



**SNOWY MONARO**  
REGIONAL COUNCIL

# **ATTACHMENTS TO REPORTS**

**(Under Separate Cover)**

**Ordinary Council Meeting**

**16 March 2023**



**ATTACHMENTS TO REPORTS  
FOR  
ORDINARY COUNCIL MEETING  
THURSDAY 16 MARCH 2023**

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**CONDITIONS OF CONSENT**

10.2022.467.1

**Part A – Administrative Conditions**

**Reason for imposition of conditions:** Unrestricted consent may affect the environmental amenity of the area and would not be in the public interest.

**ADM\_01 - Endorsed plans and supporting documentation**

Development must be carried out in accordance with the following plans and documentation, except where amended by Council and/or the conditions of this development consent.

**Reason**

To ensure all parties are aware of the approved plans and supporting documentation that applies to the development

Plan No.	Plan Title.	Prepared By.	Dated.
1 (C1)	Site Plan	JR	5/11/2022
2 (C1)	Floor Plan	JR	5/11/2022
3 (C1)	Roof Plan	JR	5/11/2022
4 (C1)	N & E Elevations	JR	5/11/2022
5 (C1)	S & W Elevations	JR	5/11/2022
6 (C1)	Sections	JR	5/11/2022
7 (C1)	Openings Schedule	JR	5/11/2022
8 (C1)	BASIX Commitments	JR	5/11/2022
9 (C1)	Shed Floor Plan	JR	5/11/2022
10 (C1)	Shed Roof Plan	JR	5/11/2022
11 (C1)	Shed Elevations 1	JR	5/11/2022
12 (C1)	Shed Elevations 2	JR	5/11/2022
13 (C1)	Sections	JR	5/11/2022

Document Title.	Prepared By.	Dated.
Statement of Environmental Effects	Naiomie McLeod	30/10/2022
BASIX Report 1353219S	Joel Rosskelly Drafting	05/11/2022

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Clause 4.6 Request	Naiomie McLeod	02/12/2022
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In the event of any inconsistency between the approved plans and the supporting documentation, the approved plans prevail. In the event of any inconsistency between the approved plans and a condition of this consent, the condition prevails. Note: an inconsistency occurs between an approved plan and supporting documentation or between an approved plan and a condition when it is not possible to comply with both at the relevant time.

**ADM\_02 - Inconsistency between documents**

**Reason**

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

**ADM\_03 Compliance with the Building Code of Australia and insurance requirements under the Home Building Act 1989**

**Reason**

For the purposes of section 4.17(11) of the Act, the following conditions are prescribed in relation to a development consent for development that involves any building work:

- a. that the work must be carried out in accordance with the requirements of the Building Code of Australia.
- b. in the case of residential building work for which the Home Building Act 1989 requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance is in force before any building work authorised to be carried out by the consent commences.

*To ensure the development complies with the requirements of Clause 69 of the Environmental Planning and Assessment Regulations 2000, and Section 4.17(11) of the Environmental Planning and Assessment Act 1979, as amended*

This condition does not apply:

- c. to the extent to which an exemption is in force under the Home Building Regulation 2004, or
- d. to the erection of a temporary building.

**Note:** In this condition, a reference to the BCA is a reference to that code as in force on the date the application for the relevant Construction Certificate is made.

**ADM\_06 BASIX requirements**

**Reason**

Under Clause 97A (3) of the Environmental Planning and Assessment Regulation 2000, it is a condition of this development consent that all

*To ensure the development*

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the commitments listed in each relevant BASIX Certificate for the development are fulfilled. Relevant BASIX Certification means:

- a. A BASIX Certificate that was applicable to the development when this development consent was granted or modified in accordance with Section 4.55 of the EP&A Act, being BASIX Certificate No 1353219S 05/11/2022 or;
- b. If a replacement BASIX Certificate accompanies any subsequent application for a construction certificate, the replacement BASIX Certificate.

*complies with the requirements imposed under Clause 75 of the Environmental Planning and Assessment Regulations 2021, and Section 4.17 (11) of the Environmental Planning and Assessment Act 1979, as amended.*

#### **ADM\_07 Aboriginal Objects**

No Aboriginal objects may be harmed without an approval from Heritage NSW.

#### **Reason**

*To ensure compliance with the provisions of the National Parks and Wildlife Act.*

#### **Part B – Other Approvals**

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#### **OA\_04 Separate Section 68 Approval for Water supply, stormwater and sewerage works**

Prior to issue of the Construction Certificate, an application pursuant to Section 68 of the Local Government Act 1993 to carry out water supply, stormwater and sewerage works must be submitted to Council. The following must be clearly illustrated on the site plan to accompany the application for Section 68 approval:

- Position and depth of the sewer (including junction).
- Stormwater drainage termination point.
- Easements.
- Water main.
- Proposed water meter location.

#### **Reason**

To ensure compliance with the provisions of the Local Government Act

The developer is to ensure that approval for the s68 application must be obtained prior to any plumbing and drainage works being undertaken on the site

Note - Failure to obtain the Section 68 Approval prior to works being undertaken may result in the developer receiving a monetary penalty and the plumber being subject to investigation by the Department of Fair Trading and a fine exceeding \$1500.

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**OA\_05 Separate Section 68 Approval to Install On-site Sewage Management System**

**Reason**

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

To ensure legislative compliance.

**Part C – Prior To the Issue of the Relevant Construction Certificate**

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**PCC\_01 Withdrawal of DA 10.2021.157.1**

**Reason**

The developer shall, prior to the approval of any construction certificate, withdraw the development application 10.2021.157.1 for a Staged Eco-tourist facility (3 cabins & shed) + residence/attached shed - Stage 2 Manager's residence.

**PCC\_03 Payment of section 7.12 contributions**

**Reason**

Before the issue of a construction certificate, the applicant must pay a total contribution of **\$5,370** as calculated at the date of this consent to Council under section 7.12 of the EP&A Act in accordance with Snowy Monaro Section 7.12 Local Infrastructure Contributions Plan 2022. The total amount payable may be adjusted at the time the payment is made, in accordance with the provisions of the Snowy Monaro Local Infrastructure Plan 2022 (2.8. Indexation of contributions).

To address the increased demand for regional infrastructure resulting from the approved development

A copy of the development contributions plan is available for inspection at <https://www.snowymonaro.nsw.gov.au/Building-and-Planning/Development/Building-and-Construction/Local-Infrastructure-Contributions>.

**PCC\_06 Long service levy**

**Reason**

In accordance with Section 6.8(1)(b) of the Environmental Planning and Assessment Act 1979, a Construction Certificate must not be issued until any long service levy payable under Section 34 of the Building and Construction Industry Long Service Payments Act 1986 (or where such levy is payable by instalments, the first instalment of the levy) has been

To ensure legislative compliance.

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paid. Council is authorised to accept payment. Where payment has been made elsewhere, proof of payment must be provided to Council.

**PCC\_07 Compliance with Australian Standards and Building Code of Australia Reason**

The development is required to be carried out in accordance with all relevant Australian Standards and the requirements of the Building Code of Australia. Details demonstrating compliance must be submitted to the Principal Certifying Authority prior to the issue of the Construction Certificate.

To ensure legislative compliance.

**PCC\_08 Information required prior to the issue of a Construction Certificate Reason**

The following documentation must be submitted to the satisfaction of the Principal Certifying Authority, prior to the granting of the construction certificate (where applicable):

- A. Detailed building plans and specifications containing sufficient information to verify that the completed building will comply with the Building Code of Australia and the relevant Australian Standards.
- B. A list of any existing fire safety measures provided in relation to the land or any existing building on the land (not applicable to dwellings or outbuildings).
- C. A list of any proposed fire safety measures provided in relation to the land or any existing building on the land (not applicable to dwellings or outbuildings).
- D. A report prepared by a professional engineer detailing the proposed methods of excavation, shoring or pile construction, and what measures are to be implemented to prevent damage from occurring to adjoining or nearby premises as a result of the proposed excavation works. (NOTE: Any practices or procedures specified to avoid damage to adjoining or nearby premises are to be incorporated into the plans and specifications for the Construction Certificate).

*To ensure the design of the proposed work may be assessed in detail before construction commences and because it is in the public interest that the development complies with the appropriate construction standards. Section 4.15(1)(e) of the Environmental Planning and Assessment Act 1979, as amended*

Structural engineering details or design documentation including details of the following where relevant:

- Reinforced concrete strip footings.
- Reinforced concrete raft slab.
- Suspended reinforced concrete slabs.

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- Structural steelwork.
  - Structural timber work exceeding the design parameters of Australian Standard AS1684-1999 "Residential timber-framed construction".
  - Upper floor joist layout.
  - Retaining walls.
  - Roof trusses.
  - Wall/roof bracing.
  - The existing structure must be certified as being structurally adequate to carry out the proposed additional loadings.
- F. Method of protecting window/door openings as required by BCA Part
- G. Method of ventilating the basement car park. (Note: If mechanical ventilation is required, mechanical ventilation plans must be submitted that also confirm the minimum height clearance specified by AS 2890.1 – Car parking, will be achieved).

#### **PCC\_13 Bushfire**

The building(s) must be designed and constructed so as to comply with the **Bush Fire Attack Level 29 (BAL 29)** and the requirements of Australian Standard AS 3959 and the specifications and requirements of Planning for Bush Fire Protection 2019.

Details must be submitted to the Principal Certifying Authority with the application for a Construction Certificate demonstrating compliance with the requirements of Planning for Bush Fire Protection 2019. The requirements of Planning for Bush Fire Protection 2019 is to prevail in the extent of any inconsistency with the Building Code of Australia.

#### **Reason**

*In accordance with the requirements of Section 4.14 of the Environmental Planning and Assessment Act, 1979 and to ensure the development complies with Section 7 (Table 7.4a), Appendix 1 of Planning for Bush Fire Protection 2019' and AS3959*

#### **PCC\_15 Heating Appliances**

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.

#### **Reason**

To ensure legislative compliance.

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**PCC\_17 Rural Address Number**

**Reason**

The developer shall apply to Council for the provision of a rural address and associated number plate. The address plate is to be erected at the site(s) nominated by Council prior to issue of the construction certificate of the dwelling. Note - This application is to be made to Council on the appropriate form with the relevant fee. Application forms can be obtained from Council offices. Reason - Rural Address Number is to facilitate the efficient and effective deliver of goods, services and emergency assistance to the site.

**Part D – Prior To the Commencement of Works**

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**PCW\_01 Prior to the commencement of works**

**Reason**

No construction works approved by this consent are to commence unless the following have been satisfied:

- A. A Construction Certificate has been issued by a certifying authority.
- B. A Principal Certifying Authority has been appointed by the person having benefit of the development consent.
- C. A notice of commencement of building or subdivision works, and details of the appointed Principal Certifying Authority (in the event that Council is not appointed), are issued to Council at least 48 hours prior to the commencement of works.

The Principal Certifying Authority is notified in writing of the name and contractor license number of the owner/builders intending to carry out the approved works.

**PCW\_03 Erection of signage**

**Reason**

A sign must be erected in a prominent position on any site on which any approved work is to be carried out:

- showing the name, address and telephone number of the certifying authority for the work;
- showing the name of the principal contractor (if any) for any demolition or building work and a telephone number on which that person may be contacted outside working hours; and
- stating that unauthorised entry to the work site is prohibited.

To ensure the development complies with prescribed conditions under the Environmental Planning and Assessment Regulations 2021.

The sign must be maintained while the approved work is being carried

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out and must be removed when the work has been completed.

**PCW\_05 Erosion and drainage management**

Earthworks and/or demolition of any existing buildings must not commence until an erosion and sediment control plan is submitted to, and to the satisfaction of the Principal Certifying Authority. The plan must comply with the guidelines set out in the NSW Department of Housing manual 'Managing Urban Stormwater: Soils and Construction Certificate' (The Blue Book).

Erosion and sediment control works must be implemented in accordance with the erosion and sediment control plan.

**Reason**

To ensure the impact of the work on the environment in terms of soil erosion and sedimentation is minimised.

**PCW\_12 Temporary Sanitary Facilities**

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

- A. a standard flushing toilet; and
- B. connected to either: an accredited sewage management facility or an approved chemical closet.
- C. Located on the site so as to minimise the visual and sensory impacts to neighbouring properties.

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

**Reason**

**PCW\_16 Termite Control**

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;

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

**Reason**

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- 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.

**PCW\_19 Enclosure of the Site**

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.

**Reason**

To ensure the protection of the public

**PCW\_21 Dial Before You Dig**

Prior to carrying out any works, a "Dial Before You Dig" enquiry should be undertaken in accordance with the requirements of Part 5E (Protection of Underground Electricity Power Lines) of the Electricity Supply Act 1995 (NSW).

**Reason**

To protect electricity assets from damage during construction works.

In addition the Dial Before You Dig enquiry must be current at the time of undertaking the construction activity in accordance with the requirements of the Infrastructure Asset Owner'.

**PCW\_09 Bushfire Asset Protection Zones**

Prior to the commencement of any vegetation clearance or modification, the boundaries of the Asset Protection Zone (APZ) must be surveyed by a registered surveyor and marked on ground. Clearing of vegetation for establishing the APZ must only occur within the marked APZ boundaries.

**Reason**

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**Part E – During Construction**

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**DC\_01 Erosion and drainage management**

Erosion and sediment control works must be implemented in accordance with the endorsed erosion and sediment control plan and

**Reason**

It is in the public interest that the development works

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maintained throughout the construction process.

do not damage existing Council infrastructure.

**DC\_03 Infrastructure and Public Road and Footpath Areas**

**Reason**

Infrastructure must not be removed and/or reconstructed without prior written approval from Council. Any costs incurred due to the relocation, restoration or reconstruction of pram ramps, footpath, light poles, kerb inlet pits, service provider pits, street trees or other infrastructure in the street footpath area for the proposed development must not be borne by Council. The owner, principal contractor or owner-builder must meet all costs associated with such works.

To ensure no negative impact on public road and footpath areas.

This condition does not set aside the need to obtain relevant approvals under the Roads Act 1993 or Local Government Act 1993 for works within roads and other public places.

**DC\_04 Use of Power Tools - Non-Residential Areas**

**Reason**

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:

To ensure building works do not have adverse effects on the amenity of the area.

Monday to Friday: 7.00am to 8.00pm  
Saturday: 7.00am to 8.00pm  
Sunday: 8.00am to 8.00pm  
Public Holidays: 8.00am to 8.00pm

**DC\_06 Principal Certifying Authority**

**Reason**

A Principal Certifying Authority appointed to replace another must ensure that notice of the appointment and of the approval of the appointment is given to the consent authority and Council (if not the relevant consent authority) within 48 hours of the appointment.

**DC\_07 Inspections**

**Reason**

All mandatory inspections required by the Environmental Planning and Assessment Act 1979 and any other inspections deemed necessary by the Principal Certifying Authority must be carried out during the relevant stage of construction. Work must not proceed beyond each

*It is in the public interest that critical stage inspections be issued for these components of the development in*

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critical stage until the Principal Certifying Authority is satisfied that work is proceeding in accordance with this consent, the Construction Certificate(s) and the Act. Council must be given 48 hours' notice to undertake the inspections.

*accordance with Section 162A of the Environmental Planning and Assessment Regulations 2000 as amended.*

**DC\_08 Items not to be placed on roadway**

The following items must not be placed on the footpath, roadway or nature strip at any time throughout the construction process:

- building materials, sand, waste materials or construction equipment;
- bulk bins/waste skips/containers; or

other items that may cause a hazard to pedestrians.

**Reason**

To ensure no obstruction to the roadway.

**DC\_09 Site maintenance**

The principal contractor, owner-builder or any other person having benefit of the development consent must ensure that:

- approved sediment and erosion control measures are installed and maintained during the construction period;
- building materials and equipment are stored wholly within the work site unless an approval to store them elsewhere is held; and
- the site is clear of waste and debris at the completion of works.

Such measures will be in place throughout the construction process.

**Reason**

It is in the public interest that the development works do not damage existing Council infrastructure or cause nuisance to the community.

**DC\_11 Archaeology – Unexpected Finds**

If any Aboriginal object(s) is discovered and/or harmed in, or under the land, while undertaking the proposed development activities, the applicant must:

- Not further harm the object(s).
- Immediately cease all work at the particular location.
- Secure the area so as to avoid further harm to the Aboriginal object(s)
- Notify Heritage NSW as soon as practical by calling 131 555 or emailing: info@environment.nsw.gov.au, providing any details of

**Reason**

To ensure the protection of objects of potential significance during works

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the Aboriginal object(s) and its location

- Not recommence any work at the particular location unless authorised in writing by Heritage NSW.

All Aboriginal cultural heritage items must be mapped as polygons on all subdivision and operational plans to ensure these areas are not inadvertently impacted.

If harm to Aboriginal objects cannot be avoided, an application for an Aboriginal Heritage Impact Permit (AHIP) must be prepared and submitted to Heritage NSW before work may continue.

In the event that skeletal remains are unexpectedly encountered during the activity, work must stop immediately, the area secured to prevent unauthorised access and NSW Police and Heritage NSW contacted.

**DC\_16 Cut and fill**

**Reason**

Soil removed from or imported to the site must be managed in accordance with the following principles:

- A. All excavated material removed from the site must be classified in accordance with the Department of Environment, Climate Change and Water NSW's Waste Classification Guidelines prior to disposal to an approved waste management facility and reported to the Principal Certifying Authority.

All fill material imported to the site is to wholly consist of Virgin Excavated Natural Material (VENM) as defined in Schedule 1 of the Protection of the Environment Operations Act 1997 or a material approved under the Department of Environment and Climate Change's general resource recovery exemption.

**DC\_23 Approved Plans on Site**

**Reason**

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.

To the works are being completed in accordance with the approved plans.

**DC\_24 Public Access and Site Security**

**Reason**

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.

The ensure community is safe from the construction works.

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**DC\_25 Excavation**

1. 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.
2. 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.
3. 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.
4. 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.
5. 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.

**Reason**

*To ensure the development complies with the requirements of Clause 98E of the Environmental Planning and Assessment Regulations 2000, and Section 4.17(11) of the Environmental Planning and Assessment Act 1979, as amended*

**DC\_27 Revegetation Works**

**Reason**

At the completion of site works the following landscaping works are to be carried out:

- a) all disturbed areas are to be weed free hay mulched.
- b) 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;

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**Part F – Prior To the Issue of an Occupation Certificate**

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**POC\_01 Occupation Certificates**

The owner, principal contractor or owner-builder must meet all costs associated with the foregoing conditions which must be completed prior to the issue of the relevant Occupation Certificate, unless otherwise stated.

**Reason**

To ensure the building as has been approved for occupation

**POC\_02 Smoke alarms**

Smoke alarms must be installed in each Class 1 building or dwelling in accordance with the relevant provisions of the BCA – Housing Provisions, and in accordance with AS 3786. Smoke alarms must be connected to the consumer mains electric power supply and provided with a battery back-up. A Compliance Certificate certifying the installation of smoke alarms must be provided to the Principal Certifying Authority prior to the issue of the relevant Occupation Certificate.

**Reason**

**POC\_04 Infrastructure repair**

Prior to the issue of an Occupation Certificate, any damaged public infrastructure caused as a result of construction works (including damage caused by, but not limited to, delivery vehicles, waste collection, contractors, sub-contractors, concrete vehicles) must be fully repaired to the satisfaction of Council and at no cost to Council.

**Reason**

**POC\_08 Services**

Any adjustment or augmentation of any public utility services including gas, water, sewer, electricity, street lighting and telecommunications required as a result of the development must be at no cost to Council and undertaken prior to the issue of the relevant Occupation Certificate.

**Reason**

To ensure any require services are installed by the developer.

**POC\_09 Waste management**

All refuse, spoil and/or material unsuitable for use must be removed from the site and lawfully disposed of upon completion of the building works and prior to the issue of the relevant Occupation Certificate.

**Reason**

**POC\_10 Completion of landscape works**

Prior to the issue of the final Occupation Certificate, the Council must be satisfied that all landscape works, including the removal of all noxious

**Reason**

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and/or environmental weed species, have been undertaken in accordance with the approved plans and any relevant conditions of consent.

**POC\_12 Fulfilment of BASIX commitments**

**Reason**

The person having benefit of the development consent must demonstrate the fulfilment of BASIX commitments pertaining to the development prior to the issue of the relevant Occupation Certificate as required under Condition **ADM\_06**.

**POC\_19 Finished Drainage System**

**Reason**

The developer is to submit two copies of the finished internal storm water drainage system to Council prior to the release of the Final Occupancy Certificate. The developer must ensure that the internal stormwater drainage system plans details include: a silt arrestor / surcharge pit within and adjacent to the property boundary, details of the point of discharge and method of connection to Council's storm water drainage system.

*To ensure adequate records are made of systems installed.*

**POC\_20 Separate S68 Approval to Operate On-site Sewage Management System**

**Reason**

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

**POC\_23 Road Damage**

**Reason**

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 Council and to be met in full by the applicant prior to the issue of an Occupation Certificate.

**POC\_27 Rainwater Tank Capacity**

**Reason**

Prior to the release of any occupation certificate a rainwater tank/s of a minimum volume of 100,000 is to be installed on the site. This requirement is in addition to any volume required for bush fire

*To provide sufficient potable water for properties not connected to Council*

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protection.

*reticulated supply*

**POC\_16 Clearing for Asset Protection Zones**

**Reason**

Following completion of onsite building works and clearance/modification of vegetation for establishment of the bushfire Asset Protection Zone (APZ), the developer is to certify in writing that the clearing of vegetation for establishment of the APZ was confined within the marked APZ boundaries. Certification of compliance is to be submitted to the Principal Certifying Authority prior to issue of the Occupation Certificate.

**PART H – ONGOING USE AND OPERATION**

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**OU\_01 Occupation Certificate to be submitted**

**Reason**

An Occupation Certificate must be obtained from the Principal Certifying Authority and a copy submitted to Council (if Council is not the Principal Certifying Authority) prior to the commencement of occupation, or use of the whole or any part of a new building, an altered portion of, or an extension to an existing building

*It is in the public interest that an Occupation Certificate be issued prior to occupation of the building. Section 4.15(1)(e) of the Environmental Planning and Assessment Act 1979, as amended.*

**OU\_02 External lighting**

**Reason**

At all times for the life of the approved development, all outdoor lighting must not detrimentally impact upon the amenity of other premises and adjacent dwellings and must comply with, where relevant, AS1158.3-1999 Pedestrian Area Category PI Lighting, and AS 4282-1997 Control of the Obtrusive Effects of Outdoor Lighting.

**OU\_04 Air conditioning units**

**Reason**

Air conditioning units must not be visible from the street or public place and are not to obscure windows or window frames or architectural features of the building.

**OU\_02 Smoke alarms**

**Reason**

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Smoke alarms must be maintained in each Class 1 building or dwelling in accordance with the relevant provisions of the BCA – Housing Provisions, and in accordance with AS 3786. Smoke alarms must be connected to the consumer mains electric power supply and provided with a battery back-up.

**OU\_08 Landscaping**

**Reason**

The landscape works must be maintained to ensure the establishment and successful growth of plants, meeting the intent of the landscape design. This must include but not be limited to watering, weeding, and the replacement of failed plant material.

**OU\_12 Maintenance of BASIX Commitments**

**Reason**

All BASIX commitments must be maintained in accordance with the requirements in Condition **ADM\_06**.

**OU\_13 Bushfire Conditions – ongoing requirements**

**1. Asset Protection Zones**

At the commencement of building works and in perpetuity the property around the building the following Asset Protection Zones (APZ) are created and maintained in accordance with Section 7 (Table 7.4a) and Appendix 4 of Planning for Bush Fire Protection 2019 for a distance of-

- APZ Inner Protection Area (IPA) of 40m minimum for the western aspect.
- APZ Inner Protection Area (IPA) of 50m minimum for the southern and eastern aspects
- APZ Inner Protection Area (IPA) of to the boundary for the northern aspect.

*In accordance with the requirements of Section 4.14 of the Environmental Planning and Assessment Act, 1979 and to ensure the development complies with Planning for Bush Fire Protection 2019.*

**2. Water Supply**

The water supply is required to be installed in accordance with the provisions of Section 7 (Table 7.4a) Water Supplies, of Planning for Bush Fire Protection 2019.

**3. Access Requirements**

Property Access Roads shall comply with Section 7 (Table 7.4a) and appendix 3 of Planning for Bush Fire Protection 2019.

SNOWY MONARO REGIONAL COUNCIL

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#### 4. Landscaping Requirements

Landscaping to the site is to comply with Section 7 (Table 7.4a) and the NSW RFS 'Asset protection zone standards' (Appendix 4)

#### 5. Utility Service Requirements

Water, electricity and gas services for the dwelling are to comply with Section 7 (Table 7.4a) of Planning for Bush Fire Protection 2019.

#### OU\_17 Roof Water

#### Reason

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

#### OU\_18 Hard Surface Run-off

#### Reason

Stormwater run-off from driveways and car parks is to be diverted through landscaped areas to provide pollutant reduction and detention, before being discharged to the street drainage system. Alternatively, porous paving can be used instead of concrete where conditions are appropriate.

#### OU\_19 Rainwater Tanks

#### Reason

1. All fixtures connected to the supply system are marked 'RAINWATER'.
2. Rainwater tanks are de-sludged every three years.
3. For Non-Charged Systems rainwater tanks are to be fitted with a first flush device and filter sock to prevent potential contaminants from entering the tank.
4. For Charged Systems the charged line must have a flush out drain point.
5. Rainwater tanks are fitted with the following:
  - a) Impervious covers and all access points, except for inlet and overflow, are fitted with close fitting lids.
  - b) The inlet and overflow shall incorporate a mesh covering and/or strainer.
6. The tank is enclosed, and inlets screened, to prevent the entry of foreign matter and to prevent mosquito breeding.
7. The roof catchment area is to be kept clear of overhanging

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vegetation.

8. Pumps are to be covered or screened to avoid noise nuisances to neighbouring properties.
9. All storm water that is not collected by the tank is to be 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.
10. Tank overflow is to be connected to a retention/infiltration device, swale, appropriate landscaping or directly to the road drainage system such that it does not cause nuisance to neighbouring properties.

**OU\_23 Garbage Disposal**

**Reason**

The developer shall ensure that all waste and recyclable materials generated by the development are disposed lawfully.

**OU\_24 Maintenance of Garbage Bins**

**Reason**

Garbage bins are to be maintained in good order and healthy state ; and used only for the purpose of storage and collection of garbage.

**OU\_28 External Finishes**

**Reason**

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.

To ensure the structure is in keeping with the character of the area.

**OU\_35 Occupancy (Garages/Sheds Only)**

**Reason**

The proposed structure is not approved for use as a separate occupancy or for sleeping accommodation.

**OU\_42 Widening of Rural Right of Carriageway**

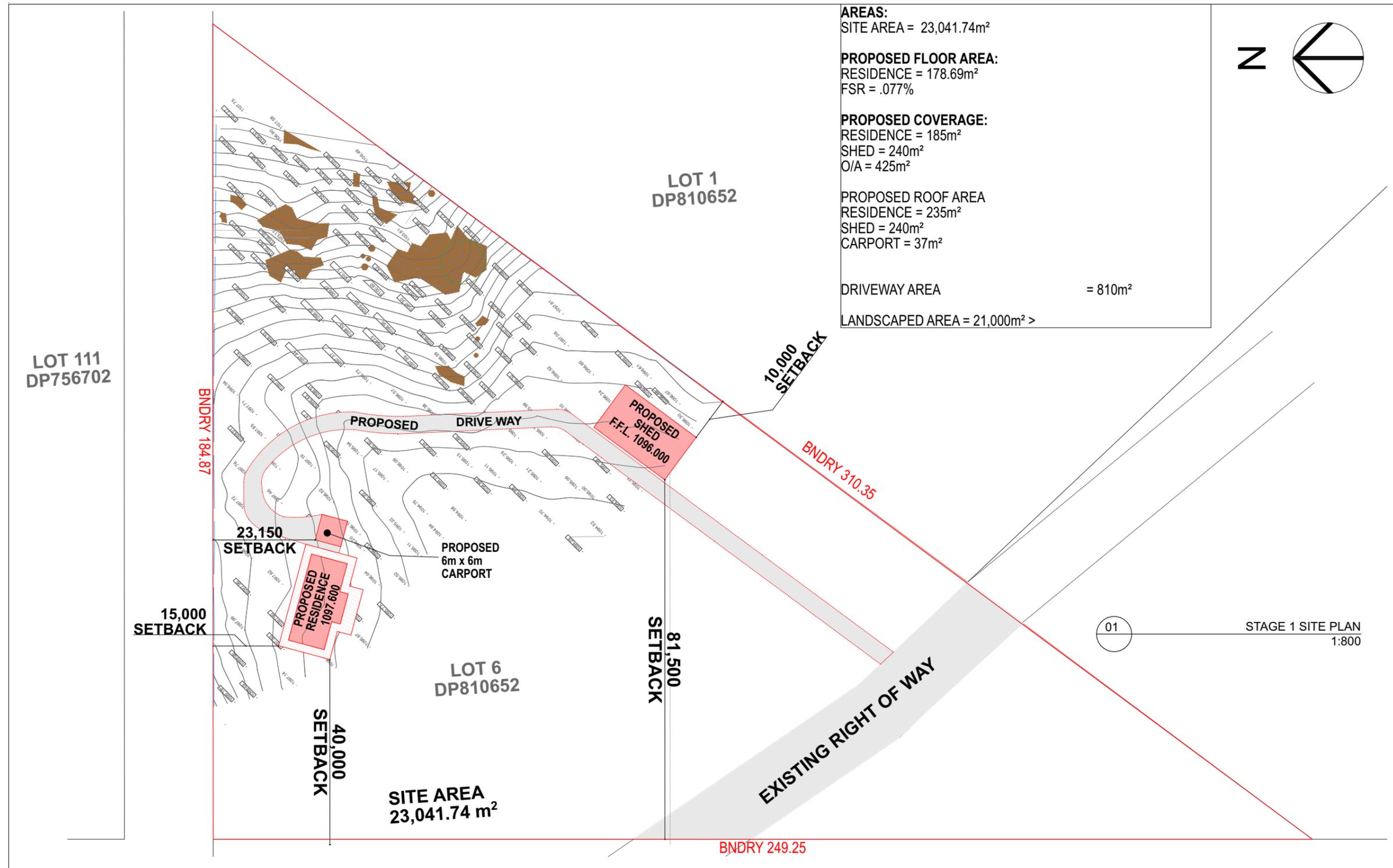
The carriageway within Lot 10, DP 1132016, shall be widened in conformity with Council's Development Design and Construction Specifications to include the following:

- a. a 6.4 metre wide gravel pavement
- b. minimum gravel thickness of 150 mm
- c. suitable drainage works

SNOWY MONARO REGIONAL COUNCIL

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- d. suitable erosion protection measures
- e. installation of guide posts



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Drawn | Checked JR |  
 Plot Date: 5/11/2022  
 Project NO: 21-7  
 Project Status: DEVELOPMENT

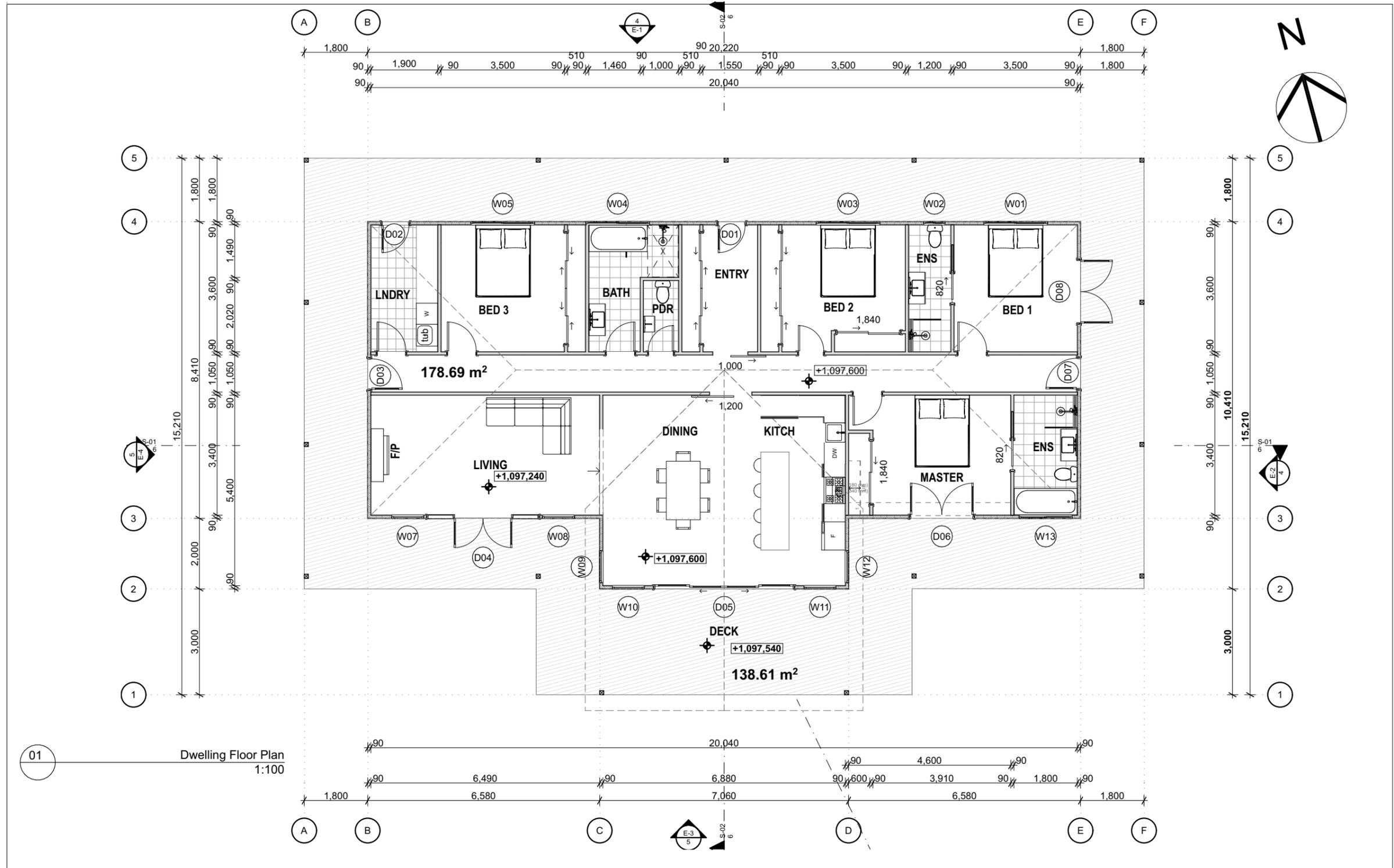
Client: Shane Burdett  
 Site: 267 Geikle Creek Road East  
 Jindabyne NSW 2627

**DRAWING TITLE :**  
 Development  
**Site Plan**

**PROJECT NAME :**  
**Geikle Creek Road Development**

REVISION NO.  
**C1**

DRAWING NO.  
**1**



01 Dwelling Floor Plan  
 1:100

**NOTE**  
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Drawn | Checked JR |  
 Plot Date: 5/11/2022  
 Project NO. 21-7  
 Project Status DEVELOPMENT

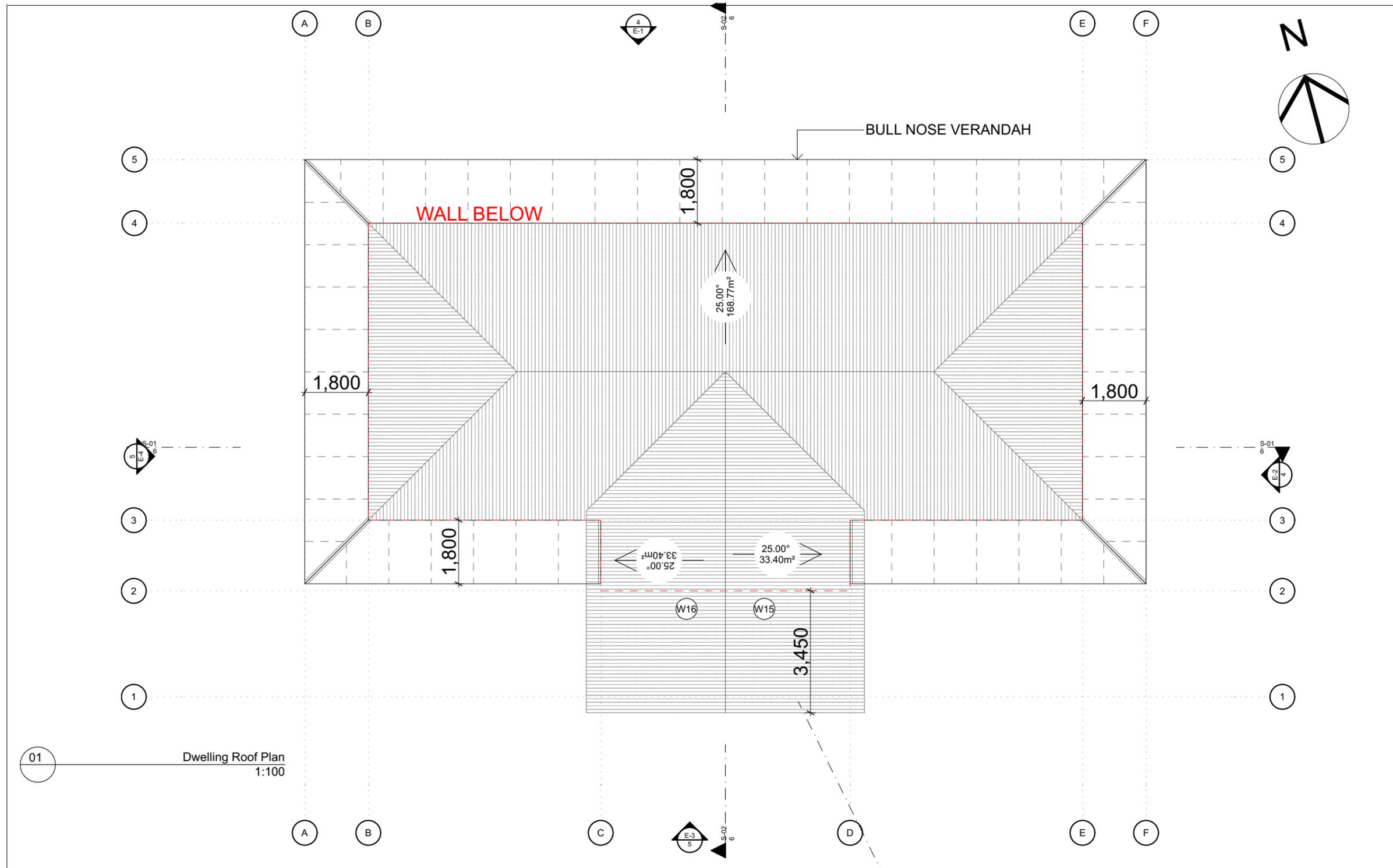
Client Shane Burdett  
 Site: 267 Geikle Creek Road East  
 Jindabyne NSW 2627

**DRAWING TITLE :**  
 Development  
**Dwelling Ground Floor**

**PROJECT NAME :**  
**Geikle Creek Road Development**

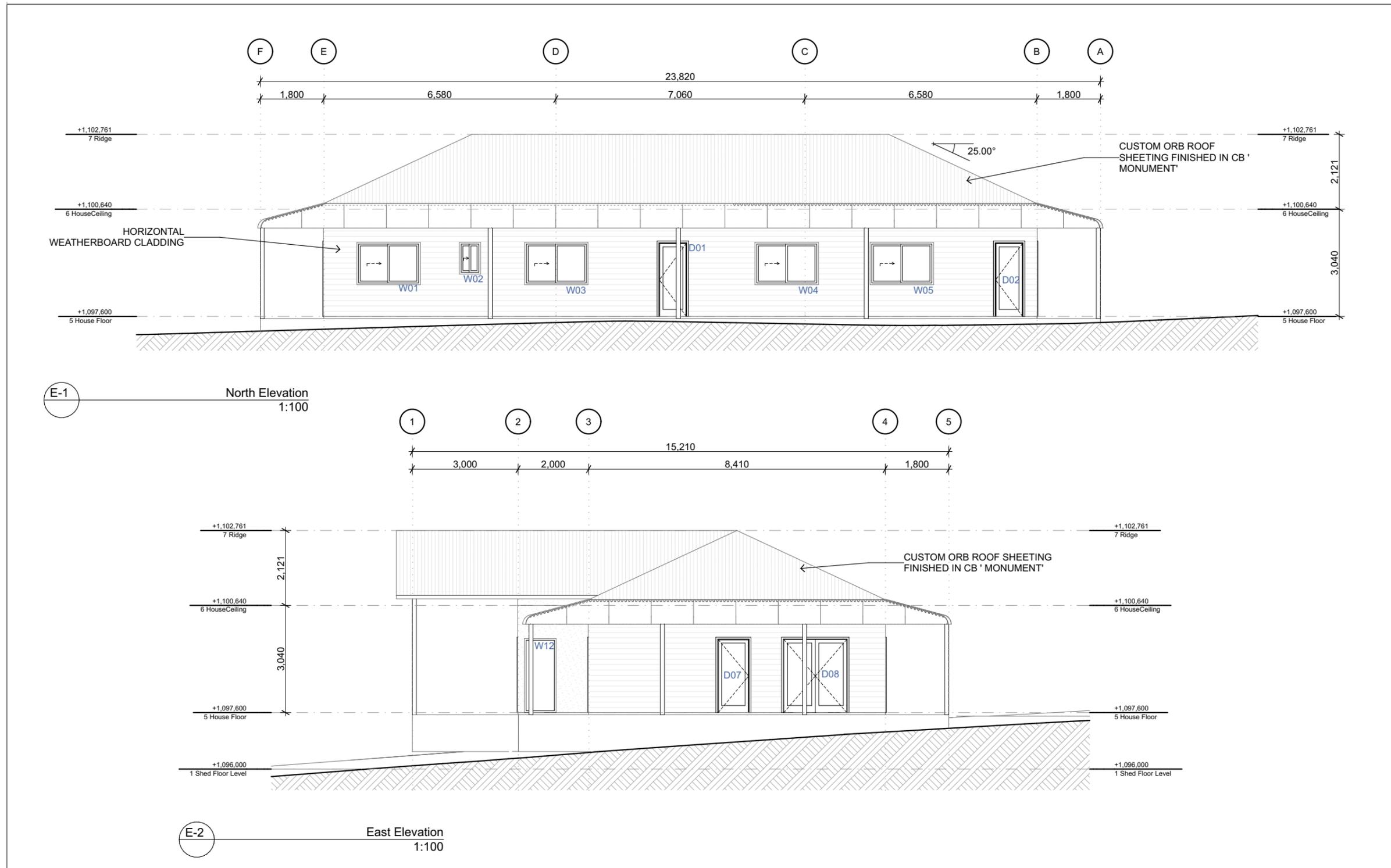
REVISION NO.  
**C1**

DRAWING NO.  
**2**



01 Dwelling Roof Plan  
1:100

<p><b>NOTE</b>                  Refer to written dimensions only. Do not scale drawings. Drawings shall not be used for construction purposes until issued for construction.                  All boundaries and contours are subject to relevant survey drawing. All levels to Australian Height Datum. It is the contractors responsibility to confirm all measurements on site and locations of any services prior to work on site.                  All documents here within are subject to Australian Copyright Laws.</p>	<p>Drawn   Checked JR                    Plot Date: 5/11/2022                  Project NO. 21-7                  Project Status DEVELOPMENT</p>	<p><b>DRAWING TITLE :</b>                  Development  <b>Dwelling Roof Plan</b></p>	<p>REVISION NO.  <b>C1</b></p>
	<p>Client Shane Burdett                  Site: 267 Geikle Creek Road East                  Jindabyne NSW 2627</p>	<p><b>PROJECT NAME :</b>  <b>Geikle Creek Road Development</b></p>	<p>DRAWING NO.  <b>3</b></p>



**NOTE**  
 Refer to written dimensions only. Do not scale drawings. Drawings shall not be used for construction purposes until issued for construction.  
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Drawn | Checked JR |  
 Plot Date: 5/11/2022  
 Project NO. 21-7  
 Project Status DEVELOPMENT

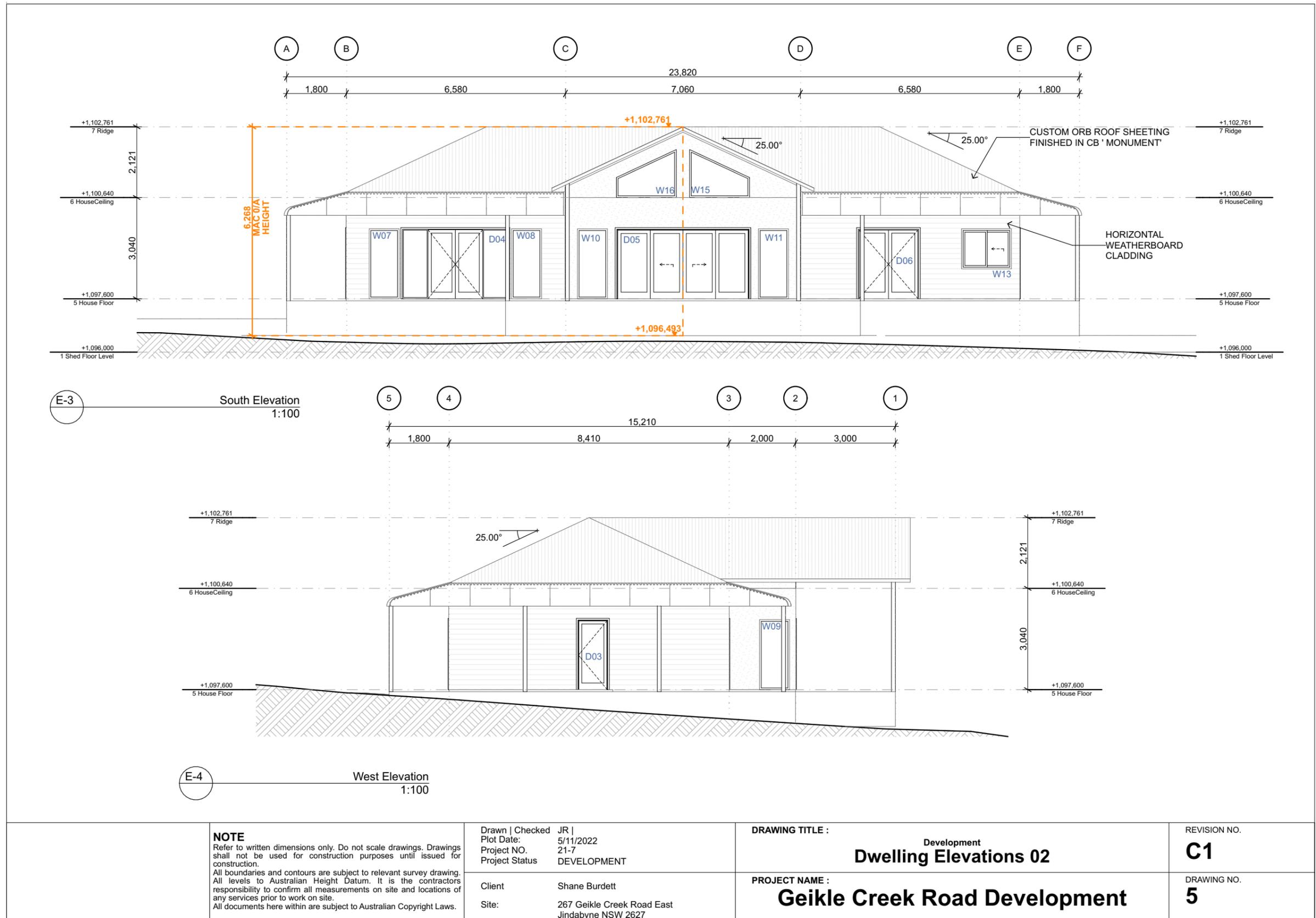
Client Shane Burdett  
 Site: 267 Geikle Creek Road East  
 Jindabyne NSW 2627

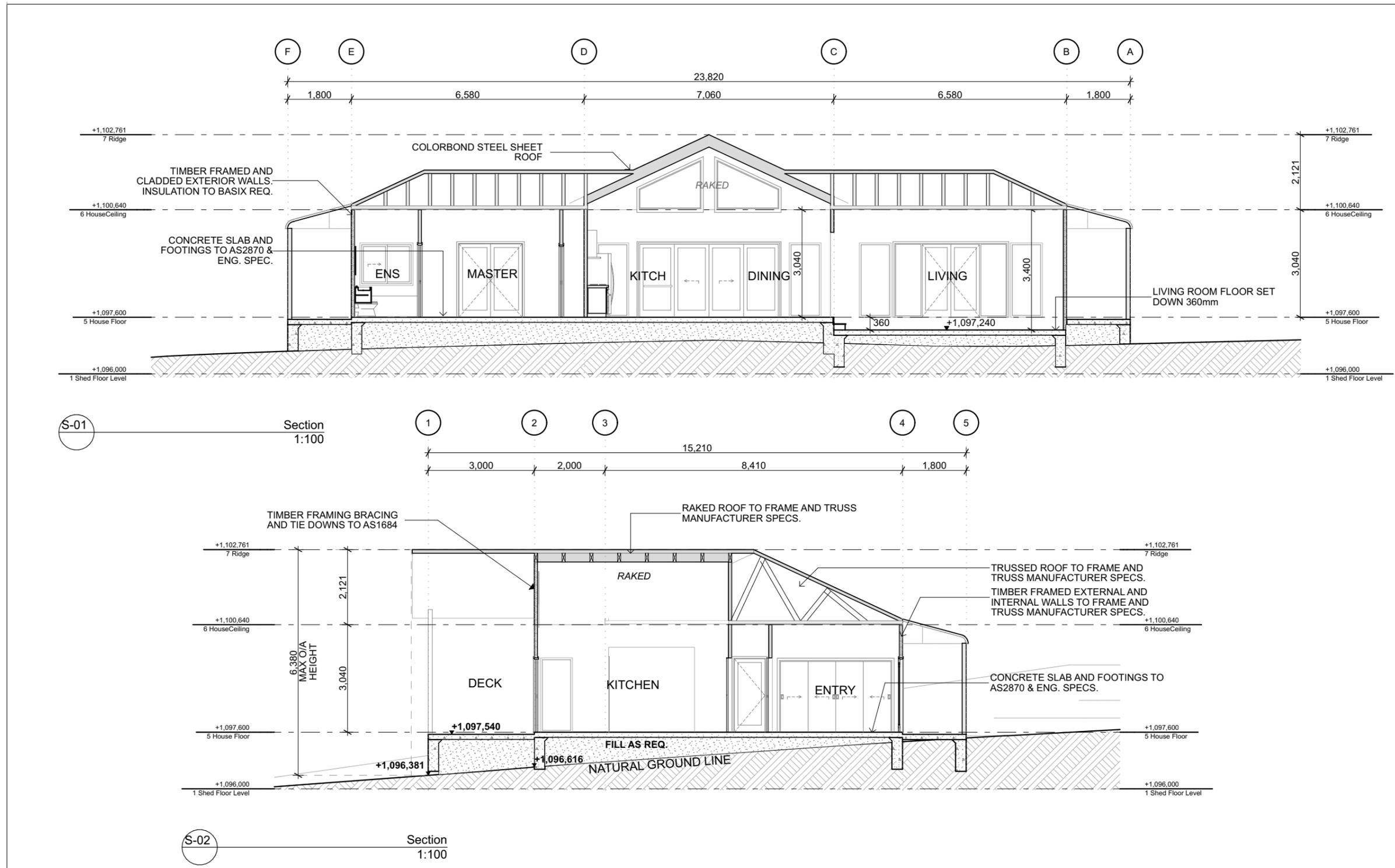
**DRAWING TITLE :**  
 Development  
**Dwelling Elevations 01**

**PROJECT NAME :**  
**Geikle Creek Road Development**

REVISION NO.  
**C1**

DRAWING NO.  
**4**





**NOTE**  
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Drawn | Checked JR |  
 Plot Date: 5/11/2022  
 Project NO. 21-7  
 Project Status DEVELOPMENT

Client Shane Burdett  
 Site: 267 Geikle Creek Road East  
 Jindabyne NSW 2627

**DRAWING TITLE :**  
 Development Sections

**PROJECT NAME :**  
 Geikle Creek Road Development

REVISION NO.  
**C1**

DRAWING NO.  
**6**

Window Schedule								
Door No.	W01	W02	W03	W04	W05	W07	W08	W09
Orientation								
Height	1,200	900	1,200	1,200	1,200	2,100	2,100	2,100
Width	1,800	600	1,800	1,800	1,800	900	900	900
Elevation								
Head Height	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100
Sill Height	900	1,200	900	900	900	0	0	0

Window Schedule								
Door No.	W10	W11	W12	W13	W15	W16	xx	xx
Orientation								
Height	2,100	2,100	2,100	1,200	1,439	1,439	900	1,200
Width	900	900	900	1,500	1,800	1,800	600	1,200
Elevation								
Head Height	2,100	2,100	2,100	2,100	1,439	1,439	2,400	2,400
Sill Height	0	0	0	900	0	0	1,500	1,200

Door Schedule							
Door No.	D01	D02	D03	D04	D05	D06	D07
Orientation							
Height	2,100	2,100	2,100	2,100	2,100	2,100	2,100
Width	820	820	920	3,200	4,000	1,840	920
Elevation							
Head Height	2,100	2,100	2,100	2,100	2,100	2,100	2,100
Sill Height	0	0	0	0	0	0	0

Door Schedule	
Door No.	D08
Orientation	
Height	2,100
Width	1,840
Elevation	
Head Height	2,100
Sill Height	0

<p><b>NOTE</b>                      Refer to written dimensions only. Do not scale drawings. Drawings shall not be used for construction purposes until issued for construction.                      All boundaries and contours are subject to relevant survey drawing. All levels to Australian Height Datum. It is the contractors responsibility to confirm all measurements on site and locations of any services prior to work on site.                      All documents here within are subject to Australian Copyright Laws.</p>	<p>Drawn   Checked JR                        Plot Date: 5/11/2022                      Project NO. 21-7                      Project Status DEVELOPMENT</p>	<p>DRAWING TITLE :                      Development  <b>Dwelling Opening Schedule</b></p>	<p>REVISION NO.  <b>C1</b></p>
	<p>Client Shane Burdett                      Site: 267 Geikle Creek Road East                      Jindabyne NSW 2627</p>	<p>PROJECT NAME :  <b>Geikle Creek Road Development</b></p>	<p>DRAWING NO.  <b>7</b></p>

**BASIX Certificate**  
Building Sustainability Index www.basix.nsw.gov.au

Single Dwelling

Certificate number: 13532195

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 10/09/2020 published by the Department. This document is available at www.basix.nsw.gov.au

Secretary  
Date of issue: Saturday, 05 November 2022  
To be valid, this certificate must be lodged within 3 months of the date of issue.



Project summary			
Project name	Burdett House		
Street address	267 Geikle Creek Road East Jindabyne 2627		
Local Government Area	Snowy Monaro Regional Council		
Plan type and plan number	deposited E10652		
Lot no.	8		
Section no.	-		
Project type	separate dwelling house		
No. of bedrooms	4		
Project score			
Water	55	Target	40
Thermal Comfort	Pass	Target	Pass
Energy	55	Target	40

Certificate Prepared by	
Name / Company Name:	Jed Rusakally Drafting
ABN (if applicable):	7161082474

Description of project

Project address		Assessor details and thermal loads	
Project name	Burdett House	Assessor number	n/a
Street address	267 Geikle Creek Road East Jindabyne 2627	Certificate number	n/a
Local Government Area	Snowy Monaro Regional Council	Climate zone	n/a
Plan type and plan number	Deposited Plan E10652	Area adjusted cooling load (MJ/m <sup>2</sup> /year)	n/a
Lot no.	8	Area adjusted heating load (MJ/m <sup>2</sup> /year)	n/a
Section no.	-	Ceiling fan in at least one bedroom	n/a
Project type	separate dwelling house	Ceiling fan in at least one living room or other conditioned area	n/a
No. of bedrooms	4	Project score	
Site area (m <sup>2</sup> )	23041	Water	55 Target 40
Roof area (m <sup>2</sup> )	236	Thermal Comfort	Pass Target Pass
Conditioned floor area (m <sup>2</sup> )	167.0	Energy	55 Target 40
Unconditioned floor area (m <sup>2</sup> )	17.5		
Total area of garden and lawn (m <sup>2</sup> )	250		

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.

