 per cent which is consistent with the government's policy on wages.

**Local Government Remuneration Tribunal Annual Report and
Determination 2018**

Section 1 Introduction

1. Section 239 of the *Local Government Act 1994* (the LG Act) provides for the Tribunal to determine the categories of councils and mayoral offices and to place each council and mayoral office into one of those categories. The categories are to be determined at least once every 3 years.
2. Section 241 of the LG Act provides for the Tribunal to determine, not later than 1 May in each year, for each of the categories determined under section 239, the maximum and minimum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils.
3. In determining the maximum and minimum fees payable in each of the categories, the Tribunal is required, pursuant to section 242A (1) of the LG Act, to give effect to the same policies on increases in remuneration as those of the Industrial Relations Commission. The current policy on wages is that public sector wages cannot increase by more than 2.5 per cent, and this includes the maximum and minimum fees payable to councillors and mayors and chairpersons and members of county councils.
4. The Tribunal is however able to determine that a council can be placed in another existing or a new category with a higher range of fees without breaching the government's wage policy pursuant to section 242A (3) of the LG Act.
5. The Tribunal's determinations take effect from 1 July in each year.

**Local Government Remuneration Tribunal Annual Report and
Determination 2018**

Section 2 2017 Determination

6. The Tribunal undertook a significant review of the categories and the allocation of councils into each of those categories. The review was prompted by the amalgamation of councils resulting in the creation of 20 new councils and an overall reduction in the number of councils in NSW from 152 to 128.
7. In reviewing the categories the Tribunal examined a range of statistical and demographic data and considered the views of councils and Local Government NSW (the LGNSW). Having regard to that information, the Tribunal determined a categorisation model which differentiates councils primarily on the basis of their geographic location. Other factors which differentiate councils for the purpose of categorisation include population, the sphere of the council's economic influence and the degree of regional servicing.
8. The Tribunal's 2017 Determination was made on 12 April 2017 and determined the categories of general purpose councils as follows:

Metropolitan

- Principal CBD
- Major CBD
- Metropolitan Large
- Metropolitan Medium
- Metropolitan Small

Non-metropolitan

- Regional City
- Regional Strategic Area
- Regional Rural
- Rural

9. The criteria for the categories were also determined and are now contained in Appendix 1. The Tribunal's determination also provided for each of the 128 Councils to be allocated into one of the above categories.
10. The 2017 Determination provided a general increase of 2.5 per cent which was consistent with the Government's policy on wages.

**Local Government Remuneration Tribunal Annual Report and
Determination 2018**

Section 3 2018 Review

11. The Tribunal wrote to all mayors in November 2017 advising of the commencement of the 2018 Annual Review. In doing so the Tribunal noted that at the time of making the 2017 determination a number of further merger proposals were on hold as a consequence of legal action taken by councils covered by these proposals. On 27 July 2017 the Premier, the Hon Gladys Berejiklian MP, issued a media release which advised that due to the protracted nature of those legal challenges and the impact on ratepayers, that the following mergers would not proceed:

- Burwood, City of Canada Bay and Strathfield Municipal councils
- Hornsby Shire and Ku-ring-gai councils
- Hunter's Hill, Lane Cove and City of Ryde councils
- Mosman Municipal, North Sydney and Willoughby councils
- Randwick City, Waverley and Woollahra Municipal councils.

12. While the Tribunal is only required to review the categorisation every three years, given the changed circumstances, if requested, the Tribunal stated it would review the allocation of the above metropolitan councils into the existing categories.

13. In this respect, any requests for a review would need to be supported by evidence which would indicate that the council is more appropriately allocated into another category based on the criteria.

14. The Tribunal also stated that it does not intend to alter the groups or the criteria which apply unless there is a very strong case to do so.

15. The Tribunal also wrote to the President of LGNSW in similar terms, and subsequently met with the Chief Executive of LGNSW. The Tribunal wishes to place on record its appreciation to the Chief Executive for meeting with the Tribunal.

16. In response to this review the Tribunal received 13 submissions from individual councils and a submission from LGNSW. Those submissions addressed the categorisation model and criteria, the allocation of councils into those categories, and/or the fees. A summary of the matters raised and the Tribunal's consideration of those matters is outlined below.