Water Commitments	Show on DA plans	Show on CC/CDC plans & specs	Certifier check
<b>Fixtures</b> The applicant must install showerheads with a minimum rating of 4 star (> 6 but <= 7.5 L/min plus spray force and/or coverage tests) in all showers in the development. The applicant must install a toilet flushing system with a minimum rating of 3 star in each toilet in the development. The applicant must install taps with a minimum rating of 3 star in the kitchen in the development. The applicant must install basin taps with a minimum rating of 3 star in each bathroom in the development.		✓	✓
<b>Alternative water</b> <b>Rainwater tank:</b> The applicant must install a rainwater tank of at least 5000 litres on the site. The rainwater tank must meet, and be installed in accordance with, the requirements of all applicable regulatory authorities. The applicant must configure the rainwater tank to collect rain runoff from at least 235 square metres of the roof area of the development (excluding the area of the roof which drains to any stormwater tank or private dam). The applicant must connect the rainwater tank to: • all toilets in the development • the cold water tap that supplies each clothes washer in the development • at least one outdoor tap in the development (Note: NSW Health does not recommend that rainwater be used for human consumption in areas with possible water supply.) • all hot water systems in the development • all indoor cold water taps (not including taps that supply clothes washers) in the development.	✓	✓	

Thermal Comfort Commitments	Show on DA plans	Show on CC/CDC plans & specs	Certifier check
<b>General features</b> The dwelling must not have more than 2 storeys. The conditioned floor area of the dwelling must not exceed 300 square metres. The dwelling must not contain open mezzanine area exceeding 25 square metres. The dwelling must not contain third level habitable attic room.	✓	✓	✓
<b>Floor, walls and ceiling/roof</b> The applicant must construct the floors, walls, and ceiling/roof of the dwelling in accordance with the specifications listed in the table below.	✓	✓	✓
<b>Construction</b>			
floor - concrete slab on ground	1 (slab edge)	in-slab heating system	
external wall - framed (weatherboard, fibre cement, metal steel)	2,40 (or 2.80 including construction)		
ceiling and roof - flat ceiling / pitched roof	ceiling: 4 (up), roof: foil/sarking	gable end vents: dark (solar absorbance < 0.70)	
ceiling and roof - raised ceiling / pitched or station roof, framed	ceiling: 4 (up), roof: foil/sarking	framed: dark (solar absorbance < 0.70)	
<b>Note</b>			
• Insulation specified in the Certificate must be installed in accordance with Part 3.12.1.1 of the Building Code of Australia.			
• In some climate zones, insulation should be installed with due consideration of condensation and associated interaction with adjoining building materials.			

Thermal Comfort Commitments	Show on DA plans	Show on CC/CDC plans & specs	Certifier check		
<b>Windows, glazed doors and skylights</b> The applicant must install the windows, glazed doors and shading devices described in the table below, in accordance with the specifications listed in the table. Finest overhang specifications must be satisfied for each window and glazed door. The dwelling may have 1 skylight (<= 7 square metres) which is not listed in the table. The following requirements must also be satisfied in relation to each window and glazed door: • For the following glass and frame types, the certifier check can be performed by visual inspection: • Aluminium single clear • Aluminium double (air) clear • Timber/UPVC/fibreglass single clear • Timber/UPVC/fibreglass double (air) clear	✓	✓	✓		
<b>Window/glazed door no.</b>	<b>Maximum height (mm)</b>	<b>Maximum width (mm)</b>	<b>Type</b>	<b>Shading Device (Dimension within 10%)</b>	<b>Overshading</b>
<b>North facing</b>					
W01	1200	1800	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W02	900	600	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W03	1200	1800	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W04	1200	1800	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W05	1200	1800	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
D01	2100	820	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
D02	2100	820	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
<b>East facing</b>					
W12	2100	900	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
D07	2100	920	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
D08	2100	1840	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
<b>South facing</b>					
W07	2100	900	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W08	2100	900	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W10	2100	900	aluminium, double (air), clear	verandah 3400 mm, 800 mm above base of window or glazed door	not overshadowed
W11	2100	900	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W13	1200	1500	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W15	1400	1800	aluminium, double (air), clear	verandah 3400 mm, 800 mm above base of window or glazed door	not overshadowed
W16	1400	1800	aluminium, double (air), clear	verandah 3400 mm, 800 mm above base of window or glazed door	not overshadowed
D04	2100	3200	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
D05	2100	4000	aluminium, double (air), clear	verandah 3400 mm, 4800 mm above base of window or glazed door	not overshadowed
D06	2100	1840	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
<b>West facing</b>					
W09	2100	900	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed

Window/glazed door no.	Maximum height (mm)	Maximum width (mm)	Type	Shading Device (Dimension within 10%)	Overshading
<b>East facing</b>					
W12	2100	900	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
D07	2100	920	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
D08	2100	1840	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
<b>South facing</b>					
W07	2100	900	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W08	2100	900	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W10	2100	900	aluminium, double (air), clear	verandah 3400 mm, 800 mm above base of window or glazed door	not overshadowed
W11	2100	900	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W13	1200	1500	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W15	1400	1800	aluminium, double (air), clear	verandah 3400 mm, 800 mm above base of window or glazed door	not overshadowed
W16	1400	1800	aluminium, double (air), clear	verandah 3400 mm, 800 mm above base of window or glazed door	not overshadowed
D04	2100	3200	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
D05	2100	4000	aluminium, double (air), clear	verandah 3400 mm, 4800 mm above base of window or glazed door	not overshadowed
D06	2100	1840	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
<b>West facing</b>					
W09	2100	900	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed

Window/glazed door no.	Maximum height (mm)	Maximum width (mm)	Type	Shading Device (Dimension within 10%)	Overshading
D03	2100	820	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed

Energy Commitments	Show on DA plans	Show on CC/CDC plans & specs	Certifier check
<b>Hot water</b> The applicant must install the following hot water system in the development, or a system with a higher energy rating: gas instantaneous with a performance of 3 stars.	✓	✓	✓
<b>Cooling system</b> The applicant must install the following cooling system, or a system with a higher energy rating, in at least 1 living area: 1-phase airconditioning. Energy rating: 3 star (cold zone). The applicant must install the following cooling system, or a system with a higher energy rating, in at least 1 bedroom: 1-phase airconditioning. Energy rating: 3 star (cold zone).	✓	✓	✓
<b>Heating system</b> The applicant must install the following heating system, or a system with a higher energy rating, in at least 1 living area: 1-phase airconditioning. Energy rating: 3 star (cold zone). The applicant must install the following heating system, or a system with a higher energy rating, in at least 1 bedroom: 1-phase airconditioning. Energy rating: 3 star (cold zone).	✓	✓	✓
<b>Ventilation</b> The applicant must install the following exhaust systems in the development: At least 1 Bathroom: individual fan, ducted to terrace or roof. Operation control: manual switch on/off Kitchen: individual fan, ducted to terrace or roof. Operation control: manual switch on/off Laundry: individual fan, ducted to terrace or roof. Operation control: manual switch on/off	✓	✓	✓
<b>Artificial lighting</b> The applicant must ensure that the "primary type of artificial lighting" is fluorescent or light emitting diode (LED) lighting in each of the following rooms, and where the word "dedicated" appears, the fittings for these lights must only be capable of accepting fluorescent or light emitting diode (LED) lamps: • at least 4 of the bedrooms / study; dedicated • at least 2 of the living / dining rooms; dedicated • the kitchen; dedicated	✓	✓	✓

Energy Commitments	Show on DA plans	Show on CC/CDC plans & specs	Certifier check
• all bathrooms/toilets; dedicated		✓	✓
<b>Natural lighting</b> The applicant must install a window and/or skylight in the kitchen of the dwelling for natural lighting. The applicant must install a window and/or skylight in 3 bathroom(s)/toilet(s) in the development for natural lighting.	✓	✓	✓
<b>Alternative energy</b> The applicant must install a photovoltaic system with the capacity to generate at least 1 peak kilowatts of electricity as part of the development. The applicant must connect the system to the development's electrical system.	✓	✓	✓
<b>Other</b> The applicant must install a gas cooking & electric oven in the kitchen of the dwelling. The applicant must install a fixed outdoor clothes drying line as part of the development.		✓	✓
<b>Legend</b> In these commitments, "applicant" means the person carrying out the development. Commitments identified with a ✓ in the "Show on DA plans" column must be shown on the plans accompanying the development application for a development application (if a development application is to be lodged for the proposed development). 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. Commitments identified with a ✓ in the "Certifier check" column must be certified by a certifying authority as having been fulfilled, before a final occupation certificate (either interim or final) for the development may be issued.			

**NOTE**  
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All documents here within are subject to Australian Copyright Laws.

Drawn | Checked JR |  
Plot Date: 5/11/2022  
Project NO: 21-7  
Project Status: DEVELOPMENT

Client: Shane Burdett  
Site: 267 Geikle Creek Road East Jindabyne NSW 2627

DRAWING TITLE :

Development Dwelling BASIX

PROJECT NAME :

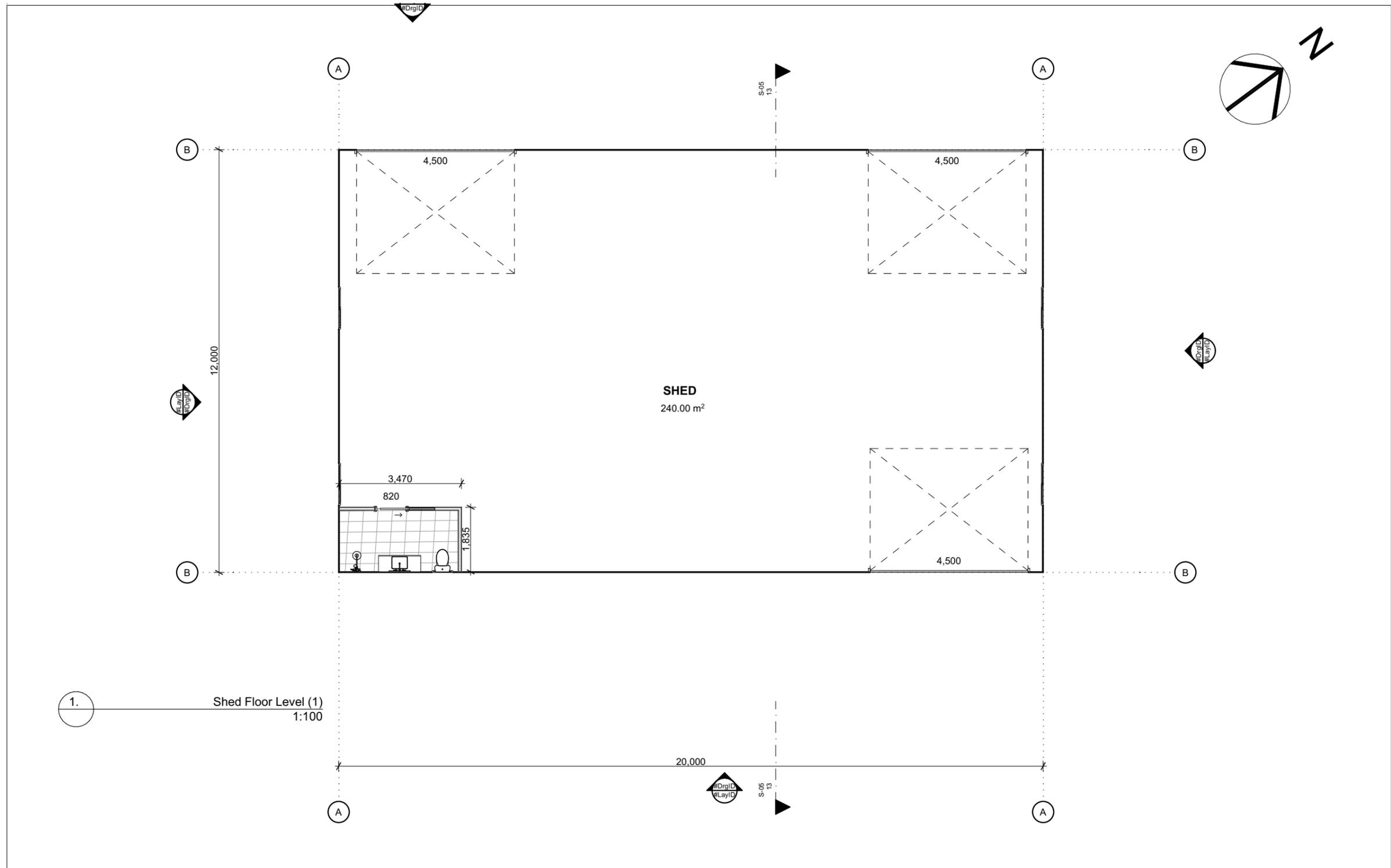
Geikle Creek Road Development

REVISION NO.

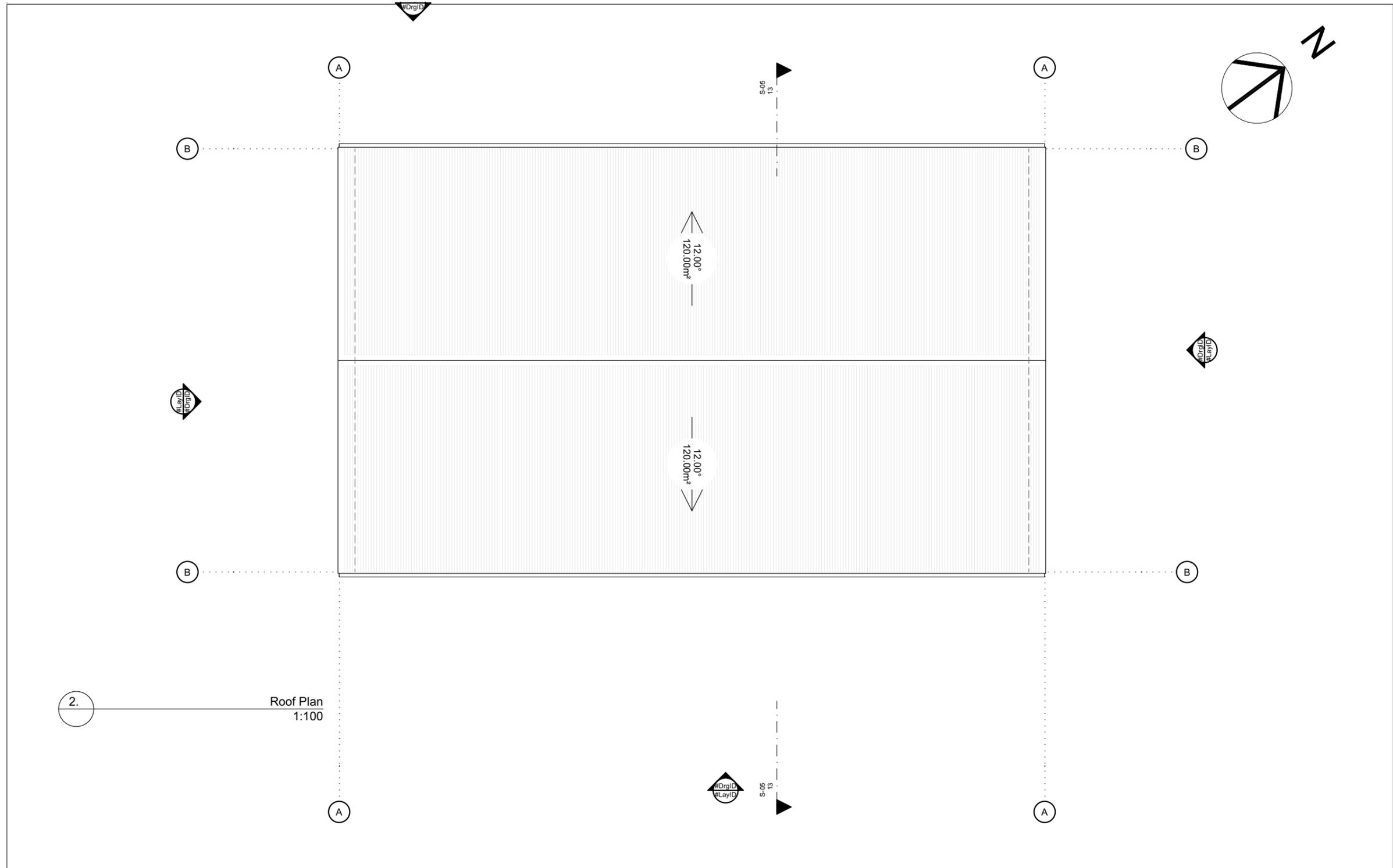
C1

DRAWING NO.

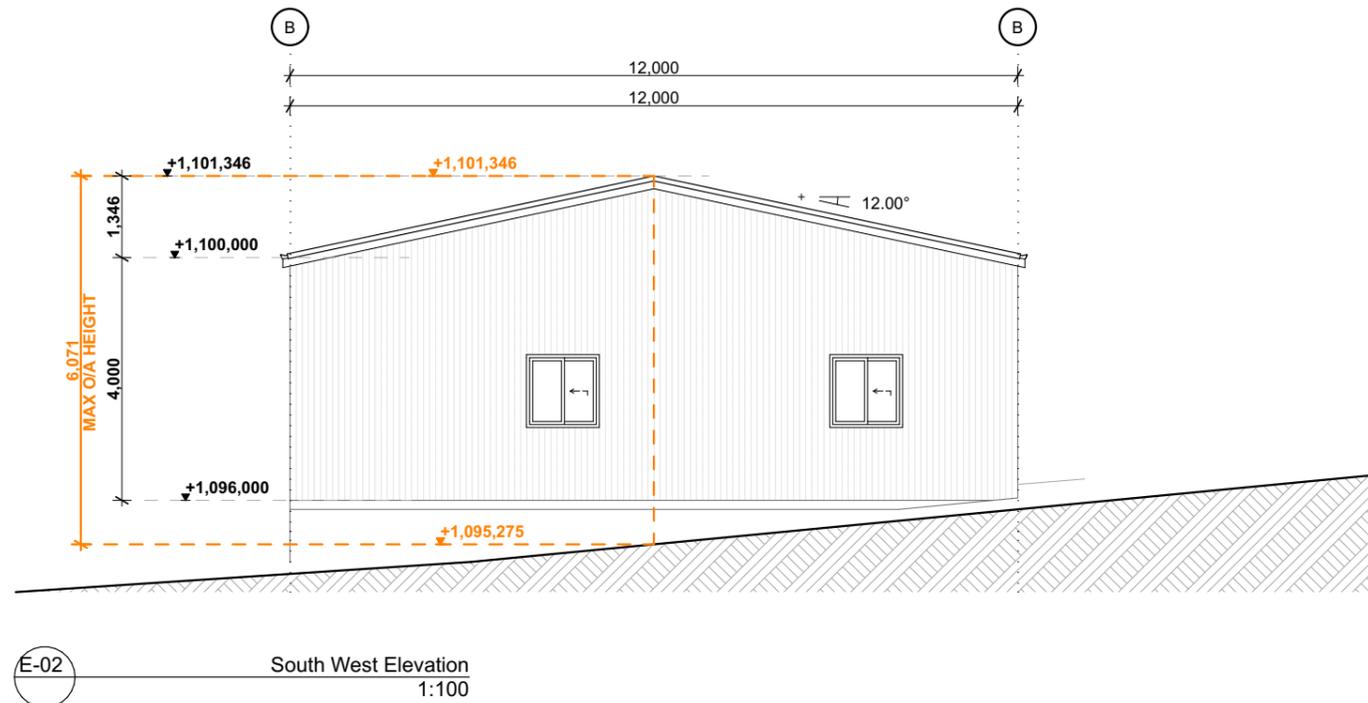
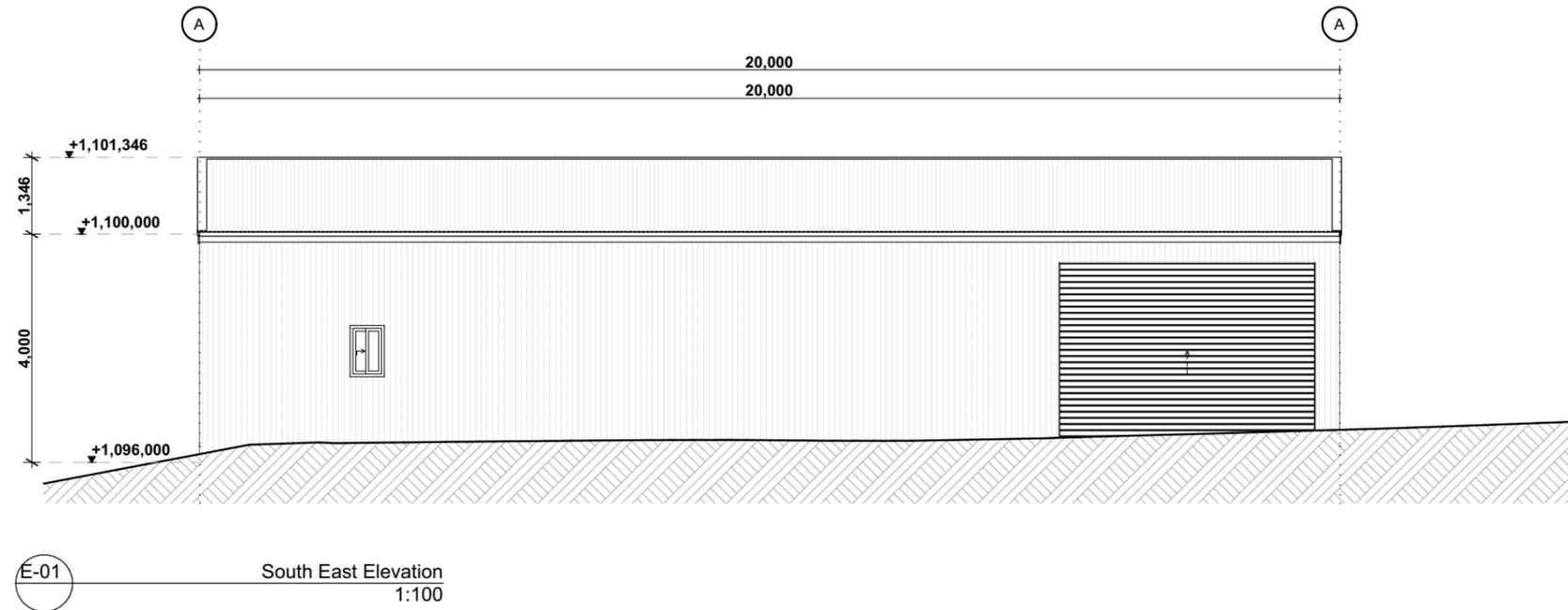
8



<p><b>NOTE</b>                  Refer to written dimensions only. Do not scale drawings. Drawings shall not be used for construction purposes until issued for construction.                  All boundaries and contours are subject to relevant survey drawing. All levels to Australian Height Datum. It is the contractors responsibility to confirm all measurements on site and locations of any services prior to work on site.                  All documents here within are subject to Australian Copyright Laws.</p>	<p>Drawn   Checked JR                    Plot Date: 5/11/2022                  Project NO. 21-7                  Project Status DEVELOPMENT</p>	<p><b>DRAWING TITLE :</b>                  Development  <b>Shed Floor Plan</b></p>	<p>REVISION NO.  <b>C1</b></p>
	<p>Client Shane Burdett                  Site: 267 Geikle Creek Road East                  Jindabyne NSW 2627</p>	<p><b>PROJECT NAME :</b>  <b>Geikle Creek Road Development</b></p>	<p>DRAWING NO.  <b>9</b></p>



<p><b>NOTE</b>                  Refer to written dimensions only. Do not scale drawings. Drawings shall not be used for construction purposes until issued for construction.                  All boundaries and contours are subject to relevant survey drawing. All levels to Australian Height Datum. It is the contractors responsibility to confirm all measurements on site and locations of any services prior to work on site.                  All documents here within are subject to Australian Copyright Laws.</p>	<p>Drawn   Checked JR                    Plot Date: 5/11/2022                  Project NO. 21-7                  Project Status DEVELOPMENT</p>	<p><b>DRAWING TITLE :</b>                  Development  <b>Shed Roof Plan</b></p>	<p>REVISION NO.  <b>C1</b></p>
	<p>Client Shane Burdett                  Site: 267 Geikle Creek Road East                  Jindabyne NSW 2627</p>	<p><b>PROJECT NAME :</b>  <b>Geikle Creek Road Development</b></p>	<p>DRAWING NO.  <b>10</b></p>



**NOTE**  
 Refer to written dimensions only. Do not scale drawings. Drawings shall not be used for construction purposes until issued for construction.  
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 All documents here within are subject to Australian Copyright Laws.

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 Plot Date: 5/11/2022  
 Project NO. 21-7  
 Project Status DEVELOPMENT

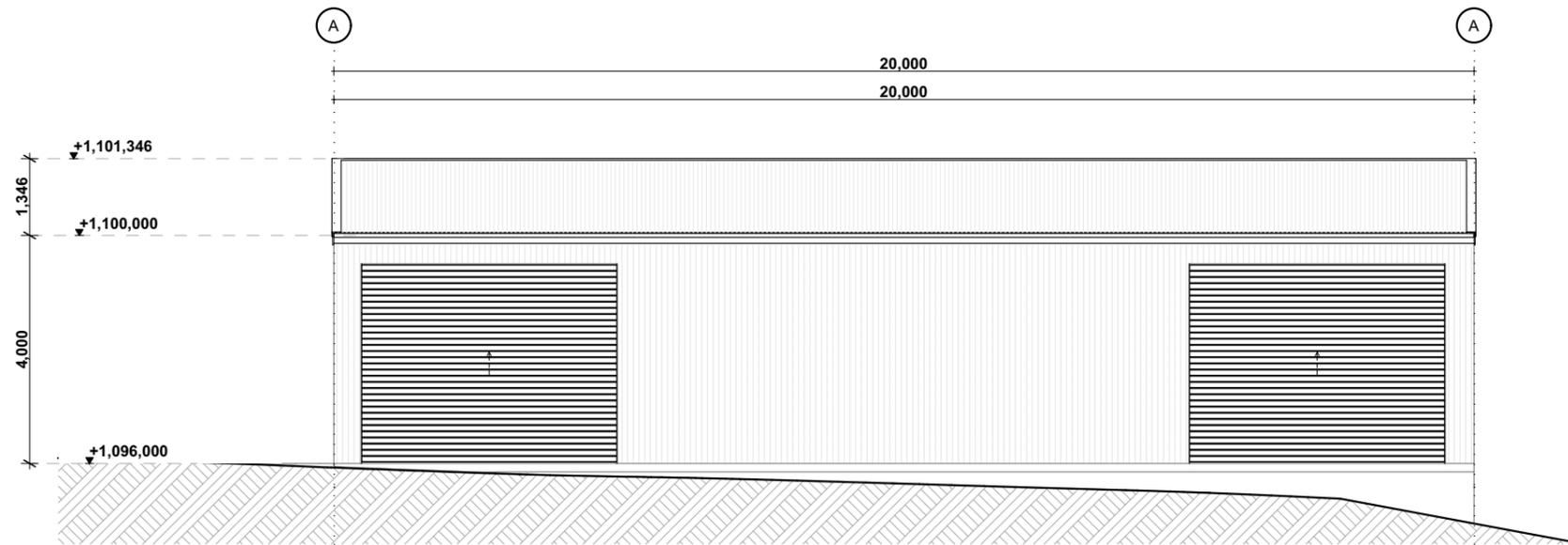
Client Shane Burdett  
 Site: 267 Geikle Creek Road East  
 Jindabyne NSW 2627

DRAWING TITLE :  
 Development  
**Shed Elevations 01**

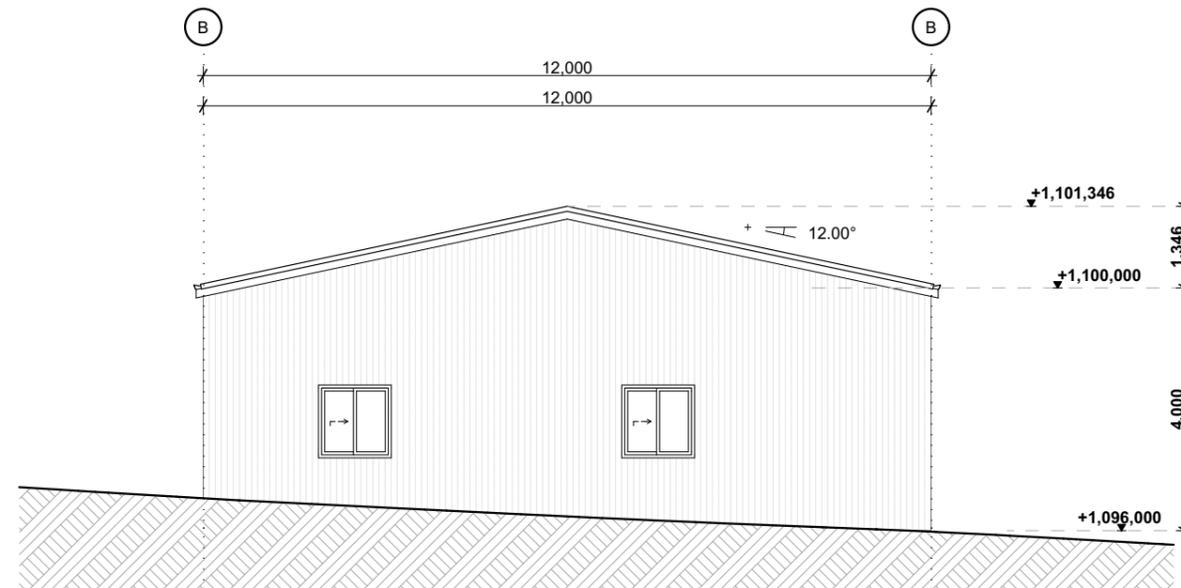
PROJECT NAME :  
**Geikle Creek Road Development**

REVISION NO.  
**C1**

DRAWING NO.  
**11**



E-03 North West Elevation  
1:100



E-04 North East Elevation  
1:100

**NOTE**  
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 All documents here within are subject to Australian Copyright Laws.

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 Plot Date: 5/11/2022  
 Project NO. 21-7  
 Project Status DEVELOPMENT

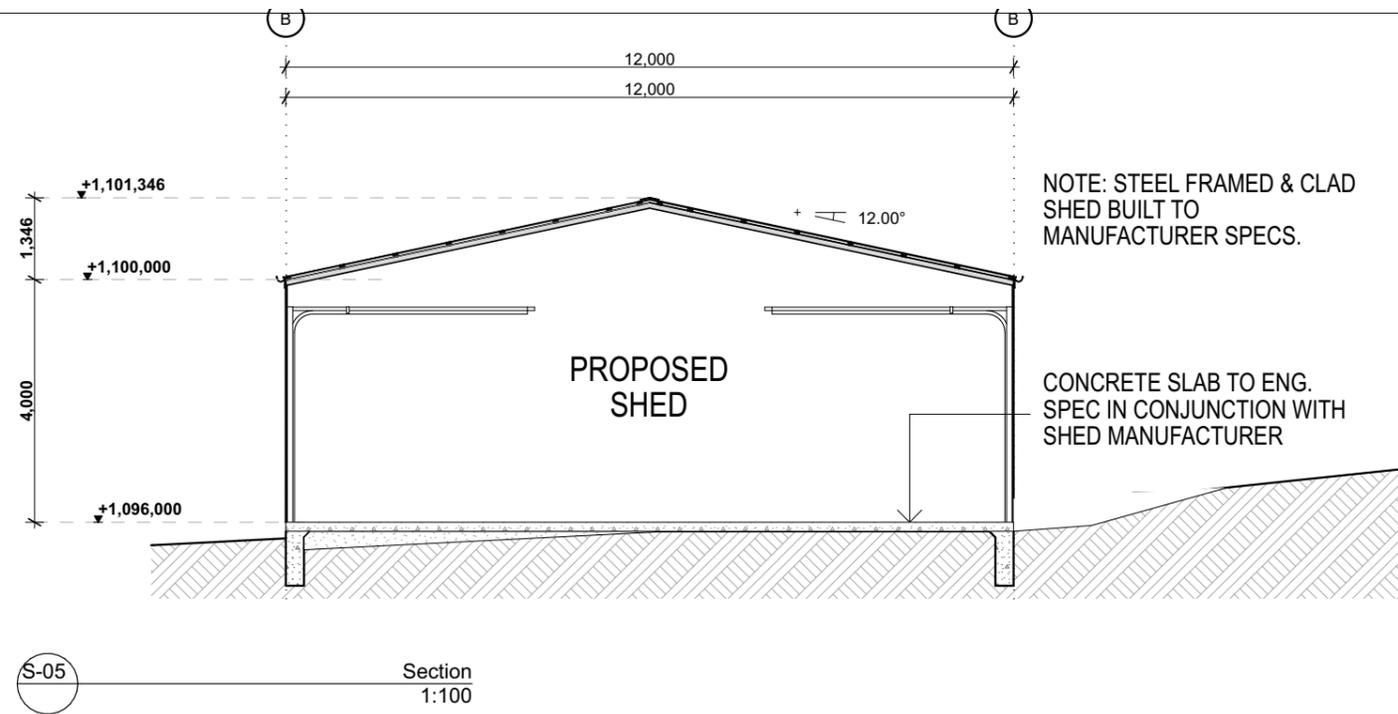
Client Shane Burdett  
 Site: 267 Geikle Creek Road East  
 Jindabyne NSW 2627

**DRAWING TITLE :**  
 Development  
**Shed Elevations 02**

**PROJECT NAME :**  
**Geikle Creek Road Development**

REVISION NO.  
**C1**

DRAWING NO.  
**12**



**NOTE**  
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 All documents here within are subject to Australian Copyright Laws.

Drawn | Checked JR |  
 Plot Date: 5/11/2022  
 Project NO. 21-7  
 Project Status DEVELOPMENT

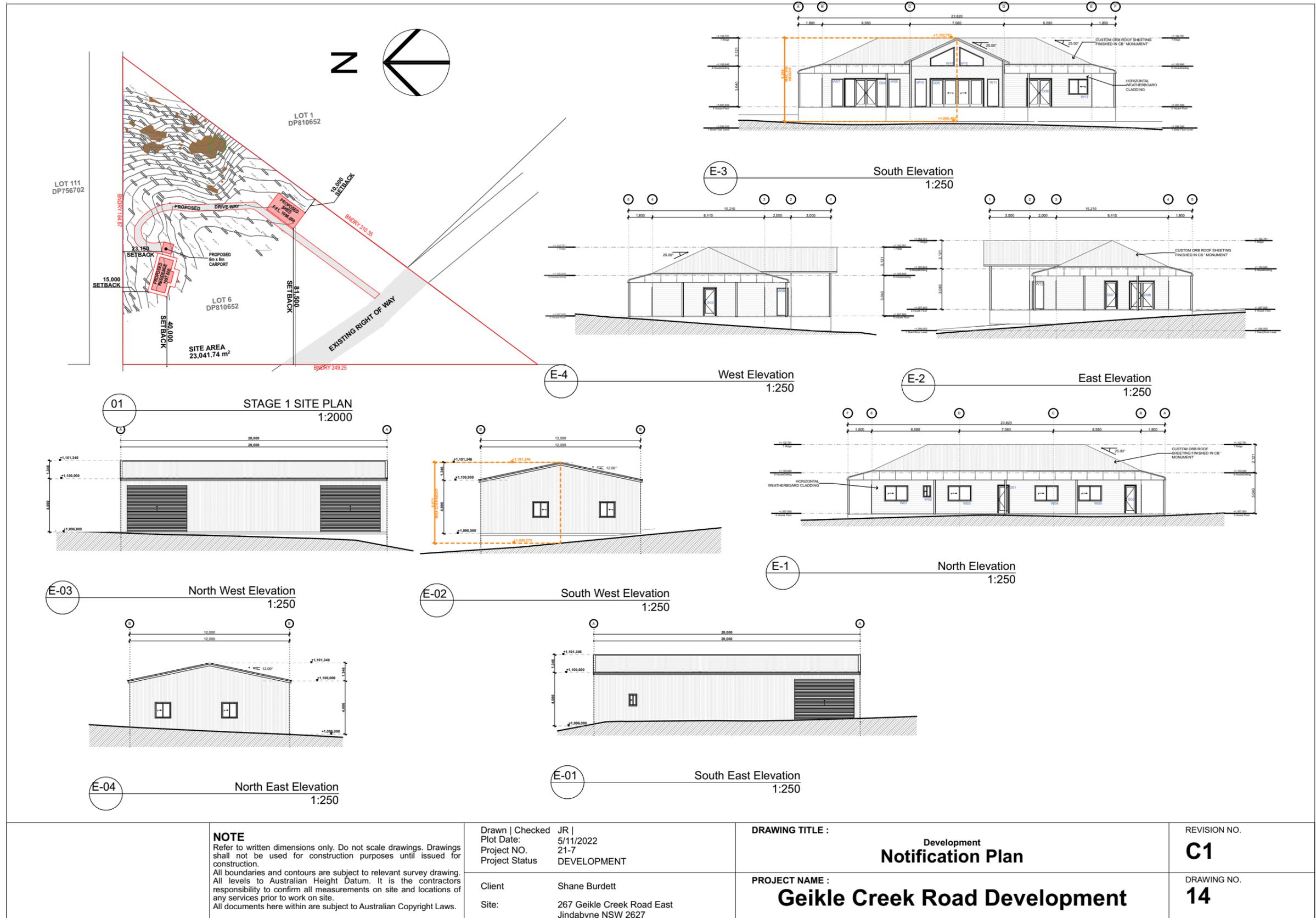
Client Shane Burdett  
 Site: 267 Geikle Creek Road East  
 Jindabyne NSW 2627

**DRAWING TITLE :**  
 Development  
**Shed Section**

**PROJECT NAME :**  
**Geikle Creek Road Development**

REVISION NO.  
**C1**

DRAWING NO.  
**13**



**NOTE**  
 Refer to written dimensions only. Do not scale drawings. Drawings shall not be used for construction purposes until issued for construction.  
 All boundaries and contours are subject to relevant survey drawing. All levels to Australian Height Datum. It is the contractors responsibility to confirm all measurements on site and locations of any services prior to work on site.  
 All documents here within are subject to Australian Copyright Laws.

Drawn | Checked JR |  
 Plot Date: 5/11/2022  
 Project NO. 21-7  
 Project Status DEVELOPMENT

Client Shane Burdett  
 Site: 267 Geikle Creek Road East Jindabyne NSW 2627

**DRAWING TITLE :**  
 Development Notification Plan

**PROJECT NAME :**  
 Geikle Creek Road Development

REVISION NO.  
**C1**

DRAWING NO.  
**14**



# Statement of Environmental Effects

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

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

## 1 Author

Name: Naomie McLeod	Date: 30 October, 2022
Company (if applicable):	

## 2 Relevant Planning Instrument

<input type="checkbox"/> Bombala LEP & DCP 2012 <input type="checkbox"/> Cooma Monaro LEP & DCP 2013 <input checked="" type="checkbox"/> Snowy River LEP & DCP 2013
<input checked="" type="checkbox"/> The proposal complies with the development standards of the relevant planning instrument
<input type="checkbox"/> Variation Requested ( <i>include section here</i> ):    NA

## 3 Proposal

Proposal:	<input checked="" type="checkbox"/> New Dwelling <input type="checkbox"/> Dual Occupancy or Secondary Dwelling <input type="checkbox"/> Residential Flat Building <input type="checkbox"/> Multi Dwelling Housing	<input checked="" type="checkbox"/> Ancillary Outbuilding (ie garages and sheds) <input type="checkbox"/> Additions and Alterations <input type="checkbox"/> Change of Use (not involving building works) <input type="checkbox"/> Other:
Describe the development ( <i>include details</i> )	Dwelling house and shed & 4.6 Variation to Minimum lot size	
Number of dwellings/units proposed:	1	
Area of dwellings/units proposed:		
Number of bedrooms proposed:		
Number of storeys proposed:	1	
Proposed parking arrangements:	2 Spaces	
Type and extent of landscaping proposed:	More than adequate provision for native landscaping	
Proposed materials:	External Wall finishes ( <i>include proposed colours</i> )	
	Roof finishes	
	Internal driveways/parking	Yes, internal gravel driveway
	Fences/privacy screens	The site is partially fenced
	Others	

Statement of Environmental Effects

**4 Site & Surrounding Area**

**4.1 Site Analysis**

Property address	267 Geikle Creek Road, East Jindabyne
Lot/DP/SP	
Site area (m <sup>2</sup> /ha)	
Existing vegetation cover	
Grassland, one tree onsite	
Existing structures	
NA	
Existing access arrangements	
The site has legal and practical access off Geikle Creek Road via a ROW	
Describe how water is supplied to the site	
Rain water tanks to be provided	
Describe how effluent is currently managed	
On site sewerage management system	
Describe how stormwater is currently managed	
Absorption trenches	
Describe how electricity and/or gas is supplied to the site	
Electricity is available to the site. Gas (if to be used) in the form of transportable gas bottles.	

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

Statement of Environmental Effects

**4.2 Surrounding Area Analysis**

Describe the types of development within the surrounding area

Similar sized allotments to the east and south of the site. Lifestyle sized lots. To the north and west larger sized RU1 allotments utilised for farming.

Outline the distances to neighboring dwellings/structures

Describe any Heritage items within the surrounding area

No, AHIMS search provided

Describe the existing streetscape (ie landscaping, fences and building facades)

If applicable outline the predominant Heritage style within any conservation areas

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

**5 Environmental Impacts**

**5.1 Traffic & Utility Services**

Describe the type/number of vehicles expected to be parked on-site

Describe how the development will gain legal vehicular access

Describe how water will be supplied to the development

### Statement of Environmental Effects

Describe how effluent associated with the development will be managed

Describe how stormwater associated with the development will be managed

Describe how electricity and/or gas will be supplied to the development

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

### 5.2 Neighbourhood Amenity

Describe proposed measures to minimise privacy, noise and security impacts (ie fencing/privacy screens, landscaping, etc)

Describe proposed measures to minimise the overshadowing of neighbouring living areas (shadow diagram must be supplied for buildings over two storeys)

Describe how the proposed development will address the existing streetscape (ie front fences, landscaping, building facade etc)

If applicable describe how development will complement the existing Heritage items or conservation area

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

Statement of Environmental Effects

**5.3 Natural Environment**

Describe how the proposed development will impact upon native flora and fauna (including the removal of vegetation for bushfire protection etc)

Describe proposed measures to minimise the impacts outlined above (ie Property Vegetation Plan, Biobanking etc)

Outline proposed measures to minimise any impacts on natural waterways (i.e. diversion banks, separation etc)

Outline proposed measures to minimise any potential contamination (i.e. storage of chemicals, bunded areas etc)

Outline the levels of excavation/fill associated with the development

If applicable/appropriate describe how the development will manage flood waters (levy banks, construction etc)

If applicable/appropriate describe how the development will manage bushfire events (asset protection zones, construction etc)

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

Statement of Environmental Effects

**5.4 Construction Issues**

Describe erosion and sediment control measures proposed (ie silt fences, hay bales etc)				
Outline the expected duration of construction				
Total Days:				
Hours:	Monday - Friday		Saturday - Sunday	
	am	pm	am	pm
Outline how the site will be secured during the construction process				
Outline any demolition proposed as part of the development (including the removal of any asbestos materials)				
Outline how building materials will be stored on the site during construction (ie storage sheds/containers etc)				
Describe how waste generated during construction will be managed				
<p><b>Waste Management Plan</b></p> <p>Complete a Waste Disposal Plan for all developments that include construction and/or demolition works. You may attach a Plan or use the table below. Waste includes, but is not limited to vegetation, trees, soil, construction waste, demolition waste, timber, asbestos, metals</p>				

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

Statement of Environmental Effects

**5.5 Waste Management Plan**

Type of waste	Estimated Amount/Volume	Where/how it will be stored on site	Where it will be disposed	Method of transportation/disposal

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



Friday 2 December, 2022

The General Manager,  
Snowy Monaro Regional Council  
PO Box 714  
Cooma, NSW 2630

Request under Clause 4.6 of the Snowy River Local Environmental Plan 2013

#### **CLAUSE 4.6 EXEMPTIONS TO DEVELOPMENT STANDARDS**

##### **Summary**

##### **Details**

Property: 267 Geikle Creek Road, East Jindabyne  
Legal Address: Lot 6 DP810652  
Proposed development – Dwelling house and shed  
Subject lot size: 23,041.74m<sup>2</sup> / 2.308ha  
Minimum lot size: 40ha

The following letter is a result of a variation to a development standard at 267 Geikle Creek Road, East Jindabyne, NSW, 2627 (Lot 6 DP810652).

It is requested that Council consider a variation to Clause 4.2D (*Erection of dwelling houses and dual occupancies on land in certain rural, residential and environment protection zones*) with justification provided demonstrating compliance with Clause 4.6 (*Exemptions to development Standards*) of the Snowy River Local Environmental Plan (SRLEP) 2013.

The proposed development is a dwelling and ancillary shed which will result in a development that is significantly consistent with others within the East Jindabyne locality. The Lot Size Map of the SRLEP identifies the site as requiring a minimum lot size of 40ha to achieve dwelling entitlement. The subject site is 2.308ha.

Clause 4.6 of the SRLEP allows for a degree of flexibility when apply certain development standards to achieve better planning outcomes particularly if objectives of the standard are achieved notwithstanding non-compliance with the standard. Additionally, the proposal is fully compliant with the Snowy River Development Control Plan (SRDCP).

It is considered that the proposed development proposal at 267 Geikle Creek Road, East Jindabyne will not have any negative impacts to the subject site or surrounding locality and compliance with to the standard unnecessary. It is deemed that the proposal is a bteer planning outcome for the site than allowing it to remain a dormant parcel of land. The application , in this instance seeks a variation of the minimum lot size of 94.2% as such the application shall be referred to the Department of Planning and Environment for concurrence.

This letter requests variation and also demonstrates that the proposed development should not be refused on the basis of a variation to Minimum Lot Size to allow for the proposed development with variation to Clause 4.2D (*Erection of dwelling houses and dual occupancies on land in certain rural, residential and environment protection zones*).

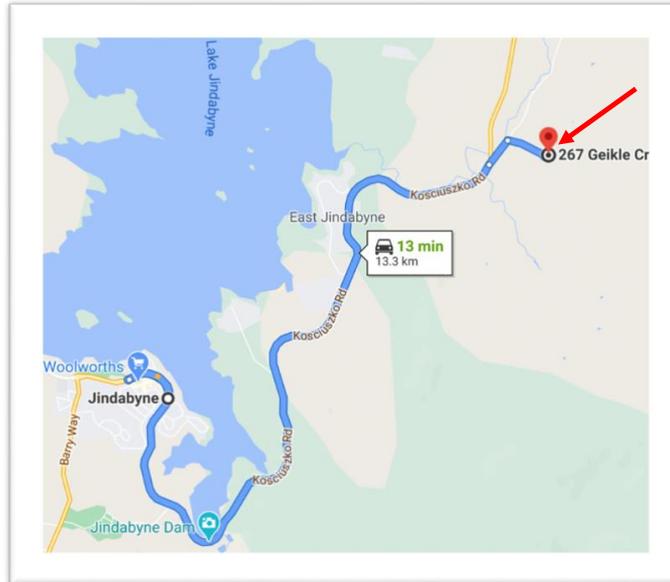


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1. PROPOSAL & SITE DETAILS

i. **SITE LOCATION**

The site is located within rural area of East Jindabyne, NSW 2627 and is approximately 13.3km from the town of Jindabyne.



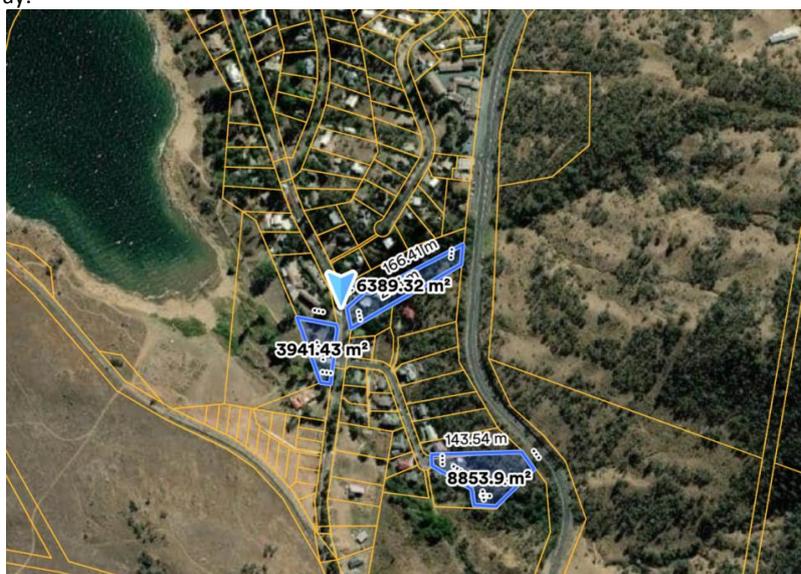
*Location map, approximate location of subject site 13.3km from Jindabyne; Source Google Maps*

The closest large scale settlement to the subject site is East Jindabyne that is a mix of small size urban allotments and larger RU5 allotments. The site is approximately 2855m from the closest residential settlement of East Jindabyne.



*Nearmaps – viewed 25/11/2022*

The lot sizes within the East Jindabyne residential area range in size according to the zoning. As demonstrated in the aerials below, the range of lot sizes is less than the subject site however all easily accommodate residential development. The size of the subject site is suitable for a rural/residential development as proposed. Investigations by the applicant have identified that the site is capable of accommodating an onsite sewage management system, rainwater tanks, electricity is available to the site, the proposed dwelling complies with Planning for Bushfire Protection measures, the site does not exhibit biodiversity nor any significant flora and fauna (report can be provided), no tree removal is proposed or required and the site is serviced by a legal right of carriageway.



East Jindabyne settlement; Source Nearmaps viewed 1 December, 2022



*East Jindabyne Kunama Subdivision'; Source Nearmaps viewed 1 December, 2022*

**ii. LAND ZONING**

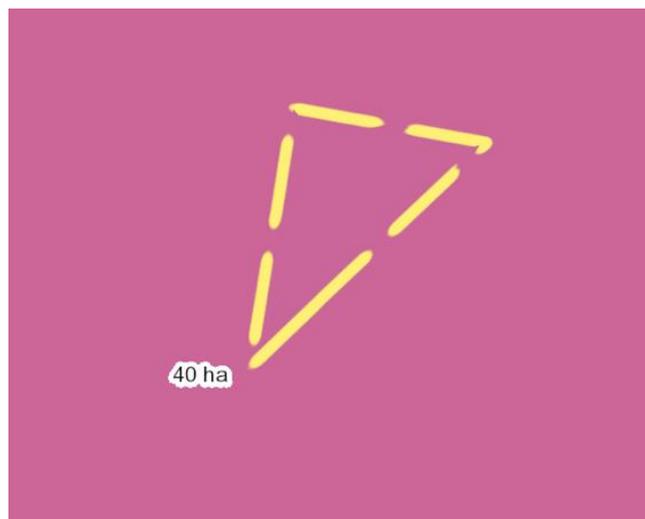
Local Environmental Plan: Snowy Monaro Local Environmental Plan 2013  
 Zone: RU1 – Primary Production



*Land Zoning under the Snowy River Local Environmental Plan 2013- RU1- Primary Production. Source NSW Planning Portal*

**iii. MIMUMIM LOT SIZE**

The subject site is a total of 23,041.74m<sup>2</sup> (approx. 2.308 hectares). Under the Snowy River LEP the minimum lot size associated with the locality and RU1 zone is 40 hectares.



*Figure 2: Minimum lot size of 40ha. Source NSW Planning Portal*

Minimum Lot Size	Subject site Size	Percentage Variation
------------------	-------------------	----------------------

40 Hectares	2.308ha	94.2%
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The extract below from DP 810652 indicates that the size of the lot (Lot 6) is consistent with the building envelopes of other allotments within the locality.

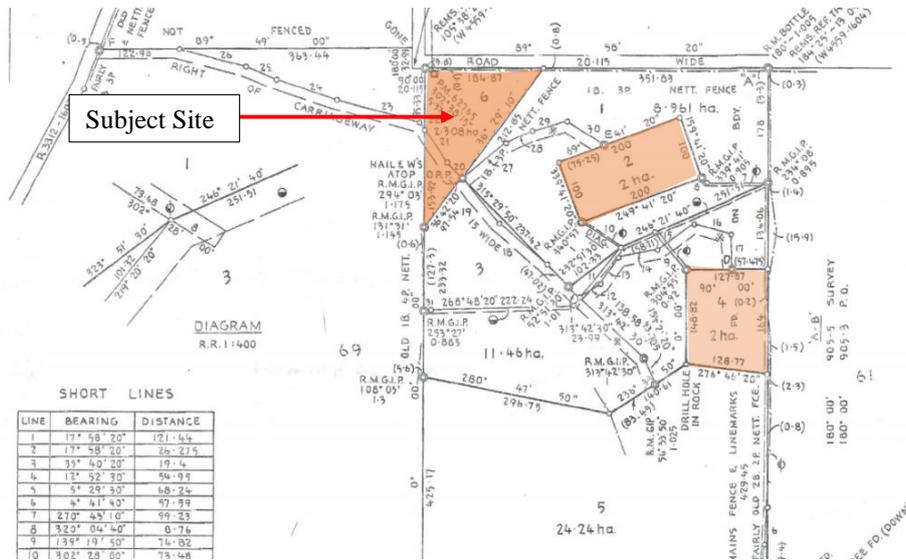
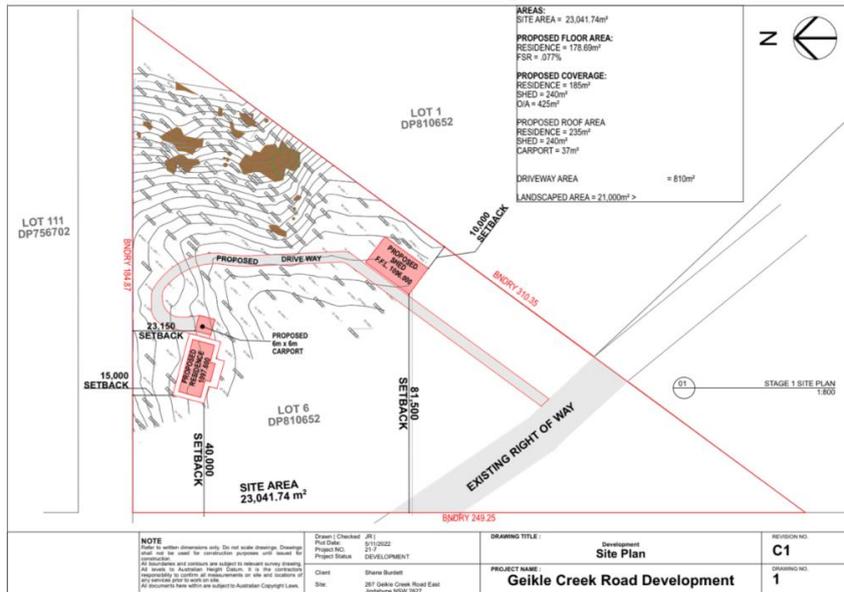


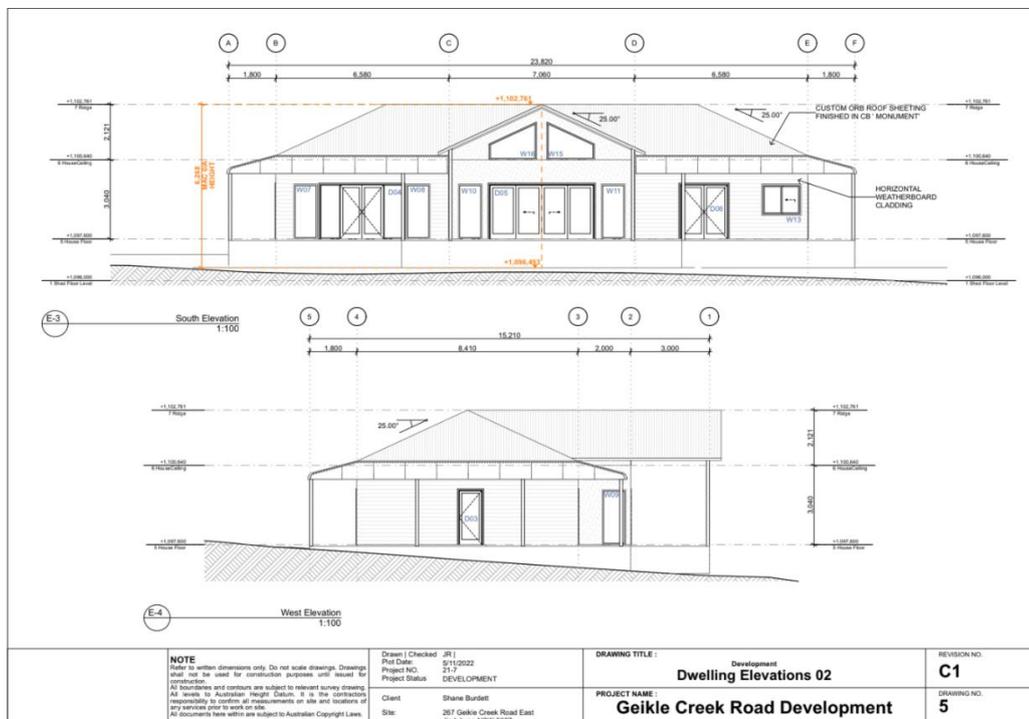
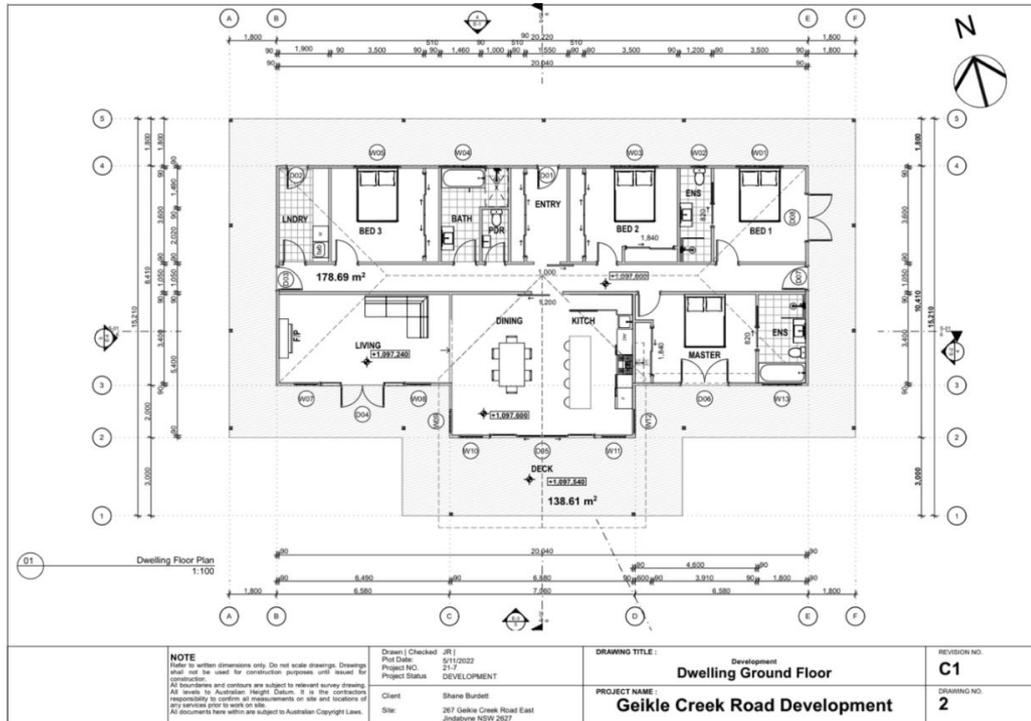
Figure 3: DP810652

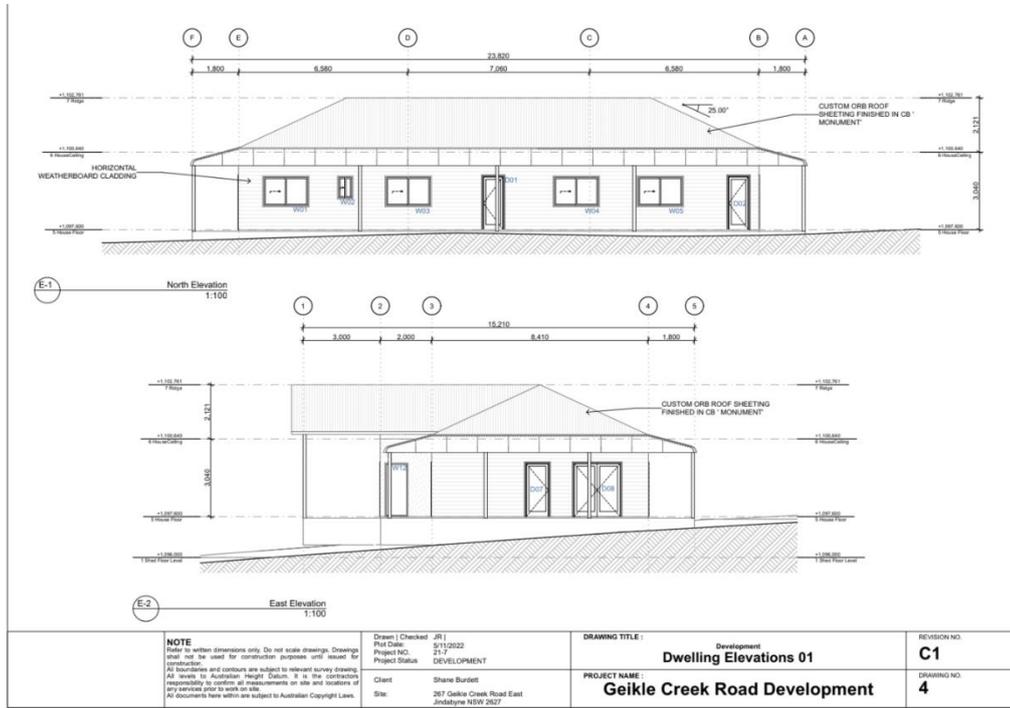
Despite the site not meeting the minimum lot size and therefore not having a dwelling entitlement, the proposed development is a permissible use on the site and is deemed to be suitable in this instance considering all the positive attributes of the proposal.

**iv. PROPOSED DEVELOPMENT**

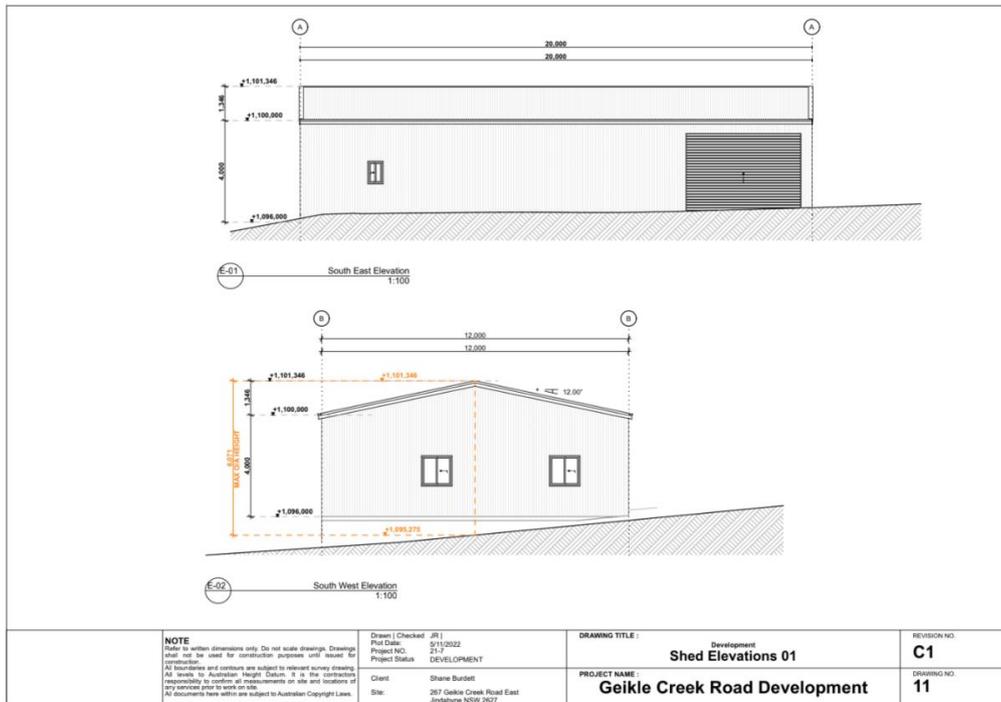
The proposal seeks approval for a 4 bedroom dwelling and detached shed.

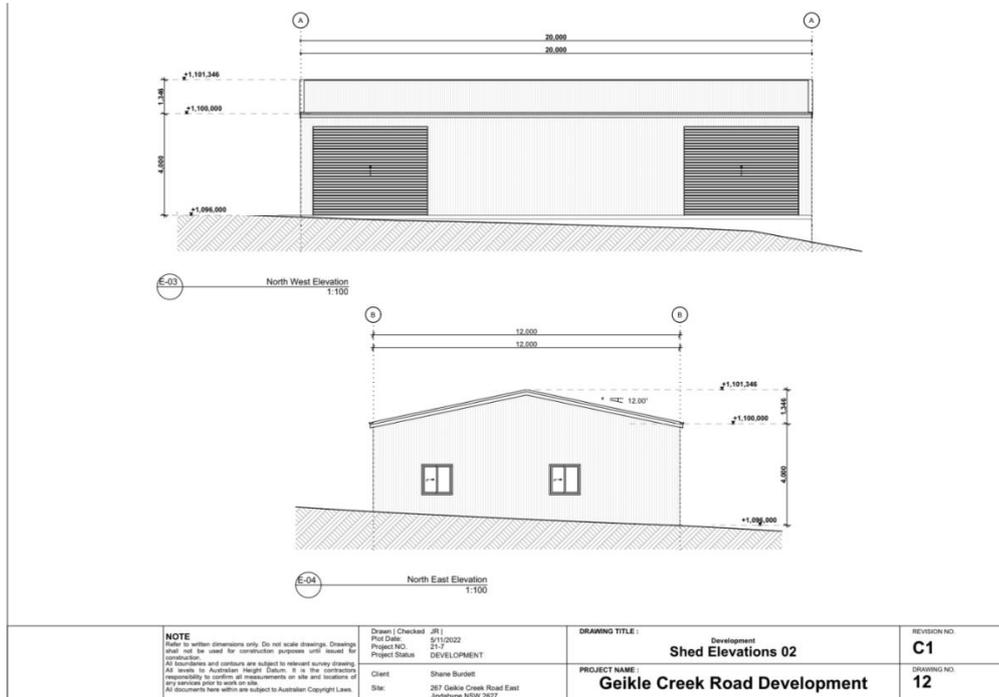






SHED PLANS





**2. PROPOSED VARIATION TO DEVELOPMENT STANDARD**

It is requested that Council consider a variation to the Minimum Lot Size to allow Clause 4.2D (*Erection of dwelling houses and dual occupancies on land in certain rural, residential and environment protection zones*) with justification provided demonstrating compliance with Clause 4.6 (*Exemptions to development Standards*) of the Snowy River Local Environmental Plan (SRLEP) 2013.

**3. 4.6 EXCEPTIONS TO DEVELOPMENT STANDARDS**

(1) The objectives of this clause are as follows—

(a) to provide an appropriate degree of flexibility in applying certain development standards to particular development,

(b) to achieve better outcomes for and from development by allowing flexibility in particular circumstances.

The proposal seeks approval for a dwelling house and shed on a site that is less than the minimum lot size. The site resulted from past subdivision and offers a site that is more suitable as a lifestyle allotment (23, 041.74m<sup>2</sup>). Dwelling houses are a permissible land use on RU1 land and it is requested that a degree of flexibility is considered to permit the requested variation.

Rather than the site remaining a vacant allotment in perpetuity, the proposal is deemed to be a better planning outcome. The subject site is capable of accommodating the proposed development with investigations by the applicant have proven that the site is capable of accommodating a dwelling house and ancillary shed, onsite sewage management system, rainwater tanks, electricity is available to the site, the proposed dwelling complies with Planning for Bushfire Protection measures, the site does not exhibit biodiversity nor any significant flora and fauna (report can be provided) , no tree removal is proposed or required and the site is serviced by a legal right of carriageway.

(2) Development consent may, subject to this clause, be granted for development even though the development would contravene a development standard imposed by this or any other environmental planning instrument. However, this clause does not apply to a development standard that is expressly excluded from the operation of this clause.

The proposal requires a variation to Minimum Lot Size & Clause 4.2D of the Snowy River LEP (*Erection of dwelling houses and dual occupancies on land in certain rural, residential and environment protection zones*). Provision for the proposed development is not excluded by this Clause therefore development consent may be granted subject to the variation requested.

Consistency with the objectives of the RU1 zone and Clause 4.2D (*Erection of dwelling houses and dual occupancies on land in certain rural, residential and environment protection zones*) are expressed below .

Council has encouraged the applicant to apply for this 4.6 variation as a better planning outcome for the site following recent concurrence for a similar variation, supported by NSW Planning & Environment for DA No. 10.2022.253.1 at 258 Bushy Park Road, East Jindabyne on the 15/08/2022 where the proposed site is 2.01 hectares and the minimum lot size 40ha, zoned RU1.

(3) Development consent must not be granted for development that contravenes a development standard unless the consent authority has considered a written request from the applicant that seeks to justify the contravention of the development standard by demonstrating—

(a) that compliance with the development standard is unreasonable or unnecessary in the circumstances of the case, and

(b) that there are sufficient environmental planning grounds to justify contravening the development standard.

The Development Standard that is requested to be varied is Clause 4.2D, which is the Clause that permits or prohibits land in certain rural zones. Under the Snowy River LEP the site is zoned RU1 Primary Production and is less than the minimum lot size as shown on the Lot

Size Map is 40ha ( subject site 2.308ha). Therefore the site is not automatically provided with a dwelling entitlement which is why a variation to the standard is requested.

The proposed variation that will allow approval for the construction of a residential dwelling and shed is not inconsistent with the objectives of Clause 4.2D, Clause 4.6 Exemptions to Development Standards or to the objectives as set for the RU1 Primary Production zone as can be demonstrated below.

The site is zoned RU1 Primary Production however the size of the allotment is not suitable for the facilitation of primary production or agricultural activities. The site however offers rural landscape characteristics that are suitable for 'rural lifestyle living' opportunities. Jindabyne and the surrounding locality is currently experiencing significant land and housing shortages and it is deemed that the variation will allow for a rural development opportunity that is consistent with the objectives of the zone.

- (4) Development consent must not be granted for development that contravenes a development standard unless—
- (a) the consent authority is satisfied that—
    - (i) the applicant's written request has adequately addressed the matters required to be demonstrated by subclause (3), and
    - (ii) the proposed development will be in the public interest because it is consistent with the objectives of the particular standard and the objectives for development within the zone in which the development is proposed to be carried out, and
  - (a) the concurrence of the Planning Secretary has been obtained.

This written statement to Council expresses compliance with Subclause (3), the development is of positive influence to the public interest as it is consistent with the objectives of Clause 4.2D & 4.6, and the objectives of the RU1 zone.

Council will organise concurrence with the Department of Planning and Environment given that Council are not a delegated authority to approve such a variation.

- (5) In deciding whether to grant concurrence, the Planning Secretary must consider—
- (a) whether contravention of the development standard raises any matter of significance for State or regional environmental planning, and
  - (b) the public benefit of maintaining the development standard, and
  - (c) any other matters required to be taken into consideration by the Planning Secretary before granting concurrence.
- (a) The proposed development will not raise any matters of significance for State or regional environmental planning. The proposal is consistent with that which exists in the surrounding locality and will not create any negative impacts.

- (b) It must be considered that the subject site is not suitable for primary production as specified within the land use definition. The small fragmented parcel of land will continue to lay dormant and redundant without approval for this variation.

Considering the locality is experiencing severe housing and rental accommodation shortages, the added benefit of approving the land to be utilised for a single residential development is a far more productive way in which to utilise this parcel of land and is of benefit to the public. With population increases predicted for the area additional housing option should be deemed to be of positive influence and supportable by Council.

The proposal is characteristic within the locality and considering the positive attributes of such a development it is requested the variation be supported.

(6) Development consent must not be granted under this clause for a subdivision of land in Zone RU1 Primary Production, Zone RU2 Rural Landscape, Zone RU3 Forestry, Zone RU4 Primary Production Small Lots, Zone RU6 Transition, Zone R5 Large Lot Residential, Zone C2 Environmental Conservation, Zone C3 Environmental Management or Zone C4 Environmental Living if—

- (a) the subdivision will result in 2 or more lots of less than the minimum area specified for such lots by a development standard, or  
(b) the subdivision will result in at least one lot that is less than 90% of the minimum area specified for such a lot by a development standard.

**Note—**

When this Plan was made it did not include all of these zones.

The proposed development is not related in any form of subdivision.

(7) After determining a development application made pursuant to this clause, the consent authority must keep a record of its assessment of the factors required to be addressed in the applicant's written request referred to in subclause (3).

Council are to maintain records of the application and any assessment that occurs.

(8) This clause does not allow development consent to be granted for development that would contravene any of the following—

- (a) a development standard for complying development,  
(b) a development standard that arises, under the regulations under the Act, in connection with a commitment set out in a BASIX certificate for a building to which *State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004* applies or for the land on which such a building is situated,  
(c) clause 5.4,  
(caa) clause 5.5,  
(ca) clause 6.2 or 6.3.

The proposed development does not disregard any of the abovementioned matters in subclause (8).

The application is complete with plans for a dwelling house including BASIX Certificate.

It is requested that Council consider this request for a variation to Clause 4.2D in accordance with Clause 4.6 favourably.

4 . CONSISTENCY WITH ZONE OBJECTIVES

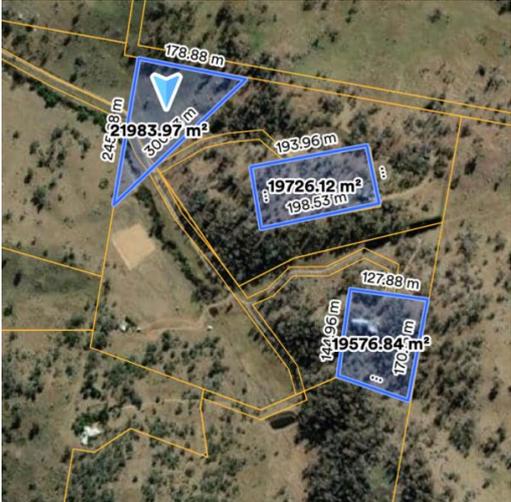
The objectives of the RU1 Primary Production zone:

- *To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.*

As previously mentioned the site, although zoned RU1 is not suitable for primary production or agricultural activities as it is limited by its size being only 2.304ha. The size limitation means that the site would be unable to support any meaningful agricultural production such as crops, grazing or commercial enterprise. Without the approval of a dwelling, the residual allotment will otherwise lay dormant. It is considered that the degradation that has occurred on the site over the years due to agricultural activities will be benefitted by the site being utilised as rural lifestyle allotment where the owner can invest time and manage the site introducing landscaping and enhancing the resource base ie. Management of riparian watercourse, landscaping, weed management etc.

OBJECTIVE	RESPONSE	CONSISTENT/NOT CONSISTENT
<ul style="list-style-type: none"> <li>• <i>To encourage sustainable primary production by maintaining and enhancing the natural resource base</i></li> </ul>	<p>The site does not exhibit a natural recourse base that can be enhanced or would service primary production, additionally the site is not of a size that is large enough to support any form of viable primary production.</p> <p>Council have identified in their report for DA 10. 10.2022.253.1 on nearby allotment that was approved on 20 October, 2022 that ‘ <i>Even boutique or innovative agricultural uses would require in excess of 10 hectares when accommodating the use, buffers etc on the site.</i>’</p> <p>Although zoned RU1 is not suitable for primary production or agricultural activities as it is limited by its size being only 2.304ha. The size limitation means that the site would be unable to support any meaningful agricultural production such as crops, grazing or commercial enterprise.</p> <p>The applicant has considered small scale production activities such as a market garden style agriculture</p>	<p><u>Not Inconsistent</u> with the objectives</p>

	<p>where specialised items such as herbs, garlic and other vegetables, and potentially bee keeping to ensure that the site is utilised sustainably whilst encouraging a small income.</p>	
<p>• <i>To encourage diversity in primary industry enterprises and systems appropriate for the area.</i></p>	<p>As mentioned above the site is not of a size that is large enough to support any form of viable primary production.                  Therefore it would not be economically feasible to establish any form of large scale primary production on the site.</p> <p>It can additionally be argued that the use of the site for residential development is offering diversity to the site that would otherwise remain a dormant parcel of land. Given the current housing shortages being experienced in the area, the outcome of a residential development on the site will offer employment opportunities that are of positive influence and appropriate for the area.</p>	<p><u>Not Inconsistent</u> with the objectives</p>
<p>• <i>To minimise the fragmentation and alienation of resource lands.</i></p>	<p>As it stands, the subject site is an isolated fragmented site that does not offer any significant resource values or possess any kind of value in terms of primary production.</p> <p>It is an allotment that cannot accommodate any form of primary production unlike some of the land surrounding the site where lot sizes are equal to exceed the minimum lot size of 40ha.</p> <p>Council has approved this small allotment as part of a past rural/ residential subdivision however has not considered the objectives of the zoning and the way in which the fragmented site may be utilised.</p> <p>Therefore it is considered the most appropriate use of the site is for rural/ residential development that is consistent with sites in the surrounding locality where building envelopes have been established that are of a similar size as the subject site.</p>	<p><u>Not Inconsistent</u> with the objectives</p>
<p>• <i>To minimise conflict between land uses within this zone and</i></p>	<p>The surrounding locality of East Jindabyne offers similar single dwelling development and the proposal will not create any negative impacts or conflicts between land uses within the zone. The properties beyond the site support very similar style</p>	<p><u>Consistent with</u> the objectives</p>

<p><i>land uses within adjoining zones.</i></p>	<p>residential developments on building envelopes of a similar size as the subject site.</p>  <p><i>Image showing subject site and building envelopes on adjoining properties of a similar size.</i></p> <p>Recent Council approval for a dwelling house at Bushy Park Road (Lot 2 DP126114) (DA 10.2022.253.1) where the lot size is less than the subject site and both less than the minimum lot size, is an example of a precedent that has been established that will allow these residual allotments to be utilised similarly to surrounding sites for rural/residential purposes.</p> <p>Considering that directly adjacent to the subject site the allotments are smaller than 40ha and accommodate residential development similar to that which is proposed, the site will be a consistent land use within the locality.</p> <p>The proposal will not impact the larger sites predominantly to the north where large scale primary production can occur due to land size.</p> <p>No land use conflicts will arise due to the proposed development.</p>	
<ul style="list-style-type: none"> <li><i>To promote tourism, educational and</i></li> </ul>	<p>Council currently has an application for the site to be utilised as an ecotourist facility offering 3 cabins and managers residence. Council have expressed that the site is more suitable for a single residential</p>	<p><u>Consistent</u> with the objectives</p>

<p><i>recreational development and living opportunities that are compatible with agricultural activities and the environmental, historical and cultural values of the zone.</i></p>	<p>development similar to that which is surrounding the site and has offered support to such an application.</p> <p>With the recent approval of DA 10.2022.253.1 on a nearby allotment, Council has encouraged the applicant to apply for a similar approval as it is deemed to be more suitable land use on the subject site.</p>  <p><i>Nearmaps image indicating the close proximity of the recently approved DA 10.2022.253.1 and the subject site.</i></p> <p>The proposal considers the environmental, historical and cultural values of the zone by offering a development that is consistent with small scale agricultural activities that occur within the locality and will not create any negative impacts to such values.</p>	
<ul style="list-style-type: none"> <li><i>To ensure that development maintains and protects the scenic values and rural landscape characteristics of the zone</i></li> </ul>	<p>The proposed development will not be a visually prominent feature when viewed from the nearby Highway, surrounding properties or Lake Jindabyne. The scenic values and rural landscape characteristics will not be detrimentally impacted by the proposal.</p> <p>The proposed dwelling is characteristic of other dwelling within the locality, is single storey and proposed to be constructed of colours and finishes that blend with the natural landscape.</p>	<p><u>Consistent</u> with the objectives</p>

<i>through compatible, small-scale development.</i>	The scenic values and rural landscape will not be negatively impacted by the proposed development.	
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5. CONSISTENCY WITH CLAUSE 4.2D OBJECTIVES

Objectives of Clause 4.2D (Erection of dwelling houses and dual occupancies on land in certain rural, residential and environment protection zones)

The proposal seeks to vary Clause 4.2D (Erection of dwelling houses and dual occupancies on land in certain rural, residential and environment protection zones). The objectives of this Clause are as follows:

- (a) to minimise unplanned rural residential development,
- (b) to enable the replacement of lawfully erected dwelling houses and dual occupancies in certain rural, residential and environment protection zones.

<i>(a) to minimise unplanned rural residential development,</i>	<p>In accordance with the objectives of the Clause, the variation will allow for the lawful erection of a dwelling house and shed as a planned rural residential development.</p> <p>The site is located within an area that has an established rural residential nature with a range of RU1 allotments of differing sizes offering dwelling houses, farm buildings, larger allotments supporting primary production and agriculture. The allotments beyond the subject site offer lifestyle size properties and dwelling houses located within building envelopes of a similar size to the subject site.</p> <p>Considering the land uses on surrounding properties, the proposal is characteristic within the locality consisting of a single storey detached dwelling house and rural style shed. The applicant has considered the design of the dwelling to ensure it will not be a dominant feature within the landscape and is sympathetic and consistent to other nearby development.</p> <p>Council must consider the recent approval of DA 10.2022.253.1 on a nearby allotment, Council has encouraged the applicant to apply for a similar</p>
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	<p>approval as it is deemed to be more suitable land use on the subject site.</p> <p>The proposal does not breach this objective.</p> <p>CONSISTENT</p>
<p><i>(b) to enable the replacement of lawfully erected dwelling houses and dual occupancies in certain rural, residential and environment protection zones.</i></p>	<p>The proposal is not for the replacement of a dwelling as no dwelling has previously been approved or erected on the site.</p> <p>Given the size and location of the site, and the inability to create any form of positive economical agricultural activity on the site it is deemed that by utilising the residual parcel of land for the purpose of rural/residential development is the most appropriate use for the subject site. From a planning perspective, to allow the site to be utilised for a residential development, is a more suitable and appropriate land use.</p> <p>Rather than the site remaining a vacant allotment in perpetuity, the proposal is deemed to be a better planning outcome. The subject site is capable of accommodating the proposed development with investigations by the applicant have proven that the site is capable of accommodating a dwelling house and ancillary shed, onsite sewage management system, rainwater tanks, electricity is available to the site, the proposed dwelling complies with Planning for Bushfire Protection measures, the site does not exhibit biodiversity nor any significant flora and fauna (report can be provided) , no tree removal is proposed or required and the site is serviced by a legal right of carriageway.</p> <p>By allowing the development, Council is enhancing the social and economic welfare of the local community by acknowledging that the subject lot, despite being less than the minimum lot size is capable of servicing a residential dwelling and detached shed, thereby servicing the needs and desired outcomes of the landowner.</p> <p>The dwelling house and ancillary shed as proposed are characteristic of other dwelling houses within the</p>

	<p>locality and are sympathetic to the rural zoning by offering rural style architectural features on the dwelling and the shed in the form of a rural farm building.</p> <p>Additionally, the proposal is fully compliant with the Snowy River Development Control Plan (SRDCP).</p> <p>The proposal does not breach this objective.</p> <p>CONSISTENT</p>
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#### 6. UNREASONABLE OR UNNECESSARY COMPLIANCE

In *Wehbe vs Pittwater* (2007) LEC 827, it was determined that the applicant was to satisfy the consent authority that the “objection was well founded” and compliance with the development standard was unreasonable or unnecessary in the instance of the case. IN this instance, strict compliance with the standard is considered unreasonable in that the impact created by the proposed development (dwelling house and ancillary shed) will be minor an insignificant to neighbouring development and will not result in any negative impacts to the site or surrounding locality. The development does not contravene the objectives of the zone and creates no impacts on the agricultural or rural amenity.

It was also determined in *Webhe x Pittwater Council* that the consent authority must be of the opinion that granting consent to the development application would be consistent with the policy’s aim of providing flexibility in the application of planning controls where strict compliance with those controls would, in a particular case, be unreasonable or unnecessary or tend to hinder the attainment of the objects specified in Section 1.3 (a), (b) and (c) of the *Environmental Planning & Assessment Act 1979*.

#### 1.3 Objects of Act

The objects of this Act are as follows—

- (a) to promote the social and economic welfare of the community and a better environment by the proper management, development and conservation of the State’s natural and other resources,*
- (b) to facilitate ecologically sustainable development by integrating relevant economic, environmental and social considerations in decision-making about environmental planning and assessment,*
- (c) to promote the orderly and economic use and development of land*

In the case of *Whebe*, the court provided five tests to demonstrate unnecessary or unreasonable compliance.

No	Commentary	Applicable
1	the <b>objectives of the development standard are achieved</b> notwithstanding noncompliance with the development standard	Yes
2	by establishing that the <b>underlying objective or purpose is not relevant</b> to the development, such that compliance is unnecessary	NO
3	by establishing that the <b>underlying purpose is defeated or thwarted if compliance is required</b> , such that compliance becomes unreasonable;	YES
4	by illustrating that the Council itself has granted development consent that departs from the standard, and arguing from this that the development standard has been ' <b>virtually abandoned or destroyed</b> ,' rendering it unnecessary and unreasonable;	NO
5	by establishing that the zoning area of the proposed development was 'unreasonable or inappropriate' such that the <b>development standard which is appropriate to that zoning is no longer reasonable or necessary</b> for the particular area. Preston CJ has explained that the focus of this reason is that the zoning of the land in question is unreasonable or inappropriate, rather than the standard being inappropriate in that zone.	YES

No 1. The **objectives of the development standard are achieved** notwithstanding noncompliance with the development standard

The objectives of the Standard are as follows:

- (a) to minimise unplanned rural residential development,
- (b) to enable the replacement of lawfully erected dwelling houses and dual occupancies in certain rural, residential and environment protection zones.

The proposed development complies with the objectives of the Standard by Council granting approval thereby avoiding unplanned rural residential development.

- a) The development is requesting a variation to the minimum lot size by 94.2%. The site has a minimum lot size of 40ha which is considered to be an unreasonable size particularly given the allotment sizes surrounding the subject site. Subdivision and lot size pattern within the locality shows existing non-compliance with a 40 hectare minimum lot size. As can be seen on the aerial image below and on the Deposited Plan, allotments surrounding the site vary dramatically in size despite all being zoned RU1 – Primary Production.

The variation will allow for an additional residential development within East Jindabyne, a locality that is currently experiencing housing shortages. The development will also be of positive influence economically by providing employment opportunities during the construction phase.

By allowing the development, Council is enhancing the social and economic welfare of the local community by acknowledging that the subject lot, despite being less than the minimum lot size is capable of servicing a residential dwelling and detached shed, thereby servicing the needs and desired outcomes of the landowner.

Additionally, the proposal is fully compliant with the Snowy River Development Control Plan (SRDCP).

Strict compliance does not assist in the facilitation of ecologically sustainable development as without variation approval the site will remain dormant. The site will be benefitted by development as elements such as weed management, establishment of landscaped areas, and general property maintenance can be achieved with a resident on the site. The application was supported by a BASIX certificate which will ensure sustainable development:

## **BASIX** Certificate

Building Sustainability Index [www.basix.nsw.gov.au](http://www.basix.nsw.gov.au)

### Single Dwelling

Certificate number: 1353219S

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 10/09/2020 published by the Department. This document is available at [www.basix.nsw.gov.au](http://www.basix.nsw.gov.au)

Secretary

Date of issue: Saturday, 05 November 2022

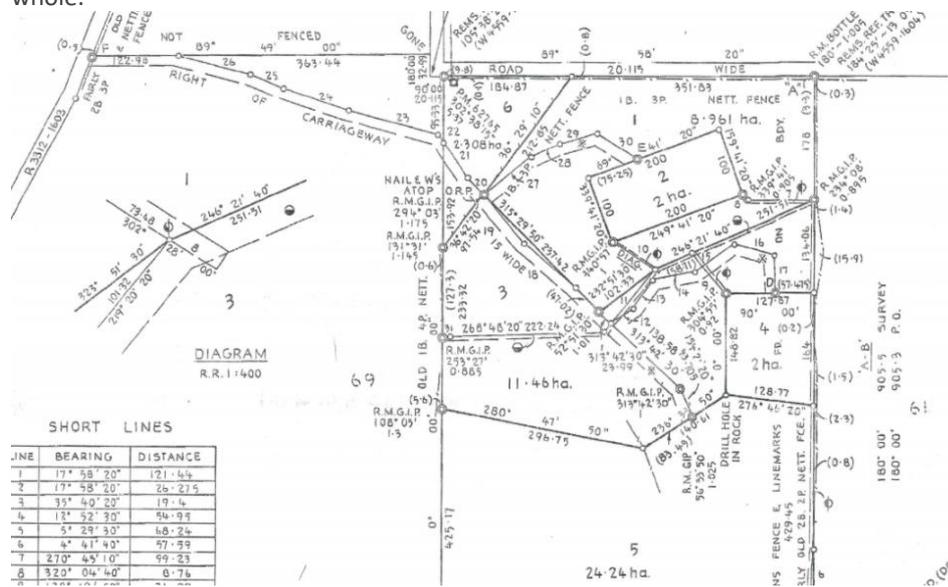
To be valid, this certificate must be lodged within 3 months of the date of issue.



Planning,  
Industry &  
Environment

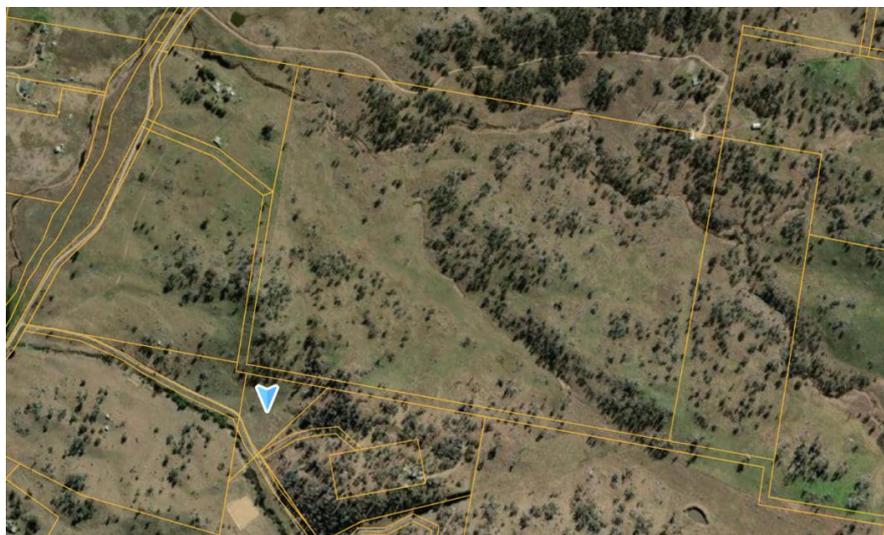
The proposal for a dwelling and shed will not compromise the environmental values of the site and is appropriate in the context of surrounding lot layouts (which are inconsistent in size ) and land uses (predominantly small lifestyle allotments similar to R5 – Village allotments).

As such, maintaining compliance with the minimum lot size standard from a strict numerical perspective is considered to be unreasonable and unnecessary for the proposed development, when on merit, the proposal will not result in any negative impacts to the subject site, the surrounding locality and the Jindabyne township as a whole.





Source Nearmaps viewed 25/11/2022



Source Nearmaps viewed 25/11/2022

- b) The proposal is not for the replacement of a dwelling as the site is currently vacant land.

The Clause applies to the subject site as it is Zoned RU1 Primary Production where dwelling houses are a permissible land use within the zone. By approving a variation

to the minimum lot size, the proposed dwelling and shed will be a lawful development.

Maintaining compliance with the minimum lot size standard from a strict numerical perspective is considered to be unreasonable and unnecessary for the proposed development, when on merit, the proposal will not result in any negative impacts to the subject site, the surrounding locality and the Jindabyne township as a whole.

No. 3 By establishing that the **underlying purpose is defeated or thwarted if compliance is required**, such that compliance becomes unreasonable.

The underlying purpose of the RU1 zoning is for Primary Production. Given the size of the allotment at only 2.308ha, it has been previously discussed in this letter how this is an unreasonable land use for such a small size allotment as it would be unviable economically and logistically unsuitable for any kind of primary production on the site.

When considering the variation request for Council to approve the lot less than the minimum lot size, the positive outcome for the subject site would still be a permissible land use under the RU1 zone.

If compliance in maintaining that a minimum 40ha is required for the site, then the site will remain vacant and not suitable for either primary production or rural residential development. Considering this, compliance with a minimum lot size is unreasonable and the variation request a positive planning outcome for the site.

No. 5 By establishing that the zoning area of the proposed development was 'unreasonable or inappropriate' such that the **development standard which is appropriate to that zoning is no longer reasonable or necessary** for the particular area. Preston CJ has explained that the focus of this reason is that the zoning of the land in question is unreasonable or inappropriate, rather than the standard being inappropriate in that zone.

Considering the size of the allotment and other subdivision lot layout within the Snowy River Shire locality, the existing lot size at 2.308ha is unsuitable for Primary Production.

This particular parcel of land (and others surrounding) would be more suited to the R5- Large Lot Residential zoning where the zone objectives are as follows:

Zone R5 Large Lot Residential

- *To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.*
- *To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.*
- *To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.*
- *To minimise conflict between land uses within this zone and land uses within adjoining zones.*
- *To provide a buffer between urban development and broad acre rural and environmental areas.*

The R5 Large Lot Residential Zoning would be best suited to the subject site as it complies with all of the objectives of the zone. It can be considered unreasonable that the site which has been proven capable of accommodating a rural/residential development be made to comply with strict enforcement of a minimum lot size to permit a dwelling entitlement. As mentioned previously, the subject site is capable of accommodating the proposed development with investigations by the applicant have proven that the site is capable of accommodating a dwelling house and ancillary shed, onsite sewage management system, rainwater tanks, electricity is available to the site, the proposed dwelling complies with Planning for Bushfire Protection measures, the site does not exhibit biodiversity nor any significant flora and fauna (report can be provided), no tree removal is proposed or required and the site is serviced by a legal right of carriageway.

Considering the size of the allotment and its inability to be utilised for primary production and the way in which it has been demonstrated that the site can be utilised in a more sustainable way and as a better planning outcome with a residential development, the zoning in this instance can be considered inappropriate or unreasonable.

## CONCLUSION

This letter written by Naiomie McLeod on behalf of David Morgan, requests that Council respectfully consider the approval of variation to allow for the legal approval for a residential development at 267 Geikle Creek Road, East Jindabyne.

The proposed variation results from the desire to maintain and continue the rural residential use of the site that is characteristic within the locality, which is in the public interest and compliant with DCP and objectives of the RU1 zone. The development will not create any adverse environmental, agricultural or amenity impacts.

As such, maintaining compliance with the minimum lot size standard from a strict numerical perspective is considered to be unreasonable and unnecessary for the proposed development, when on merit, the proposal will not result in any negative impacts to the subject site, the surrounding locality and the Jindabyne township as a whole.

In summary, through this Clause 4,6 analysis it can be demonstrated that:

- Strict adherence with the numerical minimum lot size development standard would be unreasonable and unnecessary as required under the 5 part test (Wedhe vs Pittwater Council);
- The subject site is demonstrated to be consistent with others surrounding and within the locality that accommodate residential development;
- The subject site is not of a suitable size to accommodate primary production;
- The applicant has proven that the site is capable of accommodating a residential dwelling house and ancillary shed, onsite sewage management system, rainwater tanks, electricity is available to the site, the proposed dwelling complies with Planning for Bushfire Protection measures, the site does not exhibit biodiversity nor any significant flora and fauna (report can be provided) , no tree removal is proposed or required and the site is serviced by a legal right of carriageway.
- The site is currently vacant and will remain vacant without a variation approval. The proposed development is deemed to be a better planning outcome for the site. Given the current housing crisis being experienced in the locality, the proposal is positive in terms of offering additional housing and employment opportunities during the construction phase.
- There are no identified environmental or social impacts as a result of the proposed variation and development.

In response to the above matters and identified responses, justification has been provided for a development standard variation that provides for a better planning outcome for the site.

Thank you for taking the time to review this information. If you need any additional information, please contact Naiomie McLeod at [planning2627@gmail.com](mailto:planning2627@gmail.com) or 0434197027.



Department of Planning and Environment

Mr Peter Bascomb  
General Manager  
Snowy Monaro Regional Council  
PO Box 714  
COOMA NSW 2630.

Our ref: CNR-48607

Attention: Sarah Brown

Dear Mr Bascomb

I refer to your request for the concurrence of the Secretary of the Department of Planning and Environment under Clause 4.6 of the Snowy River LEP 2013 (LEP) to vary the minimum lot size development standard for the erection of a dwelling house in a rural zone.

I note that the subject development application (DA No 10.2022.467.1), seeks to permit a dwelling on Lot 6 DP810652 with a site area of 2.308 hectares which is significantly less than the 40ha minimum lot size required for a dwelling on RU1 zoned land.

I have carefully considered the applicant's request to vary the development standard against the relevant considerations for concurrence as set out in clause 4.6(5) as stated below:

- (5) In deciding whether to grant concurrence, the Planning Secretary must consider -
- (a) whether contravention of the development standard raises any matter of significance for State or regional environmental planning, and
  - (b) the public benefit of maintaining the development standard, and
  - (c) any other matters required to be taken into consideration by the Planning Secretary before granting concurrence.

On balance, as the Secretary's delegate, I have decided to grant concurrence to the application as submitted. Please note that this does not mean that Council must approve the development application as Council has a much wider range of matters to consider in its assessment of the proposal.

I am aware that Council is currently considering its Rural Land Strategy and preparing a new comprehensive Local Environmental Plan (LEP). I strongly encourage Council to use these processes to establish a strategic policy position on the erection of dwellings on undersized rural lots.

Should you have any questions in relation to this matter please contact Mr Nathan Foster, Planning Officer, in the Department's Southern Regional office on 4247 1825.

Yours sincerely

21/2/23

**Graham Towers**  
Manager, Southern Region  
Local and Regional Planning

# BASIX<sup>®</sup> Certificate

Building Sustainability Index [www.basix.nsw.gov.au](http://www.basix.nsw.gov.au)

## Single Dwelling

Certificate number: 1353219S

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 10/09/2020 published by the Department. This document is available at [www.basix.nsw.gov.au](http://www.basix.nsw.gov.au)

Secretary

Date of issue: Saturday, 05 November 2022

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



Planning,  
Industry &  
Environment

Project summary		
Project name	Burdett House	
Street address	267 Geikle Creek Road East Jindabyne 2627	
Local Government Area	Snowy Monaro Regional Council	
Plan type and plan number	deposited 810652	
Lot no.	6	
Section no.	-	
Project type	separate dwelling house	
No. of bedrooms	4	
Project score		
Water	✓ 55	Target 40
Thermal Comfort	✓ Pass	Target Pass
Energy	✓ 55	Target 40

### Certificate Prepared by

Name / Company Name: Joel Rosskelly Drafting

ABN (if applicable): 71610824724

## Description of project

Project address	
Project name	Burdett House
Street address	267 Geikle Creek Road East Jindabyne 2627
Local Government Area	Snowy Monaro Regional Council
Plan type and plan number	Deposited Plan 810652
Lot no.	6
Section no.	-
Project type	
Project type	separate dwelling house
No. of bedrooms	4
Site details	
Site area (m <sup>2</sup> )	23041
Roof area (m <sup>2</sup> )	236
Conditioned floor area (m <sup>2</sup> )	167.0
Unconditioned floor area (m <sup>2</sup> )	17.5
Total area of garden and lawn (m <sup>2</sup> )	200

Assessor details and thermal loads		
Assessor number	n/a	
Certificate number	n/a	
Climate zone	n/a	
Area adjusted cooling load (MJ/m <sup>2</sup> .year)	n/a	
Area adjusted heating load (MJ/m <sup>2</sup> .year)	n/a	
Ceiling fan in at least one bedroom	n/a	
Ceiling fan in at least one living room or other conditioned area	n/a	
Project score		
Water	✓ 55	Target 40
Thermal Comfort	✓ Pass	Target Pass
Energy	✓ 55	Target 40

### 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.

Water Commitments	Show on DA plans	Show on CC/CDC plans & specs	Certifier check
<b>Fixtures</b>			
The applicant must install showerheads with a minimum rating of 4 star (> 6 but <= 7.5 L/min plus spray force and/or coverage tests) in all showers in the development.		✓	✓
The applicant must install a toilet flushing system with a minimum rating of 3 star in each toilet in the development.		✓	✓
The applicant must install taps with a minimum rating of 3 star in the kitchen in the development.		✓	
The applicant must install basin taps with a minimum rating of 3 star in each bathroom in the development.		✓	
<b>Alternative water</b>			
<b>Rainwater tank</b>			
The applicant must install a rainwater tank of at least 5000 litres on the site. This rainwater tank must meet, and be installed in accordance with, the requirements of all applicable regulatory authorities.	✓	✓	✓
The applicant must configure the rainwater tank to collect rain runoff from at least 235 square metres of the roof area of the development (excluding the area of the roof which drains to any stormwater tank or private dam).		✓	✓
The applicant must connect the rainwater tank to: <ul style="list-style-type: none"> <li>• all toilets in the development</li> <li>• the cold water tap that supplies each clothes washer in the development</li> <li>• at least one outdoor tap in the development (Note: NSW Health does not recommend that rainwater be used for human consumption in areas with potable water supply.)</li> <li>• all hot water systems in the development</li> <li>• all indoor cold water taps (not including taps that supply clothes washers) in the development</li> </ul>		✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓

Thermal Comfort Commitments		Show on DA plans	Show on CC/CDC plans & specs	Certifier check
<b>General features</b>				
The dwelling must not have more than 2 storeys.		✓	✓	✓
The conditioned floor area of the dwelling must not exceed 300 square metres.		✓	✓	✓
The dwelling must not contain open mezzanine area exceeding 25 square metres.		✓	✓	✓
The dwelling must not contain third level habitable attic room.		✓	✓	✓
<b>Floor, walls and ceiling/roof</b>				
The applicant must construct the floor(s), walls, and ceiling/roof of the dwelling in accordance with the specifications listed in the table below.		✓	✓	✓
Construction	Additional insulation required (R-Value)	Other specifications		
floor - concrete slab on ground	1 (slab edge)	in-slab heating system		
external wall - framed (weatherboard, fibre cement, metal clad)	2.40 (or 2.80 including construction)			
ceiling and roof - flat ceiling / pitched roof	ceiling: 4 (up), roof: foil/sarking	gable end vents; dark (solar absorptance > 0.70)		
ceiling and roof - raked ceiling / pitched or skillion roof, framed	ceiling: 4 (up), roof: foil/sarking	framed; dark (solar absorptance > 0.70)		
Note	• Insulation specified in this Certificate must be installed in accordance with Part 3.12.1.1 of the Building Code of Australia.			
Note	• In some climate zones, insulation should be installed with due consideration of condensation and associated interaction with adjoining building materials.			

Thermal Comfort Commitments		Show on DA plans	Show on CC/CDC plans & specs	Certifier check
<b>Windows, glazed doors and skylights</b>				
The applicant must install the windows, glazed doors and shading devices described in the table below, in accordance with the specifications listed in the table. Relevant overshadowing specifications must be satisfied for each window and glazed door.		✓	✓	✓
The dwelling may have 1 skylight (<0.7 square metres) which is not listed in the table.		✓	✓	✓
The following requirements must also be satisfied in relation to each window and glazed door:		✓	✓	✓
<ul style="list-style-type: none"> <li>For the following glass and frame types, the certifier check can be performed by visual inspection.                             <ul style="list-style-type: none"> <li>- Aluminium single clear</li> <li>- Aluminium double (air) clear</li> <li>- Timber/uPVC/fibreglass single clear</li> <li>- Timber/uPVC/fibreglass double (air) clear</li> </ul> </li> </ul>				✓ ✓

Window/glazed door no.	Maximum height (mm)	Maximum width (mm)	Type	Shading Device (Dimension within 10%)	Overshadowing
<b>North facing</b>					
W01	1200	1800	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W02	900	600	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W03	1200	1800	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W04	1200	1800	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W05	1200	1800	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
D01	2100	820	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
D02	2100	820	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed

Window/glazed door no.	Maximum height (mm)	Maximum width (mm)	Type	Shading Device (Dimension within 10%)	Overshadowing
<b>East facing</b>					
W12	2100	900	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
D07	2100	920	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
D08	2100	1840	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
<b>South facing</b>					
W07	2100	900	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W08	2100	900	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W10	2100	900	aluminium, double (air), clear	verandah 3400 mm, 4000 mm above base of window or glazed door	not overshadowed
W11	2100	900	aluminium, double (air), clear	verandah 3400 mm, 4000 mm above base of window or glazed door	not overshadowed
W13	1200	1500	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
W15	1400	1800	aluminium, double (air), clear	verandah 3400 mm, 800 mm above base of window or glazed door	not overshadowed
W16	1400	1800	aluminium, double (air), clear	verandah 3400 mm, 800 mm above base of window or glazed door	not overshadowed
D04	2100	3200	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
D05	2100	4000	aluminium, double (air), clear	verandah 3400 mm, 4800 mm above base of window or glazed door	not overshadowed
D06	2100	1840	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed
<b>West facing</b>					
W09	2100	900	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed

Window/glazed door no.	Maximum height (mm)	Maximum width (mm)	Type	Shading Device (Dimension within 10%)	Overshadowing
D03	2100	920	aluminium, double (air), clear	verandah 1800 mm, 2500 mm above base of window or glazed door	not overshadowed

Energy Commitments	Show on DA plans	Show on CC/CDC plans & specs	Certifier check
<b>Hot water</b>			
The applicant must install the following hot water system in the development, or a system with a higher energy rating: gas instantaneous with a performance of 3 stars.	✓	✓	✓
<b>Cooling system</b>			
The applicant must install the following cooling system, or a system with a higher energy rating, in at least 1 living area: 1-phase airconditioning; Energy rating: 3 star (cold zone)		✓	✓
The applicant must install the following cooling system, or a system with a higher energy rating, in at least 1 bedroom: 1-phase airconditioning; Energy rating: 3 star (cold zone)		✓	✓
<b>Heating system</b>			
The applicant must install the following heating system, or a system with a higher energy rating, in at least 1 living area: 1-phase airconditioning; Energy rating: 3 star (cold zone)		✓	✓
The applicant must install the following heating system, or a system with a higher energy rating, in at least 1 bedroom: 1-phase airconditioning; Energy rating: 3 star (cold zone)		✓	✓
<b>Ventilation</b>			
The applicant must install the following exhaust systems in the development: At least 1 Bathroom: individual fan, ducted to façade or roof; Operation control: manual switch on/off		✓	✓
Kitchen: individual fan, ducted to façade or roof; Operation control: manual switch on/off		✓	✓
Laundry: individual fan, ducted to façade or roof; Operation control: manual switch on/off		✓	✓
<b>Artificial lighting</b>			
The applicant must ensure that the "primary type of artificial lighting" is fluorescent or light emitting diode (LED) lighting in each of the following rooms, and where the word "dedicated" appears, the fittings for those lights must only be capable of accepting fluorescent or light emitting diode (LED) lamps: <ul style="list-style-type: none"> <li>• at least 4 of the bedrooms / study; dedicated</li> <li>• at least 2 of the living / dining rooms; dedicated</li> <li>• the kitchen; dedicated</li> </ul>		✓ ✓ ✓	✓ ✓ ✓

Energy Commitments	Show on DA plans	Show on CC/CDC plans & specs	Certifier check
<ul style="list-style-type: none"> <li>all bathrooms/toilets; dedicated</li> </ul>		✓	✓
<b>Natural lighting</b>			
The applicant must install a window and/or skylight in the kitchen of the dwelling for natural lighting.	✓	✓	✓
The applicant must install a window and/or skylight in 3 bathroom(s)/toilet(s) in the development for natural lighting.	✓	✓	✓
<b>Alternative energy</b>			
The applicant must install a photovoltaic system with the capacity to generate at least 1 peak kilowatts of electricity as part of the development. The applicant must connect this system to the development's electrical system.	✓	✓	✓
<b>Other</b>			
The applicant must install a gas cooktop & electric oven in the kitchen of the dwelling.		✓	
The applicant must install a fixed outdoor clothes drying line as part of the development.		✓	

Legend
In these commitments, "applicant" means the person carrying out the development.
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).
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.
Commitments identified with a  in the "Certifier check" column must be certified by a certifying authority as having been fulfilled, before a final occupation certificate (either interim or final) for the development may be issued.



TEAR OUT AND ATTACH THIS BUSH FIRE ASSESSMENT REPORT WITH YOUR APPLICATION TO COUNCIL

## SECTION TWO

### BUSH FIRE ASSESSMENT REPORT

#### PART A: Property details

Applicant name: ..... **David Morgan** .....

Contact phone numbers Home: ..... Mobile: .....

Council: ..... **Snowy Monaro Regional Council** .....

Council reference (if known): .....

Lot: ..... **6** .....

DP: ..... **810652** .....

Address to be developed: ..... **267 Geikle Creek Road, East Jindabyne** .....

My property is on Bush Fire Prone Land: Yes  No

#### PART B: Type of proposal

Type of Proposal: ..... **Dwelling** .....

New Building  Urban  Isolated Rural  Rural Residential

Alteration/Additions to an existing building

Proposal Description: e.g. two storey house with attached  
..... **Single storey 4 bedroom dwelling house and shed** .....

Copy of plans attached: Yes  No



**PART C: Bush fire attack and level of construction**

**Step 1**

Assess the vegetation hazard in all directions

Category	North	East	South	West
Keith vegetation group	Rainforest	Rainforest	Rainforest	Rainforest
	Forest	Forest	Forest	Forest
	Grassy and Semi-Arid Woodland	Woodland	Woodland	Woodland
	Forested Wetland	Forested Wetland	Forested Wetland	Forested Wetland
	Tall Heath	Tall Heath	Tall Heath	Tall Heath
	Short Heath	Short Heath	Short Heath	Short Heath
	Arid-Shrubland	Arid-Shrubland	Arid-Shrubland	Arid-Shrubland
	Freshwater Wetlands	Freshwater Wetlands	Freshwater Wetlands	Freshwater Wetlands
	Grasslands	Grasslands	Grasslands	Grasslands
	Managed Land	Managed Land	Managed Land	Managed Land

Copy of any relevant photos attached: Yes  No

**Step 2**

Determine the distance from the building to the bush fire vegetation hazard

Aspect	North	East	South	West
Distance	...15... m	...60... m	...80... m	...40... m



**Step 3**

Determine the effective slope that will influence bush fire behaviour in each direction

Category	North	East	South	West
Slope under the hazard (over 100m) [in degrees]	upslope/flat	upslope/flat	upslope/flat	upslope/flat
	>0 to 5	>0 to 5	>0 to 5	>0 to 5
	>5 to 10	>5 to 10	>5 to 10	>5 to 10
	>10 to 15	>10 to 15	>10 to 15	>10 to 15
	>15 to 20	>15 to 20	>15 to 20	>15 to 20

**Step 4**

Determine the FFDI that applies to your local government area. Circle the relevant FFDI below

FFDI: 100  80

**Step 5**

Match the relevant FFDI, vegetation, distance and slope to determine the required BAL.

Identify the BAL for each direction, select the highest level for the entire building and record below. Note BAL-12.5 is the lowest construction level within the scope of AS3959-2018.

Bush Fire Attack Level: BAL- FZ  BAL- 29  BAL-12.5   
 BAL- 40  BAL-19  No requirement

**Step 6**

Determining BAL construction requirements

Once the appropriate BAL has been determined in Step 5, AS3959-2018 and or/ the NASH Standard 2014 will be used to determine the construction requirements for the proposed design.

Does your proposal meet the construction requirements for the BALs required as per AS3959-2018 and the NASH Standard (2014):

Yes  No



**Grassland Deeming Provisions Assessment**

This assessment is only required where the deeming provisions are to be used. Where the deeming provisions are not to be used, previous Steps 1 to 6 in Part C must be applied. Tick which box below applies to individual circumstances:

- An APZ of 50m or more can be provided – this can be considered to meet PBP 2019, no further bush fire protection measures are required
- An APZ of 20-49m can be provided – comply with Grassland Deeming Provisions requirements in the following Table
- An APZ of less than 20m is provided or the standard assessment process is proposed - use the assessment process identified in Steps 1 to 6 above

**Grassland Deeming Provisions**

BUSH FIRE PROTECTION MEASURE	GRASSLAND DEEMING PROVISIONS
APZ	<ul style="list-style-type: none"> <li>➤ limited to a maximum of 15 degrees downslope;</li> <li>➤ minimum APZ of 20m is provided between the building and unmanaged grass;</li> <li>➤ the APZ is wholly within the boundaries of the development site; and</li> <li>➤ the APZ is maintained as a mown area with grass heights less than 100mm.</li> </ul>
Construction	➤ construction in accordance with BAL-12.5 of AS3959-2018 and any additional construction requirements in PBP 2019.
Access	➤ comply with the property access provisions in Part G.
Water supply	➤ comply with the water supply provisions in Part E.
Landscaping	➤ comply with the relevant provisions in Appendix 4 of PBP 2019, noting that other vegetation bush fire hazards cannot be present if these provisions are to apply.



**PART D: Flame zone**

Provide details and justification for any additional bush fire protection measures required for a performance based solution.

**PART E: Water supplies**

Does your property have a reticulated water supply?; If so, please provide details on the distance to the nearest fire hydrant on your site plan.

Reticulated water supply is available: Yes  No

Distance ..... (m) to hydrant from house.

Do you have or do you plan to have a dedicated water supply for firefighting purposes?