Local Government Remuneration Tribunal Annual Report and Determination 2018

Categorisation

Categorisation model

17. The majority of submissions supported the categorisation model, suggested additional categories or made no comment. Concerns were largely based on the criteria and in particular the emphasis on population to determine appropriate categorisation.
18. One submission also requested that consideration be given to making the criteria for Principal CBD and Major CBD more general in nature.
19. Apart from requests for new categories, no case has been put to the Tribunal to adjust or change the categorisation model. The Tribunal is required to review the categories every three years. As the current model was introduced in 2017 the Tribunal will next consider the model and the allocation of councils into that model in 2020.
20. The Tribunal has reviewed the criteria which apply to the categories of Principal CBD and Major CBD. The criteria for Principal CBD and Major CBD are specific to the characteristics of councils within those categories. This is different to the other categories which have indicative population thresholds and general criteria which describe common features of councils in these groups.

Allocation of councils into categories

21. The criteria applicable to the categories are outlined in Appendix 1. The categories differentiate councils on the basis of their geographic location with councils grouped as either metropolitan or non-metropolitan. With the exception of Principal CBD and Major CBD, population is the predominant criterion to determine categorisation. Other common features of councils within those categories are also broadly described. These criteria have relevance when population alone does not adequately reflect the status of one council compared to others with similar characteristics. In some instances the additional criteria will be sufficient enough to warrant the categorisation of a council into a group with a higher indicative population range.
22. In respect of the request to reconsider the criteria for Principal CBD and Major CBD, the Tribunal notes that the current criteria are specific to the councils of Sydney City and Parramatta City respectively. Prior to the making of the 2017 determination Sydney City Council was a standalone category. Parramatta City Council was grouped with Newcastle

Local Government Remuneration Tribunal Annual Report and Determination 2018

City Council and Wollongong City Council. The Tribunal's 2017 review determined that Parramatta City Council would also be a standalone category within the group of metropolitan councils. Newcastle and Wollongong were placed in a separate category, Regional City.

23. The allocation of Sydney City Council and Parramatta City Council into unique categories reflects their status within the metropolitan area. These precincts have been identified by the NSW Government in its metropolitan planning policies¹ as "Metropolitan City Centres" and are the only local government precincts to be given this status. The Tribunal considers that Parramatta City Council is the only council which currently meets the criteria of Major CBD.
24. The Tribunal received ten requests for re-categorisation. Each of those requests was considered having regard to the case put forward and the criteria for each category. A multi variable approach was adopted in assessing each council against all the criteria (not only population) for the requested category and also the relativities within the categories. At the time of making the determination the Tribunal only had available to it population data as of 2016. The Australian Bureau of Statistics (ABS) has advised that more up to date population data will not be published until 24 April 2018 which is too late for consideration as part of this review. The Tribunal found that the current categorisation was appropriate, but noted that some of those councils seeking to be moved are likely to meet the criteria for re-categorisation in future determinations in the medium term. A summary of the Tribunal's findings for each of the applications is outlined in the following paragraphs.

Penrith

25. Penrith sought to be re-categorised to a new category (possibly Metropolitan Large – Growth Centre) to reflect expected population growth and development. The council submitted that the new category could have fees equivalent to Regional City. The

¹ Greater Sydney Commission's (GSC) Greater Sydney Regional Plan – *A metropolis of three cities – connecting people – March 2018* (GSR Plan); Transport for NSW's *Future Transport Strategy 2056, March 2018*; NSW Government's *The NSW State Infrastructure Strategy 2018-2038, 18 March 2018*.

**Local Government Remuneration Tribunal Annual Report and
Determination 2018**

submission also drew the Tribunal's attention to the regional servicing role of Penrith to Greater Western Sydney, the Blue Mountains and the Central West of NSW.

26. The Tribunal examined Penrith's submission in the context of other councils in the Metropolitan Large category. Penrith currently has the smallest population in this group of councils and the degree of population growth is comparable to other fringe metropolitan councils. While the council area is host to a range of regional facilities these are similar to those available in other council areas within this group. On the basis of the information available the Tribunal does not find there is a case to create a new category to accommodate Penrith.

Inner West

27. Inner West has sought to be re-categorised from Metropolitan Medium to Metropolitan Large. The council has a population of 190,500 (2016) which is substantially below the population of other Metropolitan Large councils. In considering this request the Tribunal has reviewed the additional factors which guide categorisation to both Metropolitan Large and Metropolitan Medium, as outlined in Appendix 1 of this determination. The Tribunal notes that while significant residential development is proposed for this council that development is influenced by a number of urban renewal and infrastructure projects which have either not commenced or are in their early stages. The Tribunal finds the council does not demonstrate a sufficient number of additional criteria to warrant re-categorisation as Metropolitan Large at this time. However, with expected population growth it is likely the council may be more comparable with other Metropolitan Large councils in the short to medium term.

Randwick

28. Randwick has sought to be re-categorised from Metropolitan Medium to Metropolitan Large principally on the basis of its regional servicing and facilities. The Tribunal notes that the council's population of 146,250 (2016) is squarely within the indicative range for this category of (100,000 to 200,000). In reviewing this request the Tribunal has also considered the degree of regional servicing and sphere of economic influence. Having regard to those factors the Tribunal does not find that the council can display additional criteria to a degree comparable to other councils in Metropolitan Large or that re-categorisation into this group is appropriate.

**Local Government Remuneration Tribunal Annual Report and
Determination 2018**

Canada Bay

29. Canada Bay has sought to be re-categorised from Metropolitan Small to Metropolitan Medium. Canada Bay has a population 90,850 (2016) which is the largest of the councils in Metropolitan Small but still well below the indicative range of Metropolitan Medium councils. The council has put a case forward based on its growing regional influence with a large influx of workers, shoppers and visitors each day.
30. The Tribunal has compared the profile of Canada Bay to other councils in Metropolitan Medium and finds that the scale of its operations and degree of regional servicing are not sufficient to warrant re-categorisation. The Tribunal notes however, that similar to Inner West, expected population growth it is likely to make the council more comparable to those in Metropolitan Medium in the medium term.

Willoughby and North Sydney

31. Both Willoughby and North Sydney have sought to be re-categorised from Metropolitan Small to Metropolitan Medium. Under the new categorisation model these councils were allocated into a category with lower fees than those previously available under the former categorisation. The Tribunal finds that while some existing councillors may be receiving lower fees as a result of the revised categorisation, this is not a factor in the categorisation of councils into categories.
32. The categories have been developed to group councils with as many like characteristics as possible. The Tribunal has considered the characteristics of Willoughby and North Sydney in the context of those that apply to both Metropolitan Small and Metropolitan Medium.
33. Willoughby has a population of 77,950 (2016) and North Sydney 72,150 (2016). Willoughby has sought to be re-categorised having regard to additional criteria including its scale of operations and businesses and the regional significance of its centres. North Sydney has sought consideration of its regional services and facilities and high percentage of non-resident visitors and workers.
34. Both councils have sought recognition of the significant number and percentage of non-resident workers, however the available data from the ABS would suggest that many other metropolitan councils across all categories host a significant number of non-resident workers.

**Local Government Remuneration Tribunal Annual Report and
Determination 2018**

35. The Tribunal notes that the current population of both councils is within the indicative population range for Metropolitan Small councils and well below that of Metropolitan Medium. Having regard to the addition criteria that apply to Metropolitan Small and Metropolitan Medium, the Tribunal finds that the characteristics of Willoughby and North Sydney are more appropriately aligned with those of other Metropolitan Small councils and finds no case for them to be re-categorised at this time.

Port Macquarie

36. Port Macquarie has sought to be re-categorised from Regional Rural to Regional Strategic Area. Alternatively, it is requested that consideration be given to the creation of a new category for similar councils in the Regional Rural group.

37. Port Macquarie has a population of 79,650 (2016) which is significantly below the indicative population range of Regional Strategic Area councils. The Tribunal finds that Port Macquarie has not demonstrated the additional criteria to warrant inclusion into this group.

38. The Tribunal notes that there is a large population range of those councils included in the Regional Rural category. These councils are grouped together to reflect their like features such as having a major township which provides regional servicing to smaller rural communities and rural councils. The Tribunal does not propose to further differentiate this group at this time.