Yes  No

Development Type	Water Requirement	Planned	Existing
Residential Lots (<1,000m <sup>2</sup> )	5,000 l/lot		
Rural-residential Lots (1,000 - 10,000m <sup>2</sup> ) <1 ha	10,000 l/lot		
Large Rural/Lifestyle Lots (>10,000m <sup>2</sup> ) >1 ha	20,000 l/lot		
Townhouse/Unit Style (e.g. Flats including Dual Occupancy)	5,000 l/unit up to 20,000l maximum.		

Do you have or do you plan to have a static water supply (e.g. pool, tank or dam)?

Include approximate size in litres and also include tank material if using a tank:

Water supply type	Capacity	Construction material	Planned	Existing
e.g. pool	50,000l	Above ground rolled steel with plastic liner		
Tank	20,000L	above ground tank as required		

*NOTE: Check with your local council concerning their Local Environmental Plan (LEP) or their Development Control Plan (DCP) as this may dictate the type and size of tank.*



**PART F: Gas supplies**

Do you have reticulated or bottled gas? Yes  No

**Type of gas:**

Reticulated gas: Yes  No

Bottled gas: Yes  No

*NOTE: When attaching development plans please ensure they clearly show location and details of electricity and gas (where relevant) on your property.*

---

**Part G: Access**

Does the development proposal meet the requirements as defined in this document?

Yes  No



Your Ref/PO Number : Geikle Creek

Client Service ID : 729846

Mcleod Naiomie

Date: 07 November 2022

59 Jerrara Drive  
EAST JINDABYNE New South Wales 2627

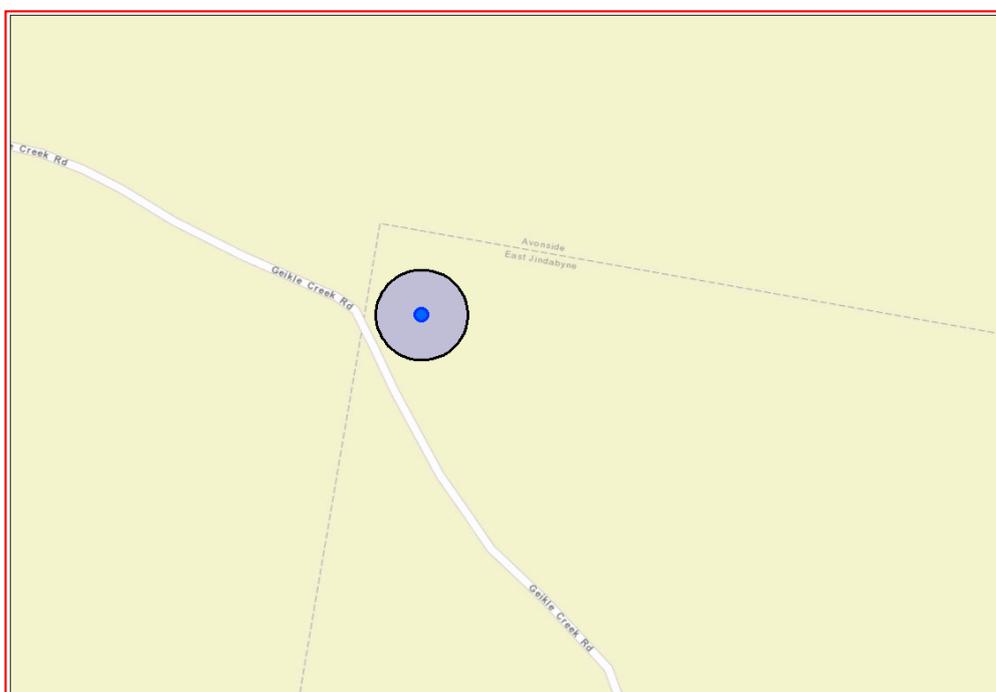
Attention: Mcleod Naiomie

Email: planningdrafting@gmail.com

Dear Sir or Madam:

**AHIMS Web Service search for the following area at Address : 267 GEIKLE CREEK ROAD EAST JINDABYNE 2627 with a Buffer of 50 meters, conducted by Mcleod Naiomie on 07 November 2022.**

The context area of your search is shown in the map below. Please note that the map does not accurately display the exact boundaries of the search as defined in the paragraph above. The map is to be used for general reference purposes only.



A search of Heritage NSW AHIMS Web Services (Aboriginal Heritage Information Management System) has shown that:

0	Aboriginal sites are recorded in or near the above location.
0	Aboriginal places have been declared in or near the above location. *

**If your search shows Aboriginal sites or places what should you do?**

- You must do an extensive search if AHIMS has shown that there are Aboriginal sites or places recorded in the search area.
- If you are checking AHIMS as a part of your due diligence, refer to the next steps of the Due Diligence Code of practice.
- You can get further information about Aboriginal places by looking at the gazettal notice that declared it. Aboriginal places gazetted after 2001 are available on the [NSW Government Gazette](https://www.legislation.nsw.gov.au/gazette) (<https://www.legislation.nsw.gov.au/gazette>) website. Gazettal notices published prior to 2001 can be obtained from Heritage NSW upon request

**Important information about your AHIMS search**

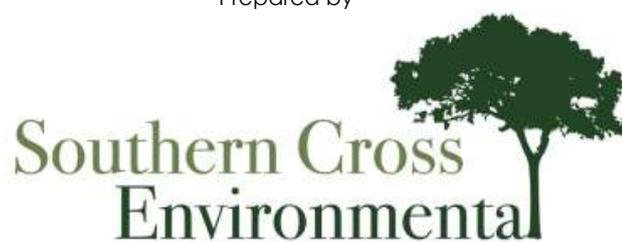
- The information derived from the AHIMS search is only to be used for the purpose for which it was requested. It is not to be made available to the public.
- AHIMS records information about Aboriginal sites that have been provided to Heritage NSW and Aboriginal places that have been declared by the Minister;
- Information recorded on AHIMS may vary in its accuracy and may not be up to date. Location details are recorded as grid references and it is important to note that there may be errors or omissions in these recordings,
- Some parts of New South Wales have not been investigated in detail and there may be fewer records of Aboriginal sites in those areas. These areas may contain Aboriginal sites which are not recorded on AHIMS.
- Aboriginal objects are protected under the National Parks and Wildlife Act 1974 even if they are not recorded as a site on AHIMS.
- This search can form part of your due diligence and remains valid for 12 months.

Flora and fauna Assessment & 5-part test - Lot 6 DP 810652, 267 Geikle Creek Rd, East Jindabyne NSW  
2627 – February 2022

Flora and Fauna Assessment  
&  
Biodiversity Conservation Act 2016 Assessment of Significance  
For proposed ecotourism development- Lot 6 DP 810652, 267  
Geikle Creek Rd, EAST JINDABYNE NSW 2627



Prepared by



The Barn  
72 Malabar Drive MORUYA NSW 2537  
P: 0437431625

Flora and fauna Assessment & 5-part test - Lot 6 DP 810652, 267 Geikle Creek Rd, East Jindabyne NSW  
 2627 – February 2022

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## 1. INTRODUCTION

### 1.1 Objectives

This report has been prepared at the request of Mr Shane Burdett, to accompany a development application for a proposed tourism development of three cabins and a manager's quarters at Lot 6 DP 810652, 267 Geikle Creek Road, East Jindabyne NSW 2627. Under the *NSW Environmental Planning and Assessment Act 1979*, development such as that proposed in this development application, is permissible with consent.

The objectives of this study were:

- a) To describe the flora and fauna species and vegetation communities present in the study area and their conservation significance.
- b) To identify the threatened flora and fauna species which are present or likely to occur in the study area and their conservation significance.
- c) To assess the impacts of the proposal on vegetation, fauna, habitats and other environmental features as necessary.
- d) To determine that the project was in alignment with the requirements of the *NSW Environmental Planning and Assessment Act 1979* for a flora and fauna assessment and assess any requirements under the *Biodiversity Offset Scheme*.
- e) To determine whether there is likely to be a significant effect on threatened species, endangered populations or endangered ecological communities (EEC), or their habitats, listed under Schedules 1 and 2 of the *NSW Biodiversity Conservation Act 2016* (BC Act)
- f) To determine whether the proposal involves an action that has, will have, or is likely to have, a significant impact on a matter of national environmental significance under the *Commonwealth Environment Protection and Biodiversity Conservation Act 1999*.

### 1.2 The site and proposal.

'Site' for the purposes of this report refers to Lot 6 DP 810652. The study references the surrounding area (locality). The aim of this investigation was to assess the direct ecological impacts on any EEC's, threatened flora, fauna and their habitats within the site and any indirect impacts of the proposal in the locality.

Flora and fauna Assessment & 5-part test - Lot 6 DP 810652, 267 Geikle Creek Rd, East Jindabyne NSW  
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Lot 6 DP 810652 constitutes an area of approximately 2ha. The Lot is currently zoned RU1 (Primary Production) under the *Cooma-Monaro Local Environmental Plan 2013* (CMLEP 2013) with a minimum Lot size designated for the area of 40ha.

The Lot is categorised as Bushfire Prone Land- vegetation category 3 and with terrestrial biodiversity and noted drainage lines.

The proposal involves the construction of three small cabins of 112m<sup>2</sup>, a manager’s quarters and shed of 396m<sup>2</sup>, the associated access roads (c.580m<sup>2</sup>) and onsite waste water management (c.375m<sup>2</sup>). Figure 1 is a draft layout plan for the site before final revisions (siting of 3<sup>rd</sup> cabin was adjusted). Total clearing for the proposal is c.1687m<sup>2</sup>, the vast majority of which is non-native vegetation.

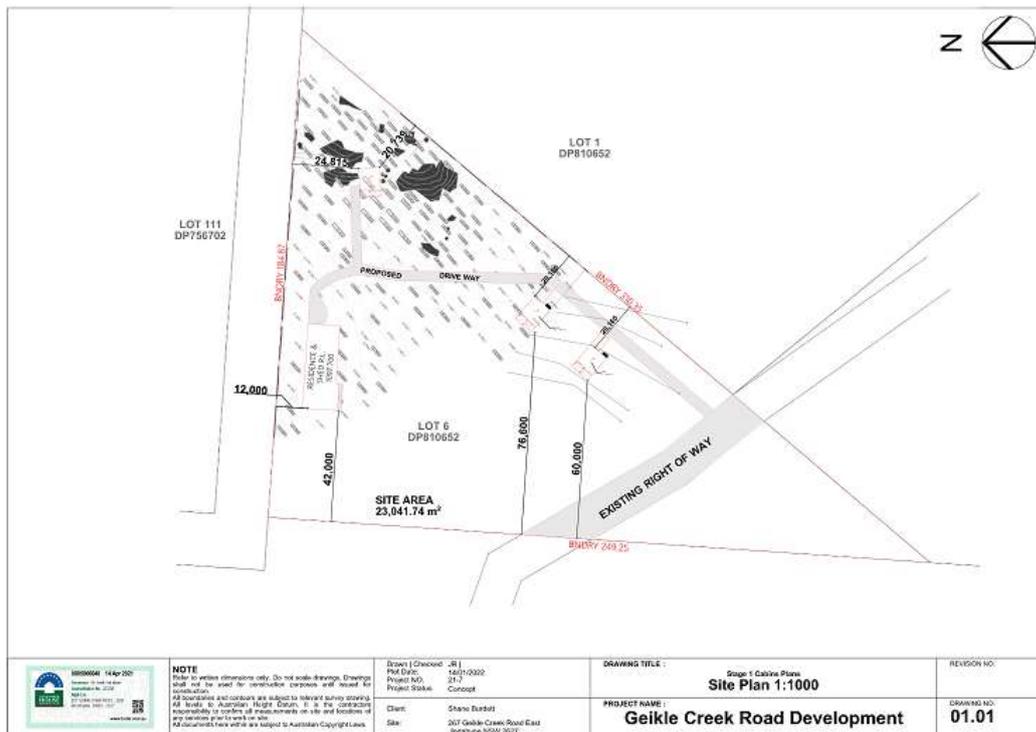


Figure 1. Cabin and access layout on Lot 6 DP 810652.

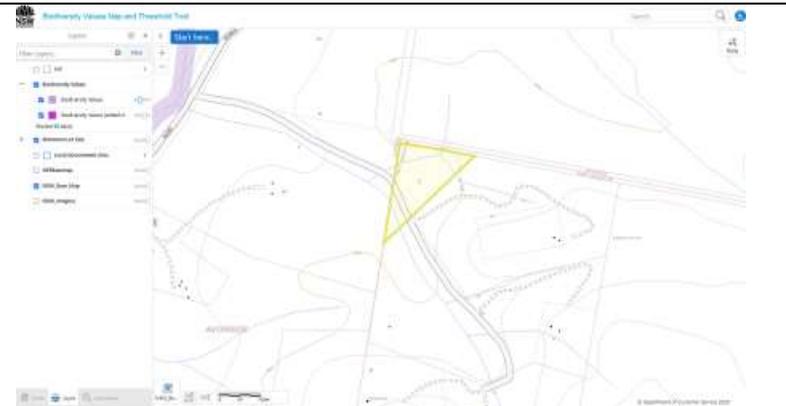
Flora and fauna Assessment & 5-part test - Lot 6 DP 810652, 267 Geikle Creek Rd, East Jindabyne NSW 2627 – February 2022

### 1.3 Legislation.

A development application for the initial two lot subdivision has been submitted to Council under the Environmental Planning and Assessment Act (EP&A Act). The key commonwealth and NSW legislation relevant to this ecological assessment is listed in Table 1.

Legislation	Relevant Objectives	How it applies to the proposed development
<b>Commonwealth Acts</b>		
<i>Environment Protection and Biodiversity Act 1999</i>	To provide for protection of the environment, particularly Matters of National Environmental Significance (MNES) which include nationally listed threatened species and ecological communities, and migratory species.	<i>Impacts to MNES and migratory species listed under the EPBC Act with the potential to occur in the project area have been assessed in this report, with none identified. See section 9 and Appendix A.</i>
<b>State Acts</b>		
<i>Environmental Planning and Assessment Act 1979</i>	To encourage the proper management, development and conservation of natural and artificial resources for the purpose of promoting the social and economic welfare of the community and a better environment.	This Act is the principal planning instrument in NSW and as such dictates the assessment approach for the proposed development, including ecological impact assessment and consideration of other Acts and planning policies. <i>The proposed development is permissible with consent and this report considers the impact on ecological values.</i>
<i>Biodiversity Conservation Act 2016</i>	Provides for the conservation of threatened species, populations and ecological communities and sets out a number of specific objectives relating to the conservation of biological diversity and the promotion of ecologically sustainable development.	The BC Act established that a person must not, by an act or omission, do anything that causes damage to any threatened species, the habitat of a threatened species, an endangered population or an endangered ecological community. The BC Act specifies the following thresholds for entry into the Biodiversity Offsets Scheme (BOS) for part 4 developments: <ul style="list-style-type: none"> <li>• Whether the impacts occur on an area mapped on the Biodiversity Values map published by the Minister for the Environment; or</li> <li>• Whether the amount of native vegetation being cleared exceeds the threshold available to the relevant minimum lot size.</li> </ul>

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		 <p><i>Lot 6 DP 810652 is not mapped with biodiversity values.</i></p> <p><i>The application minimum Lot size for Lot 6, DP727634 is 40ha corresponding to a native vegetation clearing threshold of 1ha.</i></p> <p><i>In the event that the clearance of native vegetation exceeds 1ha, then the BOS is triggered, In the event that the clearance of native vegetation is less than 1ha, then the potential impacts of the development can be assessed for potential threatened species and ecological communities against the test of significance provided in Section 7.3 of the BC Act.</i></p> <p><i>Lot 6 DP 810652 is mapped as native extant vegetation, and potentially containing an Endangered Ecological Community in small areas. The proposed cabins and access are situated in areas dominated by non-native vegetation. Cabin 3 is situated close to an area of poor quality PCT 679, however the cabin footprint is outside of the PCT as defined by the site survey and draft plan. Clearing of native vegetation does not therefore exceed 1ha and a BDAR is not applicable to the proposal. See section 2.</i></p>
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Flora and fauna Assessment & 5-part test - Lot 6 DP 810652, 267 Geikle Creek Rd, East Jindabyne NSW 2627 – February 2022

<p><i>State Environmental Planning Policy (Koala Habitat Protection) 2021</i></p>	<p>This Act works in conjunction with BC Act for conservation and management of natural vegetation in areas of koala habitat “to support a permanent free-living population over their present range and reverse the current trend of koala population decline.”                  The 2021 amendments reinstate the policy framework of SEPP Koala Habitat Protection 2019 for RU1 areas within the Snowy-Monaro LGA.</p>	<p><i>This proposal is within an area to which the Koala SEPP 2021 applies and requires development consent under Part 4 of the EP&amp;A Act. This is discussed at section 4.2.2. The site does not contain core koala habitat and therefore the proposal is not inconsistent with the aims of this SEPP.</i></p>
<p><b>Local: Snowy-Monaro Regional Council</b></p>		
<p><i>Snowy River Local Environmental Plan 2013</i></p>	<p><b>Clause 6.3 Terrestrial Biodiversity</b>                  The objective of this clause is to maintain terrestrial biodiversity by—                  (a) protecting native fauna and flora, and                  (b) protecting the ecological processes necessary for their continued existence, and                  (c) encouraging the conservation and recovery of native fauna and flora and their habitats.                  (2) This clause applies to land identified as “Biodiversity” on the Terrestrial Biodiversity Map. Accordingly, an assessment of the impacts of the proposed development on terrestrial biodiversity is required. Development consent must not be granted unless the development demonstrates avoidance and mitigation of impacts.</p>	<p><i>This proposal is situated on land identified as Terrestrial Biodiversity by SRLEP mapping. The site contains very small patches of native vegetation within a highly transformed environment from grazing. This report assesses the impacts on threatened species and EECs from possible impacts from the proposal. No impact on any species has been identified.</i></p>

**Table 1. Relevant legislation to the proposal**

Flora and fauna Assessment & 5-part test - Lot 6 DP 810652, 267 Geikle Creek Rd, East Jindabyne NSW  
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## **2. REQUIREMENTS FOR A BIODIVERSITY DEVELOPMENT ASSESSMENT REPORT.**

An assessment of the proposal against requirements for a Biodiversity Development Assessment Report (BDAR) was made and found the following:

- The majority of the site is classifiable as non-native, with limited endemic species present and a total native vegetation cover of less than 10% (Appendix D).
- Clearing threshold for the BOS on the Lot zoning is 1ha of native vegetation. Clearing required for this proposal is 1687m<sup>2</sup> of predominantly non-native vegetation.

Therefore, a BDAR is not considered obligatory for the proposal.

## **3. Methodology**

### **3.1 Desktop Assessment.**

A literature review was carried out to identify records of species of conservation significance. This background information informed the field survey and impact assessment. The following databases and reports were relied upon regarding local conservation and planning issues for this study:

1. *Snowy River Local Environment Plan 2013*  
(<https://legislation.nsw.gov.au/view/whole/html/inforce/2016-01-27/epi-2013-0700#sec.7.2>)
2. A search of the EPBC Act (1999) database using the Protected Matters Search Tool on the Department of the Environment, Water, Heritage and the Arts (DEWHA) website ([www.environment.gov.au/erin/ert/epbc/index.html](http://www.environment.gov.au/erin/ert/epbc/index.html)) was completed. The search area was confined to a 10 km radius of the site. This identified species and ecological communities of conservation significance under the EPBC Act (1999) that may require habitat assessment or targeted survey.
3. The online component of the Atlas of NSW Wildlife (NSW NPWS 2008, <http://wildlifeatlas.nationalparks.nsw.gov.au>) was analyzed for the site using a 10km radius. This search provided records of species of threatened flora and fauna within the locality.

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4. BioNet, the online database of collections held by the Australian Museum, National Parks and Wildlife Service and State Forests was analyzed (<http://www.bionet.nsw.gov.au>) for rare or threatened species that have been recorded in the locality.
5. NSW Flora Online (<http://plantnet.rbgsyd.nsw.gov.au/>) and the Centre for Plant Biodiversity Research (<http://www.anbg.gov.au/cpbr/>) websites were also utilized to identify flora species.
6. The NSW Office of Environment, Energy and Science (formerly OEH) Threatened Species and Ecological Communities Profiles were utilized for listed ecological communities of the Bateman CMA sub-region, and threatened flora and fauna information.

## **3.2 Field Surveys**

### **3.2.1 Survey limitations**

Surveys for flora and fauna can be limited by the season, disturbance history and weather conditions in which they are undertaken. Many grasses can only be identified when they are flowering or fruiting and many orchids can only be detected when they are flowering.

Not all fauna species that use a site will be recorded during ecological survey due to their mobility, cryptic nature and unpredictable movement throughout their habitat. Migratory species may be present on the site sometimes through the year, and absent at others.

In addition to ecological reasons, environmental factors (such as weather, drought and bushfire) may impact on the type and number of species recorded within a site at any one time.

To address these issues, habitat was used as a tool to measure if threatened species were likely to utilize the site or not. Any threatened species (flora or fauna) considered to have potential habitat within the site was considered in this assessment of environmental significance. This process ensured that all threatened species with potential to use the site were considered in the impact assessment, rather than only those that were recorded during survey, as per the Office of the Environment and Heritage draft *Threatened Biodiversity Survey and Assessment: Guidelines for Developments and Activities* (OEH, 2004) and in line with the NSW government's *Threatened Species Test of Significance Guidelines* (OEH 2018).

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### **3.2.2 Flora**

A detailed flora survey was conducted throughout the site on 7 and 8 January 2022 to document the flora species present at upper, mid and lower strata and habitat quality of the site. One Biodiversity Assessment Methodology plot was undertaken in the area of highest native species to assess the site against PCT benchmarks. Twelve (12) 1m<sup>2</sup> flora plots were undertaken over the site to identify native/non-native dominants and a random meander was also done to identify any other species across the site.

Flora surveys took a total of four person-hours. A list of flora found is at Table 2.

### **3.2.3 Fauna**

With the limited fauna habitats on site, habitat characteristics were used to identify whether the site would be utilized by threatened species (see 3.2.1). Direct evidence of fauna (scats, marks, visual sightings) were recorded during flora surveys. A bird survey was conducted along the access road and creekline adjacent early on the morning of 8<sup>th</sup> January.

Fauna habitat survey took a total of two person-hour to complete. A list of fauna observed on the site and in the surrounding area is at Table 3.

## **4. Survey Results**

### **4.1 Flora Results**

The flora identified in the survey area is outlined in Table 2. A total of 42 species were recorded in these surveys. This included 18 native species and 24 exotic species. Only two canopy trees occur on Lot 6 DP 810652 and there is only minor mid storey cover. Ground cover is dominated by exotic species.

#### **4.1.1 Vegetation**

The greatest native species diversity occurs in and around the large rocks and Snow Gum tree in the north-eastern section of the site. Therefore, a Biodiversity Assessment Method (BAM) plot was undertaken here to identify the Plant Community Type (PCT). No other area on the lot was considered higher than this area in native diversity with only small areas or solo specimens seen in a random meander over the site, so 1x1 m random vegetation plots were done to assess the native/exotic level of vegetation over the rest of the site. The BAM plot identified a small pocket of PCT 679- - *Black Sallee - Snow Gum low woodland of montane valleys, South Eastern Highlands Bioregion and Australian Alps Bioregion* as occurring in this area.

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PCT 679 is considered part of the Threatened Ecological Community (TEC or EEC) *Monaro Tableland Cool Temperate Grassy Woodland in the South Eastern Highlands Bioregion*.

See section 5 for further discussion on this TEC.

#### **4.1.2 Flora of conservation significance**

Ten threatened flora species were flagged as possibly occurring on or within 10 kms of the Lot.

Assessment of Lot 6 DP 810652 indicates that no threatened flora species are likely to occur due predominately to past land use or habitat attributes not being present at the site. An assessment of impact is at Appendix A. A conclusion as to impact on threatened flora is at section 10.

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**Table 2. Flora identified on site.**

<b>Common Name</b>	<b>Scientific Name</b>
<b>Native Species</b>	
Snow Gum	<i>Eucalyptus pauciflora</i>
Mountain Beard-heath	<i>Acrothamnus hookeri</i>
Woolly New Holland Daisy	<i>Vittadinia gracilis</i>
Common Cranesbill	<i>Geranium retrorsum</i>
Narrow Plantain	<i>Plantago gaudichaudii</i>
Hydrocotyle	<i>Hydrocotyle sibthorpioides</i> (prev. <i>penduncularis</i> )
Australian Bindweed	<i>Convolvulus angustissimus</i>
Sprawling Bluebell	<i>Wahlenbergia gracilis</i>
Bluebell	<i>Wahlenbergia luteola</i>
Common Everlasting	<i>Chrysocephalum apiculatum</i>
Juncus	<i>Juncus filicaulis</i>
Kidney weed	<i>Dichondra repens</i>
Bulbine Lily	<i>Bulbine bulbosa</i>
Kangaroo Grass	<i>Themeda triandra</i>
Tussock Grass	<i>Poa labillardierei</i>
Slender Bamboo Grass	<i>Austrostipa verticillata</i>
Rough Spear-grass	<i>Austrostipa scabra sub. falcata</i>
Two-colour Panic	<i>Panicum simile</i>
<b>Exotic Species</b>	
Willow	<i>Salix sp.</i>
Gorse	<i>Ulex europaeus</i>
Sweet Briar	<i>Rosa rubiginosa</i>
Bearded Oats	<i>Avena barbata</i>
Paterson's curse	<i>Echium plantagineum</i>
Hare's Foot Clover	<i>Trifolium arvense</i>
White Clover	<i>Trifolium repens</i>
Proliferous Pink	<i>Petrorhagia nanteuilii</i>
Marsh Bedstraw	<i>Galium palustre</i>
False Oatgrass	<i>Arrhenatherum elatius var. elatius</i>
Perennial Ryegrass	<i>Lolium perenne</i>
Phalaris	<i>Phalaris aquatica</i>

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Dandelion	<i>Taraxacum officinale</i>
Sheep Sorrel	<i>Rumex acetosella</i>
Ribwort Plantain	<i>Plantago lanceolata</i>
Wild Mustard	<i>Brassica x junca</i>
Thistle	<i>Cirsium vulgare</i>
Prostrate Knotweed	<i>Polygonum aviculare</i>
Great Mullein	<i>Verbascum thapsus</i>
Common Storksbill	<i>Erodium cicutarium</i>
Goatsbeard	<i>Tragopogon dubius</i>
Cats Ears	<i>Hyperchaeris radicata</i>
Canada Bluegrass	<i>Poa compressa</i>
Kentucky Bluegrass	<i>Poa pratensis</i>

## 4.2 Fauna Results

Very limited fauna was identified on the site. Bird species heard/seen close to the site and overflying were recorded as it is likely that they could utilize the site for some foraging or movement and may give some indication of what other species may use the site. However, the lack of canopy and shrub layers over the site limit the usefulness of the land for many birds. Surrounding slopes have greater tree cover and several older, hollow bearing trees. Rocks were mainly too large to roll to look for reptiles and the weather was considered poor for reptile handling. Few spider holes/ant nests suitable for the listed Grassland Earless Dragon or Pink-tailed Worm-lizard were seen and the history of grazing on the site make it likely these species no longer occur on the site. All fauna species identified were common, widespread species. Habitat features were assessed over the site for potential use by threatened species. The vegetation on the site was considered to contain extremely limited structure that could be utilized by threatened fauna. Table 3 displays the fauna survey results. Fauna of conservation significance are discussed below and at Appendix A.

### 4.2.1 Fauna of conservation significance

The subject area provides no significant habitat for listed threatened species. Impacts on listed threatened fauna are not likely from the proposal. A conclusion as to impact on threatened fauna is at section 10.

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**Table 3. Fauna identified on site and in surrounding area of creekline/Geikle Creek**

**Rd**

Common Name	Scientific Name
<b>Mammal</b>	
Cattle (Domestic)	<i>Bos taurus</i>
Rabbit (Exotic)	<i>Oryctolagus cuniculus</i>
<b>Avian</b>	
Striated Pardalote	<i>Pardalotus striatus</i>
Magpie-lark	<i>Grallina cyanoleuca</i>
Australian Raven	<i>Corvus coronoides</i>
Superb Fairy Wren	<i>Malurus cyaneus</i>
Grey Fantail	<i>Rhipidura albiscapa</i>
Jacky Winter	<i>Microeca fascinans</i>
Australian Magpie	<i>Gymnorhina tibicen</i>
Crimson Rosella	<i>Platycerys elegans</i>
Pacific Black Duck	<i>Anas superciliosa</i>
Pied Currawong	<i>Strepera graculina</i>
Laughing Kookaburra	<i>Dacelo novaeguineae</i>
Welcome Swallow	<i>Hirundo neoxena</i>
Yellow faced Honeyeater	<i>Caligavis chrysops</i>
Richards Pipit	<i>Anthus richardi</i>
Eurasian Tree Sparrow (exotic)	<i>Passer montanus</i>
Common Starling (exotic)	<i>Sturnus vulgaris</i>
<b>Herpetofauna</b>	
Spotted Marsh Frog	<i>Limnodynastes tasmaniensis</i>
Common Eastern Froglet	<i>Crinia signifera</i>
<b>Crustacean</b>	
Common Yabby	<i>Cherax destructor</i>

**4.2.2 SEPP Koala Habitat Protection 2021**

From 17 March 2021 the SEPP Koala Habitat Protection 2021 reinstated the 2019 version of this planning policy within the Snowy Monaro Regional LGA except for lands zoned RU1, RU2 & RU3. For lands, such as this site, that are zoned RU1, RU2 or RU3 Koala SEPP 2020 still applies.

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Koala SEPP 2020 applies to this site as per Part 2 clause 7. Under clause 8 the land is deemed “potential” habitat with the presence of two Snow Gums (*Eucalyptus pauciflora*) on the site and canopy present on surrounding slopes.

Under Part 2 clause 9 Council must gain surety that the land is not core Koala habitat before granting a development approval. Clause 4 of the SEPP defines “core koala habitat” as “*an area of land with a resident population of koalas, evidenced by attributes such as breeding females, being females with young, and recent sightings of and historical records of a population.*”

Two historical Koala records exist in Bionet, both at a point 6.75kms south-west of Lot 6. These records are from 1991 and 1994 with both records being a sole individual. The highly cleared landscape and land uses surrounding this site indicate that the potential for the species to inhabit the area is extremely unlikely. The two trees on the site are small but were checked for deep scratches and scats with none seen. Other trees along the drainage line adjacent to the access road were also inspected and no evidence of Koala seen. Whilst private land surrounding could not be assessed, visual inspection of canopy by binoculars did not identify Koala.

Lot 6 is not an area of core Koala habitat under the definitions of SEPP Koala Habitat Protection 2020.

## 5. THREATENED ECOLOGICAL COMMUNITIES

The site is mapped as containing small patches of a threatened ecological community (TEC) (Figure 2), and flora assessment of the site confirmed the EEC *Monaro Tableland Cool Temperate Grassy Woodland in the South Eastern Highlands Bioregion* present in one section but not as mapped by SEED. This patch is consistent with PCT 679 (Figure 3). The data from the BAM plot was assessed against OEH Bionet Vegetation Classification Community Condition Benchmarks for PCT 679. The patch is small (c.150m<sup>2</sup>) and considered in poor condition from these benchmarks. Function and composition were low with very limited canopy, poor shrub and forb abundance, limited fallen timber, poor level of regrowth and no hollow bearing trees. It is noted however, in the NSW TSSC final determination for the EEC (OEH 2019) that canopy can be very sparse in representations of the EEC. Consistent grazing and possible pasture ‘improvement’ has limited native vegetation over the site and confined native species mainly to a rock outcrop in the north-east of the lot (Figure 3). There is limited vegetation along the drainage line and only one willow (*Salix* spp) but

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visual assessment of the vegetation along this drainage line further downstream indicate it would be the EEC, still with a high level of exotic infiltration.

The total area of *Monaro Tableland Cool Temperate Grassy Woodland in the South Eastern Highlands Bioregion* under reservation is estimated to be 1525 ha (< 1% of the estimated pre-1750 distribution or 8% of that remaining extant).

Threats to the EEC include:

- Anthropogenic climate change, including trends towards hotter, drier environments, resulting in adverse changes to the composition and structure of remnants.
- Historic and ongoing clearing and degradation of remnants for agricultural, forestry, infrastructure and residential development.
- **Invasion by a range of weeds including noxious weeds (e.g. African love-grass, serrated tussock, Chilean needle-grass, St John's wort), environmental weeds (e.g. sweet briar, blackberry, English hawthorn), aggressive pasture grasses (e.g. phalaris, cocksfoot and paspalum) and escapes from horticulture or silviculture (e.g. cotoneaster, radiata pine).**
- Application of fertilisers, which changes soil properties and thus changes the floral and faunal composition of the community.
- Tree dieback from a variety of causes, including enrichment of the soil by stock dung and increased levels of insect attack due to loss of ecological function in the community.
- **Ongoing heavy grazing and trampling by domestic livestock, which have the effect of changing the groundlayer composition and the hydrology of sites, resulting in losses of plant species (simplification of the understorey and groundlayer and suppression of overstorey) and erosion and other soil changes (including increased nutrient status).**
- Fragmentation and isolation of remnants, leading to genetic isolation of the community's component species.
- **Invasion of remnants by feral animals, resulting in the loss or modification of habitat.**
- Disturbance and clearance of remnants during road, rail and infrastructure maintenance and upgrades.

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- Harvesting of firewood (either living or standing dead trees and material on the ground), resulting in the loss of habitat for a range of hollow-nesting, bark-dependant and ground-living fauna species.
- Collection of on-ground woody debris in the guise of 'cleaning-up'.

Those highlighted are at work on this remnant patch and the surrounding areas that contain the EEC.



Figure 2. Werriwa & Monaro CEEC Advisory Layer - source: NSW Government SEED mapping. (17/1/2022).

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**Figure 3. Area of PCT 679/EEC Monaro Tableland Cool Temperate Grassy Woodland in the South Eastern Highlands Bioregion. Source Sixmaps (17/1/2022)**

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**Table 2. PCT 679 Community condition Benchmarks PCT 679 (from BioNet Vegetation Classification) and that found in BAM Plot on Lot 6 DP 810652.**

PCT 679	Tree Richness	Shrub Richness	Grasses and Grass like Richness	Forb Richness	Fern Richness	Other Richness	Tree Cover	Shrub Cover	Grass & Grass Like Cover	Forb Cover	Fern Cover	Other Cover	Fallen logs	Litter Cover	Large Trees (>50cm DBH)
<b>Benchmark</b>	3	10	6	16	1	1	25	35	48	12	0	0	83	55	3
<b>Plot 1</b>	1	1	4	4	0	1	0.5	0.1	11.7	1.3	0	0.1	5	100	0

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## 6. DIRECT IMPACTS OF DEVELOPMENT.

The total disturbance footprint for this proposal will be approximately 1687m<sup>2</sup>. The majority of this vegetation is exotic. As the proposal is for an eco-tourism venture, impact at the site of buildings/access is permanent. A vegetation management plan is proposed to re-establish native vegetation as landscaping surrounding the cabins and to halt the erosion issue along the drainage line in the south of the lot. It is suggested that only species endemic to PCT 679 be planted across the site.

An access road already exists to and through Lot 6 and the proposal will utilise this structure to Geikle Creek Rd. Indirect impacts are discussed below.

## 7. INDIRECT IMPACTS OF DEVELOPMENT.

**Erosion** is a consideration for two of the buildings with the slope of the site and with the evidence of erosion in the drainage line on the southern side of the lot. Erosion can be managed through standard construction measures, such as siltation fencing/stop work conditions for extremely wet periods. The plan to revegetate sections of the site will also assist to minimise erosion risk across the lot and to remedy the damage done in the drainage line by cattle and heavy water runoff from a metal sluice on the edge of the property (Photo 1 & 2).

**Increased road activity** – The proposal will increase traffic on Geikle Creek Road and this access road. As the cabins are not planned for continuous use, and the lot is already in proximity to the busy Kosciuszko Road, combined with the poor fauna habitats presently on the site, this impact on threatened species is not considered substantial. Speed limits on access roads may lessen the chance of impact with common native species.

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**Photo 1. Cattle crossing/erosion along drainage line on Lot 6 DP 810652**



**Photo 2. Sluice on edge of eastern boundary of site**

**Increase of weed species.** With the grazing history of the area and high weed species already present in and surrounding the Lot, it is not envisaged that this impact would be highly identifiable to this proposal. The proposal to revegetate and control weeds over the lot would assist in extending the CEEC *Monaro Tableland Cool Temperate Grassy Woodland in the South Eastern Highlands Bioregion* over the Lot.

The loss of individuals of threatened species or populations through direct or indirect impacts is considered in the 5-part test of significance. Loss is not considered likely.

## 8. RECOMMENDATIONS

The following recommendations may assist in minimizing indirect impacts on the site:

- Apply industry specific best practise siltation fencing on low lying areas of the site that may be affected by run-off in storm events from construction activities.
- Prepare a Vegetation Management Plan for the site. The VMP should incorporate:

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- Rehabilitation of the triangular section on the southern side of the drainage line and the drainage line with species endemic of PCT 679 to halt erosion.
- Suitable plantings for around proposed cabins/managers quarters from PCT 679
- Replanting of species from PCT 679 along the eastern boundary of the property (potentially also the northern boundary).
- Weed control measures for all other areas of the site.
- Feral species control as required (starlings/rabbits/foxes)
- No grazing of the site- control grasses through best approach slashing to cut weed species before seed set but allow native grasses to set/disperse seed.

## 9. ASSESSMENT OF SIGNIFICANCE (FIVE PART TEST)

**Matters pursuant to Section 7.3 of the *Biodiversity Conservation Act 2016* – Significant effect on threatened species, populations or ecological communities, or their habitats.**

No threatened species were considered to be affected from this proposal. The CEEC *Monaro Tableland Cool Temperate Grassy Woodland in the South Eastern Highlands Bioregion* is considered in the test of significance:

a) *in the case of a threatened species, whether the proposed development or activity is likely to have an adverse effect on the life cycle of the species such that a viable local population of the species is likely to be placed at risk of extinction,*

The proposal would not have a significant impact on any threatened species such that a viable local population of the species is likely to be placed at risk of extinction.

b) *in the case of an endangered ecological community or critically endangered ecological community, whether the proposed development or activity:*

*i. is likely to have an adverse effect on the extent of the ecological community such that its local occurrence is likely to be placed at risk of extinction, or*

Lot 6 DP 810652 contains a small patch of the PCT 679 that equates to the CEEC *Monaro Tableland Cool Temperate Grassy Woodland in the South Eastern Highlands Bioregion*. This patch is c150m<sup>2</sup> in size and situated near proposed cabin 3 but not within the building works

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footprint. The area does not require clearing for the proposal. Therefore, the proposal will not have an adverse effect on the extent of the CEEC such that its local occurrence is likely to be placed at risk of extinction.

*ii. is likely to substantially and adversely modify the composition of the ecological community such that its local occurrence is likely to be placed at risk of extinction*

The proposal would not substantially and adversely modify the composition of the CEEC such that its local occurrence is likely to be placed at risk of extinction. With proposed vegetation management, the CEEC would be extended over the site and key threatening processes, such as weed infiltration and grazing (by exotic herbivores and domestic stock) would be lowered/removed.

*c) in relation to the habitat of a threatened species, population or ecological community:*

*(i) the extent to which habitat is likely to be removed or modified as a result of the proposed development or activity*

The proposal will not require the removal or modification of habitat identified as suitable for any threatened species.

Approximately 1687m<sup>2</sup> will be lost for buildings and access roads. These areas are deemed predominantly non-native in composition but would not be able to be returned to PCT 679. The proposal to rehabilitate the drainage line and revegetate the site will see an increase in the CEEC in the area from that presently known, with strategic management for protection of the CEEC for the future. Current land uses in surrounding lands do not protect the patches of the CEEC present.

*(ii) whether an area of habitat is likely to become fragmented or isolated from other areas of habitat as a result of the proposed development or activity, and*

This area of habitat is not likely to become more fragmented or isolated from other areas of habitat from this proposal than the large fragmentation that currently exists in the locality.

*(iii) the importance of the habitat to be removed, modified, fragmented or isolated to the long-term survival of the species, population or ecological community in the locality*

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Lot 6 DP 810652 does not provide critical resources for the long-term survival of any threatened flora and fauna species. All areas of the CEEC *Monaro Tableland Cool Temperate Grassy Woodland in the South Eastern Highlands Bioregion* would be considered important with its low presence in the reserve system. The proposal will not impact on the presence of the CEEC on the site, and therefore would not impact on the long-term survival of the CEEC in the locality. Recommendations for rehabilitation/revegetation over the site will increase the CEEC size in the area.

d) *whether the proposed development or activity is likely to have an adverse effect on any declared area of outstanding biodiversity value (either directly or indirectly),*

There are no areas of outstanding biodiversity value on the proposed development site or in the greater study area. Therefore, this proposal will not have an impact, either directly or indirectly, on any area of outstanding biodiversity value.

e) *whether the proposed development or activity is or is part of a key threatening process or is likely to increase the impact of a key threatening process*

Clearing for the proposed development is not part of the key threatening process *Clearing of native vegetation* as areas of the development is within vegetation deemed non-native.

The KTPs *Invasion of native plant communities by exotic perennial grasses* and *Competition and grazing by the feral European Rabbit *Oryctolagus cuniculus** already occurred on the site. Recommendations to minimize or remove these threats are at section 8.

Whilst the construction of new dwellings may form part of the KTP *Anthropogenic Climate Change*, no critical preventative actions or responses have been identified. Proposed revegetation of the site with suitable species for PCT 679 is a slight mitigation of the KTP on the CEEC *Monaro Tableland Cool Temperate Grassy Woodland in the South Eastern Highlands Bioregion*. Therefore, the proposal is not inconsistent with the current KTP strategy.

## 10. CONCLUSIONS

This report describes the flora and fauna of Lot 6 DP 810652, 267 Geikle Creek Rd, East Jindabyne and assesses the potential effects on threatened and migratory species, endangered populations and ecological communities of the proposal to build three ecocabins for holiday rental and a manager's quarters.

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It is concluded that this development will not have a significant impact on any listed threatened flora, fauna or EEC. A Biodiversity Development Assessment Report is not triggered for the proposal.

Following the application of the five factors from Section 5A of the *NSW Environmental Planning and Assessment Act*, as required by the *NSW Biodiversity Conservation Act 2016*, in accordance with relevant assessment guidelines, it is concluded that the proposal is unlikely to have significant effect on threatened species populations or ecological communities or their habitats. A species impact statement is not required for the proposal.

No threatened or migratory species listed under the Commonwealth *Environmental Protection and Biodiversity Conservation Act 1999* were found on or surrounding the site. The proposal will not require referral to the Commonwealth.

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State of New South Wales and Office of Environment and Heritage (2020) Bionet Atlas & Vegetation Classification.  
<https://www.environment.nsw.gov.au/topics/animals-and-plants/biodiversity/nsw-bionet>

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## 12. Vanessa Place- Statement of Experience

**Address:** 72 Malabar Dr, MORUYA NSW2537

**Mobile:** 0437 431 625

**Email:** [southerncrossenvironmental@gmail.com](mailto:southerncrossenvironmental@gmail.com)

### EDUCATION

#### Tertiary

**2004: Macquarie University** - Masters of Wildlife and Habitat Management

**1995: University of Sydney** - Bachelor of Arts – Archaeology

### EMPLOYMENT

#### 2014-2015: Commonwealth Department of the Environment

*Environmental Compliance and Audit Officer- APS 6*

~Handle Strategic Assessments and specific approvals under the *Environment Protection and Biodiversity Conservation Act 1999* post approval.

~Liaise with stakeholders, NGO's and other parties as required.

~Review endorsed Programs and commitments under these, such as Annual Reports and compliance with conditions.

~Negotiate Terms of Reference and other documents to establish cooperative working agreements with stakeholders, essentially State government departments.

~Prepare Ministerial correspondence, briefing notes and briefs for approval decisions.

#### 2008- ongoing: Ecological Consultant

- *Contract work*

~ Undertaking threatened species profile reviews for the Commonwealth Threatened Species Scientific Committee and the Commonwealth Species Information website.

~Field work and report preparation for development applications under the NSW *Planning and Assessment Act 1979* and the NSW *Biodiversity Conservation Act 2016* (& *previously Threatened Species Conservation Act 1995*).

- Spotlight and call playback surveys
- Frog and reptile surveys
- Mammal trapping including pit-fall, Elliot and cage trapping
- Scat and bone identification

~Onsite ecological monitoring- vegetation and habitat clearing

#### 2009-2010: Eurobodalla Shire Council

- *Contract Environmental Officer, Biodiversity Incentives Scheme.*
- *Project Officer, Wagonga Inlet Estuary Management Plan Review*

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**2008: University of Melbourne**

- *Vegetation field assistant for PhD student, Casterton (contract).*

**2008-2013: NGH Environmental, Bega**

- *Field assistant (contracted) undertaking fauna surveys including:*
  - Microbat surveys using Anabat recorders
  - Spotlight and call playback surveys
  - Frog and reptile surveys
  - Mammal trapping including pit-fall, Elliot and cage trapping
  - Scat and bone identification

**2008-2005: Department of the Environment (formerly DEWHA)**

- *APS 5, Threatened Species Officer, Species Information Section, Approvals and Wildlife Branch.*
- *APS 5, Environmental Assessment Officer, Government & Transport, Approvals and Wildlife Branch.*

**2007: Victorian Department of Sustainability and Environment.**

- *Field assistant, Baw Baw frog (*Philoria frostii*) surveys (contract).*

**VOLUNTEER**

**2020: Tasmanian Department of Primary Industries, Parks, Water and the Environment**

- *Orange-bellied Parrot monitoring in South-west Tasmania.*

**2006-2008 Canberra Ornithology Group**

- *Gungahlin Drive Extension bird surveys, Black Mountain Reserve.*

**2005-ongoing project) Montague Island Shearwater survey and banding (CSIRO/NPWS project).**

**2004-2005: DEC (now OEH)**

- *Flying Fox Surveys- Area Coordinator*

**2003-2005: State Forests NSW-Batemans Bay**

- *Pre-logging surveys of forest compartments including fauna trapping, spotlight surveys, bird and flora surveys.*

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**2002:** *Study of the usage of dry sclerophyl forests by Dunnarts (assisting research for Charles Sturt University).*

**1994-ongoing:** **NSW Wildlife Information & Rescue Service (WIRES)/Wildlife Rescue South Coast**

- *Handling and management of Australian and non-indigenous wildlife*
- *Specialised handling and care license for reptiles and chiropteran species*

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### Appendix A. Threatened Species Assessment

Scientific name	Common name	BC Act	EPBC Act	Habitat present or likelihood of occurrence (in/adjacent to proposal)	Impact
<b>Listed Ecological Communities</b>					
Alpine Sphagnum Bogs and Associated Fens			E	Not present	None
Monaro Tableland Cool Temperate Grassy Woodland in the South Eastern Highlands Bioregion		E		Present	None
Montane Peatlands and Swamps of the New England Tableland, NSW North Coast, Sydney Basin, South East Corner, South Eastern Highlands and Australian Alps bioregions		E	E	Not present	None
Natural Temperate Grassland of the South Eastern Highlands			CE	Not present	None
Tableland Basalt Forest in the Sydney Basin and South Eastern Highlands Bioregions		E		Not present	None
Upland Wetlands of the New England Tablelands (New England Tableland Bioregion) and the Monaro Plateau (South Eastern Highlands Bioregion)			E	Not present	None
Werriwa Tablelands Cool Temperate Grassy Woodland in the South Eastern Highlands and South East Corner Bioregions		E		Not present	None
White Box - Yellow Box - Blakely's Red Gum Grassy Woodland and Derived Native Grassland in the NSW North Coast, New England Tableland, Nandewar, Brigalow Belt South, Sydney Basin, South Eastern Highlands, NSW South Western Slopes, South East Corner		E	CE	Not present	None

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Scientific name	Common name	BC Act	EPBC Act	Habitat present or likelihood of occurrence (in/adjacent to proposal)	Impact
<b>Listed Flora</b>					
<i>Calotis glandulosa</i>	Mauve Burr-daisy	V	V	Found in subalpine grassland dominated by Poa grasses and in montane or natural temperate grassland dominated by Kangaroo Grass. Also known from Snow Gum Woodlands. The species does colonise bare ground but is said to not persist in heavily-grazed sites. Not seen in surveys and unlikely to survive on the site with the history of grazing.	None
<i>Colobanthus curtisiae</i>	Curtis' Colobanth		V	Small perennial herb growing to 40 mm high found in grassland and grassy woodland. It requires bare ground for recruitment from seed and responds well to some disturbance such as grazing. The species flowers from November to February and is largely self-pollinated. Not seen in survey of the site and vegetation cover with dominate exotic pasture species may be too heavy for the species to establish in.	Unlikely
<i>Dodonaea procumbens</i>	Creeping Hop-bush/Trailing Hop-bush	V	V	Found in Natural Temperate Grassland or fringes of Snow Gum Woodland. Grows in open bare patches where there is little competition from other species, usually on sandy-clay soils on or near vertically-tilted shale outcrops. Does not persist in heavily-grazed areas. Unlikely to persist in the area most likely to the density of vegetation cover over the site.	Unlikely
<i>Eucalyptus pulverulenta</i>	Silver-leaved Mountain Gum	V	V	Small, mallee eucalypt that grows in shallow soils as an understory plant in open forest, typically dominated by Brittle Gum ( <i>Eucalyptus mannifera</i> ), Red Stringybark ( <i>E. macrorhynca</i> ), Broad-leaved Peppermint ( <i>E. dives</i> ), Silvertop Ash ( <i>E. sieberi</i> ) and Apple Box ( <i>E. bridgesiana</i> ). Not present.	None

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Scientific name	Common name	BC Act	EPBC Act	Habitat present or likelihood of occurrence (in/adjacent to proposal)	Impact
<i>Glycine latrobeana</i>	Clover Glycine	CE	V	PMST predicted. Small, low growing to decumbent perennial herb with leaves that look similar to common pasture clover but are silky haired underneath. Widespread but sporadic occurrence throughout Tasmania, Victoria and NSW. NSW populations mainly in Delegate area near Victorian border. Whilst detection of this species is considered difficult due to its similarities with other Glycine species, no Glycines were found on site and cultivated Clovers were flowering making identification easier. Unlikely to be on the site. Is considered highly palatable to stock.	Unlikely
<i>Lepidium hyssopifolium</i>	Basalt Pepper-cress	E	E	PMST predicted. Erect perennial herb growing 30 to 50 cm tall known to have occurred in both woodland with a grassy understorey and in grassland but now known from only a small number of sites (3-5). Nearest record is Cooma over 100 years ago. No Pepercress were detected in survey. Highly unlikely to inhabit the site.	Unlikely
<i>Leucochrysum albicans var. tricolor</i>	Hoary Sunray		E	Known from Cooma Grasslands Reserve at Polo Flat and corner of Carlaminda Rd. Perennial everlasting daisy that occurs on heavier soils in woodlands or grasslands but does require bare ground for germination. The density of vegetation cover on this site is unlikely to allow colonisation of this species.	Unlikely
<i>Pomaderris pallida</i>	Pale Pomaderris	V	V	PMST predicted. Compact, rounded shrub to 1.5 m tall usually grows in shrub communities surrounded by Brittle Gum ( <i>Eucalyptus mannifera</i> ) and Red Stringybark ( <i>E. macrorhyncha</i> ) or Callitris spp. Woodland. No suitable habitat at this site.	None

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Scientific name	Common name	BC Act	EPBC Act	Habitat present or likelihood of occurrence (in/adjacent to proposal)	Impact
<i>Prasophyllum bagoense</i>	Bago Leek-orchid		CE	PMST predicted. Bago Leek Orchid is a tuberous ground orchid with leaves that normally regenerate from underground tubers each year in spring and is known from a single population in State Forest near Tumbarumba. Found in grassy, low heathland dominated by <i>Poa clivicola</i> , <i>Epacris gunnii</i> and <i>E. celata</i> on a subalpine plain bordered by Snow Gum and Mountain Gum. Whilst possibly extending into adjacent woodland, this site does not contain any of the associated species and is highly unlikely to contain this orchid with previous land uses.	None
<i>Prasophyllum petilum</i>	Tarengo Leek Orchid	E	E	Grassland or grassy woodland species, highly susceptible to grazing. Known from only limited number of sites and not within 10 kms of this proposal. Not seen in surveys and unlikely to be in the locality due to past grazing pressures.	None
<i>Pterostylis oreophila</i>	Blue-tongued Orchid		CE	Grows along sub-alpine watercourses under more open thickets of Mountain Tea-tree in muddy ground very close to water, sometimes in peaty soils/sphagnum moss. Known from only a small number of populations in Kosciuszko National Park and one in Bago SF. No suitable habitat on this site.	None
<i>Rutidosia leirolepis</i>	Monaro Golden Daisy	V	V	Not known or predicted to occur but known from Cooma area historically so considered. Sub-Alpine or Natural Temperate Grassland species that is highly susceptible to grazing. Not seen in surveys and unlikely to occur on site with history of grazing.	None
<i>Rutidosia leptorhynchoides</i>	Button Wrinklewort	E	E	Predicted only. Box-Gum Woodland or Grassland species, susceptible to grazing but will colonise disturbed areas and	None

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Scientific name	Common name	BC Act	EPBC Act	Habitat present or likelihood of occurrence (in/adjacent to proposal)	Impact
				favours shallow, red-brown soils. Not seen in surveys or recorded in area. Unlikely to occur on site with history of grazing.	
<i>Senecio macrocarpus</i>	Large-fruit Fireweed		V	PMST predicted. Small shrub-herb previously widespread in areas of SA, Victoria, NSW and Tasmania. Weeds, grazing, inappropriate fire, drought, clearing and other disturbances all impact on survival of the species at sites. Not seen in surveys and unlikely to occur with previous land uses.	None
<i>Swainsona sericea</i>	Silky Swainson-pea	V		Woodland or grassland species. Distinctive species not seen in surveys. Threats include heavy grazing and weed competition, both present at this site. Unlikely to be present.	None
<i>Thesium australe</i>	Austral Toadflax	V	V	Predicted habitat only. Found in grasslands or grassy woodlands often with Themeda grasses from which it draws nutrients. Whilst Themeda occurred in a patch on this site, grazing and weed competition are also seen as threats to persistence. Unlikely to be present with previous land uses.	None
<i>Xerochrysum palustre</i>	Swamp Everlasting		V	PMST predicted habitat only. Perennial, erect herb endemic to south-eastern Australia and known from Tasmania, Victoria, NSW and a small area of SA. Grows in wetlands including sedge-swamps and shallow freshwater marshes, often on heavy black clay soils. No suitable habitat.	None
<b>Reptiles/Amphibians</b>					
<i>Aprasia parapulchella</i>	Pink-tailed Worm-lizard	V	V	PMST predicted habitat only. Grassy woodland or grassland species, that requires well drained, rocky sites where it inhabits burrows of ants or termites or under smaller half buried rock. Whilst small	Unlikely

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Scientific name	Common name	BC Act	EPBC Act	Habitat present or likelihood of occurrence (in/adjacent to proposal)	Impact
				boulder outcrops are noted on the site, there is little loose rock cover and a large distribution of ant/termite mounding was not noted. Grazing and weeds are known threats to the species and occur over this site. It is highly unlikely the species persists on the Lot. Recommendations at section 8 would assist in minimizing impact on the species should it be found during construction works.	
<i>Delma impar</i>	Striped Legless Lizard	V	V	PMST predicted. Natural Temperate Grassland species that has been found in exotic vegetation and woodlands also but requires a grassy understorey. Threats include heavy grazing, rock removal, ploughing and weed competition. Weeds and grazing very dominant at this site. Highly unlikely to occur on this site and as per Pink-tailed Worm-lizard, recommendations at section 8 would assist in minimizing impact on the species should it be found during construction works	Unlikely
<i>Tympanocryptis pinguicolla</i>	Grassland Earless Dragon (GED)	E	E	PMST predicted. Grassland specialist known most often from well drained undisturbed natural grasslands of <i>Austrostipa</i> , <i>Poa</i> or <i>Themeda</i> grasses. Species is sensitive to grazing, ploughing and rock removal, such as grazing that occurs on this site. Utilises spider burrows, tussocks of grasses or under rocks for shelter. No reptiles seen at all across the site in flora or fauna searches. Considered highly unlikely to be present with history of land use.	Unlikely
<i>Litoria castenea</i>	Yellow-spotted Tree Frog	CE	CE	Require large permanent ponds or slow flowing 'chain-of-ponds' streams with abundant emergent vegetation such as bulrushes and aquatic vegetation. No	None