Maitland

39. Maitland has sought to be re-categorised from Regional Rural to Regional Strategic Area or that a new category be created between Regional Rural and Regional Strategic Area.

40. Maitland has a population of 78,200 (2016) which is significantly below the indicative population range of Regional Strategic Area councils. The Tribunal finds that Maitland has not demonstrated the additional criteria to warrant inclusion into this group. As outlined above the Tribunal does not propose to further differentiate this group at this time.

Hilltops

41. Hilltops Council has sought to be re-categorised from Rural to Regional Rural. The new Hilltops Council is an amalgamation of three former councils in the Rural category (Young, Boorowa and Harden). The submission states that the new council has increased complexity of business and should be recognised as Regional Rural.

**Local Government Remuneration Tribunal Annual Report and
Determination 2018**

42. The Tribunal notes that Hilltops has a population of 19,150 (2016) which is just below the indicative population range of Regional Rural councils. The category of Regional Rural currently includes one council – Broken Hill – which has a population similar to that of Hilltops. Broken Hill warrants categorisation as Regional Rural in recognition of the degree of regional servicing it provides to far western NSW. It is not considered that Hilltops provides the same degree of regional services and on that basis re-categorisation is not warranted at this time.

Leeton

43. Leeton has sought reconsideration of the criteria for eligibility to the categorisation of Regional Rural to take into account councils with populations of less than 20,000. Leeton has a population of 11,750 (2016).
44. Leeton has not sufficiently demonstrated that it meets the additional criteria for re-categorisation to Regional Rural level. The Tribunal does not propose to further differentiate this group at this time.

Fees

45. The LGNSW submission requested that the Tribunal increase fees by the allowable maximum of 2.5 per cent. The submission also reiterated its view that the current arrangement for setting fees is inappropriate and does not provide proper compensation for the significant workload and the range of responsibilities of mayors and councillors. Comparative information was presented in respect to board fees, fees paid to mayors and councillors of councils in Queensland and salaries for Members of Parliament. It was also suggested that when determining fees the Tribunal consider other matters, including the new induction and other professional development training requirements and the implementation of the NSW Local Government Capability Framework. The LGNSW submission also sought consideration of the non-payment of superannuation.
46. A number of submissions also sought an increase to the allowable maximum of 2.5 per cent and raised similar issues to LGNSW in respect to the current fees not being

**Local Government Remuneration Tribunal Annual Report and
Determination 2018**

adequate compensation for the heavy or “full-time” workload and time commitment required to carry out mayoral and councillor duties.

47. One submission also raised the matter of fees for deputy mayors, submitting that an additional fee of \$200.00 per month be payable when the role of deputy mayor exists in a council.

Findings

Quantum of Fees

48. The Tribunal has considered the submissions received and notes the comparisons drawn between the fees paid to councillors and mayors in NSW with those in other states, members of Parliament in NSW, and members of boards and committees. The Tribunal is mindful that the roles and responsibilities of councillors and mayors in NSW are outlined in the LG Act and notes that they are not necessarily comparable to the roles and responsibilities of councillors and mayors in other states, members of Parliament or members of boards and committees.
49. The Tribunal also notes that some of the other matters raised by submissions are more appropriately dealt with in the context of the current Local Government reform agenda and are outside the Tribunal’s powers.
50. The Tribunal is required to have regard to the Government’s wages policy when determining the increase to apply to the maximum and minimum fees that apply to councillors and mayors. The public sector wages policy currently provides for a cap on increases of 2.5 per cent.
51. The Tribunal has reviewed the key economic indicators, including the Consumer Price Index and Wage Price Index, and had regard to budgetary limitations imposed by the Government’s policy of rate pegging, and finds that the full increase of 2.5 per cent is warranted. The 2.5 per cent increase will apply to the minimum and the maximum of the ranges for all existing categories.