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Scientific name	Common name	BC Act	EPBC Act	Habitat present or likelihood of occurrence (in/adjacent to proposal)	Impact
				suitable habitat present in works areas and the drainage line in southern corner of the site may be ephemeral and definately without ample fringing vegetation.	
<i>Litoria raniformis</i>	Growling Grass Frog	E	V	PMST predicted habitat only. Known to exist only in isolated populations in the Coleambally Irrigation Area, the Lowbidgee floodplain and around Lake Victoria. Usually found in or around permanent or ephemeral Black Box/Lignum/Nitre Goosefoot swamps, Lignum/Typha swamps and River Red Gum swamps or billabongs along floodplains and river valleys. No suitable habitat present.	None
<i>Litoria verreauxii alpina</i>	Alpine Tree Frog	E	V	Found in a wide variety of habitats including woodland, heath, grassland and herb fields in the south-eastern NSW and Victorian high country (alpine and sub-alpine zones) generally above 1100 m asl. Most locations are within National Park and some are close to alpine resorts. Breed in natural and artificial wetlands including ponds, bogs, fens, streamside pools, stock dams and drainage channels that are still or slow flowing. The drainage line in the southern corner of the lot could provide potential habitat however only two common frog species were heard calling here after rain. Unlikely to inhabit the site but no impact from the proposal and recommendations for rehabilitation of the drainage line would enhance habitat for this species.	None
<b>Fish</b>					
<i>Prototroctes maraena</i>	Australian Grayling		V	PMST predicted habitat. The Australian Grayling is diadromous (requiring periods of freshwater and saltwater for life stages).	None

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Scientific name	Common name	BC Act	EPBC Act	Habitat present or likelihood of occurrence (in/adjacent to proposal)	Impact
				Whilst found up to 100kms inland from coastal lagoons/estuaries, this site is too far for the species to inhabit and reach the sea for larval development.	
<b>Avian</b>					
<i>Anthochaera phrygia</i>	Regent Honeyeater	E	CE, M	Inhabits temperate woodlands and open forests of the inland slopes of south-east Australia, particularly Box-Ironbark woodland, and riparian forests of River Sheoak. Birds are also found in drier coastal woodlands and forests in some years. With only two Snow Gums on the lot that do not require removal, the proposal will not impact on this species.	None
<i>Calidris ferruginea</i>	Curlew Sandpiper	E	CE	PMST predicted. No habitat present.	None
<i>Climacteris picumnus victoriae</i>	Brown Treecreeper (eastern subspecies)	V		Sedentary species found in eucalypt woodlands (including Box-Gum Woodland) and dry open forest of the inland slopes and plains inland of the Great Dividing Range. Mainly inhabits woodlands dominated by stringybarks or other rough-barked eucalypts. Forested edges near wetlands important habitat. No suitable habitat present.	None
<i>Falco hypoleucos</i>	Grey Falcon	E	V	PMST predicted. Usually restricted to shrubland, grassland and wooded watercourses of arid and semi-arid regions, although it is occasionally found in open woodlands near the coast. Utilises waterways that attract prey. No suitable habitat on site.	None

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Scientific name	Common name	BC Act	EPBC Act	Habitat present or likelihood of occurrence (in/adjacent to proposal)	Impact
<i>Grantiella picta</i>	Painted Honeyeater	V	V	Nomadic species that mainly inhabits Boree/ Weeping Myall, Brigalow and Box-Gum Woodlands and Box-Ironbark Forests. Feeds on mistletoe fruits and insects. Occasional vagrant in other areas, such as South Coast of NSW. No suitable habitat on this site.	None
<i>Hieraaetus morphnoides</i>	Little Eagle	V		Woodland specialist nesting in tall trees. No suitable breeding habitat at this site. Hunting over the site may be possible but habitat would be considered marginal. No impact is expected from this proposal.	None
<i>Hirundapus caudacutus</i>	White-throated Needletail	-	Marine/ Migrator y	Forages aerially, unlikely to alight in the area. Does not breed in Australia. No impact expected.	None
<i>Lathamus discolor</i>	Swift Parrot	E	CE	Breeds in Tasmania and migrates to mainland following flowering Eucalypts and lerp infestations. Can utilise Black Sallee which was seen along drainage line but no foraging on this site for the Swift Parrot. No impact from this proposal on the species.	None
<i>Motacilla flava</i>	Yellow Wagtail		M	Migratory species seen along Australian coastline predominantly. Limited records in inland areas. Highly unlikely to appear at this site.	None
<i>Myiagra cyanoleuca</i>	Satin Flycatcher		M	Forest species that prefers wetter forests. No habitat on site.	None
<i>Neophema pulchella</i>	Turquoise Parrot	V		Lives on the edges of eucalypt woodland adjoining clearings, timbered ridges and creeks in farmland. Prefers to feed in the shade of a tree and spends most of the day on the ground searching for the seeds or grasses and herbaceous plants, or browsing on vegetable matter. Requires	Unlikely

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Scientific name	Common name	BC Act	EPBC Act	Habitat present or likelihood of occurrence (in/adjacent to proposal)	Impact
				hbts, logs or posts to nest in. No breeding habitat on the site and lack of canopy cover makes it less likely the species will feed in the area. Impact is not expected on the species from this proposal and recommendations at section 8 would increase suitability of the site for the species.	
<i>Numenius madagascariensis</i>	Eastern Curlew		CE	PMST predicted. No habitat on site-shorebird.	None
<i>Petroica boodang</i>	Scarlet Robin	V		Not predicted but habitat in surrounding area considered suitable. Dry Eucalypt Forest and woodland bird. Requires woody debris from which to perch and sally for food. The site does not provide optimal habitat with only two canopy trees, and limited rock/log perches. The proposed development would not significantly impact on the available habitat for the species in the area should it occur, and recommendations at section 8 may assist in enhancing the site for the species.	None
<i>Petroica phoenicea</i>	Flame Robin	V		Not predicted but habitat considered marginally suitable. Usually known from upland tall moist eucalypt forests and woodlands, often on ridges and slopes. Moves to drier more open habitats in the lowlands (i.e. valleys below the ranges, and to the western slopes and plains) during winter. May use site in winter migration. However, limited canopy cover makes it unlikely to stay in this Lot but rather use forested areas in locality. No impact from this proposal.	None

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Scientific name	Common name	BC Act	EPBC Act	Habitat present or likelihood of occurrence (in/adjacent to proposal)	Impact
<i>Polytelis swainsonii</i>	Superb Parrot		V	Inhabit Box-Gum, Box-Cypress-pine and Boree Woodlands and River Red Gum Forest. Nest in the hollows of large trees (dead or alive) in these forests, or in paddock trees. No suitable habitat on the site.	None
<i>Rhipidura rufifrons</i>	Rufous Fantail		M	PMST predicted. Found most commonly in wet sclerophyll forests or rainforests, though will utilise a variety of habitats when migrating north along coast. No habitat present.	None
<i>Rostratula australis</i>	Australian Painted-snipe		E	PMST predicted. Inhabits freshwater wetlands, marshes or dams where there is a mix of grassy open land and timbered woodlands. No suitable habitat on the site.	None
<i>Stagonopleura guttata</i>	Diamond Firetail	V		Not predicted to occur but known from Snow Gum Woodlands. Mostly sedentary species that inhabits lightly wooded forests, riparian areas or farmlands, foraging on the ground. Requires dense shrubs for nesting though, and these were in very low supply on this site. This site is unlikely to provide breeding habitat for the species due to the lack of understorey vegetation, but may provide foraging. The proposal would not alter available foraging habitat significantly and recommendations at section 8 may increase suitability of the site for smaller bird species.	None
<b>Mammals</b>					
<i>Dasyurus maculatus</i>	Spotted-tailed Quoll	V	E	Species with large home range. Forages extensively in many forest types but requires fallen timber, caves or large	None

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Scientific name	Common name	BC Act	EPBC Act	Habitat present or likelihood of occurrence (in/adjacent to proposal)	Impact
				hollows for denning over these areas. No suitable habitat on site or in locality.	
<i>Mastacomys fuscus mordicus</i>	Broad-toothed Rat	V	V	PMST predicted. Occurs in wet alpine and subalpine heaths and woodlands or wet sedge and grasslands. No suitable habitat.	None
<i>Miniopterus orianae oceanensis</i>	Large Bent-winged Bat	V		Cave/mine dependant species that forages over tree tops, sometimes uses drains or buildings. No suitable roosting habitat. This proposal would not halt the ability of the species to continue foraging in the area.	None
<i>Myotis macropus</i>	Southern Myotis	V		Roosts in a variety of locations including hollows, but preferentially in caves or drains with a strong association of roost site to proximity to water. Forages over water. No roosting habitat and creek/drainage lines in the area not substantial for foraging. No impact expected on this species.	None
<i>Phascolarctos cinereus</i>	Koala	V	V	As per section 4.2.2 two historical records of Koala occur in a 10km radius of the site but assessment of the habitat in the locality indicate it is highly unlikely the species survives in the locality.	None
<i>Pseudomys fumeus</i>	Smoky Mouse		E	Prefers heath habitat on ridge tops and slopes in sclerophyll forest, heathland and open-forest from the coast (in Victoria) to sub-alpine regions of up to 1800 metres, but sometimes occurs in ferny gullies. No suitable habitat.	None

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## APPENDIX D Vegetation Plots/Data on Lot 6 DP 810652

### 267 Geikle Creek Rd- Vegetation Surveys



Flora and fauna Assessment & 5-part test - Lot 6 DP 810652, 267 Geikle Creek Rd, East Jindabyne NSW 2627 – February 2022

<b>PLOT Number/ % Exotic</b>	<b>Top 3 dominant species</b>	<b>Exotic (E) / Native (N)</b>
1/ 100%	<i>Avena barbata</i>	E
	<i>Trifolium repens</i>	E
	<i>Cirsium vulgare</i>	E
2/ 100%	<i>Avena barbata</i>	E
	<i>Rumex acetosella</i>	E
	<i>Poa pratensis</i>	E
3/ 100%	<i>Phalaris aquatica</i>	E
	<i>Trifolium arvense</i>	E
	<i>Echium plantagineum</i>	E
4/100%	<i>Avena barbata</i>	E
	<i>Trifolium repens</i>	E
	<i>Arrhenatherum elatius var. elatius</i>	E
5/90%	<i>Arrhenatherum elatius var. elatius</i>	E
	<i>Avena barbata</i>	E
	<i>Geranium retorsum</i>	N
6/90%	<i>Arrhenatherum elatius var. elatius</i>	E
	<i>Rumex acetosella</i>	E
	<i>Austrostipa scabra sub. falcata</i>	N
7/100%	<i>Arrhenatherum elatius var. elatius</i>	E
	<i>Rumex acetosella</i>	E
	<i>Hypochaeris radicata</i>	E
8/100%	<i>Arrhenatherum elatius var. elatius/ Cirsium vulgare</i>	E
	<i>Taraxacum officinale</i>	E
	<i>Rumex acetosella</i>	E
9/95%	<i>Arrhenatherum elatius var. elatius</i>	E
	<i>Trifolium repens</i>	E
	<i>Rumex acetosella/Chrysocephalum apiculatum</i>	E/N
10/100%	<i>Arrhenatherum elatius var. elatius</i>	E
	<i>Trifolium arvense</i>	E
	-	

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11/95%	<i>Trifolium arvense</i>	E
	<i>Trifolium repens</i>	E
	<i>Rumex acetosella</i>	E
12/98%	<i>Arrhenatherum elatius var. elatius</i>	E
	<i>Plantago lanceolata</i>	E
	<i>Echium plantagineum</i>	E

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**BAM Plot**



**BAM Plot: 25°NE from start point**



**Western corner of 20x20 plot**

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**Vegetation - BAM plot Field Survey**

Site Sheet no:  

DATE: 7/1/22	Survey Name: Geikle Creek	Plot ID: 1	Plot Dimensions: 50 x 20
IBRA Region/Subregion: Snowy Mountains	Recorder(s): J. Pearce	Midline bearing from 0°: 250°	Photos: yes
Zone: GPS post	Vegetation Class: Snow Gum	EEC: V/N	Confidence: H/M/L
Eastings: <span style="border: 1px solid black; padding: 2px;"> </span>	Plant Community Type: <span style="border: 1px solid black; padding: 2px;"> </span>	Confidence: H/M/L	Confidence: H/M/L
Northings: <span style="border: 1px solid black; padding: 2px;"> </span>			

BAM Attribute (1000 m <sup>2</sup> ) plot			BAM Attribute (1 x 1 m plots)			
DBH	# Tree Stems Count	# Stems With Hollows	Litter cover (%)		Bare ground cover (%)	Rock Cover (%)
80 + cm	—	—	5m	100		10% on plot
50 – 79 cm	1	—	15m	100		
30 – 49 cm	—	—	25m	100		
20 – 29 cm	—	—	35m	100		
10 – 19 cm	—	—	45m	100		
5 – 9 cm	—	—	Average	100		
< 5 cm	2	—				
Length of logs (m) (<10 cm diameter, cm in length)			5m			

Counts apply when the number of tree stems within a size class is 10. Estimates can be used when > 10 (10, 20, 30... 100, 200, 300...). For a multi-stemmed tree, only the largest living stem is included in the count/estimate. Tree stems must be living.  
 For hollows, count only the presence of a stem containing hollows. For a multi-stemmed tree, only the largest stem is included in the count/estimate. Stems may be dead and may be shrubs.

Litter cover is assessed as the average percentage ground cover of litter recorded from five 1 m x 1 m plots centred at 5, 15, 25, 35, 45m along the plot midline. Litter cover includes leaves, seeds, twigs, branchlets and branches (less than 10 cm in diameter). Assessors may also record the cover of rock, bare ground and cryptogams.

Plot Disturbance	Severity Code	Age Code	Observational evidence:
Clearing (inc. logging)	2	0	
Cultivation (inc. pasture)	2	0	
Soil erosion	2	0	Not on plot but on lot ups in drainage line
Firewood / CWD removal	2	0	fresh pos on site
Grazing (identify native/domestic/exotic)	2	0	
Fire damage	2	0	
Storm damage	2	0	
Weediness	2	0	
Other			

Severity: 0=no evidence, 1=light, 2=severe      Age: R=recent (<3yrs), recent (3-10yrs), (N)0yrs

BAM Attribute (400 m <sup>2</sup> ) plot		Sum values	Physiography + site features that may help determine PCT and Management Zones (optional)	
Count of Native Richness	Trees	1	Morphological type	
	Shrubs	1	Lithology	
	Grasses etc	4	Slope	
	Forbs	4	Landform Element	
	Ferns	0	Soil Surface Texture	
Sum of Cover of native vascular plants by growth form group	Trees	0.5	Aspect	
	Shrubs	0.5	Landform Pattern	
	Grasses etc	11.2	Soil Colour	
	Forbs	13	Site Drainage	
	Ferns	0	Microrelief	
High Threat Weed Cover	GPS	0	Soil depth	
			Distance to nearest water and type	

Flora and fauna Assessment & 5-part test - Lot 6 DP 810652, 267 Geikle Creek Rd, East Jindabyne NSW  
 2627 - February 2022

400 m <sup>2</sup> plot Sheet 1 of 1		Survey Name	Plot Identifier	Recorder	
Date	7.1.2022	GEIKLE CREEK		V. Penco	
GF Code	Top 3 native species in each growth form group. Full species name mandatory. All other native and exotic species. Full species name where practicable.	N, E or HTE	Cover	Abund	Notes
		N			
	<i>Euc. paniculata</i>	↓	0.5	3	
	<i>Geranium (photo)</i>		1	100	
	<i>Plantago (photo) gaudichaudii</i>		0.1	20	
	<i>Dichandra</i>		0.2	1000 <sup>+</sup>	
	<i>Bulbine bulbosa</i>		0.1	10	
	<i>Thymus triandra</i>		10%	1000 <sup>+</sup>	
	<i>Poa lutea</i>		0.5	50	
	<i>Andropogon (photo) verticalis</i>		1	200	
	pink bi-dominant - Convolvulaceae	N	0.1	10	
	Shrub - Native? (sandy <i>Acrothamnus</i> )	N	0.1	1	
	<i>Hydrocotyle perfoliata</i>		0.1	500	
	<i>Acetosella vulgare</i>		1%	500	
	Oats - <i>Avena sp.</i>			2000 <sup>+</sup>	
	<i>Plantago lanceolata</i>		2%	200	
	<i>Verbena thapsus</i>		4%	20	
	Large <i>Ulex europaeus</i>		10%	20	
	<i>Rosa rubiginosa</i>		10%	20	
	<i>Taraxacum</i> spp.		1%	100	
	<i>Vimpechoeris radiata</i>		0.1	20	
	<i>Polygonum</i> <sup>not in base</sup> <i>lance</i> <i>Echium plantagineum</i>		5%	500 <sup>+</sup>	
	<i>Big fennel</i> (photo) <i>Tragopogon dubius</i>		0.1	20	
	<i>Pteridium aquilinum</i>		0.1	50	
	Wild Mustard <i>Brassica juncea</i>		0.3	200	
	<i>Cruciferae</i> <i>vilgare</i>		0.5	50	
	<i>Galium palustre</i>		0.1	20	
	<i>Infolium</i> spp. <i>stiffly</i> <i>or</i> <i>verse</i>		15%	500 <sup>+</sup>	
	<i>Infolium</i> - <i>white</i> - <i>Compositae</i>		2%	200	
	<i>Epidium ciliatum</i> (broad)		1%	200	

GF Code: see Growth Form abbreviations in Appendix 1. N: native, E: exotic, HTE: high threat exotic. GF: circle code if top 3  
 Cover: 0.1, 0.2, 0.3, ..., 2, 3, ..., 10, 15, 20, 25, ..., 100% (total cover). 0.1% cover represents an area of approximately 63 x 63 cm or a circle about 71 cm across. 0.5% cover represents an area of approximately 1.4 x 1.4 m and 1% = 2.0 x 2.0 m. 5% = 4 x 3 m. 25% = 10 x 10 m.  
 Abundance: 1, 2, 3, ..., 10, 20, 30, ..., 100, 200, ..., 1000.

Submission 1



13<sup>th</sup> December 2022

**Chief Executive Officer  
Snowy Monaro Regional Council**

By Email: [council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

### **Submission of Objection**

**Development Application Number: 10.2022.467.001**  
**Proposal: Single Storey Dwelling and Shed**  
**Property: 267 Geikle Creek Road, Avonside 2628**  
**Lot 6 DP 810652 Ph Jinderboine**

Dear Mr Sir/Madam,

I refer to the abovementioned development application.  
As the owner of a Geikle Creek Rd property, I lodge this objection to the application for the following reasons:

- Under the current LEP, the minimum lot size for the proposed development is 40ha;
- The lot size of Lot 6 DP810652 is only 2.304ha – the applicant is seeking a 95% variation to the minimum lot size;
- There is currently another Development Application in place for a proposed Eco-tourist facility on this lot with decision still pending;
- The proposed development is not permitted on this lot size under the current LEP and should therefore not be approved.

In accordance with Section 147 of the Environmental Planning and Assessment Act 1979, I declare that I have not made any political donations or gifts within the last 2 years, nor any associate.



Submission 2

[REDACTED]

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**Sent:** Sunday, 18 December 2022 5:06 PM  
**To:** Records Snowy Monaro Regional Council; Sarah Brown  
**Subject:** Objection to DA10.2022.467.1 - 267 Geikle Creek Road East Jindabyne

Dear Council,

I object to DA10.2022.467.1 for the reasons outlined in the submission made by Upside Planning.

Thank you,

[REDACTED]

Submission 2



The Chief Executive Officer  
Snowy Monaro Regional  
Council PO BOX 714  
Cooma NSW 2630

By email: [council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

16 December 2022

**Subject: Objection to Development Application DA10.2022.467.1 – 267 Geikle Creek Road, East Jindabyne**

Dear Sir/Madam,

Regarding the above development application, I write on behalf of my clients, who are owners of properties and residents of 269 & 271 Geikle Creek Road.

### **Executive summary**

On behalf of the abovementioned clients, Upside Planning has undertaken a review of the current plans for the development of the site.

### **Background**

The proposal is the third iteration of the applicant's attempt to 'game the system'. The first two attempts related to proposals for 'eco-tourist facilities'.

The subject proposal seeks to emulate the Council's recent approval of a dwelling at Bushy Park Road. This approval undermined the integrity of the Snowy Rivers Local Environmental Plan 2013 (SR LEP 2013) and brought the Council's decision making process into disrepute.

The development application has been referred to the Department of Planning and Environment as a request for concurrence under Clause 4.6 of the SR LEP 2013. It is understood (as per communications) that the Department found the applicant's request for a variation under Clause 4.6 inadequate.

#### Clause 4.6 Exceptions to development standards

The applicant has failed to demonstrate, through the utilisation of Clause 4.6 of the SR LEP 2013, that the 40ha minimum for the erection of a dwelling (Clause 4.2D) is “unreasonable or unnecessary in the circumstances of the case, and that there are sufficient environmental planning grounds to justify contravening the development standard.”

The objectives of Clause 4.6 are to

*“(a) to provide an appropriate degree of flexibility in applying certain development standards to particular development,  
(b) to achieve better outcomes for and from development by allowing flexibility in particular circumstances.”*

The request is not framed within the objectives of Clause 4.6 to “provide for an appropriate degree of flexibility” and to “achieve better outcomes for and from development”. Minimising unplanned residential development is the key applicable objective of the standard (Clause 4.2D). Conversely, the proposed development for a dwelling on a 2.3ha residual lot (where the minimum lot size is 40ha) exemplifies unplanned development.

Through applying case law (*Wisbey v Queanbeyan–Palerang Regional Council [2021] NSWLEC 1171*), it is evident that the development application is incapable of demonstrating that an appropriate degree of flexibility would achieve better outcomes for and from the proposed development.

As set out in *Wisbey v Queanbeyan–Palerang Regional Council [2021] NSWLEC 1171*, failure to meet any of these tests is sufficient to deprive the consent authority of the power to grant consent to the development application.

In other words, the proposal is not permissible.

#### Conclusion

The proposal is not permissible. The Council has no power to grant consent to the development application.

The proposal is not in the public interest.

#### Application site

The application site is approximately 13km from Jindabyne township, off Kosciuszko Road, within the East Jindabyne locality. Photos of the access and application site are provided in Attachment 1.

Figure 1 below shows the application site.

The site is a residual allotment created as part of a concessional allotment subdivision undertaken in 1991. Accordingly, the site does not, and was not intended to, have a dwelling entitlement.

At the time of subdivision, concessional lot subdivisions were restricted to four lots with dwelling entitlements. Otherwise, the access road was required to be made a public road. The subdivision was created with a right of carriageway access on this basis.

The proposed development, therefore, circumvents the dwelling entitlement arrangements approved as part of the original 1991 subdivision.

The 2.3ha lot is currently vacant, except for rural improvements, including a fence line and an unsealed farm road.



Figure 1: Application site

The land generally slopes southwest towards Geikle Creek, and its tributaries traverse the site. The farm road, which provides access to farms and the subject lot, follows the creek line.

## Proposal

The proposal is for a four-bedroom dwelling and a shed.

Access is from a private road, within the right of carriageway, which runs off Geikle Creek Road.

## Background

### *Eco-tourist facility*

Upside Planning submitted an objection to a previous proposal in June 2021 for an 'eco-tourist facility'.

The development application proceeded to be assessed by the Council and was recommended for refusal at a Council meeting on 21 October 2021. The officer's report is contained in the business papers for the Council meeting.

The report stated that:

*“The proposed development is considered to be inconsistent with the objectives for Eco Tourist Development (Clause 5.13) and the definition of Eco Tourist Facility in the Snowy River Local Environmental Plan 2013. The assessing officer is not satisfied that the development complies with the provisions of either the Snowy River Local Environment Plan 2013 (SRLEP) or the Snowy River Development Control Plan 2013 (SRDCP).”*

In particular, the officer advised that the application should be refused for the following reasons:

*“1. The development has not met the requirements of the definition of an “Eco Tourist Facility” under the Snowy River LEP 2013.”*

*“2. The development does not meet the objectives of zone RU1 – Primary Production, in the Snowy River LEP 2013; being:*

- To minimise conflict between land uses within this zone and land uses within adjoining zones.*
- To promote tourism, educational and recreational development and living opportunities that are compatible with agricultural activities and the environmental, historical and cultural values of the zone.*
- To ensure that development maintains and protects the scenic values and rural landscape characteristics of the zone through compatible, small-scale development.”*

*“3. The development does not meet the provisions of Clause 5.13 – Eco-tourist facilities (3)(a),(b), (j) and (k) of the Snowy River LEP 2013.”*

*“4. The development does not demonstrate satisfactory compliance with the Snowy River Development Control Plan 2013 with respect to the provisions of Chapter, C2 (1.3 & 2.1-5) and Chapter C4 (4.1. 4.1.3 & 4.2.1).”*

The development application was not determined at the October 2021 meeting.

In August 2022, an amended scheme was notified. Upside Planning submitted a further objection to this iteration of the proposal in August 2022.

The objection to both iterations concluded that the proposed development was not an ‘eco-tourist facility’ and therefore prohibited.

The development application is yet to be determined.

### **Snowy River Local Environmental Plan 2013**

The proposed development raises fundamental questions concerning the integrity of the SR LEP 2013 and the broader planning system of NSW.

#### **Aims of Plan**

Various aims of the plan are relevant to the site and nature of the proposal; these include:

- “to protect and enhance, for current and future generations, the ecological integrity, natural resources and environmental significance of Snowy River.*
- to protect agricultural land resources by:*
  - (i) minimising the fragmentation of rural land, and*
  - (ii) encouraging agricultural land uses on prime agricultural land, and*

- *to protect, preserve and enhance areas of high scenic landscape value and the open rural landscape, including maintaining separation between towns and villages.*

The proposal is not consistent with the relevant aims of the SR LEP 2013. This is addressed below in the commentary about the request for a variation utilising clause 4.6 of the SR LEP 2013.

### **Zoning**

The application site is zoned RU1 'Primary Production'.

The objectives of the zone are to:

*"To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.*

- *To encourage diversity in primary industry enterprises and systems appropriate for the area.*
- *To minimise the fragmentation and alienation of resource lands.*
- *To minimise conflict between land uses within this zone and land uses within adjoining zones.*
- *To promote tourism, educational and recreational development and living opportunities that are compatible with agricultural activities and the environmental, historical and cultural values of the zone.*
- *To ensure that development maintains and protects the scenic values and rural landscape characteristics of the zone through compatible, small-scale development."*

The proposal is not in alignment with the objectives of the zoning. This is addressed in detail below in the commentary about the request for a variation utilising clause 4.6 of the SR LEP 2013.

### **The site fails to meet the minimum lot size development standard for the erection of a dwelling**

Clause 4.2D of SR LEP 2014 requires that the application site be a minimum of 40ha in order for development consent to be granted for the erection of a dwelling.

The clause has the following objectives:

- "(a) to minimise unplanned rural residential development,*
- (b) to enable the replacement of lawfully erected dwelling houses and dual occupancies in certain rural, residential and environment protection zones."*

The clause goes on to state that:

*(3) Development consent must not be granted for the erection of a dwelling house or a dual occupancy on land to which this clause applies unless the land:*

- (a) is a lot that is at least the minimum lot size shown on the Lot Size Map in relation to that land, or*
- (b) is a lot created under this Plan (other than under clause 4.2 (3)), or*

- (c) is a lot created before this Plan commenced and on which the erection of a dwelling house or a dual occupancy was permissible immediately before that commencement, or*
- (d) is a lot resulting from a subdivision for which development consent (or equivalent) was granted before this Plan commenced and on which the erection of a dwelling house or a dual occupancy would have been permissible if the plan of subdivision had been registered before that commencement, or*
- (e) is an existing holding, or*
- (f) would have been a lot or a holding referred to in paragraph (a), (b), (c), (d) or (e) had it not been affected by—*
  - (i) a minor realignment of its boundaries that did not create an additional lot, or*
  - (ii) a subdivision creating or widening a public road or public reserve or for another public purpose, or*
  - (iii) a consolidation with an adjoining public road or public reserve or for another public purpose.*

The application site is 2.3ha in area and is not an existing holding. It is representative of “unplanned rural residential development”. It, therefore, fails to comply with both the objective and the related development standard.

#### **Clause 4.6 Exceptions to development standards**

Because the proposed development does not meet the minimum lot size standard to permit a dwelling, the application relies on a written request to vary the standard under Clause 4.6 of LEP 2013.

The objectives of Clause 4.6 are

- “(a) to provide an appropriate degree of flexibility in applying certain development standards to particular development,*
- (b) to achieve better outcomes for and from development by allowing flexibility in particular circumstances.”*

The clause sets preconditions (Clause 4.6(3)(a)(b)), which, if met, allow Council to grant development consent for development even though that development would contravene a development standard imposed by the SR LEP 2013.

For Clause 4.6(3) to be applicable, it requires the Council to have considered “a written request from the applicant that seeks to justify the contravention of the development standard” and “demonstrates:

- (a) that compliance with the development standard is unreasonable or unnecessary in the circumstances of the case, and*
- (b) that there are sufficient environmental planning grounds to justify contravening the development standard.”*

Alongside the above, the council needs to be satisfied that the proposed development “will be in the public interest because it is consistent with the objectives of the particular standard and the objectives for development within the zone in which the development is proposed to

*be carried out, and the concurrence of the Planning Secretary has been obtained.”*

As set out in *Wisbey v Queanbeyan–Palerang Regional Council [2021] NSWLEC 1171* failure to meet any of these tests is sufficient to deprive the consent authority of the power to grant consent to the development application.

*The Variation Request*

The written request is not readily legible regarding how it demonstrates that:

- (a) compliance with the development standard is unreasonable or unnecessary in the circumstances of the case, and*
- (b) that there are sufficient environmental planning grounds to justify contravening the development standard.”*

The key points put forward with regard to “reasonable or unnecessary” appear to be as follows:

- The variation will allow for the lawful erection of a dwelling house and shed as a “planned rural residential development.”
- The development is similar in nature to surrounding properties in the locality.
- The objectives of the zone are met by the proposal because:
  - the subject site is fragmented and of a size that does not offer any significant resource in primary production.
  - Without the approval of a dwelling, the residual allotment will otherwise lay dormant.
  - The occupation of the site would support the rehabilitation and management of the land.
  - Land use conflict is not an issue as the properties beyond the site support similar style residential developments on building envelopes of a size similar to the subject site.
  - The proposal would not adversely impact the land's environmental, historical and cultural values.
  - The proposed development will not be a visually prominent feature when viewed from the nearby Highway, surrounding properties or Lake Jindabyne. The proposal will not detrimentally impact the scenic values and rural landscape characteristics.

With regard to subclause 4.6(4)(a)(ii), the public interest, the variation request offers the proposal as a solution, in part, to Jindabyne’s ongoing land and housing shortage.

*Response*

The variation request fails on several grounds. The written request does not adequately

address the matters in Clause 4.6(3) of SR LEP 2013, in that compliance with the standard is “unreasonable and unnecessary” in the circumstances. In addition, the request is silent regarding “sufficient environmental planning grounds to justify the contravention”.

In particular, these failures relate to the following:

- the request is not framed within the objectives of Clause 4.6 to “provide for an appropriate degree of flexibility” and to “achieve better outcomes for and from development.”
- the erection of a dwelling house by way of a development application seeking approval cannot and does not mean the proposal is not “unplanned rural residential development”. Minimising unplanned residential development is the key applicable objective of the standard (Clause 4.2D). Conversely, the proposed development for a dwelling on a 2.3ha residual lot (where the minimum lot size is 40ha) is an exemplar of unplanned development.
- the presence of other dwellings or existing holdings within proximity of the subject site, which are below 40ha, for historical reasons, does alter the meaning of ‘unplanned’ development in the context of the locality. Clause 4.2D provides for several historical arrangements to be recognised and accommodated as ‘planned’ development.
- There are only assertions about land use conflict. There is no analysis or assessment about how the grant of the variation, which would allow a residential dwelling on the subject site, would impact uses on the adjoining RU1 Primary Production zone.
- The importance of land use conflict is underlined by Clause 5.16, ‘Subdivision of, or dwellings on, land in certain rural...zones’ of the SR LEP 2013. It seeks to minimise potential land use conflict between existing and proposed development, “particularly between residential land uses and other rural land uses”. As a dwelling is proposed on an undersized lot, the provisions of this section of the SR LEP 2013 should be considered. The absence of analysis demonstrates that the proposal is likely inconsistent with Clause 5.16.
- The grant of the variation to the development standard, rather than minimising unplanned rural residential, would instead introduce a residential use and furthermore would result in a precedent that would likely see a significant increase in unplanned residential uses that would otherwise not be permitted.
- The increase in unplanned housing would negatively impact the current and desired character scenic landscape values of the locality and the wider area, which is inconsistent with the aims of the SR LEP 2013 and Clause 4.2D.
- Access to the site is from an unsealed private road. The road was not designed to accommodate the level of traffic proposed. This raises issues about the suitability of the proposal and bushfire protection.

The common ways in which an Applicant might demonstrate that compliance with a development standard is unreasonable or unnecessary are summarised by Preston CJ in *Wehbe v Pittwater Council* (2007) 156 LGERA 446; [2007] NSWLEC 827 at [42]-[51] (*‘Wehbe’*).

Namely, that:

1. the objectives of the standard are achieved notwithstanding non-compliance with the standard.
2. the underlying objective or purpose of the standard is not relevant to the development so compliance is unnecessary.
3. that the objective would be thwarted if compliance was required so that compliance is unreasonable.
4. that the development has virtually been abandoned or destroyed by the Council's actions in departing from the standard; or
5. that the zoning of the land is unreasonable or inappropriate so that the development standard is also unreasonable or unnecessary.

Through the application of the first test alone, it is evident that the proposal cannot, and is not even close to being able to, achieve compliance to "*minimise unplanned rural residential development*".

The applicant has not demonstrated that the objective or purpose of the standard is not relevant. However, it has sought to dismiss the zone's objectives as being applicable to the proposal because of the size of the lot. No case has been put forward that the zone's purpose and objectives are irrelevant.

In any case, given its rural location, the potential for land use conflict, and the strategic objectives of South East Regional Plan, the Snowy Monaro Local Strategic Planning Statement and, as contained within the Snowy Monaro Draft Rural Land Use Strategy, it is evident the RU1 zoning (with a minimum lot size of 40ha) is appropriate.

In addition, the Council must be satisfied that the proposed development is in the public interest because it is consistent with the zone's objectives and the plan's aims.

Evidently, the proposal is inconsistent with the SR LEP 2013 and would result in "*unplanned rural residential development*". Moreover, together with the recent decision at Bushy Park Road, the approval of the development application would undermine the integrity of the SR LEP 2013 as it relates to the minimum lot size for the erection of a dwelling on rural land.

The proposal conflicts with the Objects of the Environmental Planning and Assessment Act 1979 and the aims of the SR LEP 2013. Approval would bring the planning system into disrepute.

The proposal is not in the public interest.

## **Evaluation of Proposal**

### **Access**

As outlined above, the site is a residual allotment created as part of a concessional allotment subdivision undertaken in 1991. Accordingly, the site does not have a dwelling entitlement and was not created to accommodate the level of traffic proposed.

At the time of subdivision, concessional lot subdivisions were restricted to four lots with

dwelling entitlements. Otherwise, the access road was required to be made a public road. The subdivision was created with a right of carriageway access on this basis.

The proposed development, therefore, circumvents the dwelling entitlement arrangements approved as part of the original 1991 subdivision.

The access road and its intersections are unsuitable for the additional traffic proposed without being substantially upgraded.

The road would therefore be required to be upgraded and transferred to Council as a public road as it will serve more than five equivalent tenements.

### **Proximity to Watercourses**

The development is located directly adjacent to watercourses. The site has a perennial watercourse at its southern end (Geikle Creek), with tributaries (intermittent watercourses) from the east and north crossing the site, including an adjacent dam to the east.

The NSW Hydro line mapping identifies watercourses mapped under the Water Management (General) Regulation 2018.

Under the Regulations, a stream is defined by the 'hydro line spatial data', being the Hydroline mapping as provided below in Figure 2 below reaffirms, for the avoidance of doubt, the site is subject to watercourses.

The proposal is Integrated Development, yet a referral has yet to be made to the NSW Natural Resource Access Regulator for a Controlled Activity Approval. No riparian corridor setbacks or provision for a riparian vegetation zone have been provided in accordance with NSW *DPI Guidelines for riparian corridors on waterfront land*.



Figure 2: NSW Hydroline mapping - aerial

The buffers required for on-site effluent alone would render the site not suitable for the development provided. Figure 3 below illustrates the required buffers.



Figure 3: Required buffer distances to the watercourse, dam and drainage depression (green areas not suitable for effluent disposal)

With the proposal being Integrated Development under the *Water Management Act 2000*, it is

required to be advertised for a minimum of 28 days and includes signage on the site. This is set out in the *Environmental Planning and Assessment Act 1979* and Council's *Community Participation Plan*.

### **Bushfire**

The self assessment Bushfire Assessment Report prepared by the applicant does not adequately address or achieve compliance with regard to Planning for Bushfire Protection 2019.

As the lot was not created for the purposes of a dwelling, the development application cannot be assessed as a residential infill development under Chapter 7 of PBP 2019.

Accordingly, the proposal must be assessed as 'Other Residential Development' under Chapter 8.2 of PBP 2019.

The proposal results in increased residential density as it is located within a residual lot not planned for a future dwelling.

Accordingly, the same principles and criteria associated with subdivisions (Chapter 5, PBP 2019) apply. This includes ensuring an Asset Protection Zone (APZ) based on a radiant heat of 29kW/m<sup>2</sup> for any new buildings, along with suitable provisions for construction, access, water and landscaping.

The surrounding vegetation has been incorrectly classified as 'grassland', with Woodland vegetation located in proximity to the proposed dwelling, as confirmed by the previous Bushfire Assessment Report prepared by Eco-Logical Australia. Therefore, the grassland demining provisions do not apply.

Regarding access, the current private road would not be adequate as it is not suitable for two-wheel all-weather access. An alternate property access road is not provided as the dwelling is more than 200m from a public through road and the width of the road is insufficient as it is not likely to be 4m in width.

The road will provide access to more than three dwellings. The road, therefore must be made a public road to comply with Planning for Bushfire Protection 2019.

### **Conclusion**

The proposed development has been considered in regard to Section 4.15 of the *Environmental Planning and Assessment Act, 1979*, the SR LEP 2013 and the Snowy River Development Control Plan 2013.

The proposal seeks a variation to clause 4.2D of the SR LEP 2013 to enable the Council to consider an exception to the development standard of 40ha minimum lot size and seek concurrence from the Department of Planning.

In this context, consideration needs to be given to relevant Land & Environment Court Cases. The most recent case on this subject is Preston CJ in *Wehbe v Pittwater Council* (2007) 156 LGERA 446; [2007] NSWLEC 827 at [42]-[51] ('*Wehbe*').

The applicant has failed to present a request for variation that would enable the Council to consider the development application for approval, as it has not been made correctly. In other words, the failure to address information requirements and relevant tests, as defined by 'Wehbe', is sufficient to deprive the consent authority of the power to grant consent to the development application.

In any case, even if the applicant was able to provide words against the relevant matters it has not yet addressed in its request for a variation, it would be unable to demonstrate that "*the development standard is unreasonable or unnecessary in the circumstances of the case, and that there are sufficient environmental planning grounds to justify contravening the development standard.*" This is because:

- a) The request is not framed within the objectives of Clause 4.6 to "*provide for an appropriate degree of flexibility*" and to "*achieve better outcomes for and from development.*"
- b) the erection of a dwelling house, by way of a development application seeking approval, cannot and does not mean the proposal is not "*unplanned rural residential development*". Minimising "*unplanned residential development*" is the key applicable objective of the standard (Clause 4.2D). Conversely, the proposed development, for a dwelling on a 2.3ha residual lot (where the minimum lot size is 40ha) exemplifies unplanned development.
- c) the presence of other dwellings or existing holdings within proximity of the subject site, which are below 40ha, for historical reasons, does alter the meaning of 'unplanned' development in the context of the locality. Clause 4.2D provides for several historical arrangements to be recognised and accommodated as 'planned' development.
- d) There are only assertions provided about land use conflict. There is no analysis or assessment about how the grant of the variation, which would allow a residential dwelling on the subject site, would impact uses on the adjoining RU1 Primary Production zone.
- e) The importance of land use conflict is underlined by Clause 5.16, 'Subdivision of, or dwellings on, land in certain rural...zones' of the SR LEP 2013. It seeks to minimise potential land use conflict between existing and proposed development, "particularly between residential land uses and other rural land uses". As a dwelling on a small lot is proposed the provisions of this section of the SR LEP 2013 should be considered. The absence of analysis demonstrates that the proposal is likely inconsistent with clause 5.16.
- f) The grant of the variation to the development standard, rather than minimising unplanned rural residential, would instead introduce a residential use and furthermore would result in a precedent that would likely see a significant increase in unplanned residential uses that would otherwise not be permitted.
- g) The increase in unplanned housing would negatively impact the current and desired character scenic landscape values of the locality and the wider area, which is consistent with the aims of the SR LEP 2013 and Clause 4.2D.

- h) Access to the site is from an unsealed private road. The road was not designed to accommodate the level of traffic proposed. This raises issues about the suitability of the proposal and bushfire protection.

The proposal is not permitted under the SR LEP 2013.

As part of the evaluation undertaken, it is clear that the site and its access are unsuitable for the proposed development.

The approval of the application would undermine the integrity of the SR LEP 2013 and the NSW Planning System.

For the above reasons, the proposal is not in the public interest.

If you have any questions or wish to discuss the matter, please do not hesitate to contact me at 0476 829 517 or email me: [cameron.judson@upsideplanning.com.au](mailto:cameron.judson@upsideplanning.com.au)

Yours sincerely,

Cameron Judson  
*Director*  
PIA RTPI

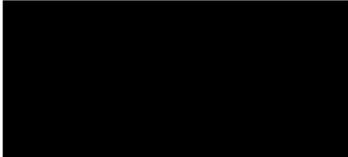
**Attachment 1 – Photos of access**







Submission 3



22<sup>nd</sup> December 2022  
The Chief Executive Officer  
Snowy Monaro Regional  
Council PO BOX 714  
Cooma NSW 2630  
By email: [council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**Subject: Objection to Development Application DA10.2022.467.1 – 267 Geikle Creek Road, East Jindabyne**

Dear Sir/Madam,

I refer to the above-mentioned development application and lodge this objection to the application

The applicant has failed to demonstrate, through the utilisation of Clause 4.6 of the SR LEP 2013, that the 40ha minimum for the erection of a dwelling (Clause 4.2D) is *“unreasonable or unnecessary in the circumstances of the case, and that there are sufficient environmental planning grounds to justify contravening the development standard.”*

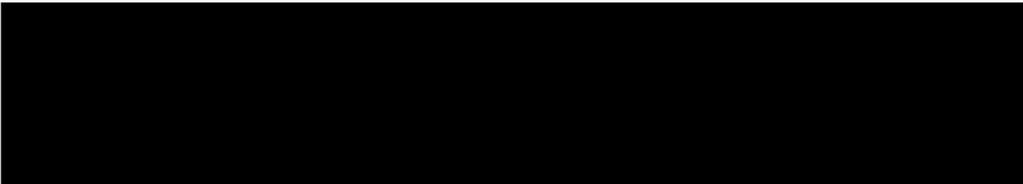
The suggestion that the lot is not suitable for RU1 primary production is false. It currently adjoins [redacted] block [redacted] which is 36 Hectares. It is not separated from this block by fencing or other means at this time and is being used for primary production.

It was suggested by the previous owner of lot 265 the block “267” was part of a “deal” to secure the right of way through block 265. For the three blocks 269, 271 and 273. This unfortunately as far as we have been able to determine was never officiated. The land for the right of way through block 265 is approx. 2 hectares like that of block 267. Therefore is 267 a residual block of the earlier development?

Access to power, water and suitability for a septic system is also of concern.

If and when this is finalised (third attempt). We would be happy to meet with the existing owner of 267 and negotiate the purchase of the land as a rural block to be amalgamated with the 36 hectares [redacted]

Yours sincerely,





**Pre-Lodgement Application Form**

Portal Application number: PAN-279877

**Applicant contact details**

Title	Mr
First given name	David
Other given name/s	
Family name	Morgan
Contact number	
Email	
Address	
Application on behalf of a company, business or body corporate	No

**Owner/s of the development site**

Owner/s of the development site	I am the only owner of the development site
---------------------------------	---

**Site access details**

Are there any security or site conditions which may impact the person undertaking the inspection? For example, locked gates, animals etc.	Yes
Provide details	Gate entry only

**Developer details**

ABN	
ACN	
Name	
Trading name	
Address	
Email Address	

**Development details**

Application type	Development Application
Site address #	1
Street address	267 GEIKLE CREEK ROAD EAST JINDABYNE 2627
Local government area	SNOWY MONARO REGIONAL
Lot / Section Number / Plan	6/-/DP810652 <input checked="" type="checkbox"/>
Primary address?	Yes
Planning controls affecting property	Land Application LEP Snowy River Local Environmental Plan 2013 Land Zoning RU1: Primary Production Height of Building 9 m Floor Space Ratio (n:1) NA Minimum Lot Size 40 ha Heritage

	NA Land Reservation Acquisition NA Foreshore Building Line NA Terrestrial Biodiversity Biodiversity
--	---

**Proposed development**

Proposed type of development	Dwelling Shed
Description of development	4 bedroom single storey dwelling and shed
Does the development include affordable housing?	No
<b>Dwelling count details</b>	
Number of dwellings / units proposed	1
Number of storeys proposed	1
Number of pre-existing dwellings on site	0
Number of dwellings to be demolished	0
Existing gross floor area (m2)	0
Proposed gross floor area (m2)	185
Total site area (m2)	23,041
<b>Cost of development</b>	
Estimated cost of work / development (including GST)	\$537,000.00
Do you have one or more BASIX certificates?	Yes
BASIX Certificate Number	1353219S
<b>Subdivision</b>	
Number of existing lots	
Is subdivision proposed?	No
<b>Proposed operating details</b>	
Number of staff/employees on the site	

**Number of parking spaces**

Number of loading bays	
Is a new road proposed?	No
<b>Concept development</b>	
Is the development to be staged?	No, this application is not for concept or staged development.
<b>Crown development</b>	
Is this a proposed Crown development?	No

**Related planning information**

Is the application for integrated development?	No
Is your proposal categorised as designated development?	No
Is your proposal likely to significantly impact on threatened species, populations, ecological communities or their habitats, or is it located on land identified as critical	No

habitat?	
Is this application for biodiversity compliant development?	No
Does the application propose a variation to a development standard in an environmental planning instrument (eg LEP or SEPP)?	
Is the application accompanied by a voluntary planning agreement (VPA) ?	
<b>Section 68 of the Local Government Act</b>	
Is approval under s68 of the Local Government Act 1993 required?	Yes
Have you already applied for approval under s68 of the Local Government Act?	No
Would you like to apply for approval under s68 of the Local Government Act?	No
<b>10.7 Certificate</b>	
Have you already obtained a 10.7 certificate?	
<b>Tree works</b>	
Is tree removal and/or pruning work proposed?	No
<b>Local heritage</b>	
Does the development site include an item of environmental heritage or sit within a heritage conservation area.	No
Are works proposed to any heritage listed buildings?	No
Is heritage tree removal proposed?	No
<b>Affiliations and Pecuniary interests</b>	
Is the applicant or owner a staff member or councillor of the council assessing the application?	No
Does the applicant or owner have a relationship with any staff or councillor of the council assessing the application?	No
<b>Political Donations</b>	
Are you aware of any person who has financial interest in the application who has made a political donation or gift in the last two years?	No
Please provide details of each donation/gift which has been made within the last 2 years	

**Payer details**

Provide the details of the person / entity that will make the fee payment for the assessment.

The *Environmental Planning and Assessment Regulation 2021* and Council's adopted fees and charges establish how to calculate the fee payable for your development application. For development that involves building or other works, the fee for your application is based on the estimated cost of the development.

If your application is for integrated development or requires concurrence from a state agency, additional fees will be required. Other charges may be payable based on the Council's adopted fees and charges. If your development needs to be advertised, the Council may charge additional advertising fees. Once this application form is completed, it and the supporting documents will be submitted to the Council for lodgement, at which time the fees will be calculated. The Council will contact you to obtain payment. Note: When submitting documents via the NSW Planning Portal, credit card information should not be displayed on documents attached to your development application. The relevant consent authority will contact you to seek payment.

The application may be cancelled if the fees are not paid:

First name	David
------------	-------

Other given name(s)	
Family name	Morgan
Contact number	
Email address	
Billing address	

**Application documents**

The following documents support the application.

Document type	Document file name
Aboriginal Cultural Heritage Report	MORGAN AHIMS
Architectural Plans	Geikle Creek Road Development Revised Check Off
BASIX certificate	MORGAN BASIX
Bushfire report	MORGAN Bushfire
Clause 4.6 variation request	MORGAN 4.6 Variation request
Cost estimate report	MORGAN cost estimate
Council DA Checklist	MORGAN Checklist
Other	MORGAN _267GeickleCreekRdEastJindabyne_ToS (1) GEIKLE signed owners consent
Statement of environmental effects	MORGAN statement-of-environmental-effects-residential-dwellings-associated-structures copy

**Applicant declarations**

I declare that all the information in my application and accompanying documents is , to the best of my knowledge, true and correct.	Yes
I understand that the development application and the accompanying information will be provided to the appropriate consent authority for the purposes of the assessment and determination of this development application.	Yes
I understand that if incomplete, the consent authority may request more information, which will result in delays to the application.	Yes
I understand that the consent authority may use the information and materials provided for notification and advertising purposes, and materials provided may be made available to the public for inspection at its Offices and on its website and/or the NSW Planning Portal	Yes
I acknowledge that copies of this application and supporting documentation may be provided to interested persons in accordance with the Government Information (Public Access) 2009 (NSW) (GIPA Act) under which it may be required to release information which you provide to it.	Yes
I agree to appropriately delegated assessment officers attending the site for the purpose of inspection.	Yes
I have read and agree to the collection and use of my personal information as outlined in the Privacy Notice	Yes
I confirm that the change(s) entered is/are made with appropriate authority from the applicant(s).	



# Statement of Environmental Effects

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

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

## 1 Author

Name: Lake Light Sculpture Inc
Company (if applicable): Lake Light Sculpture Inc

## 2 Proposal

Describe Proposal: <small>(Shop, Office, Hardware/Landscape, Food &amp; Drink Premises, Industrial Activity etc.)</small>	Public Sculpture Event			
Machinery involved in activity:	Hiab Crane			
Type of items sold from site directly to public:	Artworks			
Proposed seating:	Nil			
Describe any signage/advertisement proposed:	Banner, as per Council signage			
Opening hours:	Monday - Friday		Saturday - Sunday	
	8.00 am	7.00 pm	8.00 am	7.00 pm
Proposed parking arrangements:	No dedicated parking, residents are encouraged to walk			
Type and extent of landscaping proposed:				
<b>If New Building Proposed</b>				
Number of buildings proposed:	nil			
Area of proposed building (m <sup>2</sup> ):	nil			
Proposed number of rooms:	nil			
Proposed number of storeys:	nil			

Statement of Environmental Effects

Proposed materials:	External wall finishes	n/a
	Roof finishes	
	Internal driveways/parking	
	Fences/privacy screens	
	Other	

**3 Site & Surrounding Area**

**3.1 Site Analysis**

Property Address:	1 Kalkite Street, Jindabyne
Lot/DP/SP:	DP1109455
Site area (m <sup>2</sup> /ha)	
Existing vegetation cover	grass and concrete
Existing structures	BBQs
Existing access arrangements	Multiple points of entry - pedestrian access only
Describe how water is supplied to the site	
Describe how effluent is currently managed	
Describe how stormwater is currently managed	
Describe how electricity and/or gas is supplied to the site	

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

**3.2 Surrounding Area Analysis**

Describe the types of development within the surrounding area:	
Outline the distances to neighbouring dwellings/structures	>100m to Nuggets Crossing, <100m to Jindabyne Central School, <140m to nearest dwellings on Clyde Street
Describe any Heritage items within the surrounding area	
Describe the existing streetscape (ie landscaping, fences and building facades)	
If applicable outline the predominant Heritage style within any conservation areas.	

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

Statement of Environmental Effects

**4 Environmental Impacts**

**4.1 Traffic & Utility Services**

Describe the type/number of vehicles expected to be parked on site	Employees:
	Customers/Visitors:
Describe how the development will gain legal vehicular access	
Describe the number and size of deliveries expected per day	
Describe how water will be supplied to the development	
Describe how effluent associated with the development will be managed	
Describe how stormwater associated with the development will be managed	
Describe how electricity and/or gas will be supplied to the development	

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

**4.2 Local Amenity**

Describe proposed measures to minimise any conflicts between nearby residential development. (ie fencing/privacy screens, landscaping etc)	
If applicable describe how items for sale will be displayed to public areas	In-situ / Installations on site
Describe proposed measures to ensure any signage will not result in safety issues for public roads (light glare, traffic distraction etc)	Sculptures installed in the road reserve/green strip along Kosciusko Rd will be installed on furthest side from the road and set well back.
Describe any proposed measures to minimise any impacts on footpaths (ie outdoor dining, signage, goods displayed etc)	No sculptures will be installed on footpaths
Describe any proposed measures to minimise any emissions (gases, odours, noise etc) associated with the development	N/a
Describe how the proposed development will address the existing streetscape (ie front fences, landscaping, building facade etc)	
If applicable describe how development will complement the existing Heritage items or conservation area	N/A

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

Statement of Environmental Effects

**4.3 Natural Environment**

Outline proposed measures to minimise any impacts on natural waterways (ie diversion banks, separation etc)	N/A
Outline proposed measures to minimise any potential contamination (ie storage of chemicals, bunded areas etc)	N/A
If applicable outline the levels of excavation/fill associated with the development	N/A
If applicable/appropriate describe how the development will manage flood waters (levy banks, construction etc)	N/A
If applicable/appropriate describe how the development will manage bushfire events (asset protection zones, construction etc)	N/A

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

**4.4 Construction Issues (If applicable)**

Describe erosion and sediment control proposed measures (ie silt fences, hay bales etc)					
Outline the expected duration of construction	Total Days:				
	Hours:	Monday - Friday		Saturday - Sunday	
		am	pm	am	pm
Outline how the site will be secured during the construction process					
Outline any proposed demolition as part of the development (including the removal of any asbestos materials)					
Outline how building materials will be stored on the site during construction (ie storage sheds/containers etc)					
Describe how waste generated during construction will be managed	<p><b>Waste Management Plan</b></p> <p>Complete a Waste Disposal Plan for all developments that include construction and/or demolition works. You may attach a Plan or use the table below. Waste includes, but is not limited to vegetation, trees, soil, construction waste, demolition waste, timber, asbestos, metals</p>				

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

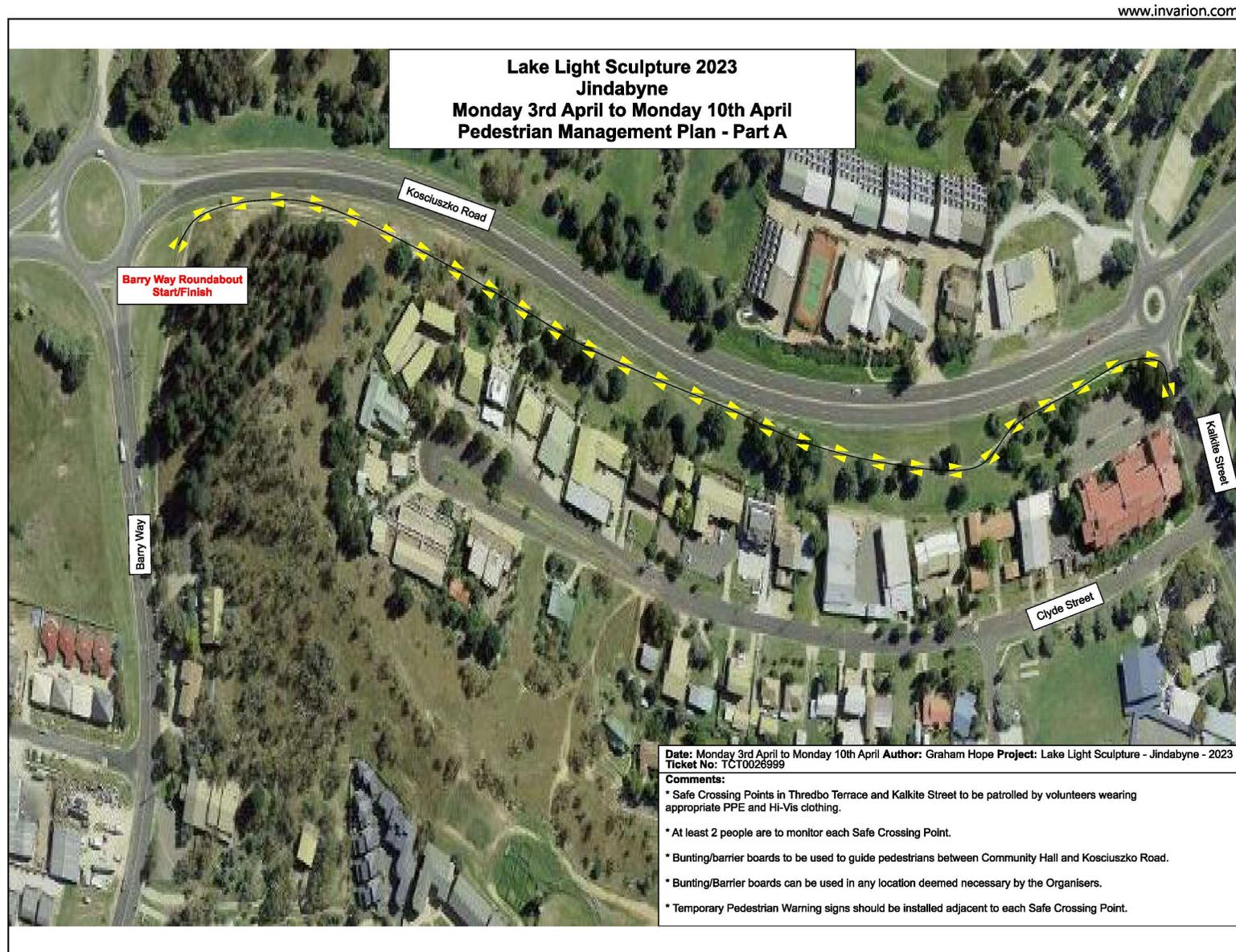
Statement of Environmental Effects

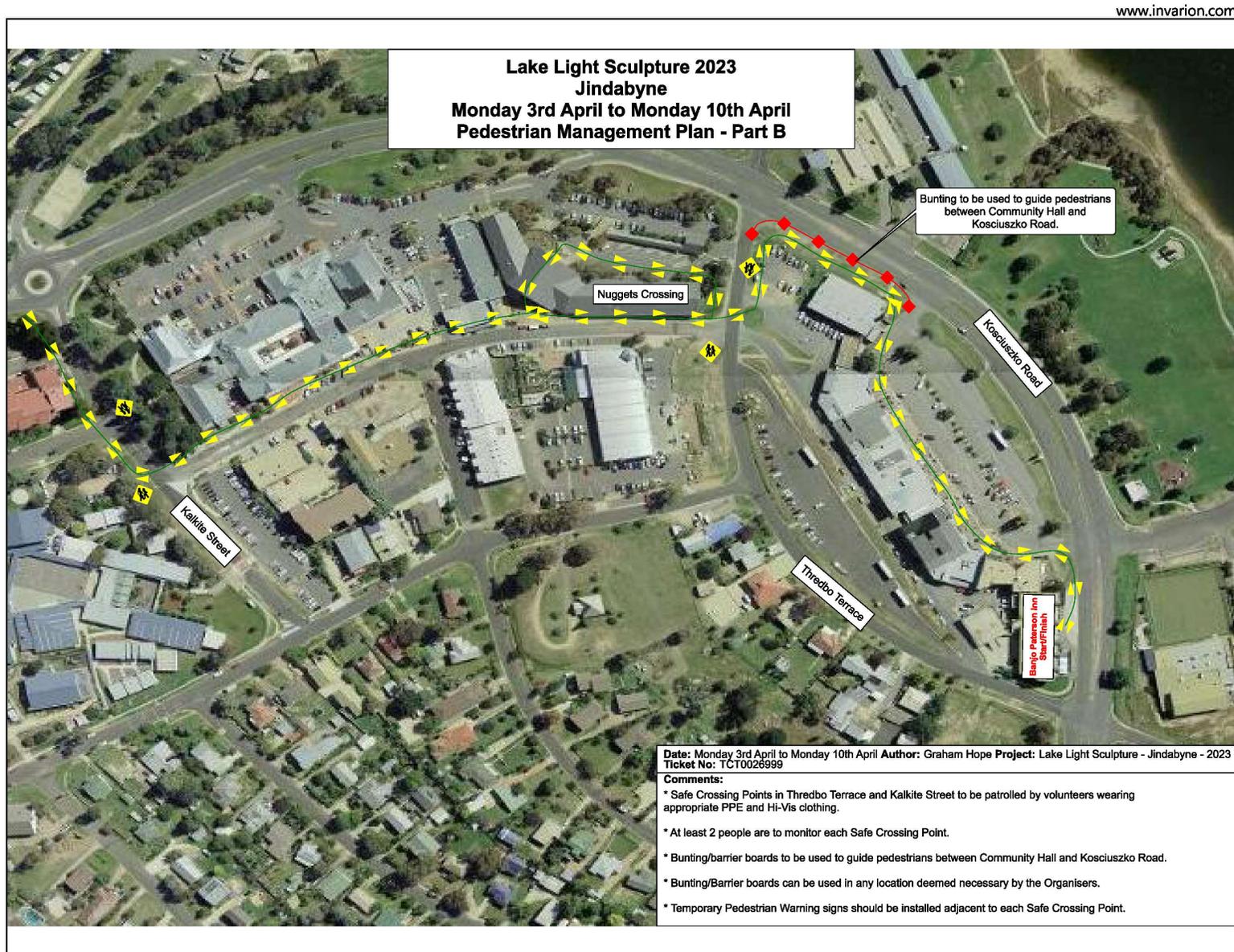
**4.5 Waste Management Plan**

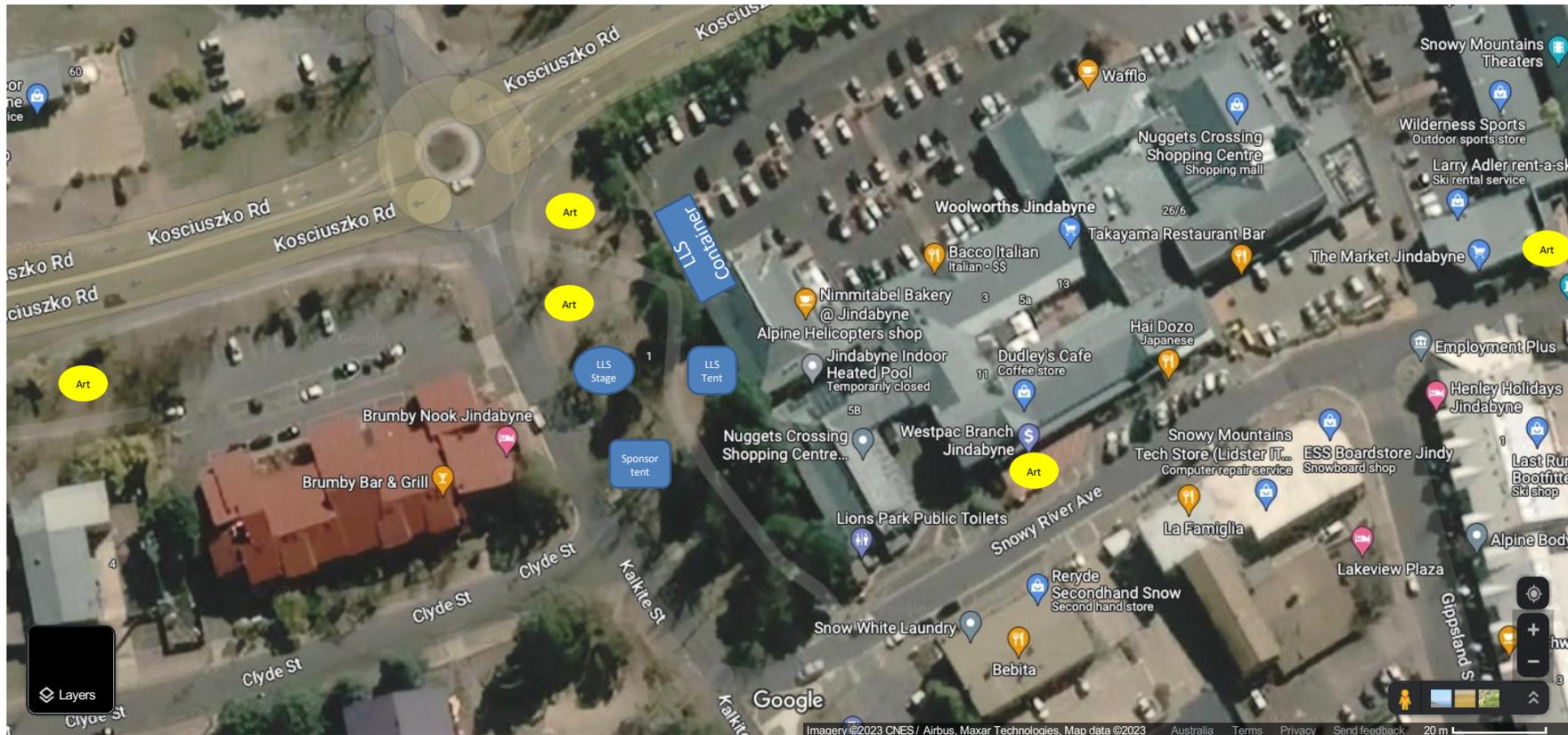
Type of waste	Estimated Amount/Volume	Where/how it will be stored on site	Where it will be disposed	Method of transportation/disposal

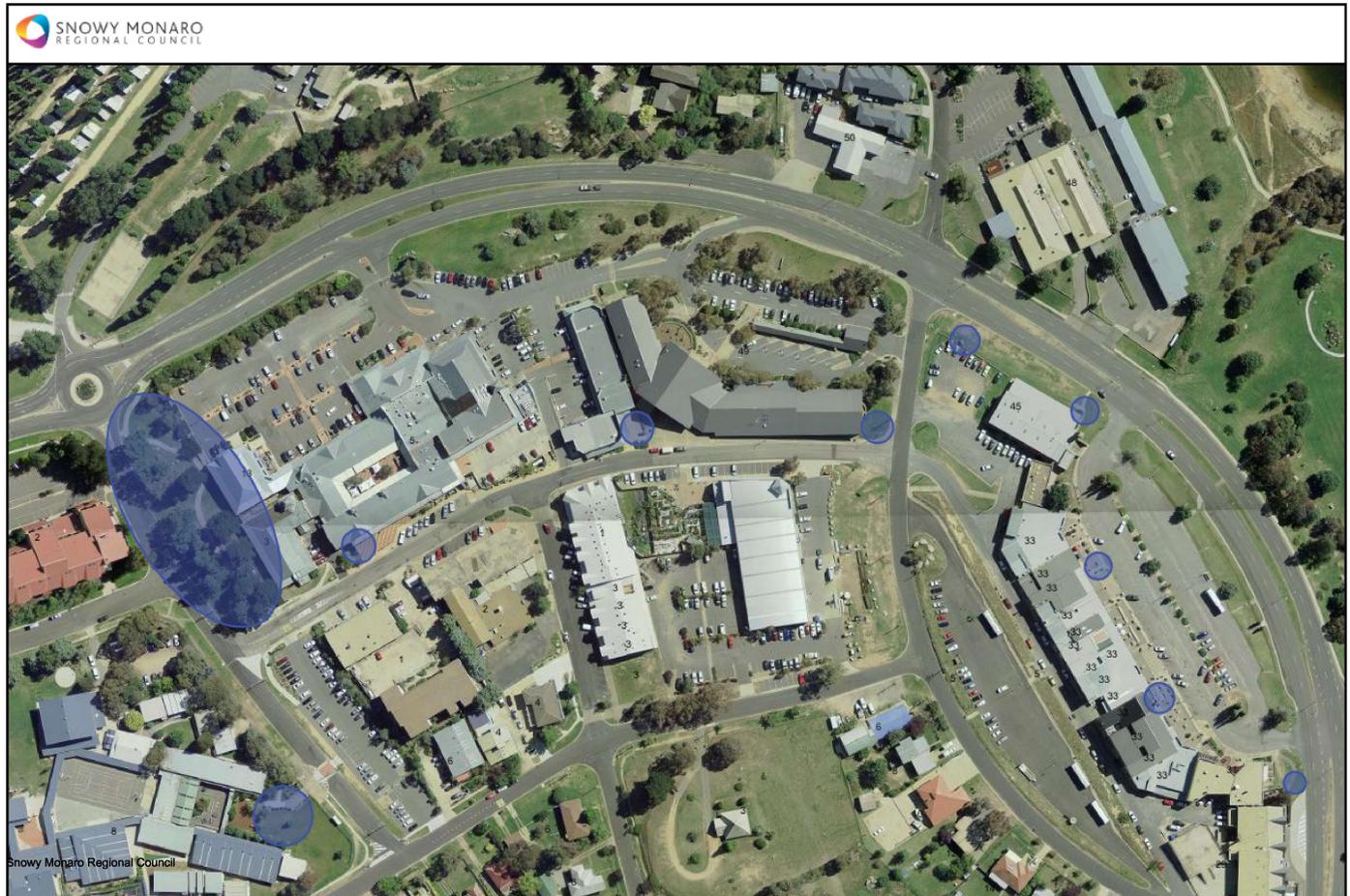
**PRIVACY INFORMATION:** The information you provide in this Statement will enable your application to be assessed by Council and any relevant state agency. If the information is NOT provided, your application may not be accepted. Your application will be publicly notified in accordance with Clause 8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











- Annotations**
- Circle12
  - Circle11
  - Circle10
  - Circle9
  - Ellipse1
  - Circle8
  - Circle7
  - Circle6
  - Circle5
  - Circle4
  - Circle3
  - Circle2
  - Circle1
- Administrative Boundaries**
- SMRC Boundary
  - ▨ State Forest
  - ▨ NPWS Reserve
- Town Names**
- TownNames

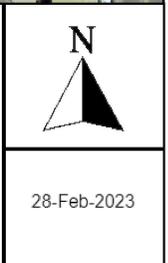
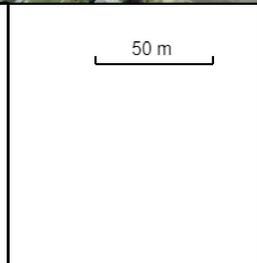
Disclaimer: While due care has been taken by the Publisher in compiling these maps, no responsibility will be accepted by Snowy Monaro Regional Council for the errors or omissions. The Publisher, to the full extent permitted by law, excludes all warranties and disclaims any responsibility to any person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

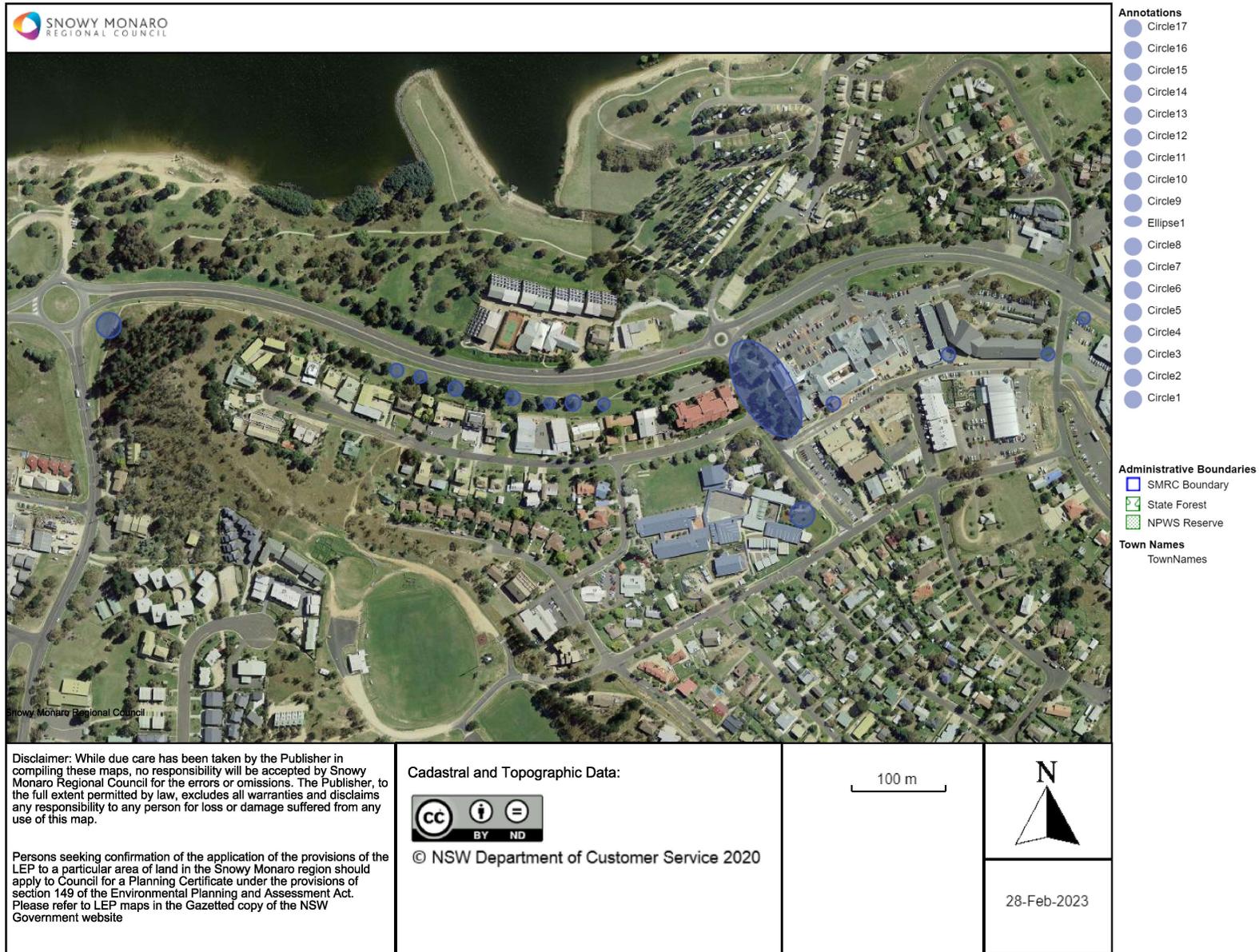
Persons seeking confirmation of the application of the provisions of the LEP to a particular area of land in the Snowy Monaro region should apply to Council for a Planning Certificate under the provisions of section 149 of the Environmental Planning and Assessment Act. Please refer to LEP maps in the Gazetted copy of the NSW Government website

Cadastral and Topographic Data:



© NSW Department of Customer Service 2020







*Event Details*

**LAKE LIGHT SCULPTURE: STREET EDITION**  
**April 6-9 2023**



**Lake Light Sculpture** is the leading arts and cultural event in the Snowy Mountains. This iconic outdoor sculpture festival, held annually on the foreshore of Lake Jindabyne, sprang to life in the year 2000. Based on the belief that public art is for everyone, this ephemeral event is held each year over the Easter period. Celebrating 20 years in 2022, these temporary sculpture installations around Lake Jindabyne enliven and activate this magnificent setting from dawn to after dusk.

Jindabyne is home to just over 2600 people and is situated in the Snowy Monaro Regional Council Local Government Area (LGA). The Board of Lake Light Sculpture Inc, all based in the region, facilitate the successful delivery of the event each year and ensure it is a meaningful, creative, and quality event for community and visitors. The Board members are volunteers with specific and diverse skill sets. Lake Light Sculpture encourages experimentation and holds firm in its belief that collaboration is the key to a great event. The event works in partnership with the community to activate and inspire, build participation, edify and entertain. In 2021, the event attracted more than 26,000 visitors.

#### 2021 EVENT STATISTICS

- 26,500 Visitations, up 6% from 2019
- 160 Sculptures
- 266 Sculptures sold (inc. multiples), compared to 97 in 2019
- Event income in 2021: \$123,800
- Cost to run event in 2021: \$83,728
- Volunteer value to event: \$150,000 est.

#### 2021 EVENT EVALUATION From 1500 Surveys

- 99% would visit the event again in the future
- 99% would visit at a different time of year
- 91% would recommend the event to others
- 87% were *highly* satisfied
- 65% visited both day/night
- Visitation by day 54% Friday, 55% Saturday, 40% Sunday (some visited multiple days).
- Predominately from NSW and ACT
- 50% of visitors were from out-of-area (750)
- 38% considered the event a big influence in their decision to visit the Snowy Mountains
- 42% stayed 4-7 nights / 35% stayed 2-3 nights
- 70% travelled in groups of 4-6 (45% families, 35% couples, 15% friends)
- 38% earn between \$45,000-\$120,000 per year
- 35% earn between \$120,000 - \$180,000 per year



### 2023 EVENT PLANNING

- Running full days 6-9<sup>th</sup> April
- Awards Announcements
- Increased Indigenous Engagement
- Paid Marketing Consultant
- Sponsorship Structure Change
- Volunteer briefings, artist talks, artist accommodation
- Online sales platform

The development and delivery (reboot) of the Lake Light Sculpture event post covid and floods. The reenvisioning of the event will develop new and renewed levels of engagement for the community and participating artists and encourage cultural tourism to the region.

Lake Light Sculpture (LLS) seeks to increase the cultural and aesthetic impact for visitors. Our annual temporary event attracts large numbers of visitors, generates spending and solidifies Jindabyne's 'destination' status.

The temporary sculpture event attracts new and repeat visitors and enables the ongoing development of place and space.

Place branding and culture led regeneration is a primary focus of the event in a township and region that has a significant focus on 'winter.' The event has cultural, economic, and social outcomes. For four days over Easter, creativity becomes the fabric of the town. In 2021 over 26,000 people were actively engaged in the event. This volume of people engaged in cultural activity in town created a sense of community and has done for the past 20 years.

The combination of the visual impact and aesthetic stimulates interest and solidifies the connection to Lake Jindabyne, the physical heart of the town. The natural features of the region contribute to the distinctiveness of the event, by creating a sense of arrival and using the sculptures to animate the public outdoor environment.

Lake Light Sculpture is delivered entirely by volunteers and uses local business to support the event. Community involvement through sponsorship, volunteering and attendance promote social inclusion and gives local residents the opportunity to shape their local neighbourhood. Lake Light Sculpture: Street Edition will capitalise on secondary economic outcomes from visitors spending on transportation, food and beverage, accommodation, and artwork sales. All incredibly important after a cancelled event year and the natural disasters of the past 2 years.

The Snowy Monaro region has a rich artistic base, however there are few formal mechanisms for tapping into this base. LLS enhances the reputation of the region and connects the community with the artists, the collectors and art seeking visitors. In previous iterations, local heritage is explored, Aboriginal Heritage is acknowledged and celebrated, and artworks are made by kindergarten students through to aged care residents.

We transform the regional landscape, celebrate the unique mountain location beside Lake Jindabyne, stimulate social interaction and invite dialogue with the arts. The event generates economic opportunities for artists and the local township, provides opportunities for learning and cultural awareness and stimulates cultural tourism; from a volunteer led, community created event



Lake Light Sculpture (LLS) is a creative community building event. LLS develops social capital by providing opportunities to participate in cooperative making events and developing ties on a cultural level.

Lake Light Sculpture: Street Edition recognises that public spaces are essential to thriving communities. The creative use of public space provides opportunities for people to meet and be exposed to different members of the community. Through additional funding, commissioned artists specialising in community and participatory art will provide structure to community-wide making events. We aim to tell powerful personal and community stories - many works in the 2021 event referred to personal experiences of the 2020 bushfires.

Jindabyne is a fractured township and spaces aren't designed or managed for public use and LLS creates linkages through art to encourage connection and alternative use – paving the way for civic redevelopment. LLS encourages activation discovery of the township by walking. The planned installation of the 2023 event traverses 3kms of walking space from the town entrance on the Eastern side, through the main shopping district and a long stretch connecting the Clay Pits on an infrequently used path alongside the highway.

LLS encourages youth participation - young people are meaningful contributors in the social and economic aspects of the community – through schools, through volunteerism and by demonstrating the arts as a viable pastime or career option. This is increasingly important in a township where winter sports success is seen as the ultimate achievement.

As a gateway township to the mountains, public art is recognised as a mechanism for improvement of the civic space. LLS is the leading voice in the arts in the region. The investment is modest; however, the economic and social impacts are significant. The wide variety of artists participating ensure that the resulting exhibition is varied and diverse. LLS holds true to a shared belief in the creativity of all people and their inherent right to express what is important to them in a manner that is relevant, challenging and fun.



# **EVENT MANAGEMENT PLAN: LAKE LIGHT SCULPTURE 2023**

**INTRODUCTION**

**Event Information**

<b>Event Name</b>	<b>Lake Light Sculpture, Jindabyne</b>
<b>Date</b>	<b>Bump-in 3-5 April 2023 Event 6-9 April 2023 Bump-Out 10 April 2023</b>
<b>Organiser</b>	<b>Lake Light Sculpture Inc.</b>
<b>Contact Details</b>	<b>Cherie McNair, Chair Steve Cooper, Secretary</b>
<b>Location of event</b>	<b>Jindabyne</b>

**EVENT DETAILS**

**Event description**

Lake Light Sculpture is a large community run public sculpture event.

**History**

Lake Light Sculpture is the leading arts and cultural event in the Snowy Mountains. This iconic outdoor sculpture festival, held annually on the foreshore of Lake Jindabyne, sprang to life in the year 2000. Based on the belief that public art is for everyone, this ephemeral event is held each year over the Easter period. Celebrating 20 years in 2022, these temporary sculpture installations around Lake Jindabyne enliven and activate this magnificent setting from dawn to after dusk.

Jindabyne is home to just over 2600 people and is situated in the Snowy Monaro Regional Council Local Government Area (LGA). The Board of Lake Light Sculpture, all based in the region, facilitate the successful delivery of the event each year and ensure it is a meaningful, creative, and quality event for community and visitors. Lake Light Sculpture encourages experimentation and holds firm in its belief that collaboration is the key to a great event. The event collaborates with community to activate, participate, and entertain and in 2021, attracted more than 26,000 visitors.

**Objectives**

Community participation; Artist participation; Economic boost to the township; Development of new audiences.

**Event Start and Finish Times**

Dawn to dusk daily for four designated days.

**Participant Details**

Delivery of the event each year is reliant on a combination of community, amateur and professional artists. It is the diversity of the artists (from farmers to art school trained sculptors) that provides variety, interest and ensures community interest.

**Format of Activities**

The event is a large outdoor sculpture festival, installed along the shared path around Jindabyne Central, in the Snowy Mountains.

**Insurance**

<b>Insurer</b>	<b>1. Finsura 93110362 - Regional Arts Voluntary Workers 2. Finsura QBE 130U157633BPK - Pack</b>
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	<b>3. Finsura PAL026642520L - Association Liability</b>		
<b>Address</b>	PO Box 686, Castle Hill NSW 1765		
<b>Phone</b>	02 9899 2999	<b>Fax</b>	
<b>Email</b>	<a href="mailto:info@finsura.com.au">info@finsura.com.au</a>		
<b>Policy Number</b>	93110362 - Regional Arts Voluntary Workers 130U157633BPK – Public and Professional Liability PAL026642520L - Association Liability		
<b>Public Liability Value and Asset Value:</b>	20,000,000		

### EVENT REQUIREMENTS

#### Communication Procedures

Committee Members will have 2-way radios for the duration of the event. Volunteers will travel the designed path and speak to members of the public. Signage will also be deployed once installation is complete.

#### Incident/Accident Procedures

St Johns Ambulance have been engaged for the 4 days of the event

#### Incident Management Contacts

Position	Name	Contact
First Aid Officer 1	Cherie McNair	TBC
First Aid Officer 2	Steve Cooper	TBC
Incident Officer		
Police		
Ambulance		
Fire		
Hospital		
Council – Event Facilitator		
Council – Environmental Health		
Council – Open Spaces		

#### Incident Reports

Incidents are to be recorded in the following format:

Date & Time of Incident	Description of Incident	Persons Involved (Name, address, ph)	Action taken

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**PUBLIC HEALTH**

**Temporary Food Stalls**

As the event passes through town, visitors are encouraged to utilise existing business for food and drink. No temporary food stalls will be established for the event.

**Alcohol**

Alcohol will not be available at the event.

**Toilets**

Public toilets are located at Banjo Patterson Park, Jindabyne Town Centre, National Parks Office, Nuggets Crossing and Clay Pits

**Water**

Water will be available at the Lake Light Central set up in Lions Park

**Waste Management**

There are a significant number of bins located throughout the Town Centre and path. Daily checks will be made and collection on an as needs basis will be arranged.

**Nuisances (Noise, Dust, Light, Odour)**

Noise from amplified event announcements will only be evident on two occasions, Saturday 8 and Sunday 9 at 10am and 12noon respectively for awards presentations.

**PUBLIC SAFETY**

**Temporary Structures**

**List details:**

Marquees/ Tent
Lake Light Sculpture Tent (Lions Park)
Snowy Hydro Tent (Lions Park – Thursday 6 Only)

**Security and Crowd Control**

Number of security at event: 2 x individuals 8pm-7am

<b>Company Name: TBC</b>	<b>Licence details:</b>
<b>Contact :</b>	<b>Phone:</b>
<b>Police contact :</b>	<b>Phone:</b>

**Lost property/children**

Lost Property will be held at the main Lake Light Sculpture Tent in Lions Park Jindabyne. A number of Committee Members have Working with Children Check. Lost Children will only be left under their supervision until Police attendance.

### EVENT PROMOTION

#### Ticketing

Free event

#### Signage

Council Road Banner

The following signage be installed:

- |   |                                    |
|---|------------------------------------|
| <input type="checkbox"/> Information/communication/ incident area | <input type="checkbox"/> Water     |
|   | <input type="checkbox"/> First aid |

#### Health Promotion

List any messages to be promoted on the day: Covid Safe Plan

#### Promotion

See attached marketing plan.

### TRAFFIC MANAGEMENT

See attached plan.

Could your event impact the normal use of roads/footpaths in and around the event site? **Yes** No

### SITE INSPECTIONS

Inspections shall be undertaken as required and will be at any of the following occasions:

- Before the event
- During the event activities
- After the event activities and closing down



## TRAFFIC MANAGEMENT PLAN

### Lake Light Sculpture – Traffic Management Plan – On Road Events

#### EVENT DETAILS

**Name of Event:** Lake Light Sculpture  
**Event Organiser:** Lake Light Sculpture Inc  
**Sponsor:** Snowy Hydro Limited, Thredbo, Perisher  
**Requested Date:** Monday 3 April-Monday 10 April  
**Requested Times:** 8am-7pm daily (8am-5pm installation days)

#### Contact Details

**Contact Name:** Steve Cooper (Secretary) or Cherie McNair (Chair)  
**Phone Number:** 0417409845 (SC) or 0426928508 (CM)  
**Email:** [steve@lakelightsculpture.com.au](mailto:steve@lakelightsculpture.com.au)  
[cherie@lakelightsculpture.com.au](mailto:cherie@lakelightsculpture.com.au)  
[info@lakelightsculpture.com.au](mailto:info@lakelightsculpture.com.au)

#### Agency Contact Information:

**Council:** Snowy Monaro Regional Council  
**Police:**

#### TRAFFIC MANAGEMENT PLAN

**Location:** Jindabyne, NSW, 2627

<b>Date and Time:</b>	Monday 3 April	8am-5pm	Installation
	Tuesday 4 April	8am-5pm	Installation
	Wednesday 5 April	8am-5pm	Installation
	Thursday 6 April	8am-7pm	Event
	Friday 7 April	8am-7pm	Event
	Saturday 8 April	8am-7pm	Event
	Sunday 9 April	8am-7pm	Event
	Monday 10 April	8am-5pm	De-Installation

**TMP:** Version 1

**Document Author:** Cherie McNair, Chair and Committee LLS

#### SITUATION ANALYSIS

Lake Light Sculpture is the leading arts and cultural event in the Snowy Mountains. This iconic outdoor sculpture festival, held annually on the foreshore of Lake Jindabyne, sprang to life in the year 2000. Based on the belief that public art is for everyone, this ephemeral event is held each year over the Easter period. Celebrating 20 years in 2022, these temporary sculpture installations around Lake Jindabyne enliven and activate this magnificent setting from dawn to dusk.

Jindabyne is home to just over 2600 people and is situated in the Snowy Monaro Regional Council Local Government Area (LGA). The Board of Lake Light Sculpture Inc, all based in



## TRAFFIC MANAGEMENT PLAN

the region, facilitate the successful delivery of the event each year and ensure it is a meaningful, creative, and a quality event for community and visitors. The Board members are volunteers with specific and diverse skill sets. Lake Light Sculpture encourages experimentation and holds firm in its belief that collaboration is the key to a great event. The event works in partnership with the community to activate and inspire, build participation, edify and entertain. In 2021, the event attracted more than 26,000 visitors.

This Traffic Management Plan aim to ensure the safety of Artists, Volunteers and Visitors to the event as they traverse the identified public spaces.

### EXECUTION

#### General Outline

As per attached map. Utilising existing paths commencing near the Banjo Patterson Hotel, via the Town Centre (hardstand area in front of the shops) past the Jindabyne Hall, in front of the hall to the Library. Left hand turn from the library, assisted crossing at Thredbo Terrace to connect with Gippsland Street and the rear of the Parks Office. Using exiting pedestrian pathways along behind Nuggets Crossing to the Lions Park. Lions Park is Lake Light Central. From Lions Park assisted crossing at Kalkite Street to connect with existing footpath on Kosciuszko Road. Route ends opposite Claypits/Snowy Mountains Grammar.

#### Preparation - 'bump in'

Monday 3 April	8am-5pm	Installation
Tuesday 4 April	8am-5pm	Installation
Wednesday 5 April	8am-5pm	Installation

During loading and unloading equipment and sculptures LLS will, where possible, restrict public access to the area during bump in and bump out. It is expected that one hiab crane will be used with a licensed driver provided by Mitre10 Jindabyne.

Where possible LLS will provide separate pedestrian and traffic routes and restrict pedestrian entry to areas where vehicles are used.

All installation staff/volunteers will be provided appropriate PPE and high visibility clothing.

Artists will be directed to 'check in' at Lake Light Central, where a member of the bump in crew will provide them with traffic directions to unload their work at their designated point.

#### Event staging

Thursday 6 April	8am-7pm	Event
Friday 7 April	8am-7pm	Event
Saturday 8 April	8am-7pm	Event
Sunday 9 April	8am-7pm	Event

During the event particular focus will be on walkways and crossings (Kalkite Street and Thredbo Terrace).



## TRAFFIC MANAGEMENT PLAN

Crowd control, movement and safety will be undertaken by Volunteers and the Committee. In peak periods, the use of traffic controllers, marshals, and spotters who are competent to carry out this work have been considered. Any volunteers assisting with road crossings will be provided with high visibility clothing and signage. (Traffic controllers to aid pedestrians)

The area in front of the library will be marked off with bunting to keep visitors on the inside of the tree line between the Jindabyne Hall and the Library where the footpath runs out. Any additional areas identified through a risk assessment will have a pedestrian path delineated via bunting.

It is expected that 2 Sculptures will be installed in the Town Centre (designated council spaces in front of the bakery and Cocina).

Visitors to the event will be encouraged to start their journey at either Banjo Paterson Inn or Barry Way Roundabout to avoid congestion at either end. This will also allow Committee members to monitor pedestrian traffic volume as it passes via Lake Light Central.

There are numerous opportunities to 'leave' the event trail. All Committee members managing traffic control will have 2 way radios.

### **Event dismantling - 'bump out'**

Monday 10 April      8am-5pm      De-Installation

Loading and unloading equipment and sculptures will, where possible, restrict public access to the area during bump in and bump out.

Where possible LLS will provide separate pedestrian and traffic routes and restrict pedestrian entry to areas where vehicles are used.

All installation staff/volunteers will be provided appropriate PPE and high visibility clothing.

### **The Route**

#### **Volunteers**

During Installation: Any large sculptures that require hiab crane installation will be scheduled early morning hours to reduce potential pedestrian and vehicle disruption. Locations will be selected for safest access for the work. All works will be located on hard stand areas off paths, and on Kosciuszko Road works will be installed in the wide grassed verge, off the pedestrian path.

During the Event: Volunteers and Committee Members will be rostered to manage crossing points during the hours of 8-7pm. There are two key crossing points. Volunteers will patrol the route to ensure

#### **Local Resident Access**

It is not expected that the event will cause significant delays for local traffic on Kalkite Street or Thredbo Terrace as there are no hard barriers impeding access.



## TRAFFIC MANAGEMENT PLAN



**Pre-Lodgement Application Form**

Portal Application number: PAN-309982

**Applicant contact details**

Title	Ms
First given name	Cherie
Other given name/s	
Family name	McNair
Contact number	
Email	cherie@lakelightsculpture.com.au
Address	PO Box 378, Jindabyne NSW 2627
Application on behalf of a company, business or body corporate	Yes
ABN	86819273653
ACN	
Name	Lake Light Sculpture Incorporated
Trading name	Lake Light Sculpture Incorporated
Is the nominated company the applicant for this application	Yes

**Owner/s of the development site**

Owner/s of the development site	A company, business, government entity or other similar body owns the development site
Owner #	1
Company, business or body corporate name	Snowy Monaro Regional Council
ABN / ACN	72 906 802 034

I declare that I have shown this document, including all attached drawings, to the owner(s) of the land, and that I have obtained their consent to submit this application. - Yes

Note: It is an offence under Section 10.6 of the Environmental Planning and Assessment Act 1979 to provide false or misleading information in relation to this application.

**Site access details**

Are there any security or site conditions which may impact the person undertaking the inspection? For example, locked gates, animals etc.	No
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**Developer details**

ABN	
ACN	
Name	
Trading name	
Address	
Email Address	

**Development details**

Application type	Development Application
Site address #	1
Street address	1 KALKITE STREET JINDABYNE 2627
Local government area	SNOWY MONARO REGIONAL

Lot / Section Number / Plan	1/-/DP1109455 <input checked="" type="checkbox"/>
Primary address?	Yes
Planning controls affecting property	Land Application LEP Snowy River Local Environmental Plan 2013 Land Zoning RE1: Public Recreation Height of Building NA Floor Space Ratio (n:1) NA Minimum Lot Size NA Heritage NA Land Reservation Acquisition NA Foreshore Building Line NA

**Proposed development**

Proposed type of development	Other
Description of development	This DA is for the Community Event "Lake Light Sculpture." Utilising public space from Banjo Paterson Hotel, via the township of Jindabyne to the Barry Way, this event sees the installation of public sculptures for a 4 day event . The event is free and run entirely by volunteers. The event is unpowered and runs from 8am-7pm with security guards safeguarding the works after hours. Installation time Monday 3 April-Wednesday 5 April, Event Thursday 6 April - Sunday 9 April, Deinstallation 10 April.
<b>Provide the proposed hours of operation</b>	
Proposed to operate 24 hours on Monday	No
Monday	8:00 AM - 5:00 PM
Proposed to operate 24 hours on Tuesday	No
Tuesday	8:00 AM - 5:00 PM
Proposed to operate 24 hours on Wednesday	No
Wednesday	8:00 AM - 5:00 PM
Proposed to operate 24 hours on Thursday	No
Thursday	8:00 AM - 7:00 PM
Proposed to operate 24 hours on Friday	No
Friday	8:00 AM - 7:00 PM
Proposed to operate 24 hours on Saturday	No
Saturday	8:00 AM - 7:00 PM
Proposed to operate 24 hours on Sunday	No
Sunday	8:00 AM - 7:00 PM
<b>Dwelling count details</b>	
Number of dwellings / units proposed	0
Number of storeys proposed	0
Number of pre-existing dwellings on site	0
Number of dwellings to be demolished	0
Existing gross floor area (m2)	0
Proposed gross floor area (m2)	0
Total site area (m2)	0
<b>Cost of development</b>	

Estimated cost of work / development (including GST)	\$60,000.00
Do you have one or more BASIX certificates?	No
<b>Subdivision</b>	
Number of existing lots	0
Is subdivision proposed?	No
<b>Proposed operating details</b>	
Number of additional jobs that are proposed to be generated through the operation of the development	
Number of staff/employees on the site	15

**Number of parking spaces**

Number of loading bays	
Is a new road proposed?	No
<b>Concept development</b>	
Is the development to be staged?	No, this application is not for concept or staged development.
<b>Crown development</b>	
Is this a proposed Crown development?	No

**Related planning information**

Is the application for integrated development?	No
Is your proposal categorised as designated development?	No
Is your proposal likely to significantly impact on threatened species, populations, ecological communities or their habitats, or is it located on land identified as critical habitat?	No
Is this application for biodiversity compliant development?	No
Does the application propose a variation to a development standard in an environmental planning instrument (eg LEP or SEPP)?	No
Is the application accompanied by a Planning Agreement ?	No
<b>Section 68 of the Local Government Act</b>	
Is approval under s68 of the Local Government Act 1993 required?	Yes
Have you already applied for approval under s68 of the Local Government Act?	No
Would you like to apply for approval under s68 of the Local Government Act?	Yes
<b>10.7 Certificate</b>	
Have you already obtained a 10.7 certificate?	
<b>Tree works</b>	
Is tree removal and/or pruning work proposed?	No

<b>Local heritage</b>	
Does the development site include an item of environmental heritage or sit within a heritage conservation area.	No
Are works proposed to any heritage listed buildings?	No
Is heritage tree removal proposed?	No
<b>Affiliations and Pecuniary interests</b>	
Is the applicant or owner a staff member or councillor of the council assessing the application?	Yes
Description provided	Chair of Lake Light Sculpture is an employee of Snowy Monaro Regional Council. No other members of the Committee are employees of Council. Chair does not have any involvement in the approval of planning items. Secretary of Lake Light Sculpture will manage correspondence.
Does the applicant or owner have a relationship with any staff or councillor of the council assessing the application?	Yes
Description provided	Chair of Lake Light Sculpture is an employee of Snowy Monaro Regional Council. No other members of the Committee are employees of Council. Chair does not have any involvement in the approval of planning items. Secretary of Lake Light Sculpture will manage correspondence.
<b>Political Donations</b>	
Are you aware of any person who has financial interest in the application who has made a political donation or gift in the last two years?	No
Please provide details of each donation/gift which has been made within the last 2 years	

**Payer details**

Provide the details of the person / entity that will make the fee payment for the assessment.

The *Environmental Planning and Assessment Regulation 2021* and Council's adopted fees and charges establish how to calculate the fee payable for your development application. For development that involves building or other works, the fee for your application is based on the estimated cost of the development.

If your application is for integrated development or requires concurrence from a state agency, additional fees will be required. Other charges may be payable based on the Council's adopted fees and charges. If your development needs to be advertised, the Council may charge additional advertising fees.

Once this application form is completed, it and the supporting documents will be submitted to the Council for lodgement, at which time the fees will be calculated. The Council will contact you to obtain payment. Note: When submitting documents via the NSW Planning Portal, credit card information should not be displayed on documents attached to your development application. The relevant consent authority will contact you to seek payment.

The application may be cancelled if the fees are not paid:

First name	Kerin
Other given name(s)	
Family name	Jarvis
Contact number	
Email address	kerin@lakelightsculpture.com.au
Billing address	PO Box 378, Jindabyne NSW 2627

**Application documents**

The following documents support the application.

Document type	Document file name
	LLS 2023 DA Support

Other	LLS EMP 2023 Lions Park DRAFT2023 LLS Markting Strategy AWARDS 2023 MAP with locations Map with locations 2 LLS PMP 2 LLS PMP 1 Lake Light Sculpture 2023 TMP
Statement of environmental effects	Form - Statement of Environmental Effects - Commercial

**Applicant declarations**

I declare that all the information in my application and accompanying documents is , to the best of my knowledge, true and correct.	Yes
I understand that the development application and the accompanying information will be provided to the appropriate consent authority for the purposes of the assessment and determination of this development application.	Yes
I understand that if incomplete, the consent authority may request more information, which will result in delays to the application.	Yes
I understand that the consent authority may use the information and materials provided for notification and advertising purposes, and materials provided may be made available to the public for inspection at its Offices and on its website and/or the NSW Planning Portal	Yes
I acknowledge that copies of this application and supporting documentation may be provided to interested persons in accordance with the Government Information (Public Access) 2009 (NSW) (GIPA Act) under which it may be required to release information which you provide to it.	Yes
I agree to appropriately delegated assessment officers attending the site for the purpose of inspection.	Yes
I have read and agree to the collection and use of my personal information as outlined in the Privacy Notice	Yes
I confirm that the change(s) entered is/are made with appropriate authority from the applicant(s).	



## Action and Task Progress Report- Standard

Snowy Monaro Regional Council (SMRC)

cammsstrategy

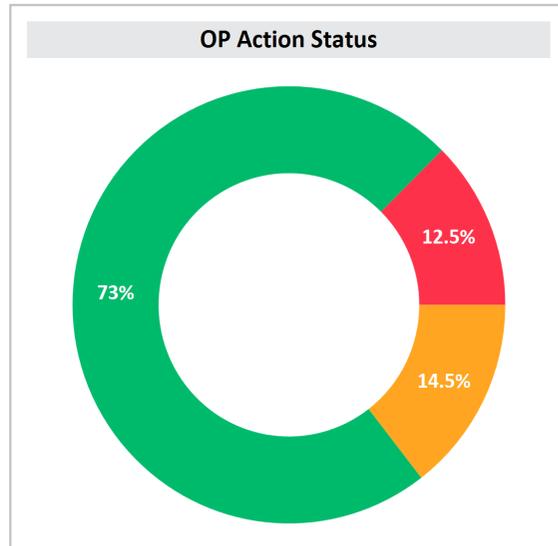
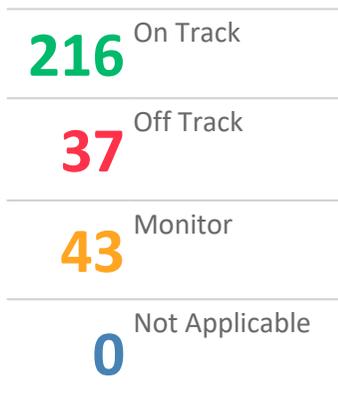
Print Date: 06-Mar-2023

Snowy Monaro Regional Council (SMRC) Action and Task Progress Report- Standard

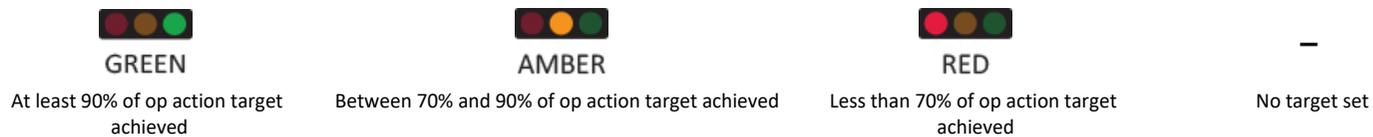
### OVERVIEW

#### OP ACTION SUMMARY

By Performance



#### OP ACTION PLANS



\* Dates have been revised from the Original dates

#### Communications Portfolio

##### Communications

##### Communication and Engagement

OP Action Title: 14.1.1.1 Monitor afterhours logs daily, update manuals and address key issues and themes to support delivery of effective customer service to the community

**Snowy Monaro Regional Council (SMRC)** **Action and Task Progress Report- Standard**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Engagement	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Daily reports from AH call centre monitored and shared with relevant teams. Monthly meeting with AH call centre manager to address any changes or issues. After hours team updated with current issues. After hours log disseminated in a timely manner.</p> <p>CSO manual continues to updated and monitored for policy and procedure updates. This includes - staff updates, procedural and legislation changes. There are now x 3 Service NSW trained staff in Bombala - 1 fulltime, 1 x .8 FTE, 1 x casual.</p> <p>Reviewing of Enghouse data continues for team customer service monitoring.</p> <p>Work continues with WHS on the duress alarm system along with procedures for CSO during bomb threats and in case of fire.</p> <p>Service level for February 95.79%</p> <p><i>Last Updated: 02-Mar-2023</i></p>						

OP Action Title: 14.1.1.2 Ensure consistent branding outlined in the Corporate Style Guide is used across the organisation through continued education and support

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Engagement	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Support for departments is continuing on style guide usage along with ongoing review of documents. The process of passing through Comms before publishing is becoming imbedded in Council processes. Education continues on logo usage particularly for non-council businesses and organisations. The new format of templates is creating a consistent look and feel of SMRC branded documents. The awareness and usage of style guide is high across Council teams. This is evident by the quality of published documents Planning is underway for learning lunches.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						

OP Action Title: 14.1.1.3 PROJECT: Establish a Customer Request Management system to improve customer service and streamline allocation of requests through the organisation

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Engagement	In Progress	01-Jul-2022	30-Jun-2023	10%	67.00%	 RED
<p><b>OP Action Progress Comments:</b> Broader Council project now lead by Strategy. Awaiting recommendations on FF4.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						

OP Action Title: 14.1.1.4 PROJECT: Prepare and implement Community Engagement Strategy

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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**Snowy Monaro Regional Council (SMRC) Action and Task Progress Report- Standard**

Coordinator Engagement	In Progress	01-Jul-2022	30-Jun-2023	90%	90.00%	 GREEN
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**OP Action Progress Comments:** The CES report was presented to December Council meeting. The strategy was not endorsed by Council and at their request, we attended what was to be a workshop to discuss their concerns with the CES. With an external expert, we reviewed the strategy to ensure it aligned with IP&R framework guidelines and it was using industry best practice principles. This workshop was unproductive. With only one change put on the table, we will present the CES at the next council meeting. Once the document is endorsed, this will become the basis for all community engagement activities. It must be noted, we have used this framework on two large projects and it was easy to use and gave clarity to teams on expectations.

*Last Updated: 02-Mar-2023*

OP Action Title: 15.1.1.1 Distribute eNewsletter and promote subscriber signups to increase database

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Engagement	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** With engaging content the eNewsletter continues to have above industry best open and click through rate. Subscriber signup continues to increase.

February open rate: 61.1%

February click rate: 16.8%

Top clicks

- Council to apply for 53% SRV – 95 clicks
- 2023 award winner for Australia Day Local Citizen of the Year – 76 clicks
- Australia Day events – 67 clicks
- Councillors vote to change Snowy Monaro SRV application – 58 clicks
- Helping households reduce their landfill waste – 47 clicks
- Weeds and the Biosecurity Act update – 44 clicks

Council eNewsletter subscriptions by 10% per year - July 22 to February has seen an increase of 34.9%

*Last Updated: 02-Mar-2023*

OP Action Title: 15.1.1.2 Council news and information is regularly circulated through all relevant channels to community, media and other relevant stakeholders

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Engagement	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** Ongoing - daily and weekly to more than 40 media outlets, within region, ACT and beyond. Media releases, public notices were disseminated in a timely manner to topic relevant stakeholders and groups. The digital platform continues to be a reliable and timely source of Council information. This resulted in extensive coverage in local print media, radio and social media including topic specific interviews. The media coverage is collated weekly and distributed internally to ELT and Councillors. Council media releases remain the dominant source of media information. SRV and RLU continue to dominate media coverage with potholes also commanding media attention.

*Last Updated: 02-Mar-2023*

**Snowy Monaro Regional Council (SMRC) Action and Task Progress Report- Standard**

OP Action Title: 15.1.1.3 Connect with local residents at local Country Shows, pop-up stalls, community group presentations throughout the region and other identified, relevant opportunities

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Engagement	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** There have been a number of events throughout the region relating to waste, weed and community consultation. Events included town visits, pop-ups, the final Landcare site visits and the start of show season. We also attended an information session in a local community on preparedness and emergency matters. The Waste Education Officer position is vacant, we have re-advertised and hoping to fill the position in the March period, the vacancy is impacting waste education activity. Comms are working with waste to ensure top line activity is being addressed. The Country Show season has commenced with good attendance at Councils stand at the annual Nimmitabel Show.

*Last Updated: 02-Mar-2023*

OP Action Title: 7.2.3.1 Educational impact programs are undertaken to address environmental impacts of weeds and waste management

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Engagement	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN

**OP Action Progress Comments:** Strategy developed for waste to ensure coordinated and effective implementation of the 2022 - 2024 strategy. This Biosecurity role has been absorbed into Biosecurity team. The Biosecurity team attended the first of the country shows and there were many biosecurity enquiries. There will be weed information available and a ranger on hand to assist with residents queries. The education officer position was re-advertised in February. The final event in the Sustainable Lands series were sell outs, the attendees were highly engaged and impressed by the quality of information and presenters. Comms assisting Biosecurity with increasing awareness in the change in the Biosecurity Act.

*Last Updated: 02-Mar-2023*

**Economic Development and Tourism**

OP Action Title: 1.2.1.1 Support eligible events under Council’s Major Events Funding Policy

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN

**OP Action Progress Comments:** Following the February Council meeting \$18,945 of funding has now been allocated to events under the Funding Policy. Other upcoming events are also expecting to submit applications for funding in coming weeks.

*Last Updated: 22-Feb-2023*

OP Action Title: 5.1.1.1 Maintain involvement in the Regional Economic Development Strategy (REDS) review

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	Completed	01-Jul-2022	30-Jun-2023	100%	67.00%	 GREEN

**OP Action Progress Comments:** The final updated REDS has now been completed. Council was notified on 21/2/23 that it is available online from the Regional NSW website.

**Snowy Monaro Regional Council (SMRC)** **Action and Task Progress Report- Standard**

*Last Updated: 22-Feb-2023*

OP Action Title: 5.1.2.1 Continue to support the Snowy Mountains Special Activation Precinct (SAP)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	70%	67.00%	 GREEN

**OP Action Progress Comments:** The SAP Executive Group, Planners Group and Projects Group are all now set up for liaison with RGDC on a consistent basis. All meetings are occurring monthly. The key focus at present is on completion of the new Development Control Plan for Jindabyne, along with tendering for detailed design of the foreshore works forming part of the SAP. Elements of the draft DCP are being reviewed by staff, and arrangements regarding future Council assets to be constructed by the SAP are also beginning to be discussed in detail.

*Last Updated: 22-Feb-2023*

OP Action Title: 5.1.3.1 PROJECT: Develop a SMRC Tourism Strategy to support and grow the region’s tourism industry to replace Destination Management Plan

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	30%	40.00%	 AMBER

**OP Action Progress Comments:** This project is underway and work has begun on an early draft of the strategy and project plan. The aim is 50% completion this financial year and 100% completion in the 2023-24 financial year.

*Last Updated: 22-Feb-2023*

OP Action Title: 5.1.4.1 Publicise local events in region

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	70%	67.00%	 GREEN

**OP Action Progress Comments:** Weekly events e-newsletter distributed through digital channels most Fridays. Event promotion (and sign-up promotion) through the Visitor Centre staff, Council websites, Social Media Channels and adverts. Individual event promotion via Social Media and Visit Cooma Calendar. Council has been successful in receiving funds for events under the Reconnecting Regional NSW Community Events Program and is supporting a number of pre-nominated events with this funding as well as promotional support. This Program received a substantial extension through to the end of 2024 so Council support for these events will continue for some time.

*Last Updated: 06-Jan-2023*

OP Action Title: 5.1.4.2 PROJECT: Monaro Rail Trail - Undertake investigation and scope the Monaro Rail Trail

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

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**OP Action Progress Comments:** Council has been successful in its grant application to the Business Case and Strategy Development Fund seeking funding for a TDP for stage 2 and reports on biodiversity and biosecurity for stage 1A. Have also commenced discussions with TfNSW on possible lease of rail corridor and have been advised that a new Regulation is being prepared by the state government which will legislate specifically about rail trail leases. TfNSW have confirmed they will provide more information when they are able, likely during March. The tender and funding agreement for the BCSD grant are currently being prepared.

*Last Updated: 22-Feb-2023*

OP Action Title: 5.1.6.1 Review Council tourism websites quarterly for content updates

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** Tourism Promotions and Events Officer has reviewed website arrangements. Daily checks and page reviews undertaken with amendments implemented immediately. General aim is to address any gaps in current content about the region, particularly in relation to the events calendar. Continuing to work on updating the tourism information within Council's main website in liaison with Comms team. The Events Officer has been working with a short term resource in Comms on improvements to tourism content on Council's website. Looking to do a major update of tourism websites if funding becomes available and are alert for potential funding opportunities.

*Last Updated: 22-Feb-2023*

OP Action Title: 5.1.6.2 Post new social media content fortnightly

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** Social Media content includes event notices, weather and road updates, tourism stories interests and other items of interest is posted regularly.

Social Media: 222 Facebook posts made during last month on Cooma VC Facebook.

Reach: 8840. Engagement 2963, 13 new followers

Instagram - 12 Posts, Reach 1220, Engagement 92 for Cooma VC.

For Bombala - 1 post on Facebook, Reach 306 and Engagement 9.

*Last Updated: 22-Feb-2023*

OP Action Title: 5.2.1.1 Participate in the South East Forestry Hub

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** Economic Development Coordinator spoke with Rob de Fegely for the latest update on the South East NSW Forestry Hub. He held a meeting with forestry industry stakeholders on 16 February in Eden. Intend to meet with Rob in March when he is travelling through Cooma to catch up in more detail.