**Local Government Remuneration Tribunal Annual Report and
Determination 2018**

Other matters

52. The Tribunal notes that the NSW Independent Local Government Review Panel made a number of recommendations in 2013 which addressed the role and remuneration of mayors and deputy mayors. The Tribunal understands that those recommendations have not yet been implemented or were supported by the Government in part only.
53. Should the Government's policies change with respect to remuneration the Tribunal would be willing to participate in any further review or consideration of this matter.
54. The matter of the non-payment of superannuation has been previously raised in submissions to the Tribunal and is not a matter for the Tribunal to determine. Section 251 of the LG Act confirms that councillors are not employees of the council and the fee paid does not constitute a salary under the Act. The Tribunal notes that the Australian Tax Office has made a definitive ruling (ATO ID 2007/205) that allows councillors to redirect their annual fees into superannuation on a pre-tax basis and is a matter for councils (*Ref: Councillor Handbook, Oct 2017, Office of Local Government p.69*).
55. Councils have raised the matter of separate fees for deputy mayors on previous occasions and the Tribunal notes that it has previously determined that there is no provision in the LG Act to empower the Tribunal to determine a separate fee or fee increase for deputy mayors. The method for determining separate fees, if any, for a deputy mayor is provided in section 249 of the LG Act as follows:

249 Fixing and payment of annual fees for the mayor

- (1) *A council must pay the mayor an annual fee.*
- (2) *The annual fee must be paid in addition to the fee paid to the mayor as a councillor.*
- (3) *A council may fix the annual fee and, if it does so, it must fix the annual fee in accordance with the appropriate determination of the Remuneration Tribunal.*
- (4) *A council that does not fix the annual fee must pay the appropriate minimum fee determined by the Remuneration Tribunal.*

**Local Government Remuneration Tribunal Annual Report and
Determination 2018**

- (5) *A council may pay the deputy mayor (if there is one) a fee determined by the council for such time as the deputy mayor acts in the office of the mayor. The amount of the fee so paid must be deducted from the mayor's annual fee."*

Conclusion

56. The Tribunal's determinations have been made with the assistance of the two Assessors - Mr Ian Reynolds and Mr Tim Hurst. The allocation of councils into each of the categories, pursuant to section 239 of the LG Act, is outlined in Determination No. 1. The maximum and minimum fees paid to councillors and mayors and members and chairpersons of county councils, pursuant to section 241 of the LG Act, are outlined in Determination No. 2.

The Local Government Remuneration Tribunal

Signed

Dr Robert Lang

Dated: 17 April 2018

Local Government Remuneration Tribunal Annual Report and
 Determination 2018

Section 4 Determinations

Determination No. 1- Determination Pursuant to Section 239 of Categories of Councils and County Councils Effective From 1 July 2018

Table 1: General Purpose Councils - Metropolitan

Principal CBD (1)	Major CBD (1)
Sydney	Parramatta

Metropolitan Large (8)	Metropolitan Medium (9)
Blacktown	Bayside
Canterbury-Bankstown	Campbelltown
Cumberland	Georges River
Fairfield	Hornsby
Liverpool	Ku-ring-gai
Northern Beaches	Inner West
Penrith	Randwick
Sutherland	Ryde
	The Hills

Metropolitan Small (11)
Burwood
Camden
Canada Bay
Hunters Hill
Lane Cove
Mosman
North Sydney
Strathfield
Waverley
Willoughby
Woollahra

**Local Government Remuneration Tribunal Annual Report and
 Determination 2018**

Table 2: General Purpose Councils – Non-Metropolitan

Regional City (2)		Regional Strategic Area (2)	
Newcastle		Central Coast	
Wollongong		Lake Macquarie	