*Last Updated: 22-Feb-2023*

OP Action Title: 5.2.1.2 PROJECT: Investment Attraction Strategy

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Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	28%	40.00%	 AMBER
<p><b>OP Action Progress Comments:</b> Early stage work on a draft investment attraction strategy has commenced. Following the Financial review recommendations the scope of the IAS has increased. Completion date target is now June 2024.</p> <p><i>Last Updated: 22-Feb-2023</i></p>						
OP Action Title: 5.2.1.3 PROJECT: CBD Activation Plans						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	30%	40.00%	 AMBER
<p><b>OP Action Progress Comments:</b> Work on the research phase of the Bombala CBD Activation Plan continues. The first of the initial engagement phases with local Bombala business is planned to commence in late February.</p> <p><i>Last Updated: 22-Feb-2023</i></p>						
OP Action Title: 6.2.1.1 Meet with three main chambers of commerce						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Economic Development Officer has met with the new Bombala Chamber. The ED Coordinator attended an event involving RDA Southern Inland that was hosted by the Cooma Chamber in February.</p> <p><i>Last Updated: 22-Feb-2023</i></p>						
OP Action Title: 6.2.1.2 Provide Economic Development newsletter						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Next newsletter due out late February.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
OP Action Title: 6.2.1.3 Hold Business Awards						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	25%	25.00%	 GREEN

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**OP Action Progress Comments:** Planning for the business awards continues. The ED Officer is liaising with the organising committee for this years Awards. Friday 5 May 2023 is the tentative date for the Awards but this will be confirmed closer to the date. Preparations are on target to date.

*Last Updated: 22-Feb-2023*

**Executive Office**

**Executive Office**

**Executive Office**

OP Action Title: 13.2.1.1 Business papers completed and published to Council webpage

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Executive Assistant to CEO, Mayor and Councillors	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** Business papers completed and published to Council webpage on 9 February 2023. Unconfirmed Minutes of Council meeting uploaded to Council webpage on 21 February 2023.

*Last Updated: 21-Feb-2023*

OP Action Title: 13.2.1.2 Minutes of Council meeting uploaded to Council webpage

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Executive Assistant to CEO, Mayor and Councillors	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** Unconfirmed Minutes of Council meeting uploaded to Council webpage on 21 February 2023.

*Last Updated: 21-Feb-2023*

OP Action Title: 13.2.2.1 The CEO, Mayor, Councillors and Executive are supported in their roles

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Executive Assistant to CEO, Mayor and Councillors	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** The CEO, Mayor, Councillors and Executive are supported in their day to day roles through assistance provided by the following positions and cohorts;  
 EA to CEO, Mayor and Councillors  
 Executive Support Officer  
 Secretary Council and Committees  
 Executive Assistant Cohort  
 Knowledge Exchange, Engagement and Networking Cohort (KEEN meetings)

February 2023 included;

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- \* Formal ELT Meetings
- \* Councillor Briefings
- \* Country Mayors Association meetings
- \* LGNSW Rural and Regional Summit
- \* Ordinary & Extraordinary Council Meeting
- \* Meetings with community on various issues

*Last Updated: 21-Feb-2023*

OP Action Title: 13.2.3.1 Registers with Council decisions are kept updated after each meeting

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Executive Assistant to CEO, Mayor and Councillors	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** Registers with Council decisions are kept updated after each meeting - action completed on 17 February 2023.

*Last Updated: 21-Feb-2023*

**Finance Portfolio**

**Financial Services**

**Finance**

OP Action Title: 13.2.10.1 Co-ordinate the annual Budget, Fees and Charges and Revenue Policy for the Operational Plan

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	In Progress	01-Jul-2022	30-Jun-2023	60%	65.00%	 GREEN

**OP Action Progress Comments:** Managers are in the final stages of reviewing their budgets and fees and charges . Finance has been working closely with managers to provide assistance and to perform quality assurance checks once approved by the respective Chief. The next phase is uploading the budgets and to begin reviewing the bottom lines. Water and Sewer Funds will be uploaded first with a workshop planning with the Executive team in the last week of February. Progress is starting to catch up with the target %. This years process will deliver significant improvements to the robustness of the budgetary information. A key improvement will be the seamless integration into the Long Term Financial Planning process due to Managers providing 10 years of budget information.

*Last Updated: 22-Feb-2023*

OP Action Title: 13.2.10.2 Completion and lodgement of the Annual Financial Statements including coordination of Interim and Annual Audits

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

**OP Action Progress Comments:** Audit planning meetings have occurred with the Audit Office for the 2022/23 years audit. Key dates have been agreed to with improvements identified after a

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review of last years audit process. A detailed plan is being currently being developed and will be presented to the next ARIC meeting in March.  
*Last Updated: 22-Feb-2023*

OP Action Title: 13.2.10.3 Completion of quarterly Budget Review Statements to Council

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	In Progress	01-Jul-2022	30-Jun-2023	64%	64.00%	 GREEN

**OP Action Progress Comments:** December was the first quarter to introduce the quarterly reporting format. There were teething issues in moving from monthly to quarterly reporting however the reporting process has seen significant progress. In particular, restriction balances were calculated for the first time during the year. In the past they were only calculated at the end of each financial year. The result of a negative unrestricted cash position as at 31 December, highlights how important it is that we continue to improve the process to ensure reliable data.  
*Last Updated: 23-Feb-2023*

OP Action Title: 13.2.10.4 Ensure Council meets its taxation compliance obligations

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** On target. Monthly BAS completed and lodged on time.  
*Last Updated: 28-Sep-2022*

OP Action Title: 13.2.10.5 Cash flow management

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** Significant improvements have been made so that we are able to calculate the balance of restricted and hence unrestricted cash at the end of each month. The reliability of these figures is much improved but still requires further work. The next step is to work with Managers to improve the phasing of budgets so then we will be able to better forecast our unrestricted cash position not only at the end of the financial year but at the end of each remaining month.  
*Last Updated: 23-Feb-2023*

OP Action Title: 13.2.10.6 Accounts Receivable Management

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** Instalment 2 – Customers with unpaid balances following Letters of Demand 20/01/2023 progressed to Statement of Claim on 15/02/2023.  
 Water – Billing Period 1. Unpaid balances following the Reminders issued 13/01/2023 progressed to Letter of Demand on 15/02/2022.

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*Last Updated: 23-Feb-2023*

OP Action Title: 13.2.10.7 Review the oncosting methodology to ensure that current costs are accurately reflected in the services and projects reliant on specific purpose revenue

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	In Progress	01-Jul-2022	30-Jun-2023	80%	80.00%	 GREEN

**OP Action Progress Comments:** A model has been developed for the 23/24 budgets. Whilst this will need to be significantly improved next year it represents a large improvement now and will ensure that corporate and governance costs are attributed to the direct service delivery areas based on more reliable information.

*Last Updated: 23-Feb-2023*

OP Action Title: 13.2.10.8 Development and implementation of Grant Funding Policy and Procedures to ensure sound governance and consistency across the organisation in the application for and management of grants

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	In Progress	01-Jul-2022	30-Jun-2023	41%	67.00%	 RED

**OP Action Progress Comments:** Currently reviewing the processes to ensure integrity of the grants register.

*Last Updated: 29-Nov-2022*

OP Action Title: 13.2.10.9 PROJECT: Investigate and model Special Rate Variation (SRV) scenarios

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

**OP Action Progress Comments:** SRV modelling is now complete. Council has endorsed an application for an SRV on a staged approach over 5 years. The application is to be lodged with IPART by 3 March 2023.

*Last Updated: 23-Feb-2023*

OP Action Title: 13.2.10.10 PROJECT: Independent Financial Audit

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

**OP Action Progress Comments:** Financial Sustainability Review is now complete with the final report presented to FSR committee, Executive team and Councillors.

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Last Updated: 29-Nov-2022

Operations Portfolio

Built & Natural Environment

Biosecurity

OP Action Title: 5.3.1.1 State alert weeds reported to NSW Department of Primary Industries

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** No State alert weeds have been identified during the reporting period. The following suspect plants have been investigated, Inkweed (*Phytolacca octandra*), Creeping buttercup (*Ranunculus repens*), Watercress (*Nasturtium officinale*), Stinking Roger (*Tagetes minuta*), Apple of Sodom (*Solanum Linnaeanum*), Hairy bittercress (*Cardamine hirsuta*), Mexican poppy (*Argemone mexicana*), Celery-leaved buttercup (*Ranunculus sceleratus*), Blue water speedwell (*Potamogeton tricarinatus*), Purple prairie clover (*Dalea purpurea*), Lesser broomrape (*Orobanche minor*), Great Brome (*Bromus diandrus*) and Teasel (*Dipsacus fullonum*). None of the investigated plants were identified as State or regional priority weeds, nor do they pose a significant risk to the Snowy Monaro region's economy, environment or community. A report of Horsetail, which is required to be eradicated in accordance with the South East Regional Strategic Weed Management Plan, was recently confirmed at Khancoban, in the adjoining Snowy Valleys Regional Council area. Alligator weed, which is a State priority weed and subject to a Biosecurity zone, is prevalent in the ACT. Boneseed occurs in the adjacent Council areas of Bega Valley and Eurobodalla and is a State priority weed. It also has the potential to grow in our region and is subject to a control order. Each of these weeds is notifiable and must be destroyed if detected. Council's Biosecurity officers are actively inspecting for these, and other high priority weeds.

Last Updated: 17-Feb-2023

OP Action Title: 5.3.1.2 State alert weeds treated and neighbouring landowners notified

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** No State alert weeds were identified during the reporting period, however staff are actively monitoring for their presence during inspections. Fourteen (14) Weed of the week articles focusing on Prohibited matter weeds and legislative requirements were published in local media from September 2022 to the present date. NSW Department of Primary Industries conducted Prohibited matter training at Cooma during July 2022. Biosecurity staff from SMRC, QPRC and Eurobodalla Council were in attendance. Prohibited matter weeds are those with the highest level of control in NSW and are either not yet present in NSW or not yet established. Legislation is used to prevent the entry or establishment of these weeds into NSW. Orange Hawkweed is the only Prohibited matter weed known to occur within the Snowy Monaro region. Targeted surveillance and control for this weed occurs throughout the summer months. Of the six known sites, only one was active this season and all plants were treated using Grazon extra and Tordon.

Last Updated: 17-Feb-2023

OP Action Title: 5.3.1.3 Support actions of the NSW Orange Hawkweed Eradication program

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

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**OP Action Progress Comments:** A planning session was held with National Parks and Wildlife Service staff during August to coordinate cross-border surveillance efforts this coming season. The Orange Hawkweed Eradication program is a coordinated effort between NPWS, SMRC, NSW DPI and affected landholders. The program relies on a range of surveillance techniques, including ground inspections, drone surveillance, weed detector dogs and volunteer surveillance groups. A Hawkweed Taskforce meeting was attended during September to update all parties on plans, actions and research around this highly invasive weed threat. During November an information sheet was mailed to over 200 landowners on the western fringe of the Snowy Monaro extending from Rocky Plain north to Yaouk to remind landowners to be vigilant and to encourage participation in the Orange Hawkweed Eradication Program. Modelling (wind patterns, habitat suitability etc) has identified areas where Hawkweed is more likely to occur along this western fringe. Landowners in these areas were contacted to advise that their properties were being targeted for surveillance this season using drones, weed detector dogs and volunteer surveillance groups. A media article was drafted during November alerting the public to the threat that Orange Hawkweed poses to our agricultural and environmental assets. Surveillance efforts kicked off in December. Drone surveillance has captured a significant amount of data, which has not yet resulted in the identification of any new sites. A number of potential drone detections were recorded. All were inspected onground and confirmed as false detections. Known sites have been inspected onground using ground surveillance and Weed Detector Dog techniques. Only one site was active. All plants at this site were treated. Some limited surveillance is continuing due to the late season, although it will wrap up in March.

*Last Updated: 17-Feb-2023*

OP Action Title: 7.2.1.1 High risk pathways inspected

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	Completed	01-Jul-2022	30-Jun-2023	100%	67.00%	 GREEN

**OP Action Progress Comments:** High risk pathways are those areas that act specifically as conduits for the spread of weeds, ie roadsides and waterways. The Biosecurity team monitor these areas continually; however specific inspections are undertaken during September/October and again during December/January. The initial inspection program was completed as planned during spring and the second inspection completed by end of January. Staff will continue to monitor these pathways throughout the remainder of summer and autumn. Surveillance of waterways has recently highlighted the presence of Watercress, Creeping buttercup, Blue water speedwell and Celery leaved buttercup, each of which has proven to be invasive weeds. Weeds like Coolatai grass occur in isolated patches along the Monaro highway and are spread by vehicle and plant movements. Surveillance at known Coolatai grass sites has occurred continuously throughout the summer months with plants only having been identified and controlled at the one site 4kms north of Bredbo. Chilean needle grass occurs along some roadsides and Travelling Stock Routes. Detection at the present time is extremely difficult, however surveillance at known sites has occurred and plants are controlled when identified. Hairy bittercress was identified during spring on the highway between Cooma and Bombala during a high risk pathway inspection. It is of little concern. A second road verge boomspray was conducted during early February on highways and regional roads. While its primary purpose is maintaining line of sight, it also provides a significant benefit to Council's Biosecurity program by treating any emergent weeds which have fallen off vehicles within 2m of the trafficable lane.

*Last Updated: 17-Feb-2023*

OP Action Title: 7.2.1.2 High risk sites eg nurseries, rest areas, camping sites inspected

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN

**OP Action Progress Comments:** High risk sites are routinely monitored throughout the year and form an important part of Council's property inspection program. These are typically high visitation sites or sites that pose a higher risk from the introduction of new weed species and include rest areas, camp grounds, boat ramps, river crossings etc. The high risk site list was reviewed during the year and increased from 250 to 325. 243 sites have been inspected to date this financial year, equating to 75% of the inspection target. The inspections have not yet identified anything particularly unexpected. Blue heliotrope was identified at the Numeralla River Rest Area some years ago and was again noted this year during the high risk site inspection. Blue heliotrope contains toxins and can cause mortalities in livestock. The Biosecurity Act 2015 does not make any reference to this weed.

*Last Updated: 17-Feb-2023*

Snowy Monaro Regional Council (SMRC)

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OP Action Title: 7.4.1.1 Public and private lands inspected

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	In Progress	01-Jul-2022	30-Jun-2023	86%	67.00%	 GREEN

**OP Action Progress Comments:** 304 property inspections were recorded during the reporting period, taking the total number of inspections for the financial year to 1375, therefore exceeding inspection targets and ensuring that Council meets its Weeds Action Program commitments. The wet conditions which have hampered access to rural properties have finally eased, however the significant vegetative growth continues to make weed detection very difficult. Property inspections target all areas of a property where possible, with a particular focus on stockyards, haysheds, silos, gardens, dams and creek crossings where high priority weeds are more likely to have been introduced deliberately or inadvertently.

Last Updated: 17-Feb-2023

OP Action Title: 7.4.1.2 Review Local Weed Management Plans

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	In Progress	01-Jul-2022	30-Jun-2023	60%	100.00%	 RED

**OP Action Progress Comments:** The South East Regional Strategic Weed Management Plan is currently under review, which has significant bearing on Council's Local Weed Management Plan. The Regional plan is in the minister's office awaiting approval and is expected to be published in early 2023. Review of the Local Management Plan is scheduled for the final quarter of 2022-23 once the regional plan is finalized. Weed risk assessments of most locally important weed species has been completed and the draft plan is 60% completed.

Last Updated: 17-Feb-2023

OP Action Title: 7.4.1.3 Regional and local priority weeds are treated on roadsides in accordance with Local Weed Management Plans

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	In Progress	01-Jul-2022	30-Jun-2023	50%	60.00%	 AMBER

**OP Action Progress Comments:** Council's weed control program got off to a late start due to poor weather conditions and excessive vegetative growth. An early grassy weed run is typically undertaken in October/November to clean up weeds missed in the previous year; however the poor conditions seen this opportunity missed in many areas. As at 17 February 2023, contractors and staff are completing the woody weed run and will soon commence the Autumn grassy weed run. \$115,800 in Crown land weed control grants were received on 17 February 2023. This weed control program has commenced.

Last Updated: 17-Feb-2023

OP Action Title: 7.4.1.4 Contractors engaged in three year contracts

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	Completed	01-Jul-2022	30-Jun-2023	100%	66.64%	 GREEN

**OP Action Progress Comments:** Contracts were awarded in 2021-2022 to five local weed control providers throughout the Snowy Monaro Region. Contracts were awarded on a three year basis to ensure efficiency and security for both parties involved. These contractors are detailed below, along with their 2022-2023 contract value. Contracts are awarded in accordance with

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Australian Standard (AS) 4905 - 2002 Minor Works contract conditions.

Northern Region - Buckleys Weedspraying and Contract Fencing - \$127,205  
 Eastern Region - Rippers Rural services - \$76,735  
 South East Region - Rippers Rural Services - \$96,820  
 Southern Region - Stones Forestry Contracting - \$109,180  
 South West Region - Buckleys Rural services - \$190,035  
 North West Region - Byrne Rural contracting - \$117,420

*Last Updated: 01-Dec-2022*

OP Action Title: 7.4.1.5 New Biosecurity Officers are trained in implementation of the Biosecurity Act

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	In Progress	01-Jul-2022	30-Jun-2023	80%	67.00%	 GREEN

**OP Action Progress Comments:** No new Officers were appointed to Council's Biosecurity team during the reporting period. All existing Officers are trained in a number of compulsory Biosecurity courses, including introductory Biosecurity training, chemical accreditation, Self Enforcement Infringement System training and senior first aid training. During July 2022 Cooma hosted NSW Department of Primary Industries during a two day Prohibited matter identification course. Staff from Snowy Monaro Regional Council, Queanbeyan Palerang Regional Council and Eurobodalla Council were in attendance. During August 2022 two Biosecurity Officers completed Compliance and Regulatory training. Two more officers will receive training in the next round. Two staff members were assigned to the Varroa mite emergency response effort during the period August-November. The emergency response was fully funded by NSW Dept of Primary Industries and provides staff with a significant training opportunity. All staff received training on the identification and control of Alligator weed during December and are booked in to an aquatic weeds training session in March. Four newer staff will receive Biological control training on 21 February 2023.

*Last Updated: 17-Feb-2023*

OP Action Title: 7.4.1.6 Review pesticide notification plans

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

**OP Action Progress Comments:** Council's Pesticide Use Notification Plan identifies how and when Council will notify the community of pesticide usage on land under its management. The Plan was developed in 2018 and has a statutory review period of 5yrs. During the reporting period the plan was reviewed and published on Council's website with a further review scheduled for 2027.

*Last Updated: 26-Oct-2022*

**Building Certification**

**Snowy Monaro Regional Council (SMRC)** **Action and Task Progress Report- Standard**

OP Action Title: 1.1.1.1 Undertake assessment applications, and certification of Construction Certificates and Complying Development Certificates

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Building Certification	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** All applications undertaken in line with legislative requirements. A total of 0 applications were received for Complying Developments, and a total of 12 Construction Certificates were lodged  
*Last Updated: 02-Mar-2023*

OP Action Title: 1.1.1.2 Assess Building Information Certificates

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Building Certification	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** All building information certificates assessed in line with legislated requirements. 3 applications were lodged for assessment during the February reporting period.  
*Last Updated: 02-Mar-2023*

OP Action Title: 1.1.2.1 Undertake and respond to customer enquiries. Provide technical advice for a variety of construction matters

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Building Certification	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** Customer service enquiries undertaken in line with legislative requirements and within Council's Customer Service Charter. Correspondence done via email, letter or phone.  
*Last Updated: 02-Mar-2023*

OP Action Title: 1.1.2.2 Undertake mandatory inspections for Construction Certificates

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Building Certification	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** All mandatory inspections undertaken within 48 hours of request. Inspections undertaken at applicants convenience where booked with acceptable timeframe. Inspections also undertaken within 48 where possible and where officer agrees  
*Last Updated: 02-Mar-2023*

**Cemeteries**

OP Action Title: 3.2.1.1 Prepare and lodge annual Interment Activity Return to Cemeteries and Crematoria NSW to ensure regulatory requirements are met

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN
<p><b>OP Action Progress Comments:</b> All data collected and submitted to Cemeteries and Crematoria NSW on time.</p> <p><i>Last Updated: 30-Sep-2022</i></p>						
<p>OP Action Title: 3.2.1.2 PROJECT: Catalogue all known interments at Council's Cemeteries</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	75%	37.00%	 GREEN
<p><b>OP Action Progress Comments:</b> All interments are recorded and stored in Council's database. Council recorded 13 interments for the month of January 2023.</p> <p><i>Last Updated: 25-Jan-2023</i></p>						
<p>OP Action Title: 3.2.1.3 PROJECT: Catalogue all known reservations and available burial plots at Council's Cemeteries</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> All reservations are recorded and stored in Council's database. Seven reservations were recorded in the month of January 2023.</p> <p><i>Last Updated: 25-Jan-2023</i></p>						
<p>OP Action Title: 3.2.2.1 Cemeteries are maintained as per Cooma Cemetery Contract and remaining cemeteries maintenance schedules</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> The recent rainfall has increased the growth of vegetation. Our contractors and Council staff have been working hard to keep the cemeteries looking nice.</p> <p><i>Last Updated: 25-Jan-2023</i></p>						
<p>OP Action Title: 3.2.2.2 Cemetery Advisory Committee meets are held as per committee charter</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> The next meeting of the Cemetery Advisory Committee has been scheduled for 06 February 2023.</p> <p><i>Last Updated: 25-Jan-2023</i></p>						

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OP Action Title: 3.2.2.3 PROJECT: Develop a project management plan for the establishment of the new Cooma Cemetery

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN

**OP Action Progress Comments:** Council's cemetery team has met with the project management team to discuss the scope of works required to develop a project management plan. Planning work has also been undertaken to extend the life of the existing cemetery. This will open up an additional 15 years of burials.

*Last Updated: 28-Nov-2022*

**Development Assessment**

OP Action Title: 1.1.1.3 Assess and determine many different types of Development Applications other than residential development, such as subdivision applications and commercial developments in compliance with legislative requirements including Council's Local Environment Plans, Development Control Plans and State Planning Policies

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Development	In Progress	01-Jul-2022	30-Jun-2023	59%	67.00%	 AMBER

**OP Action Progress Comments:** In the period 20/11/2022 to 19/01/2023 52 Development Applications were determined. Of the 52, 15 were for non-residential uses. Of these DAs, 53% were completed within 40 days which exceeds the 50% target for these application types. The assessment of these applications was undertaken in accordance with required legislation.

*Last Updated: 30-Jan-2023*

OP Action Title: 1.1.3.1 Assess and determine residential development applications in compliance with legislative requirements including Council's Local Environment Plans, Development Control Plans and State Planning Policies

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Development	In Progress	01-Jul-2022	30-Jun-2023	59%	67.00%	 AMBER

**OP Action Progress Comments:** In the period 20/11/2022 to 19/01/2023 52 Development Applications were determined. Of the 52, 37 were for residential uses. Of these DAs, 81% were completed within 40 days which exceeds the 70% target for these application types. The assessment of these applications was undertaken in accordance with required legislation.

*Last Updated: 30-Jan-2023*

OP Action Title: 1.1.4.1 Provide informative and timely advice to customer enquiries in relation to development within the Council region

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Development	In Progress	01-Jul-2022	30-Jun-2023	59%	67.00%	 AMBER

**OP Action Progress Comments:** In the period 20/11/2022 to 19/01/2023, 3 formal Property Information Requests were issued. Of these 100% were completed within 10 business days which exceeds the target of 70% for these application types. The planning staff continue to provide feedback and advice to customer enquiries over the phone, via email and face to face within the time frames stipulated by the customer service charter. The decrease in the number of PIRs is due to Council now providing written advice on the 10.7(2)&(5) certificates, this is balance by an increase in the number of these types of certificates

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issued. The change in how Council is providing property advice is consistent with best practice. Property Information Requests are still available to customers to request copies of development documents or view information on property files (under the provisions of the Environmental Planning and Assessment Act 1979).

*Last Updated: 30-Jan-2023*

OP Action Title: 1.1.5.1 Council is required to upload data to the NSW Planning Portal for State Government Reporting to contribute towards state statistics and to report on Council's individual performance in relation to the assessment of development applications

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Development	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

**OP Action Progress Comments:** All required returns are up to date. The Department of Planning and Environment have requested Local Development Performance Monitor (LDPM) Data to be submitted for the 2020/2021 financial year. This information has not been required to be submitted since 2020 due to the implementation of the NSW Planning Portal. In their email to NSW Councils DPE have stated that "The decision to collect the LDPM data for the previous financial year 2020-21 has been given careful consideration and will be done to ensure that there are no gaps within the dataset as we transition the reporting mechanism to the NSW Planning Portal." The 2020/2021 report was submitted by the due date 1/12/22.

*Last Updated: 30-Jan-2023*

OP Action Title: 1.1.6.1 Assess Planning Certificates

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Development	In Progress	01-Jul-2022	30-Jun-2023	59%	67.00%	 AMBER

**OP Action Progress Comments:** In the period 20/11/2022 and 19/01/2023 - 350 Property Certificates were issued. The breakdown of these certificates was as follows: 139 Drainage Diagrams, 172 Planning Certificates 10.7(2), 32 Planning Certificates 10.7(2) & (5), 7 - Outstanding orders and notices certificates. Work is currently underway to create a report to determine the actual business days for processing of these applications in order to accurately report on the percentage of applications that are being processed within 10 days of receipt of payment.

*Last Updated: 30-Jan-2023*

OP Action Title: 1.1.7.1 Assess S138 Applications and provide Development Engineering Services

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Development	In Progress	01-Jul-2022	30-Jun-2023	42%	67.00%	 RED

**OP Action Progress Comments:** In the period 20/11/2022 and 19/01/2023 5 s138 approvals under the Roads Act were issued. 2 were issued within 40 days the balance were awaiting further information and therefore did not meet this timeframe. The development engineering staff have provided advice within the requirements of the customer service charter.

*Last Updated: 30-Jan-2023*

**Public Health & Environment**

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OP Action Title: 2.2.1.1 Undertake food premises surveillance in accordance with the NSW Food Authority’s Partnership Agreement to ensure public health safety in relation to retail food businesses within our region

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	80%	67.00%	 GREEN

**OP Action Progress Comments:** Council's consultant Environmental Health Officer has moved through 55% of our food premises. Routine assessments will recommence in December 2022 and continue through to June 2023, excluding complaints.

Council has recently appointed a new Environmental Health Officer. The program of inspecting Food Premises will recommence in February 2023.

Council will be visiting all food premises to introduce the new Environmental Health Officer, hand out food hygiene information calendars and risk assess the premises.

Council's new Environmental Health Officer has been undertaken food assessments. The program is on target to complete all of the initial inspections before the start of the winter ski season.

*Last Updated: 02-Mar-2023*

OP Action Title: 7.1.1.1 Undertake routine inspections of On-Site Sewage Management System inspections a per adopted program

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	59%	67.00%	 AMBER

**OP Action Progress Comments:** The program rotates through the former local government areas using a risk based approach, with high - medium risk properties being assessed once in every three years and low risk once in every five years.

Council has advertised the vacancy for the Environmental Officer (OSSM) position which was recently vacated. The inspections of the onsite sewage management systems has been concentrating on change of ownership and requests coming in from conveyancers for the future sale of premises.

*Last Updated: 25-Jan-2023*

OP Action Title: 7.1.2.1 Undertake routine inspections of Liquid Trade Waste systems

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	25%	67.00%	 RED

**OP Action Progress Comments:** Council has two vacant Liquid Trade Waste Officer positions. Both positions continue to be vacant. The positions were advertised for the fifth time in February 2023.

*Last Updated: 02-Mar-2023*

OP Action Title: 7.1.3.1 Responding to environmental complaints

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Manager Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN
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**OP Action Progress Comments:** Council followed up three environmental incidents during February 2023. One of them has been cleaned with works being completed as required by the terms of a clean-up notice. One has works undertaken way to clean up the site. The third has works to be undertaken. However, no more pollution is being caused by the matter.  
*Last Updated: 02-Mar-2023*

OP Action Title: 7.2.2.1 Respond to illegal dumping activities. Council investigates all reports and arranges for clean-up and removal of waste

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN

**OP Action Progress Comments:** Council followed up five illegal dumping incidents during February 2023. Upon investigation no evidence apparent for issue of infringement notices for two of the matters. Three of the matters the people involved have been identified. Further investigations are underway to solidify the evidence in these matters. All matters were reported on RIDOnline.  
*Last Updated: 02-Mar-2023*

OP Action Title: 9.2.1.1 Carry out NSW Health Drinking Water Monitoring program to ensure reticulated water supplies meet Australian Drinking Water Guidelines

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN

**OP Action Progress Comments:** Routine water samples are being undertaken on a weekly basis. No boiled water alerts were issued for the month of February 2023  
*Last Updated: 02-Mar-2023*

OP Action Title: 9.2.3.1 PROJECT: Develop a backflow prevention policy, procedure and implementation strategy for the region

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN

**OP Action Progress Comments:** Planning works have commenced for the development of a backflow prevention policy and procedure. A draft policy and procedure is currently being edited. The document will be finalised in early 2023.  
*Last Updated: 28-Nov-2022*

**Rangers**

OP Action Title: 13.2.5.1 Respond to straying stock matters and impound when required to ensure that our public roads are kept safe

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN

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**OP Action Progress Comments:** Rangers respond to all issues relating to stock being out.  
*Last Updated: 02-Mar-2023*

**OP Action Title:** 13.2.5.2 Respond to matters raised through the out of hours call centre as required on a 24-hour basis

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN

**OP Action Progress Comments:** During the February 2023 reporting period 3 calls were received and all were responded to and recorded in Councils' after hour log.  
*Last Updated: 02-Mar-2023*

**OP Action Title:** 13.2.6.1 Undertake companion animal management with the management of microchipping, registration and impoundment of dogs and cats to ensure compliance with the Companion Animals Act

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN

**OP Action Progress Comments:** Council's Rangers investigated 20 dog attacks during the month of February 2023.  
*Last Updated: 02-Mar-2023*

**OP Action Title:** 13.2.7.1 Undertake routine parking patrols

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN

**OP Action Progress Comments:** Ten patrols were undertaken in Febraury with infringements and educational material being used to change behaviour.  
*Last Updated: 02-Mar-2023*

**OP Action Title:** 13.2.7.2 Undertake patrols of unlawful camping within leased foreshore area around Lake Jindabyne throughout winter period

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

**OP Action Progress Comments:** Council completed the ski season parking and camping patrols for Jindabyne in first week of October. During the season 1319 interactions were recorded. With 779 cautions and 540 infringement notices were issued during these patrols.  
*Last Updated: 24-Oct-2022*

**OP Action Title:** 13.2.7.3 PROJECT: Develop and implement a community education program to improve parking habits of motorists in the region

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Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Public Health and Environment	Completed	01-Jul-2022	30-Jun-2023	100%	67.00%	 GREEN

**OP Action Progress Comments:** Rangers have completed ten parking fliers and are now using them as part of their regular patrols to educate the community on the parking rules.  
*Last Updated: 25-Jan-2023*

**Community Services**

**Community Facilities**

OP Action Title: 12.2.1.1 Cooma saleyards are available for local and regional use

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** Cooma had 1 sheep sale and 1 cattle sale for the month of February and was available as required.  
*Last Updated: 02-Mar-2023*

OP Action Title: 12.2.1.2 PROJECT: Review the provision of Saleyard services

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** The Bombala Holding Yards EOI has closed with one response received.  
*Last Updated: 03-Mar-2023*

OP Action Title: 12.2.2.1 Council owned truck washes are available for use

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** The Cooma Truckwash Pump 2 failed on weekend of 25 February with the cause and issue still under review.  
*Last Updated: 03-Mar-2023*

OP Action Title: 12.2.2.2 PROJECT: Review the future direction of the Bombala Truck Wash

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	67%	50.00%	 GREEN
<p><b>OP Action Progress Comments:</b> The Truckwash for Bombala was contained in the EOI for the Holding Yards - no responses were received for this operation, only the Holding Yards.</p> <p><i>Last Updated: 03-Mar-2023</i></p>						
OP Action Title: 12.4.1.1 Swimming pools are available and open to the community						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> All pools were open and available to the Community for the month of February. Adaminaby Pool closed for the season 26 February 2023.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
OP Action Title: 12.4.1.2 PROJECT: Tender for the operation and management of Council's swimming pools						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	Not Started	01-Jul-2022	30-Jun-2023	0%	20.00%	 RED
<p><b>OP Action Progress Comments:</b> Due to the upgrade of Bombala and Cooma Pool, this process has not yet begun as we do not have a specific timeframe when works will commence and conclude.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
OP Action Title: 12.4.1.3 PROJECT: Jindabyne Pool Roof and HVAC Upgrade						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Support Officer	In Progress	01-Jul-2022	30-Jun-2023	45%	45.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Works have commenced with positive feedback from Community about the project having commenced.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
OP Action Title: 12.4.1.4 PROJECT: Develop a Pool Strategy for the region						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	Not Started	01-Jul-2022	30-Jun-2023	0%	20.00%	 RED
<p><b>OP Action Progress Comments:</b> A Pool Strategy is not yet funded yet funding for this is being explored through grants. 06/02/2023 - Funding is still being sorted through grants applications.</p>						

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*Last Updated: 03-Mar-2023*

OP Action Title: 2.2.2.1 Council Caravan Parks are open and available

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** All Council Caravan Parks were open and available in February.

*Last Updated: 02-Mar-2023*

OP Action Title: 2.2.2.2 PROJECT: Review operation and leasing arrangements of caravan parks and camping grounds

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	10%	10.00%	 GREEN

**OP Action Progress Comments:** A set of procedures are being developed to support Council in the consistent operation of Caravan Parks. This project has just commenced.

*Last Updated: 02-Mar-2023*

**Community Support Program**

OP Action Title: 2.1.1.1 All service streams under the Commonwealth Home Support Programme are provided to the community

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** In December 2022 we were audited against the Aged Care Quality Standards with the final updated report being published in February 2023. It was reported that 6 out of 8 standards were not met. We are working on a plan for continuous improvement to address not met findings to improve service delivery.

*Last Updated: 02-Mar-2023*

OP Action Title: 2.1.2.1 Maintain governance in the delivery of community services

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** In December 2022 we were audited against the Aged Care Quality Standards with the final updated report being published in February 2023. It was reported that 6 out of 8 standards were not met for Commonwealth Home Support Programme and 7 out of 8 not met for Home Care Packages. We are working on a plan for continuous improvement to address not met findings to improve service delivery including governance.

*Last Updated: 02-Mar-2023*

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OP Action Title: 2.1.2.2 Deliver high quality services through community support programs

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** In December 2022 we were audited against the Aged Care Quality Standards with the final updated report being published in February 2023. It was reported that 6 out of 8 standards were not met for Commonwealth Home Support Programme and 7 out of 8 not met for Home Care Packages. We are working on a plan for continuous improvement to address not met findings to improve service delivery including governance. There was no immediate risk to the health and safety of the community.

*Last Updated: 02-Mar-2023*

OP Action Title: 4.3.1.1 Maintain Community Transport service provision through the ongoing recruitment and retainment of volunteer drivers

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** The new Team Leader has spent the past month familiarising self with the program and region. The services have been maintained for the month of February. Additionally a meeting has occurred with NSW Health to explore the existing partnership around the Health Related Transport funding Council receives.

*Last Updated: 02-Mar-2023*

OP Action Title: 4.4.1.1 Coordinate and mentor the Snowy Monaro Youth Council to provide young people with the opportunity to develop leadership skills

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** The Youth Council February Meeting went ahead as planned. A decision was made to nominate for a new Youth Council at the end of Financial year rather than end of Calendar year. This is a better time of year for high school students accessing exams etc.

*Last Updated: 02-Mar-2023*

OP Action Title: 4.4.1.2 Provide Youth Services in collaboration with other providers

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** The Ryder Trailer is making great progress in being built. Council is actively involved in the specific design and construction to ensure that it is practical and easy to use with the aim to enhance and expand our service provision.

*Last Updated: 02-Mar-2023*

OP Action Title: 4.4.1.3 PROJECT: Review Youth Strategy 2023-27

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	10%	10.00%	 GREEN
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**OP Action Progress Comments:** This project has commenced with the approach and method to consult being explored.  
*Last Updated: 02-Mar-2023*

**Library Services**

OP Action Title: 12.1.1.1 Continue to provide and maintain the highly successful Tech Savvy sessions for our seniors to fill an education gap

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** No session were run in February as they recommence in March  
*Last Updated: 02-Mar-2023*

OP Action Title: 12.1.1.2 Face to Face Library Services are provided

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** Libraries have been open as planned with a new Mobile Library Driver commencing Council at the end of February. Council is excited to have this service operational again.  
*Last Updated: 02-Mar-2023*

**Residential Aged Care**

OP Action Title: 2.1.3.1 Maintain service levels and customer satisfaction in accordance with Aged Care Quality Standards

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** All satisfaction survey's have been completed. Council's facilities have achieved a 4 Star Rating against the new Star rating system for Residential Aged Care providers, putting Council facilities in the top 30% of providers in Australia. Occupancy for Yallabee Lodge for this month sat at 97.5% and Snowy River Hostel 57.8%. The difference in occupancy is due to Snowy River being ill equipped and set up to facilitate high level care, which unfortunately is required by most people looking for residential aged care.  
*Last Updated: 02-Mar-2023*

OP Action Title: 2.1.3.2 PROJECT: Transition to a new provider of Aged Care Services within the region

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	90%	100.00%	 GREEN
<b>OP Action Progress Comments:</b> The process of exploring divestment with Sapphire Coast is continuing with no further updates in February.						
<i>Last Updated: 02-Mar-2023</i>						

**Infrastructure**

**Civic Maintenance**

OP Action Title: 12.4.2.1 Maintain high priority, high use parks, sporting facilities, trails and other grounds						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Supervisor Civic Maintenance	In Progress	01-Jul-2022	30-Jun-2023	75%	57.00%	 GREEN
<b>OP Action Progress Comments:</b> 2023/03/02 -Jindabyne Foreshore investigation into remediation funding still underway with damage logged in recovery and the DRFA approached. Minor works and make safe actions carried out and more planned as the team transitions from full mowing to other works. Maintenance attention has been on showground's in readiness for events and Local shows coming up in March, the team have delivered high quality results with difficulties such as multiple mower breakdowns due to all machines pushed to the limit with such a high growth summer.						
<i>Last Updated: 02-Mar-2023</i>						

OP Action Title: 12.4.2.2 To develop a MOU between Council and Volunteer Trail Stewardship						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Supervisor Civic Maintenance	Not Started	01-Jul-2022	30-Jun-2023	0%	33.00%	 RED
<b>OP Action Progress Comments:</b> 2023/03/02 This arrangement will now be tabled in the new year, after further discussions with trail management bodies and be guided by the trail master plan recommendations						
<i>Last Updated: 02-Mar-2023</i>						

OP Action Title: 12.4.2.3 Seek additional funding/sponsorship for ongoing maintenance						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Supervisor Civic Maintenance	In Progress	01-Jul-2022	30-Jun-2023	25%	50.00%	 RED
<b>OP Action Progress Comments:</b> Grants are being investigated for upgrades - nothing further to report						
2023/02/06 - Fees and charges have been added for commercial users and events of the MTB trails. If adopted by Council, these fees will help towards future maintenance of the trails. Other recommendations of the Trail master plan still to be investigated.						
<i>Last Updated: 22-Feb-2023</i>						

Snowy Monaro Regional Council (SMRC)

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OP Action Title: 12.4.2.4 PROJECT: Investigate Highview Park Jindabyne

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Supervisor Civic Maintenance	In Progress	01-Jul-2022	30-Jun-2023	80%	75.00%	 GREEN

**OP Action Progress Comments:** 2023/03/02 - Finance to determine exactly the amount sitting in contributions for High view t shirt park, These funds to be invested in Environmental, and Aboriginal heritage report to determine what parameters the site has. Potential stewardship site- still to be investigated. Project Management plan to be drafted by Corporate projects and Supervisor Civic maintenance. Once complete, this project will move into the Corporate Projects agenda to seek community feedback and funding for delivery.

*Last Updated: 02-Mar-2023*

OP Action Title: 12.4.2.5 PROJECT: Formalise a Playground Inspections Program

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Supervisor Civic Maintenance	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN

**OP Action Progress Comments:** 2023/03/02 - Refining processes and ordering broken materials.

*Last Updated: 02-Mar-2023*

OP Action Title: 2.2.3.1 Maintain amenities throughout the region

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Supervisor Civic Maintenance	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN

**OP Action Progress Comments:** 2023/03/02 - Pump outs of Dalgety septic, scheduled and completed before Dalgety show, to ensure capability of the system for large attendee numbers. damaged occurred at the Cooms Showground "Stallions" toilets with two broken doors after the Rodeo. Maintenance staff were able to make safe and secure before The Billy Kart Derby, a full replacement on schedule to be completed before Cooma Show. As per License agreement, indirect damage to be covered by the event organisers at the time of damage. Staff and their quick response enabled only a short closure of Bredbo public toilets when a user deposited a large amount of nappies through the system, causing a blockage, toilets were out of operation for no more than two hours, with a massive clean delivered in an amazing time frame.

*Last Updated: 02-Mar-2023*

**Land & Property**

OP Action Title: 12.1.2.1 Maintain Commonwealth DoHA parameters

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Snowy Monaro Regional Council (SMRC)			Action and Task Progress Report- Standard			
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	75%	66.64%	 GREEN
<p><b>OP Action Progress Comments:</b> February 2023: Progressive action and communication with the Commonwealth in place to ensure SRHC alignment with DoHA parameters.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
<p><b>OP Action Title:</b> 12.1.2.2 PROJECT: Operate and maintain Council owned, public civic building Snowy River Health Centre in accordance with DoHA requirements.</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Formation of Building Management Committee pending finalisation of subdivision arrangements and issue of updated 88B instrument. February 2023: Agreement reached with Essential Energy in regards to power easement inclusions on plan. Engagement progressing with new Practice Manager of JMP as to formation of Building Management Committee, which can be actioned once subdivision is finalised.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
<p><b>OP Action Title:</b> 12.1.2.3 PROJECT: Prepare a project plan for the stream lining of access to public and operational sites</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	50%	67.00%	 AMBER
<p><b>OP Action Progress Comments:</b> February 2023: Structure of project plan to be developed across relevant internal business units; priority site cascade to be defined (informed by risk &amp; financial considerations).</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
<p><b>OP Action Title:</b> 12.2.3.1 Commence development of policies and procedures</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Commencement of development of policies and procedures has been achieved - Draft Policy Property Interests, Acquisition &amp; Disposal; Draft Procedure Council Land/Building Disposal; and Draft Disposal Form (Internal use only). Gap related to acquisition and disposal policy &amp; process certainty identified; action taken - Drafts in development. Progressive assessment of gaps ongoing.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						

**Snowy Monaro Regional Council (SMRC) Action and Task Progress Report- Standard**

OP Action Title: 12.2.3.2 PROJECT: Conduct gap analysis identifying required Land and Property related policies and procedures, gaining an understanding of the policies and procedures to be developed

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	70%	67.00%	 GREEN

**OP Action Progress Comments:** February 2023: Gap related to acquisition and disposal policy & process certainty identified; Action taken - Drafts in development. Progressive assessment of gaps ongoing.  
*Last Updated: 02-Mar-2023*

OP Action Title: 12.2.4.1 Updating of legacy land ownership titles

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN

**OP Action Progress Comments:** Land ownership titles being updated to SMRC progressively along with constant engagement in tidying up legacy land matters as issues become known. February 2023: Review of ownership title proprietor holding name details is progressive as part of BAU. Investigating LRS process change to determine if efficiencies exist to action.  
*Last Updated: 06-Feb-2023*

OP Action Title: 13.2.8.1 Manage Crown Land under Council’s care and control, ensuring intended use is in accordance with the Plans of Management (PoMs)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	65%	67.00%	 GREEN

**OP Action Progress Comments:** Crown Land management is a collaborative process, and the implementation of the mandated Plans of Management will assist Council to better guide the community expectations around these holdings. Note:- Plans of Management are in development.  
*Last Updated: 02-Mar-2023*

OP Action Title: 13.2.8.2 PROJECT: Manage Crown Lands under Council care and control in alignment with relevant legislation

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	65%	67.00%	 GREEN

**OP Action Progress Comments:** Particular focus on developing, internal and external awareness of legislative obligations related to Aboriginal Land Claims and Native Title, and the practical implications of these considerations when planning projects or activities on Crown Land, for which SMRC is the defined Crown Land Manager. February 2023: Land & Property continue to work with community groups - such as local Landcare groups, Nimmitabel Lions Club, Snowy Mountains Amateur Radio Club etc - to support and guide awareness of the legislation aspects related to Crown Land.

**Snowy Monaro Regional Council (SMRC) Action and Task Progress Report- Standard**

*Last Updated: 06-Feb-2023*

OP Action Title: 13.2.9.1 Address high corporate risk road reserve alignments, prioritising issues identified by Notifiable Authorities

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	65%	67.00%	 GREEN

**OP Action Progress Comments:** February 2023: Ongoing progressive response & investigation of road reserve alignment matters to triage actions and help shape solutions/treatment options.

*Last Updated: 02-Mar-2023*

OP Action Title: 14.2.1.1 Develop a Plan of Management for the East Jindabyne foreshore area in conjunction with Snowy Hydro Limited (SHL) and Jindabyne East Residents Committee (JERC)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	30%	67.00%	 RED

**OP Action Progress Comments:** Draft MOU of East Jindabyne Foreshore Plan of Management document is with SHL for input. Once SHL details have been received the Draft will be finessed internally to then be circulated to JERC for further review/comment. February 2023: Pending SHL feedback and to be perhaps further shaped by SAP directions related to this section of foreshore.

*Last Updated: 02-Mar-2023*

OP Action Title: 14.2.2.1 Land management issues are addressed

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN

**OP Action Progress Comments:** Progressive and ongoing communication and consult between SMRC & SHL in play to cohesively enable best management practices for the multiple land holdings of joint interest to both organisations. February 2023: Settlement achieved both Waste Transfer Station & Water Treatment Plant purposes in Jindabyne; land matters now in progress to enable EOC/RFS future construction.

*Last Updated: 02-Mar-2023*

**Roads Infrastructure**

OP Action Title: 10.3.10.1 Undertake scheduled 2022/23 Transport Infrastructure Maintenance

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	58%	66.00%	 AMBER

**OP Action Progress Comments:** Transport Infrastructure Maintenance is currently ongoing. Emergency maintenance and fixing impairment is currently prioritised. Pothole Repair Program and Regional & Local Road Repair Programs have been announced to contribute to road maintenance.

*Last Updated: 06-Mar-2023*

Snowy Monaro Regional Council (SMRC)

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OP Action Title: 10.3.12.1 PROJECT: Deliver externally funded projects through Transport for NSW and RMCC Agreement

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	58%	66.00%	 AMBER

**OP Action Progress Comments:** Project Briefs for TfNSW Ordered works have been received by Council Development is currently. TfNSW Ordered Works projects are underway, including TfNSW Heavy Patching & Resealing Programs.  
 RMCC Maintenance works for Quarter 3 works is currently underway.  
*Last Updated: 06-Mar-2023*

OP Action Title: 10.3.12.2 PROJECT: Fixing Local Roads Round 3 - Upgrade of Mila Road

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	58%	66.00%	 AMBER

**OP Action Progress Comments:** Mila Road 80% design has been received.  
*Last Updated: 06-Mar-2023*

OP Action Title: 10.3.12.3 PROJECT: Fixing Local Roads Round 3 - Upgrade of Dry Plains Road

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	35%	60.00%	 RED

**OP Action Progress Comments:** The design for the Dry Plains Road Upgrade continues to be underway.  
 Dry Plains Road designs have been reviewed by Council, with updates to be made in the coming weeks by Consultants.  
*Last Updated: 06-Mar-2023*

OP Action Title: 10.3.12.4 PROJECT: Fixing Local Roads Round 2 - Upgrade of Avonside Road

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	50%	60.00%	 AMBER

**OP Action Progress Comments:** Tender for the Avonside Road has been developed for construction.  
*Last Updated: 06-Mar-2023*

OP Action Title: 10.3.12.5 PROJECT: Fixing Local Roads Round 3 – Upgrade of Shannons Flat Road

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	40%	45.00%	 AMBER
<p><b>OP Action Progress Comments:</b> 50% Design has been received by design consultants.</p> <p><i>Last Updated: 06-Mar-2023</i></p>						
<p>OP Action Title: 10.3.12.6 PROJECT: Fixing Local Roads Round 2 – Upgrade of Maffra Road</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	40%	80.00%	 RED
<p><b>OP Action Progress Comments:</b> Minor repair works have begun in line with scope for the project.</p> <p><i>Last Updated: 06-Mar-2023</i></p>						
<p>OP Action Title: 10.3.12.7 PROJECT: Fixing Local Roads Round 1 – Upgrade of Springfield Road</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	95%	100.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Construction of Springfield Road project has been completed. Currently awaiting linemarking and signage contractor to finalise roadworks.</p> <p><i>Last Updated: 06-Mar-2023</i></p>						
<p>OP Action Title: 10.3.12.8 PROJECT: Safer Roads Program/R2R/Regional Road Block Grant – Numeralla Road</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	80%	90.00%	 AMBER
<p><b>OP Action Progress Comments:</b> Numeralla Road works have begun.</p> <p><i>Last Updated: 06-Mar-2023</i></p>						
<p>OP Action Title: 10.3.12.9 PROJECT: Safer Roads Program/R2R/Regional Road Block Grant – Countegany Road</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Road Project has been completed.</p> <p><i>Last Updated: 05-Feb-2023</i></p>						

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
OP Action Title: 10.3.12.10 PROJECT: Safer Roads Program/R2R/Regional Road Block Grant – Snowy River Way						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	60%	80.00%	 AMBER
<b>OP Action Progress Comments:</b> Construction is expected to begin upon the completion of the Barry Way works.						
<i>Last Updated: 05-Feb-2023</i>						
OP Action Title: 10.3.12.11 PROJECT: Safer Roads Program/R2R/Regional Road Block Grant – Barry Way						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	60%	70.00%	 AMBER
<b>OP Action Progress Comments:</b> The designs for this work are being finalised, and construction expected to begin upon the completion of the Numeralla Road works.						
<i>Last Updated: 06-Mar-2023</i>						
OP Action Title: 10.3.12.12 PROJECT: Safer Roads Program/R2R/Regional Road Block Grant – Bobundara Road						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	99%	100.00%	 GREEN
<b>OP Action Progress Comments:</b> Construction completed. Project Completion Report with TfNSW to be completed to close out the project.						
<i>Last Updated: 06-Mar-2023</i>						
OP Action Title: 10.3.12.13 PROJECT: Black Spot Program – Barry Way						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	70%	70.00%	 GREEN
<b>OP Action Progress Comments:</b> Barry Way construction currently underway.						
<i>Last Updated: 06-Mar-2023</i>						
OP Action Title: 10.3.12.14 PROJECT: Roads to Recovery – Quidong Road Re-sheeting						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	Not Started	01-Jul-2022	30-Jun-2023	0%	0.00%	 GREEN
<b>OP Action Progress Comments:</b> Quidong Road Re-Sheeting has not yet been undertaken. Council staff and contractors are currently at capacity undertaking road repairs. Resheeting of Quidong Road will be done once the risk of the road network lowers.						