Regional Rural (37)		Rural (57)	
Albury	Balranald	Kyogle	
Armidale	Bellingen	Lachlan	
Ballina	Berrigan	Leeton	
Bathurst	Bland	Liverpool Plains	
Bega	Blayney	Lockhart	
Blue Mountains	Bogan	Moree Plains	
Broken Hill	Bourke	Murray River	
Byron	Brewarrina	Murrumbidgee	
Cessnock	Cabonne	Muswellbrook	
Clarence Valley	Carrathool	Nambucca	
Coffs Harbour	Central Darling	Narrabri	
Dubbo	Cobar	Narrandera	
Eurobodalla	Coolamon	Narromine	
Goulburn Mulwaree	Coonamble	Oberon	
Griffith	Cootamundra-Gundagai	Parkes	
Hawkesbury	Cowra	Snowy Valleys	
Kempsey	Dungog	Temora	
Kiama	Edward River	Tenterfield	
Lismore	Federation	Upper Hunter	
Lithgow	Forbes	Upper Lachlan	
Maitland	Gilgandra	Uralla	
Mid-Coast	Glen Innes Severn	Walcha	
Mid-Western	Greater Hume	Walgett	
Orange	Gunnedah	Warren	
Port Macquarie-Hastings	Gwydir	Warrumbungle	
Port Stephens	Hay	Weddin	
Queanbeyan-Palerang	Hilltops	Wentworth	
Richmond Valley	Inverell	Yass	
Shellharbour	June		
Shoalhaven			
Singleton			
Snowy Monaro			
Tamworth			
Tweed			
Wagga Wagga			
Wingecarribee			
Wollondilly			

**Local Government Remuneration Tribunal Annual Report and
Determination 2018**

**Local Government Remuneration Tribunal Annual Report and
Determination 2018**

Table 3: County Councils

Water (4)	Other (6)
Central Tablelands	Castlereagh-Macquarie
Goldenfields Water	Central Murray
Riverina Water	Hawkesbury River
Rous	New England Tablelands
	Upper Hunter
	Upper Macquarie

**Local Government Remuneration Tribunal Annual Report and
 Determination 2018**

**Determination No. 2- Determination Pursuant to Section 241 of Fees
 for Councillors and Mayors**

Pursuant to s.241 of the *Local Government Act 1993*, the annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2018 are determined as follows:

Table 4: Fees for General Purpose and County Councils

Category		Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils – Metropolitan	Principal CBD	26,970	39,540	164,980	217,080
	Major CBD	17,980	33,310	38,200	107,620
	Metropolitan Large	17,980	29,670	38,200	86,440
	Metropolitan Medium	13,480	25,160	28,640	66,860
	Metropolitan Small	8,970	19,790	19,100	43,150
General Purpose Councils – Non-metropolitan	Regional City	17,980	31,260	38,200	97,370
	Regional Strategic Area	17,980	29,670	38,200	86,440
	Regional Rural	8,970	19,790	19,100	43,170
	Rural	8,970	11,860	9,540	25,880
County Councils	Water	1,780	9,890	3,820	16,250
	Other	1,780	5,910	3,820	10,790

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).

The Local Government Remuneration Tribunal

Signed

Dr Robert Lang

Dated: 17 April 2018

**Local Government Remuneration Tribunal Annual Report and
Determination 2018**

Appendices

Appendix 1 Criteria that apply to categories

Principal CBD

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

Major CBD

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety has been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

Local Government Remuneration Tribunal Annual Report and Determination 2018

Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum population of 200,000.

Other features may include:

- total operating revenue exceeding \$200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum population of 100,000.

Other features may include:

- total operating revenue exceeding \$100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

Metropolitan Small

Councils categorised as Metropolitan Small will typically have a population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than \$150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

Local Government Remuneration Tribunal Annual Report and Determination 2018

Regional City

Councils categorised as Regional City will typically have a population above 150,000. These councils are metropolitan in nature with major residential, commercial and industrial areas. These Councils typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development.

These councils provide a full range of higher order services and activities along with arts, culture, recreation and entertainment facilities to service the wider community and broader region. These councils typically also contain ventures which have a broader State and national focus which impact upon the operations of the council.

Newcastle City Council and Wollongong City Councils are categorised as Regional City.

Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Rural category on the basis of their significant population. Councils categorised as Regional Strategic Area will typically have a population above 200,000. These councils contain a mix of urban and rural settlements. They provide a range of services and activities including business, office and retail uses, along with arts, culture, recreation and entertainment facilities to service the wider community. These councils host tertiary education campuses and health facilities.

While councils categorised as Regional Strategic Area may have populations which exceed those of Regional City, they would not typically provide the same range of regional services or have an equivalent sphere of economic influence.

Central Coast Council and Lake Macquarie Council are categorised as Regional Strategic Area.

Regional Rural

Councils categorised as Regional Rural will typically have a minimum population of 20,000.

Other features which distinguish them from other non-metropolitan councils include:

- a major town or towns with the largest commercial component of any location in the surrounding area
- a significant urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages or may be located on or close to the coast with high levels of population and tourist facilities
- provide a full range of higher-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- regional services to the wider community through principal referral hospitals, tertiary education services and major regional airports
- these councils may also attract large visitor numbers to established tourism ventures.

**Local Government Remuneration Tribunal Annual Report and
Determination 2018**

Rural

Councils categorised as Rural will typically have a population below 20,000.

Other features which distinguish them from other non-metropolitan councils include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

County Councils - Water

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

County Councils - Other

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the *Noxious Weeds Act 1993*.



Local Government Remuneration Tribunal

Ref: A4127215

To Mayors/General Managers

12 December 2018

Dear Mayors/General Managers

I write to advise that the Local Government Remuneration Tribunal has commenced its review for the 2019 annual determination.

Pursuant to s. 241 of the *Local Government Act 1993* (LG Act), the Tribunal is required to make an annual determination, by no later than 1 May 2019, on the fees payable to Councillors and Mayors to take effect from 1 July 2019.

Fees

The Tribunal will review the minimum and maximum fee levels for each category. In accordance with section 242A of the LG Act the Tribunal is required to apply the Government's public sector wages policy to the determination of ranges of fees for Councillors and Mayors.

Categorisation

Each of the 128 councils is allocated into one of the following nine categories:

Metropolitan

- Principal CBD
- Major CBD
- Metropolitan Large
- Metropolitan Medium
- Metropolitan Small

Non-metropolitan

- Regional City
- Regional Strategic Area
- Regional Rural
- Rural

The criteria for each of the categories are outlined on pages 19 to 22 of the 2018 determination.

The Tribunal is only required to review the categories every three years and will next consider the model, the criteria applicable to each group and the allocation of councils in detail in 2020.

The Tribunal will however, as part of the 2019 review, consider any requests to review the categorisation of individual councils if there is a strong case to do so. Any requests

for a review should be supported by evidence which would indicate that the council is more appropriately allocated in to another category based on the criteria.

Submissions

The Tribunal invites submissions from individual councils in respect of categorisation, fees and any general matters as part of this review. Any submission the Council may wish to make should be received by no later than 30 January 2019 and should be emailed to catherine.power@psc.nsw.gov.au.

Please note that any material provided to the Tribunal may be made available to any member of the public under the *Government Information (Public Access) Act 2009*.

As part of the annual review the Tribunal will seek to meet with Local Government NSW, as it does each year, to receive a sector wide view for local government in NSW.

If you require any further information please email sarah.bradshaw@psc.nsw.gov.au or telephone on 02 9272 6006.

Yours sincerely



Dr Robert Lang
Local Government Remuneration Tribunal

19. CONFIDENTIAL MATTERS

In accordance with Section 10A(2) of the Local Government Act 1993, Council can exclude members of the public from the meeting and go into Closed Session to consider confidential matters, if those matters involve:

- (a) personnel matters concerning particular individuals; or
- (b) the personal hardship of any resident or ratepayer; or
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business; or
- (d) commercial information of a confidential nature that would, if disclosed;
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law; or
- (f) matters affecting the security of the council, councillors, council staff or council property; or
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege or information concerning the nature and location of a place; or
- (h) an item of Aboriginal significance on community land.

and Council considers that the closure of that part of the meeting for the receipt or discussion of the nominated items or information relating thereto is necessary to preserve the relevant confidentiality, privilege or security of such information, and discussion of the material in open session would be contrary to the public interest.

In accordance with Section 10A(4) of the Local Government Act 1993 the Chairperson will invite members of the public to make verbal representations to the Council on whether the meeting should be closed to consider confidential matters.

RECOMMENDATION

1. THAT pursuant to Section 10A subsections 2 & 3 and Section 10B of the Local Government Act, 1993 (as amended) the following items on the agenda for the Ordinary Council meeting be dealt with in Closed Session for the reasons specified below:

19.1 Legal Actions and Potential Claims Against SMRC as at 31 December 2018

Item 19.1 is confidential in accordance with s10(A)(2)(e) of the Local Government Act because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

19.2 Southern Lights Project

Item 19.2 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 (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.