**Snowy Monaro Regional Council (SMRC) Action and Task Progress Report- Standard**

*Last Updated: 30-Nov-2022*

OP Action Title: 10.3.12.15 PROJECT: Roads to Recovery – Rainbow Drive Stormwater Upgrade

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	10%	10.00%	 GREEN

**OP Action Progress Comments:** Investigations have begun for the Rainbow Drive Stormwater upgrade.

*Last Updated: 05-Feb-2023*

OP Action Title: 10.3.12.23 PROJECT: Country Passenger Transport Infrastructure Grants Scheme - Bus shelter at Jerrara Drive, East Jindabyne

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	30%	30.00%	 GREEN

**OP Action Progress Comments:** Designs have been received with cost estimates currently underway.

*Last Updated: 06-Mar-2023*

OP Action Title: 10.3.12.24 PROJECT: Country Passenger Transport Infrastructure Grants Scheme - Bus shelter at Bombala Street, Nimmitabel

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	30%	30.00%	 GREEN

**OP Action Progress Comments:** Designs have been received with cost estimates currently underway.

*Last Updated: 06-Mar-2023*

OP Action Title: 10.3.12.25 PROJECT: Country Passenger Transport Infrastructure Grants Scheme - Bus shelter at Cooma North Public School, Mittagang Road, Cooma

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	30%	30.00%	 GREEN

**OP Action Progress Comments:** Designs have been received with cost estimates currently underway.

*Last Updated: 06-Mar-2023*

OP Action Title: 10.3.12.26 Country Passenger Transport Infrastructure Grants Scheme - Bus shelter at Bombala Primary & High School, Bright Street

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	30%	30.00%	 GREEN
<b>OP Action Progress Comments:</b> Designs have been received with cost estimates currently underway.						
<i>Last Updated: 06-Mar-2023</i>						
OP Action Title: 10.3.12.27 PROJECT: Country Passenger Transport Infrastructure Grants Scheme - Bus shelter at Monaro High School, Mittagang Road, Cooma						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	30%	30.00%	 GREEN
<b>OP Action Progress Comments:</b> Designs have been received with cost estimates currently underway.						
<i>Last Updated: 06-Mar-2023</i>						
OP Action Title: 10.3.12.28 PROJECT: Country Passenger Transport Infrastructure Grants Scheme - Bus shelter at Eucumbene Road/Kosciuszko Road, Kalkite						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	30%	30.00%	 GREEN
<b>OP Action Progress Comments:</b> Designs have been received with cost estimates currently underway.						
<i>Last Updated: 06-Mar-2023</i>						
OP Action Title: 10.3.12.29 PROJECT: Construction new access road segment EOC Polo Flat, Cooma						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	5%	5.00%	 GREEN
<b>OP Action Progress Comments:</b> Workshops undertaken for FCC requirements, but designs not yet started for new access road.						
<i>Last Updated: 05-Feb-2023</i>						
OP Action Title: 10.3.2.1 Undertake Council's 2022/23 Heavy Patching Program						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	60%	70.00%	 AMBER

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**OP Action Progress Comments:** Heavy Patching Tender is completed, works underway in February 2023.  
*Last Updated: 06-Mar-2023*

OP Action Title: 10.3.3.1 Undertake 2022/23 Gravel Resheeting

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	58%	66.00%	 AMBER

**OP Action Progress Comments:** Gravel resheeting is being completed under DRFA, LRCIP & Council funding.  
*Last Updated: 06-Mar-2023*

OP Action Title: 10.3.5.1 Undertake Reactive Maintenance

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	58%	67.00%	 AMBER

**OP Action Progress Comments:** Repairs continue to be prioritised based on risk. However notification is being provided to the community where repairs will not take place within 3 weeks.  
*Last Updated: 30-Nov-2022*

OP Action Title: 10.3.6.1 Undertake 2022/23 Footpath Renewals

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	Not Started	01-Jul-2022	30-Jun-2023	0%	20.00%	 RED

**OP Action Progress Comments:** With current rain damages across the road network, priority has been shifted for Council Crews to undertake road surface repair. Storm related footpath damage is currently being captured for DRFA submission through Public Works Authority, however no footpath works have yet taken place.  
*Last Updated: 06-Mar-2023*

OP Action Title: 10.3.7.1 Undertake 2022/23 Kerb and Gutter Renewals

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	Not Started	01-Jul-2022	30-Jun-2023	0%	20.00%	 RED

**OP Action Progress Comments:** With current rain damages across the road network, priority has been shifted for Council Crews to undertake road surface repair. No kerb and gutter renewal has yet taken place.  
*Last Updated: 06-Mar-2023*

**Snowy Monaro Regional Council (SMRC) Action and Task Progress Report- Standard**

OP Action Title: 10.3.7.2 PROJECT: Eucumbene Cove - Stormwater Upgrade

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	Not Started	01-Jul-2022	30-Jun-2023	0%	10.00%	 RED

**OP Action Progress Comments:** Investigations into Eucumbene Cove Stormwater issues to take place in February.  
*Last Updated: 06-Mar-2023*

OP Action Title: 10.3.8.1 Undertake 2022/23 Rural Culverts Renewals

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	Not Started	01-Jul-2022	30-Jun-2023	0%	10.00%	 RED

**OP Action Progress Comments:** Culvert maintenance is currently underway during routine and storm damage maintenance repairs. Culvert renewal has not yet taken place.  
*Last Updated: 06-Mar-2023*

OP Action Title: 10.3.9.1 Undertake 2022/23 Bridge Maintenance

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	58%	66.00%	 AMBER

**OP Action Progress Comments:** This financial year, 15 bridges have undergone maintenance work, inclusive of deck replacement work and repair to approach roads. Bridge signage also continues to be erected across the bridges in the region.  
*Last Updated: 06-Mar-2023*

OP Action Title: 13.2.30.1 Development of Service Level Agreements for the Transport Network

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	60%	60.00%	 GREEN

**OP Action Progress Comments:** Council currently has tender out for the Towards Excellence package, to identify annual working requirements and subsequently formalising Service Level Agreements.  
*Last Updated: 05-Feb-2023*

**Resource & Waste Services**

**Resource & Waste**

OP Action Title: 14.2.3.1 Participate and partner with external stakeholders such as CRJO to partner in Regional Waste Management

**Snowy Monaro Regional Council (SMRC) Action and Task Progress Report- Standard**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Resource and Waste Services	In Progress	01-Jul-2022	30-Jun-2023	89%	67.00%	 GREEN

**OP Action Progress Comments:** Resource and Waste have an ongoing working relationship with various external stakeholders such as CRJO. Resource and Waste also engage with various other Council regions to enhance, educate and inform each other. Continuing to participate in external stakeholder meetings  
*Last Updated: 02-Mar-2023*

**OP Action Title: 7.1.3.2 Maintain leachate, groundwater and stormwater management control systems**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Resource and Waste Services	In Progress	01-Jul-2022	30-Jun-2023	66%	67.00%	 GREEN

**OP Action Progress Comments:** Ongoing throughout the year. Water testing will occur shortly at Adaminaby Transfer Station. During August, Jindabyne Landfill will also have water samples tested, along with Cooma Landfill testing water samples in December. Quarterly water samples are also taken from required licensed facilities throughout the year. Annual Water Report Due for Cooma Landfill in October 2022 (information is been gathered for this report ready for its submission, which is due early December 2022) Annual Water Report for Cooma Landfill was lodged early November. Continuation of water testing occurring as required. A local contractor in Bombala has been engaged to undertake restoration works of the storm water channels at the Bombala Landfill ensuring that storm water is channeled correctly away from the landfill site.  
*Last Updated: 02-Mar-2023*

**OP Action Title: 7.1.3.3 Completion of annual Waste and Resource Reporting Portal (WARRP) and Environmental Protection Authority (EPA) reports**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Resource and Waste Services	Completed	01-Jul-2022	30-Jun-2023	100%	67.00%	 GREEN

**OP Action Progress Comments:** Annual WARRP Report underway with expected completion in August. Annual EPA reports for the previous FY have been submitted. Water testing reports are due April and October  
 As per EPA licensing requirements the Annual WARRP report and EPA reports are now complete and have been lodged  
*Last Updated: 02-Mar-2023*

**OP Action Title: 7.1.3.4 Variation of EPA Licence to Cooma Landfill - submit request for variation to licence for Cooma Landfill for the transport and acceptance of waste material from Jindabyne Landfill to Cooma Landfill for disposal**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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**Snowy Monaro Regional Council (SMRC)** **Action and Task Progress Report- Standard**

Manager Resource and Waste Services	In Progress	01-Jul-2022	30-Jun-2023	50%	67.00%	 AMBER
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**OP Action Progress Comments:** commencement of draft variations for EPL's is currently underway  
*Last Updated: 02-Mar-2023*

**OP Action Title:** 9.3.2.1 Continue to support the provision of recyclable materials for regional arts projects

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Resource and Waste Services	In Progress	01-Jul-2022	30-Jun-2023	82%	67.00%	 GREEN

**OP Action Progress Comments:** Council continues to provide support for the provision of recyclable materials for regional art projects, council has not been approached by any art groups to date.  
*Last Updated: 09-Dec-2022*

**OP Action Title:** 9.3.2.2 Continue to improve, stock and promote Council's buyback facilities (ScrapMart)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Resource and Waste Services	In Progress	01-Jul-2022	30-Jun-2023	87%	67.00%	 GREEN

**OP Action Progress Comments:** Official opening of Bombala Scrapmart occurred on 19 November 2022. Operational hours of Bombala Scrapmart are Saturday 1.30pm-3.30pm and Sunday 11.00am - 3.30pm  
 Community members are very much utilizing and enjoying all of the Scrapmart facilities across the region.  
*Last Updated: 21-Feb-2023*

**OP Action Title:** 9.3.3.1 Provide domestic and commercial waste, recycling and FOGO kerbside collection services

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Resource and Waste Services	In Progress	01-Jul-2022	30-Jun-2023	85%	67.00%	 GREEN

**OP Action Progress Comments:** Both domestic and commercial kerbside collection continue to be expanded and improved.  
 More kerbside collections are occurring in the Jindabyne area with 1,200 plus bins collected each week.  
 Domestic kerbside bins continue to be rolled out to new properties upon request.  
 Collection services both domestic and commercial are continuing to be rolled out to new properties upon request  
*Last Updated: 02-Mar-2023*

**OP Action Title:** 9.3.3.2 Investigate and review kerbside services and expand as needed

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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**Snowy Monaro Regional Council (SMRC)** **Action and Task Progress Report- Standard**

Manager Resource and Waste Services	In Progress	01-Jul-2022	30-Jun-2023	56%	67.00%	 AMBER
<p><b>OP Action Progress Comments:</b> Ongoing discussions are being held and information sort from planning as to recent and future subdivisions and the impacts that these subdivisions will have on the waste collection teams across the LGA, with future planning for additional plant and staff which may be required to ensure that we are capable of meeting the kerbside collections requirements of our communities.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						

<p>OP Action Title: 9.3.3.3 Kerbside Waste Audit - Audit Council’s kerbside bins and public street bins. Waste Audits are an essential waste management tool which enable Council to understand how management of waste is performing across the region and to gauge disposal behaviour within the community</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Resource and Waste Services	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN
<p><b>OP Action Progress Comments:</b> A kerbside waste audit was recently conducted across the region. The final report is still in process and will be received shortly.</p> <p>Draft report has been received, Council are now waiting on final report.                  Final report received, to be submitted to Council shortly.                  Final report has been received for the kerbside waste audit                  Council have engaged the consultants to undertake another waste audit for the Bank of Bins (rural residents) this report should be finalised by February 2023 and will give Council and indication of what materials are being disposed of by rural residents who utilise the BOBs                  Bank of bins waste audit is now completed with a final report currently been reviewed.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						

**Water & Wastewater**

**Water and Wastewater**

<p>OP Action Title: 11.1.1.1 PROJECT: Telemetry upgrades inc, new system implementation</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	20%	20.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Tender Documentation and project scoping completed                  RFQ issued                  Responses received and are under review</p> <p><i>Last Updated: 02-Mar-2023</i></p>						

<p>OP Action Title: 9.2.2.1 Jindabyne Pump Station Overflow Pump Replacement</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %

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Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	60%	60.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Pump station maintenance program is on schedule</p> <p><i>Last Updated: 21-Nov-2022</i></p>						
<p>OP Action Title: 9.2.3.2 Undertake annual compliance reporting to NSW EPA</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Compliance Officer W&WW	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> On track for all annual reports. Nimmitabel and Cooma STP Annual Returns were submitted to the EPA in February. Jindabyne STP is due next in April.</p> <p><i>Last Updated: 28-Feb-2023</i></p>						
<p>OP Action Title: 9.2.4.1 Council supplies reticulated potable water to many towns and villages across the region. Potable drinking must meet a high level of compliance to ensure public health and safety</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Compliance Officer W&WW	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Potable water for the month of February 2023 met with compliance requirements.</p> <p><i>Last Updated: 28-Feb-2023</i></p>						
<p>OP Action Title: 9.2.4.2 Council repairs water main breaks as a matter of urgency to ensure that the supply is returned to normal as soon as possible</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> 6 water main breaks were recorded for the Month of February 2023. Service was returned to normal as soon as possible.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
<p>OP Action Title: 9.2.4.3 Unplanned water interruptions impact on Council's service delivery of safe water. Council endeavours to reduce the number of interruptions to maintain service</p>						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> 12 Unplanned water interruptions have been recorded in January 2023. We are on track with the required less than 50 interruptions per 1000 connections for the year.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						

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OP Action Title: 9.2.4.4 Council responds to water incidents (burst and leak) in a timely manner to ensure that supply interruption is as minimal as possible						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> 38 water incidents (leaking service, faulty meters, aged assets) were reported in Cooma, Bombala and Snowy areas in February 2023. This was attended to in less than 4 hours average response time and resolved.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
OP Action Title: 9.2.4.5 Council responds to reticulated water quality complaints to ensure that the public are drinking safe water						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> There was 0 dirty water complaints received in February 2023. We are on track with the required less than 20 complaints per 1000 connections for the year.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
OP Action Title: 9.2.4.6 PROJECT: Development of water mains replacement program						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Completed</p> <p><i>Last Updated: 27-Jan-2023</i></p>						
OP Action Title: 9.2.4.9 PROJECT: Cooma Water Treatment Plant raw water pump and variable speed drive upgrade						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	20%	20.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Accomplishments &amp; Completions                  The Cooma WTP upgrades for the raw water intake is still going through the full scoping phase and will be ready for operational review prior to the consultancy brief being released.</p> <p>Critical Issues (including explanation of any deviations/variances from project plans)                  Nil</p> <p>Risks (and how you/we intend to address them)                  Nil</p>						

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Next steps  
 Detailed Scope of Work

Budget status (including any contracts/tendering/procurement)  
 TBA

Key items for Communication (Stakeholder Meetings etc, date for DA's on public exhibition etc)  
 Nil Public comms at this time

*Last Updated: 27-Jan-2023*

**OP Action Title: 9.2.4.11 PROJECT: Construction of Bombala and Delegate Water Treatment Plants**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	40%	40.00%	 GREEN

**OP Action Progress Comments:** Bombala/Delegate WTP – Tender Phase 100% complete Detailed Design 80%

Accomplishments & Completions  
 Detailed design has been going well with HAZOP having been completed Dec 22.

Critical Issues (including explanation of any deviations/variances from project plans)  
 Nil

Risks (and how you/we intend to address them)  
 No identified risks that could affect project delivery

Next steps  
 Continued detailed design in preparation of procurement & construction in 2023

Budget status (including any contracts/tendering/procurement)  
 Budget is tracing well with no additions to SOW at this time.

Key items for Communication (Stakeholder Meetings etc, date for DA's on public exhibition etc)  
 Nil Public comms at this time

*Last Updated: 27-Jan-2023*

**OP Action Title: 9.2.5.1 Council responds to sewerage incidents (including main breaks and chokes) in a timely manner to ensure maintained service delivery**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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**Snowy Monaro Regional Council (SMRC)** **Action and Task Progress Report- Standard**

Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN
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**OP Action Progress Comments:** All sewerage incidents at the treatment plants as well as within the networks are responded to within 4 hours.

*Last Updated: 28-Nov-2022*

**OP Action Title: 9.2.5.2 Council’s Sewage Treatment Plants must comply with NSW Environment Protection Authority (EPA) licence conditions to protect the environment**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Compliance Officer W&WW	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** All sewage treatment plants are complying with the individual EPA licence requirements.

The following exceedances were reported in February 2023;

Bombala STP  
 24th Jan 2023 - Nitrogen concentration of 15.1mg/L which is over the 90%ile limit of 10mg/L on

Adaminaby STP  
 25th Jan, 1st Feb, 8th Feb & 15th Feb - Faecal coliforms over the 90th percentile limit, this is part of ongoing monitoring at the aged STP.  
 14th & 15th Feb – Chlorine residual over 100th percentile limit for two days whilst adjusting dosage for faecal coliforms.

*Last Updated: 28-Feb-2023*

**OP Action Title: 9.2.5.3 Council repairs sewerage main breaks and chokes to maintain service delivery**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** 17 incidents have been reported in February 2023 in the Cooma, Snowy and Bombala areas. We are on track with the required less than 20 repairs/chokes per 100km per year.

*Last Updated: 02-Mar-2023*

**OP Action Title: 9.2.5.4 Council monitors the total sewerage complaints in a year to obtain data for service improvement**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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**Snowy Monaro Regional Council (SMRC) Action and Task Progress Report- Standard**

Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN
<b>OP Action Progress Comments:</b> There were 15 sewerage complaints received in February 2023. We are on track with the required less than 50 complaints per 1000 connections for the year.						
<i>Last Updated: 02-Mar-2023</i>						

<b>OP Action Title:</b> 9.2.5.5 PROJECT: Adaminaby Sewage Treatment Plant - construction						
<b>Responsible Person</b>	<b>Status</b>	<b>Start Date</b>	<b>End Date</b>	<b>% Complete</b>	<b>Target</b>	<b>On Target %</b>
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	85%	67.00%	 GREEN
<b>OP Action Progress Comments:</b> Accomplishments & Completions						
The Adaminaby STP is moving slowly ahead and is being hampered by bad weather at the moment. The contractor is struggling to get resources on site and SMRC is working closely with the contractor to assist in moving the project forward. Mech & Elec installation has been moving forward						
Critical Issues (including explanation of any deviations/variances from project plans) Project is behind time but is moving steadily forward						
Risks (and how you/we intend to address them) Continued wet weather is the only identified risks that could affect project delivery Next steps Continued construction leading into commissioning in 2023						
Budget status (including any contracts/tendering/procurement) Budget is tracing well with no additions to SOW at this time.						
Key items for Communication (Stakeholder Meetings etc, date for DA's on public exhibition etc) Nil Public comms at this time						
<i>Last Updated: 27-Jan-2023</i>						

<b>OP Action Title:</b> 9.2.5.6 PROJECT: Jindabyne Town Centre - Sewer upgrade						
<b>Responsible Person</b>	<b>Status</b>	<b>Start Date</b>	<b>End Date</b>	<b>% Complete</b>	<b>Target</b>	<b>On Target %</b>
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	85%	67.00%	 GREEN
<b>OP Action Progress Comments:</b> Accomplishments & Completions						
Detailed design for the full project is at 50% complete.						
<ul style="list-style-type: none"> <li>Funding for W&amp;WW component is allocated</li> </ul>						

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- Funding for the civil component is still to be sourced.

Critical Issues (including explanation of any deviations/variances from project plans)  
 Nil

Risks (and how you/we intend to address them)  
 Lack of funding for civil part of the project is required for full delivery  
 Next steps  
 Continued detailed design finalisation

Budget status (including any contracts/tendering/procurement)  
 Budget is unallocated at this time

Key items for Communication (Stakeholder Meetings etc, date for DA's on public exhibition etc)  
 Nil Public comms at this time

*Last Updated: 27-Jan-2023*

**OP Action Title: 9.2.5.7 PROJECT: Kalkite Sewage Treatment Plant upgrade**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	30%	30.00%	 GREEN

**OP Action Progress Comments:** Accomplishments & Completions  
 Consultancy agreement for the engineering and process design has been awarded  
 Funding for some of the works has been granted by State now.  
 The design for the electrical upgrades has been completed and is going through the approvals process for the electricity supplier.  
 There has been some additional requirements from the electricity supplier  
 These works were hoping to be undertaken starting August 2022 but are delayed from the supplier and will start ASAP after approval.  
 Flow meters to record accurate inflow data are being completed.

Critical Issues (including explanation of any deviations/variances from project plans)  
 Nil

Risks (and how you/we intend to address them)  
 Construction costs may be higher than anticipated due to the steepness of the terrain

Next steps  
 Design phase has started

Budget status (including any contracts/tendering/procurement)  
 Design costs came in under budget.

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Key items for Communication (Stakeholder Meetings etc, date for DA's on public exhibition etc)  
 Nil Public comms at this time

*Last Updated: 27-Jan-2023*

OP Action Title: 9.2.5.8 PROJECT: Kalkite Sewage Treatment Plant electrical upgrades

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	95%	66.64%	 GREEN

**OP Action Progress Comments:** The design for the electrical upgrades has been completed and is going through the approvals process for the electricity supplier. There has been some additional requirements from the electricity supplier. These works were hoping to be undertaken starting August 2022 but are delayed from the supplier and will start ASAP after approval.

*Last Updated: 27-Jan-2023*

**Strategy Portfolio**

**Corporate Projects**

**Corporate Projects**

OP Action Title: 10.3.12.16 PROJECT: Adaminaby Long Vehicle and Truck Parking

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Specialist	In Progress	01-Jul-2022	30-Jun-2023	20%	25.00%	 AMBER

**OP Action Progress Comments:** Accomplishments & Completions:  
 Tree pruning along Showground boundary has been completed. Topographical survey has been completed and sent to Designer for the development of concept plans.

Critical Issues:  
 NIL

Risks:  
 Possible future risks could include:  
 \* Inability to secure contractor  
 \* Discussions with Transport for NSW have reduced the risk of not receiving approval.

Next Steps:  
 \* Awaiting final design

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\* Contractor procurement

Budget Status:  
 Within budget

Key Items for Communications:  
 NIL

*Last Updated: 22-Feb-2023*

**OP Action Title: 10.3.12.17 PROJECT: Bobeyan Road Upgrade Sealing Adaminaby to ACT Border**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	01-Jul-2022	30-Jun-2023	50%	67.00%	 AMBER

**OP Action Progress Comments:** SVC Road Crew re-established on site and monthly meetings reestablished with SVC mgt.  
 SMRC Undertaking Archaeology works, surveys, community/landholder consultation and acquisitions.  
 Road Base production from the Shannon Flat Quarry under-way. DA to extend on quarry use underway. Neighbour approached and noted no concerns.  
 Contractor for bridge construction selected and contracted.  
 Contract awarded and bridge Design underway. SVC back on site.  
 SP-1C vegetation clearing and earthworks nearing completion.  
 Construction of bridge approaches to Jones Creek Bridge underway.  
 Placing of pavement material from Shannons Flat stockpile ongoing.  
 Blasting at various locations to achieve construction depth ongoing.

*Last Updated: 26-Feb-2023*

**OP Action Title: 10.3.12.18 PROJECT: Fixing Country Bridges Program - Cambalong Bridge, Cambalong Road Palarang - Environmental assessments determined, detailed designs approved and construction commenced.**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	01-Jul-2022	30-Jun-2023	60%	60.00%	 GREEN

**OP Action Progress Comments:** Geotechnical Investigations, survey and stakeholder consultation are underway.  
 Geotechnical Investigations complete.  
 Survey Complete.  
 Hydrology RFQ Underway.  
 Residents Register and notification Complete.  
 Initial site visit and discussions with fisheries and contractor undertaken.  
 long hand placed rock, raised approach road across the floodplains identified as design issue to be considered.

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Proposed completion date December 2024  
 Last Updated: 16-Feb-2023

OP Action Title: 10.3.12.19 PROJECT: Fixing Country Bridges Program - Redcliffe Bridge, Cambalong Road, Palarang - Environmental assessments determined, detailed designs approved and construction commenced.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	01-Jul-2022	30-Jun-2023	60%	60.00%	 GREEN

**OP Action Progress Comments:** Geotechnical Investigations, survey and stakeholder consultation are underway.  
 Geotechnical Investigations complete.  
 Survey Completed.  
 Hydrology Completed.  
 Temporary Bypass instillation underway.  
 Telstra Service relocation requested. (Telstra undertaking relocation of their assets.)  
 Residents Register prepared.  
 Bypass complete. TMP in place. Public notice via VMS boards & website operational.  
 D&C tender listed on Vendor Panel.

Proposed completion Date Feb 2024  
 Last Updated: 16-Feb-2023

OP Action Title: 10.3.12.20 PROJECT: Fixing Country Bridges Program - Cambalong 2 Bridge, Cambalong Road Cambalong - Environmental assessments determined, detailed designs approved and construction commenced.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	01-Jul-2022	30-Jun-2023	10%	10.00%	 GREEN

**OP Action Progress Comments:** Geotechnical Investigations, survey and stakeholder consultation are underway.  
 Geotechnical Investigations complete.  
 Survey RFQ complete  
 Hydrology RFQ underway.  
 Residents Register and notification under development.  
 Costing upgrades to Palarang Bridge deck in lieu of bypass construction.  
 Palarang Deck upgrade D&C awarded and programmed for Construction during April School Holidays.  
 D&C RFT planned to follow awarding of Redcliffe.

Planned completion July 2024  
 Last Updated: 16-Feb-2023

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OP Action Title: 10.3.12.21 PROJECT: Fixing Country Bridges Program - Darbys Gully Bridge, Old Bombala Road, Nimmitabel

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	01-Jul-2022	30-Jun-2023	60%	60.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Geotechnical Investigations, survey and stakeholder consultation are underway.                      Geotechnical Investigations complete.                      Survey RFQ awarded.                      Hydrology RFQ prepared.                      Willow removal RFQ awarded and planned                      Residents Register and notification under development.                      InQuik modular components ordered.                      Council Bridge crew to undertake construction. (planned commencement May 2023)                      Part 5 assessment underway.                      Project Engineer/Surveillance officer awarded.                      Design complete, and start construction programmed for March 2023.</p> <p>Planned completion Oct 2023                      Last Updated: 16-Feb-2023</p>						

OP Action Title: 10.3.12.22 PROJECT: Fixing Country Bridges Program - Black Flat Bridge, Black Flat Road, Williamsdale

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	01-Jul-2022	30-Jun-2023	60%	60.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Geotechnical Investigations, survey and stakeholder consultation are underway.                      Geotechnical Investigations complete.                      Site Survey Complete                      Hydrology RFQ prepared. (Advertised &amp; closes 10/12/22)                      Telstra Service relocation requested. (Telstra undertaking relocation of their assets.)                      Residents Register and notification under development.                      InQuik Modules Ordered.                      Council Bridge crew to undertake construction. (Planned commencement Feb 2023)                      Part 5 assessment underway.                      Project Engineer/Surveillance officer awarded.                      Design underway.                      Design completed, Fisheries permit received.                      Construction commenced February 2023.</p> <p>Proposed Completion date: August 2023                      Last Updated: 16-Feb-2023</p>						

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OP Action Title: 10.3.9.2 PROJECT: Ryrie Street Michelago Extension						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	01-Jul-2022	30-Jun-2023	38%	67.00%	 RED
<p><b>OP Action Progress Comments:</b> Road design on new alignment complete.                      Booroomba Culvert Michaligo Road completed.                      Project awaiting UGL approval for work in rail corridor. UGL have advised they are at Round 2 of approvals with TfNSW. No date or time expectation provided (divestment of State owned land expected to take time.                      Design &amp; Construct contract awarded.                      Bridge design complete.                      UGL still processing purchase of railway land.                      Project on hold awaiting land purchase.</p> <p><i>Last Updated: 26-Feb-2023</i></p>						

OP Action Title: 10.3.9.4 PROJECT: Deep Creek Bridge Replacement						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Bridge Construction Completed and open to traffic.                      Additional works on approach roads under-way to improve safety and driving comfort..                      Contractors engaged for approach road for Pavement upgrade, Guardrail realignment, Sealing.                      Approach Earthworks Complete,                      Guardrail Extension Complete.                      Bypass track maintenance by council underway.                      Touch up and sealing of approaches booked for first gap in the rain.                      Sealing and site re-vegetation complete.                      TfNSW project completion reports, and final grant claim to be submitted.</p> <p><i>Last Updated: 16-Feb-2023</i></p>						

OP Action Title: 10.3.9.5 PROJECT: Peak Creek Bridge Replacement						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Project completed</p>						

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*Last Updated: 30-Sep-2022*

OP Action Title: 10.3.9.6 PROJECT: Rossys Creek Bridge Replacement

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	20-Dec-2022	30-Jun-2023	30%	30.00%	 GREEN

**OP Action Progress Comments:** Deed signed and returned with Schedule 5 simplified plan.  
 WO creation requested.

*Last Updated: 16-Feb-2023*

OP Action Title: 10.3.9.7 PROJECT: Killarney Bridge Replacement

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	20-Dec-2022	30-Jun-2023	30%	30.00%	 GREEN

**OP Action Progress Comments:** Deed signed and returned with Schedule 5 simplified plan.  
 WO creation requested.

*Last Updated: 16-Feb-2023*

OP Action Title: 10.3.9.8 PROJECT: Matong Creek Bridge Replacement

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	20-Dec-2022	30-Jun-2023	30%	30.00%	 GREEN

**OP Action Progress Comments:** Deed signed and returned with Schedule 5 simplified plan.  
 WO creation requested.

*Last Updated: 16-Feb-2023*

OP Action Title: 12.1.1.3 PROJECT: Jindabyne Community Library

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	In Progress	01-Jul-2022	30-Jun-2023	99%	67.00%	 GREEN

**OP Action Progress Comments:** Defects liability period has commenced (12 months from 19 August 2022)  
 Financial acquittal and reporting underway with government funding bodies and final reports to be undertaken  
 Site signage and solar installation awaiting finer weather and contractor availability (7 Macrh)  
 Defects to be rectified and small landscaping additions

Furniture etc to be returned to 'planned' locations to allow for photography and competition entry.

**Snowy Monaro Regional Council (SMRC)** **Action and Task Progress Report- Standard**

Architects now entering competitions.  
*Last Updated: 26-Feb-2023*

**OP Action Title: 12.1.2.4 PROJECT: New Civic Complex (Stage 1-Detailed Design)**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	In Progress	01-Jul-2022	30-Jun-2023	75%	67.00%	 GREEN

**OP Action Progress Comments:** Project Hold point until 2023  
 Workshop held with ELT with Colliers and Cox Architects (Masterplanning)  
 3 Draft reports provided  
 2 extensions on scope requested  
 Final designs (masterplans) and feasibility due September 2022 - delivered  
 Additional investigations into retail options undertaken - Report to be tabled in Council workshop  
 Updated building assessment and QS being undertaken on Cooma building for comparison due 03/23  
*Last Updated: 26-Feb-2023*

**OP Action Title: 12.1.2.5 PROJECT: Delegate School of Arts**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Officer	In Progress	01-Jul-2022	30-Jun-2023	30%	65.00%	 RED

**OP Action Progress Comments:** Accomplishments & Completions:  
 Funding Deed received.  
 PEG members agreed on window type, sizes and quantity for the rear storeroom (North Facing).  
 Amend Stage 2 & 3 plans with Scope of Works  
 Lodged Modified DA.  
 Received trade estimate report.

**Critical Issues:**  
 - Trade estimate report indicated approx. \$202k shortfall.

**Risks:**  
 - Unable to complete the project with the current Scope of Works.

**Next Steps:**  
 - Will lodge mod CC pending on DA approval.  
 - Negotiate with BLERF for cost escalations.  
 - tender stage

Budget Status: approx. \$202k short. Reduction in scope or BLERF variation/cost escalation to cover (State)

**Snowy Monaro Regional Council (SMRC)** **Action and Task Progress Report- Standard**

Key Items for Comms:  
 Bimonthly meeting with PEG members and PCG (PWA and SMRC Project team)

*Last Updated: 26-Feb-2023*

OP Action Title: 12.1.2.6 PROJECT: Yallabee Lodge New Section of Facility

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	In Progress	01-Jul-2022	30-Jun-2023	30%	75.00%	 RED

**OP Action Progress Comments:** Accomplishments: DA Approval granted  
 Critical Issues: Project continues to work around divestment requirements, cost escalation of building materials may require additional funds to reach completion  
 Risks: Budget availability for completion of full scope  
 Post DA Approval meeting undertaken with architects, development of detailed technical specification for Construction Tender  
 Construction Tender complete.  
 Tender to market March on confirmation of budget

*Last Updated: 26-Feb-2023*

OP Action Title: 12.1.2.7 PROJECT: Bombala Arts and Innovation Centre Building Upgrade

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	In Progress	01-Jul-2022	30-Jun-2023	20%	55.00%	 RED

**OP Action Progress Comments:** Economic Development continuing discussions to find potential lead tenant to cover ongoing running costs.  
 Risk: No operating model exists and building is excess to Council needs.  
 Reporting with PWA / DRNSW up to date.  
 Projects separated work to be undertaken in the amenities building (now covered entirely by SCCF2 funding) from main build.  
 Business Case to be developed in light of SRV - addressing ability to run and maintain.

*Last Updated: 26-Feb-2023*

OP Action Title: 12.1.2.8 PROJECT: Delegate Preschool Renewal of Drainage Systems

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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**Snowy Monaro Regional Council (SMRC) Action and Task Progress Report- Standard**

Project Officer	In Progress	01-Jul-2022	30-Jun-2023	20%	45.00%	 RED
<p><b>OP Action Progress Comments:</b> Accomplishments &amp; Completions:</p> <ul style="list-style-type: none"> <li>- AC installation in the preschool learning room</li> <li>- removal of trees and stumps in the rear yard</li> <li>- finalized drainage assessment and received design plans from drainage consultant</li> <li>- finalized access assessment and received access performance solution report from access consultant</li> <li>- engaged fire consultant and pending on FEBQ review from FRNSW</li> <li>- engaged local drafting contractor to amend existing plans</li> </ul> <p>Critical Issues:</p> <ul style="list-style-type: none"> <li>- pending on fire consultant report and recommendation (currently under review by RFNSW).</li> </ul> <p>Risks:</p> <ul style="list-style-type: none"> <li>- construction timeline (need to negotiate with successful contractor)</li> <li>- cost escalation</li> </ul> <p>Next Steps:</p> <ul style="list-style-type: none"> <li>- finalize plans as per fire consultant report</li> <li>- lodge DA and CC</li> <li>- tender stage</li> </ul> <p>Budget Status: on budget</p> <p>Key Items for Comms:</p> <ul style="list-style-type: none"> <li>- regular consultation with internal and external stakeholders (KJ from Preschool, SMRC Planning and Building team) as required.</li> </ul> <p><i>Last Updated: 26-Feb-2023</i></p>						

**OP Action Title: 12.1.2.9 PROJECT: Community Halls Compliance and Upgrades (Strengthening Communities Safer Places Project)**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Support Officer	In Progress	01-Jul-2022	30-Jun-2023	50%	65.00%	 AMBER
<p><b>OP Action Progress Comments:</b> Accomplishments &amp; Completions:</p> <p>Contract is currently with our Solicitor for review – once we have received a letter of advice we will be in a position to put the works out for Tender.</p> <p>Have spoken to Langdon Gould from RFS about working together on the Hall sites that share the space with an RFS shed.</p> <p>Contacted Henri Young NEMA – Recovery Support about ideas for the Communication Packs.</p> <p>We have fitted 2 more AED Defibrillators one at Colinton and Bumbalong. These were fitted to the outside of the buildings so they are available 24/7. We also put up signage.</p> <p>We are in the process of organising the First Aid Courses we will be holding 11 of these for our community to attend for free – with a sausage sizzle .</p> <p>We have split the works for the halls as follows</p> <p>Under the tender contract:</p> <ul style="list-style-type: none"> <li>Aminaby,</li> <li>Bibbenluke,</li> <li>Bredbo,</li> <li>Cathcart,</li> </ul>						

Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard

Craigie,  
Dalgety,  
Kybeyan,  
Michelago,  
Nimmitabel, and  
Numeralla,

Individual works

Mila was the only 355 Committee that preferred for the works to be done by a local contractor and there were a few that have previously worked on the hall. Have met on site with contractors for Mila Country Club to walk through works required.

Bungarby is also works on its own. We did this as even though we met on site with SMRC Heritage advisor and he advised that there were no Heritage issues even though the building is quite historical in construction/social history. We have decided to engage a contractor who has experience working with these types of builds.

Critical Issues:

Budget Constraints – Some Halls having more issues than the project budget will allow for.

Craigie Hall we have included in the contract the two options of either a rebuild or to replace the footings. We will need to be in close contact with the Craigie Hall members and make a quick decision on which way to go as to not waste money and time. A rebuild would be like for like with the same building footprint.

Time Constraints – Knowing the high demand in our area for contracts at this time will need to make sure that those submitting tender responses are allowing for this and also possible down time during winter.

After researching satellite phones we have discovered that these will not work. They are around \$2000.00 to purchase outright with an ongoing connection cost of \$49 per month even when not in use. These are not only not cost effective but also will not work when there is smoke or clouds obstructing the connection. We have contacted Henri Young who has worked on many disaster affected areas hoping he will be able to assist. We have also contacted High County Communication for their input.

Risks:

Community Expectations – as this project requires works to be undertaken at community maintained facilities it is crucial that there is a constant stream of communication between council and stakeholders. This will ensure that each party is kept up to date on the progress and development of the project.

Going over Budget – with over 60% of the grant funds being spent on construction works it is important to obtain realistic quotes and to allow for inflation and delays during this current building environment.

Next steps:

Tender documents are ready, we are hoping to open the Tender on Friday 24 February 2023 closing on Friday 24 March 2023.

Continued roll out of the AED Defibrillators

Quote for the generator interfaces – need to call and discuss the options for those with RFS sheds on site.

Working with Henri on ideas for communication packs.

Continued communication updates with 355 committees.

Budget status:

Project is currently within budget.

Have paid for AED's & Building Compliance Audit Reports.

Waiting on quotes for the First Aid Courses.

Will keep a close eye on the budget as we receive tender responses for the works.

Have kept back a decent sum for contingency

Key items for Communication:

**Snowy Monaro Regional Council (SMRC)**

**Action and Task Progress Report- Standard**

We will continue to be in communication with the 355 Committees as works are finalised, Tender documents have gone out and contractors engaged. There will be no works taking place until the appropriate members have agreed to the works and/or they have been notified to eliminate scheduling conflicts.  
 We have added that Communication with a 355 Community Member representative will be required as part of the works.

*Last Updated: 26-Feb-2023*

**OP Action Title: 12.1.2.10 PROJECT: Jindabyne Town Centre Improvements**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	In Progress	01-Jul-2022	30-Jun-2023	10%	67.00%	 RED

**OP Action Progress Comments:** To be consolidated with all Jindabyne Town Centre Projects via report to Council to integrate with SAP Plans. Report to follow meeting with State Government. Awaiting clarity on Town Centre projects from RGDC. 2 meetings held in October 2022.  
 Reconciliation of funding under the Stronger Communities Fund (SCF - Merger Fund) will determine funding allocation available for completion of this project if not included in SAP.

SAP have advised Town Square Design tender to go to market second half of 2023

*Last Updated: 26-Feb-2023*

**OP Action Title: 12.1.2.11 PROJECT: Aitchison Cottage Berridale**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	In Progress	01-Jul-2022	30-Jun-2023	99%	67.00%	 GREEN

**OP Action Progress Comments:** Risks: Continued delay of maintenance and restoration will put the building at risk  
 Next steps: Seek funding

*Last Updated: 26-Feb-2023*

**OP Action Title: 12.1.2.12 PROJECT: Bombala Caretaker Cottage**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Support Officer	In Progress	01-Jul-2022	30-Jun-2023	55%	67.00%	 AMBER

**OP Action Progress Comments:** Status - Asbestos removal scheduled for completion on the 3rd March  
 Critical issues - none at this stage  
 Risk - Nil.  
 Next step - Once Asbestos is removed and the structure exposed comprehensive quotes for refurbishment will be requested from the market.  
 Budget - on target  
 Communications - community updated via Email 02/02/2023

**Snowy Monaro Regional Council (SMRC)** **Action and Task Progress Report- Standard**

*Last Updated: 26-Feb-2023*

OP Action Title: 12.1.2.13 PROJECT: Bombala Depot - Female Amenities

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	Completed	01-Jul-2022	30-Jun-2023	100%	67.00%	 GREEN

**OP Action Progress Comments:** Completed and handed over to Land & Property team.

*Last Updated: 01-Aug-2022*

OP Action Title: 12.1.2.14 PROJECT: Bombala Exhibition Hall, CWA Room Upgrades

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Support Officer	In Progress	01-Jul-2022	30-Jun-2023	80%	67.00%	 GREEN

**OP Action Progress Comments:** Status - Roof re-screwing painting commenced on the 3rd Feb

Critical Issues - none at this stage

Risks - To mitigate issues with weather (principle supplied scaffolding & fencing)

Next Step - kick off meeting 30/01/2023, site inspection 16/02/2023

Budget - scheduled work is within budget, no issues

Communication - Communicated to PEG via email

*Last Updated: 17-Feb-2023*

OP Action Title: 12.1.2.15 PROJECT: Jindabyne Holiday Park Drainage Upgrades

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Officer	In Progress	01-Jul-2022	30-Jun-2023	50%	67.00%	 AMBER

**OP Action Progress Comments:** Accomplishments & Completions:

- Construction commenced on 13/02/2023.

Critical Issues: the unpredictable lake levels may cause issues with installation

Risks: Ongoing weather events and unpredictable lake levels (Snowy Hydro unable to provide long term forecast - dependent on weather and snow melt) and potential stoppages to due to lake level rises.

Construction cost escalation = both projects (Fire Hydrant and Sullage upgrade) combined is approx. \$190k short. Additional funds to be sourced from Crown Reserve funds with Council.

Next Steps:

Monitor, track and evaluate project delivery status.

Budget Status: Both hydrant and drainage are funded by SMRC. Initial estimated budget for both projects is approx. \$800k

**Snowy Monaro Regional Council (SMRC)** **Action and Task Progress Report- Standard**

combined approx.

Communications: Regular meetings with external stakeholders (NRMA reps and Snowy reps) and internal stakeholders (SMRC Community Facilities, Health, Water & Waste Water, Planning and Building teams).

*Last Updated: 26-Feb-2023*

OP Action Title: 12.2.5.1 Project management framework is in place to ensure consistency and strategic decision making

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	In Progress	01-Jul-2022	30-Jun-2023	40%	67.00%	 RED

**OP Action Progress Comments:** Updated documents for new Intranet (Feb - intranet training underway) (internal) (new branding)  
 Simplified framework for public /355 use on external website (Feb 2023) Delayed (intranet training)  
 Standing agenda item at SMT/ELT

*Last Updated: 26-Feb-2023*

OP Action Title: 12.4.1.5 PROJECT: Swimming Pool Upgrades, Stage 1 Bombala and Cooma

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	In Progress	01-Jul-2022	30-Jun-2023	20%	55.00%	 RED

**OP Action Progress Comments:** Accomplishments & Completions: Tender closed and under review with PWA (project Managers) and COO.  
 Critical Issues: Inclusions and exclusions within scope of work due to pricing and market fluctuations.  
 Risks: Community perception around deliverables and political promises likely to be negative  
 Design consultants engaged and have undertaken first site visits at both pools. (BEC)  
 Budget status: Within funding envelope  
 Communication: Ongoing liaison and consultation with Pool operators, working with SMRC Communications on extended briefing and media release on state of the pools, scope of works and delivery timeframe.

*Last Updated: 26-Feb-2023*

OP Action Title: 12.4.2.6 PROJECT: Ginger Lee Playground

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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**Snowy Monaro Regional Council (SMRC) Action and Task Progress Report- Standard**

Project Support Officer	In Progress	01-Jul-2022	30-Jun-2023	95%	100.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Status - Play equipment installed playground open to public, minor items remain to expend remaining funds - concrete pathway, security camera                  Critical issues - Nil                  Risks - Nil                  Next Step - Complete minor items and hand project over to maintenance, provide community with quotes for Stage 3                  Budget - Project is on budget                  Communication - Communication to PEG via meeting on the 11/01/2023                  Last Updated: 17-Feb-2023</p>						

**OP Action Title: 12.4.2.8 PROJECT: Lake Jindabyne Shared Trail**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	In Progress	01-Jul-2022	30-Jun-2023	40%	67.00%	 RED

<p><b>OP Action Progress Comments:</b> Accomplishments &amp; Completions: Property Matters                  Stages 2.1 and 3.1 are progressing.                  Stage 4.2 requires dwg plans when available in order to be able to progress.                  Plan of acquisition of easement for shared trail                  Opening meetings held with some landholders. 2 landholders affected in East Jindabyne amenable to trail and easements. 2 property developers (1 x East Jindabyne, 1 x Hatchery Bay) amenable and supportive of trail. Gaden Rd property owners proposed unsuitable alternatives - in order to reduce costs and easements, likely to utilise road.</p> <p>Archaeology                  Tyrolean ACHA finalised. Awaiting issue of DA to apply for AHIP                  All archaeology reports finalised = now with RAPs for feedback.</p> <p>Environmental                  Draft Hatchery Bay BDAR with Council for review/comment                  Draft Kunama BDAR with Council for review/comment                  Draft East Jindabyne to Kalkite BDAR with Council for review/comment                  Draft SEE for Hatchery Bay with Council for review/comment                  Draft SEE for Kunama with Council for review/comment</p> <p>Bridge and Platform Design, Underpass design                  Design complete – Wagner review underway                  DA Plans submitted to Cardno and Council                  Cost estimate report submitted to Cardno and Council</p> <p>Stakeholder Meetings                  Jindabyne Trail Stewards, National Parks, Snowy Hydro Limited and affected property owners                  National Parks likely to take on maintenance of all sections that fall within the park. SMRC to support via engineering inspections for Creel Bay link when required.</p>						
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Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard

Critical Issues: Funding envelope is not sufficient for full scope of works as currently planned. Discussions underway with contractors, Dept RNSW. Restart to see where scope change is possible to ensure full vision of trail is achieved keeping within budget.

Next steps: Prepare DA submissions

Budget status: Project within budget

Last Updated: 26-Feb-2023

OP Action Title: 12.4.2.10 PROJECT: Jindabyne Skate Park Upgrade

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Support Officer	In Progress	01-Jul-2022	30-Jun-2023	55%	67.00%	 AMBER

**OP Action Progress Comments:** Accomplishments & Completions:

We received an email from the selected contractor advising that they have been awarded several tenders in which will affect the works program. As per our current works program, they would be able to commence design works of the Jindabyne Skate Park in March 2023 and construction works in September 2023. Ideally, a skate park the size of the proposed Jindabyne Skate Park is best constructed in either Autumn or Spring for more favourable concrete working temperatures. They estimate design works would take approximately 8 weeks and construction works would take approximately 12 weeks. New proposed timeframe would ensure the project is completed prior to Christmas 2023.

We have advised the PEG of the above setbacks they did not mind as they believed that if they have been awarded a few tenders it means that they are a sort after company and that is definitely a good sign.

Critical Issues:

Budget – currently refining the budget to make sure we can meet the community’s expectations.  
 Design – Selected Contractor will work on first draft design to submit for to the community they will also hold an onsite community consultation day.

Risks:

Community Expectations – We have established a project engagement group who we will work closely with in relation to the design and included extras of the skate park.  
 Time Frame – keeping within the new project timeframe and completing the job prior to Christmas 2023.

Next steps:

Continued engagement with the successful tender applicant. Finalise works contract forward to successful contactor with letter of offer.  
 Media Release - Publish the successful contractor.  
 Community Engagement Day.

Budget status:

Project is currently within budget.  
 Reporting on time for PWA/DRNSW  
 Delivered under the BLER Fund.

**Snowy Monaro Regional Council (SMRC)** **Action and Task Progress Report- Standard**

Key items for Communication:  
 Have contacted Matty Day owner of Skate and Create to see if they would be interested in holding a workshop once the skate park is complete.  
 Will continue to meet with the Project Engagement Group and keep them up to date with the Projects Development.

*Last Updated: 21-Feb-2023*

**OP Action Title: 12.4.2.11 PROJECT: Cooma Footpath Pavers CBD Streetscape Beautification (Sharp St - Cooma Creek Bridge to Soho St)**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Specialist	In Progress	01-Jul-2022	30-Jun-2023	90%	90.00%	 GREEN

**OP Action Progress Comments:** Accomplishments and Completions  
 Approximately 90% of the project is completed. A variation for a time extension maybe applied for. Completion date has now been pushed out to 30th April.

Critical Issues:  
 NIL.

Next Step:  
 Communication with businesses to ensure that they are aware of the timeline and the impact on their business.

Budget Status:  
 Still within budget, however will need to be watched closely.

Key Items for Communication:  
 Timeline of impact on businesses.

*Last Updated: 22-Feb-2023*

**OP Action Title: 12.4.2.12 PROJECT: Cooma Regional Sports Hub**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Recreation Planner	In Progress	01-Jul-2022	30-Jun-2023	50%	65.00%	 AMBER

**OP Action Progress Comments:** Accomplishments & Completions  
 -Construction is underway. Earth work and concrete slab is complete. Steel frame construction will commence 18 March

Critical Issues  
 - Project delayed due to construction contract negotiations. Estimated construction completion is now 2 October 2023.

**Snowy Monaro Regional Council (SMRC)** **Action and Task Progress Report- Standard**

- 2 site inspection occurring each week to ensuring Project Coordination site management processes are being undertaken as per the contract agreement  
 - Project Coordination have been issued notice under S23 of the contract to remove driver of subcontractor from any further involvement in the project  
 - Formal non-conformance notice has been issued to Project Coordination with regard to site management processes related to record of subcontractor movement.

Risks  
 - Project delay is still within delivery timeframe of the approved funding agreement with NSW Office of Sport  
 - Investigation on subcontractor will continue separately to this project

Budget /status  
 -Project is within budget

Key Items for communications  
 - Media releases scheduled for construction milestones include exterior/roof complete (May 2023).

*Last Updated: 26-Feb-2023*

**OP Action Title: 12.4.2.16 PROJECT: Adaminaby Street Improvements**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Specialist	In Progress	01-Jul-2022	30-Jun-2023	20%	20.00%	 GREEN

**OP Action Progress Comments:** Accomplishments and Completions:  
 Concept Design for Lucas Street received.

Critical Issues:  
 Water & wastewater team will need to replace existing watermain as it is AC and on buried 300 mm deep. New main will be pvc and a minimum of 400 mm deep. This will delay resumption of work on Lucas Street.

Risks:  
 Unforeseen geotechnical issues

Next Steps:  
 Awaiting water & waste water team to replace water main in Lucas Street  
 Awaiting designs for BBaker Street and Un-Named Laneway

Budget Status  
 Within budget

Key Items for Communications:  
 To keep community updated on progress.

**Snowy Monaro Regional Council (SMRC) Action and Task Progress Report- Standard**

*Last Updated: 26-Feb-2023*

OP Action Title: 12.4.2.17 PROJECT: Bombala Showground Upgrades

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Support Officer	In Progress	01-Jul-2022	30-Jun-2023	63%	67.00%	 GREEN

**OP Action Progress Comments:** Status - RFQ out to Market, closing 10/03/2023  
 Critical issues - Nil  
 Risks - Nil at this stage.  
 Next Steps - Review and award tenders after the 10th  
 Budget - Electrical work will be completed until the budget is expended  
 Communication - PEG updated via email 02/02/2023

*Last Updated: 17-Feb-2023*

OP Action Title: 12.4.2.18 PROJECT: Jindabyne Town Centre Pavers

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	In Progress	01-Jul-2022	30-Jun-2023	10%	67.00%	 RED

**OP Action Progress Comments:** Noting Pavers project will be difficult to realise until the issues with the awnings have been addressed (guttering, awnings and water run off must be addressed before pavers are replaced or they will need to be replaced in 50% of usual life span)  
 Awnings are responsibility of shop owners. Shop owners in Town Centre difficult to gain consensus no strata/body corporate in place to facilitate decision making.  
 To be consolidated with all Jindabyne Town Centre Projects via report to Council to integrate with SAP Plans. Report to follow meeting with State Government. Awaiting clarity on Town Centre projects from RGDC. 2 meetings held in October 2022.  
 Reconciliation of funding under the Stronger Communities Fund (SCF - Merger Fund) will determine funding allocation available for completion of this project if not included in SAP.

*Last Updated: 26-Feb-2023*

OP Action Title: 12.4.2.19 PROJECT: Jindabyne Town Centre Upgrades

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	In Progress	01-Jul-2022	30-Jun-2023	10%	67.00%	 RED

**OP Action Progress Comments:** To be consolidated with all Jindabyne Town Centre Projects via report to Council to integrate with SAP Plans. Report to follow meeting with State Government. Awaiting clarity on Town Centre projects from RGDC. 2 meetings held in October 2022.  
 Reconciliation of funding under the Stronger Communities Fund (SCF - Merger Fund) will determine funding allocation available for completion of this project if not included in SAP.

*Last Updated: 26-Feb-2023*

**Snowy Monaro Regional Council (SMRC) Action and Task Progress Report- Standard**

OP Action Title: 2.2.2.3 PROJECT: Bombala Caravan Park Upgrades

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Support Officer	In Progress	01-Jul-2022	30-Jun-2023	25%	67.00%	 RED

**OP Action Progress Comments:** No change from previous Month  
 Project still on hold: Waiting for clarification on scope and budget from Community Services Business Unit  
 Scope Change proposed: It has been suggested the original office space be utilized, this will negate underground electrical installation and reduce costs.

*Last Updated: 17-Feb-2023*

OP Action Title: 2.2.3.2 PROJECT: Cooma North Ridge (Funding: Community Place for Space Grant)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Officer	In Progress	01-Jul-2022	30-Jun-2023	65%	67.00%	 GREEN

**OP Action Progress Comments:** Accomplishments & Completions:  
 Received RFQs for Crisp St and Balli PI Parking area.  
 Shop drawings received.

Critical Issues: Latest update from RFS indicated they are still at conceptual plan stage for the fire trail. The flow on effect will cause delay to three of the line items in the funding deed that relied on RFS completing the fire trail first.

Risks: Delay from RFS fire trail will cause delay to the project.

Next Stage to project:  
 Negotiate with BCRRF to vary the delivery date or vary the project scope.  
 Review shop drawings for Wayfinding signs, manufacturing and installation.  
 Review and award Crisp St & Balli PI Car Parking Area RFQ.  
 Upgrade trail from Crisp St to Southern Gate (past Scout Hall) , working with RFS on the walking/fire trail however RFS will do most of the ground work. RFS have advised they are not expecting to commence in the short term.  
 RFQ for new CNRR brochures for visitor center.

Budge Status: on budget

Communications going very well with community group with regular meetings held (Cooma North Ridge Reserve committee reps and SMRC Civic maintenance coordinator)

*Last Updated: 21-Feb-2023*

OP Action Title: 2.2.3.3 PROJECT: Mt Gladstone Amenities Upgrades

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Senior Project Manager	Completed	01-Jul-2022	30-Jun-2023	100%	67.00%	 GREEN
<i>Last Updated: 28-Nov-2022</i>						
OP Action Title: 2.2.3.4 PROJECT: Jindabyne Town Centre Toilet Block Demolition						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	In Progress	01-Jul-2022	30-Jun-2023	11%	67.00%	 RED
<p><b>OP Action Progress Comments:</b> To be consolidated with all Jindabyne Town Centre Projects via report to Council to integrate with SAP Plans. Report to follow meeting with State Government. Awaiting clarity on Town Centre projects from RGDC. 2 meetings held in October 2022. Reconciliation of funding under the Stronger Communities Fund (SCF - Merger Fund) will determine funding allocation available for completion of this project if not included in SAP. Advice that Town Square design package will be released for tender second half of 2023.</p> <p><i>Last Updated: 26-Feb-2023</i></p>						
OP Action Title: 2.2.3.5 PROJECT: Jindabyne Town Centre Toilet Block						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	In Progress	01-Jul-2022	30-Jun-2023	10%	67.00%	 RED
<p><b>OP Action Progress Comments:</b> To be consolidated with all Jindabyne Town Centre Projects via report to Council to integrate with SAP Plans. Report to follow meeting with State Government. Awaiting clarity on Town Centre projects from RGDC. 2 meetings held in October 2022. Reconciliation of funding under the Stronger Communities Fund (SCF - Merger Fund) will determine funding allocation available for completion of this project if not included in SAP. Advice received indicates Town Square Design Package will be released for tender in late 2023.</p> <p><i>Last Updated: 26-Feb-2023</i></p>						
OP Action Title: 9.2.4.7 PROJECT: Bombala and Delegate Water Supplies						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
W&WW Project Management Consultant	In Progress	01-Jul-2022	30-Jun-2023	70%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Project Update from Water &amp; Waste Water: The detailed design process has been completed and the contractor is onsite doing preliminary set out. The project is tracking on time and under budget at this stage.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
OP Action Title: 9.2.4.10 PROJECT: Jindabyne Holiday Park Fire Service Upgrades						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Officer	In Progress	01-Jul-2022	30-Jun-2023	50%	65.00%	 AMBER

**Snowy Monaro Regional Council (SMRC)** **Action and Task Progress Report- Standard**

**OP Action Progress Comments:** Accomplishments & Completions:  
 - Construction commenced on 13/02/2023.

Critical Issues: The unpredictable lake level are making planning for works difficult and could cause delays.

Risks: Weather and unpredictable lake level (Snowy Hydro unable to provide long term forecast - dependent on weather and snow melt) and constant stoppage to due to lake level rises are the biggest challenge for the roll out of this project.

Next Steps:  
 Monitor, track and evaluate project delivery status.

Budget Status: Both hydrant and drainage are funded by SMRC.

Communication: Regular meetings as requested from external stakeholders (NRMA reps and Snowy Hydro Representatives) and internal stakeholders (SMRC Community Facilities, Health, Water & Waste Water, Planning and Building teams).

*Last Updated: 21-Feb-2023*

**OP Action Title:** 9.3.1.2 PROJECT: Jindabyne Landfill capping, scoping and design upgrade to transfer station

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Management Consultant	In Progress	01-Jul-2022	30-Jun-2023	55%	67.00%	 AMBER

**OP Action Progress Comments:** ACCOMPLISHMENTS & COMPLETIONS: There has been no progress since last month; due to the cost of drilling additional bores and since the landfill will not be closed until the new Waste Transfer Station (WTS) is built, budget and resources are being utilised for the WTS project at this stage.

CRITICAL ISSUES: The increased depth of capping material (soil) will ideally need to be stockpiled from soil either gathered on site or delivered to site. If adequate fill can't be stockpiled it will need to be purchased.

RISKS: Budget: additional bores and additional fill for capping will increase the cost of closing the landfill site. Additionally the cost to carry out the surveying and installation of new bores exceeds \$80k.

NEXT STEPS: Due to the costs of the water monitoring bores it has been decided to put off any further progress on the capping and closing planning/design. The existing landfill can't be capped until the transfer station has been built so funding can utilised on the transfer station project.

BUDGET STATUS: There is an \$82k variation to survey and drill the new water monitoring bores (assuming water depths are as estimated and not deeper).

KEY ITEMS FOR COMMUNICATION:

1. The existing landfill will close once the new Transfer Station has been built, waste disposal services will not be interrupted.
2. Fill is to be stockpiled on site for use in capping and for new Transfer Station.
3. The capping design and water monitoring bores will not proceed for the time being due to funds needing to be utilised on the new transfer station.

*Last Updated: 16-Feb-2023*

**OP Action Title:** 9.3.1.3 PROJECT: Build a Waste Transfer Station at Jindabyne, scope, design and land acquisition

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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**Snowy Monaro Regional Council (SMRC) Action and Task Progress Report- Standard**

Project Management Consultant	In Progress	01-Jul-2022	30-Jun-2023	65%	67.00%	 GREEN
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**OP Action Progress Comments:** (See 9.3.1.2 joint project for Jindabyne Landfill Closure Plan - this project is for the design and land acquisition phases only of the new Waste Transfer Station [WTS])  
**ACCOMPLISHMENTS & COMPLETIONS:** A concept design progress meeting was being held 9/02 to review the developed site layout and balance requirements and deliverables. Pre-DA meeting was carried out on 27/01 to identify the reports and design requirements for the DA.  
**CRITICAL ISSUES:** A letterbox drop along Willis Ct, Jindabyne asking residents for permission to carry out sound level monitoring yielded no responses from residents willing to have noise levelling monitoring equipment placed within their property boundary. Nearby residence noise level monitoring is an important part of the DA which Council currently cannot undertake.  
**RISKS:** Schedule is still a key risk, but budget is likely to become a large risk too. Fortunately there is an EPA grant for consolidation of regional landfills that is due to be released in June 2023. SMRC intends to apply for this grant if the grant criteria are conducive with our community's requirements/expectations.  
**NEXT STEPS:** GHD and SMRC will continue to develop the design and associated reports for the DA submission.  
**BUDGET STATUS:** There have been no new variations discussed or submitted since Variation 03. Variations 01-03 are all approved.  
**KEY ITEMS FOR COMMUNICATION:** Design and planning, while slightly behind schedule are progressing nicely.  
*Last Updated: 16-Feb-2023*

**OP Action Title: 9.3.1.4 PROJECT: Delegate Landfill Rehabilitation and Capping**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Specialist	In Progress	01-Jul-2022	30-Jun-2023	25%	25.00%	 GREEN

**OP Action Progress Comments:** Accomplishments & Completions: Contractor has completed winning material from Stevenson's Quarry approximately 20,000 tonne. Environmental Consultant engaged to supervise earthworks.  
 Critical Issues: NIL  
 Risks: Staffing changes within Jennings Civil may have a minor impact on progress.  
 Next steps: Site meeting to be held with Contractor, Environmental Consultant and Council Staff to discuss rearrangement/layout of Transfer Station.  
 Budget status: Works are under budget.  
 Communications: Community has been informed of changes to Transfer Station operating hours. This will continue for the duration of the project.  
*Last Updated: 22-Feb-2023*

**OP Action Title: 9.3.1.5 PROJECT: Bombala Landfill Upgrades**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	Not Started	01-Jul-2022	30-Jun-2023	0%	50.00%	 RED

**OP Action Progress Comments:** Awaiting progress on Jindabyne Landfill Project before commencement.  
*Last Updated: 30-Sep-2022*

Snowy Monaro Regional Council (SMRC)

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OP Action Title: 9.3.2.3 PROJECT: Cooma Compost Facility

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Management Consultant	In Progress	01-Jul-2022	30-Jun-2023	60%	75.00%	 AMBER

**OP Action Progress Comments:** ACCOMPLISHMENTS & COMPLETIONS: SMRC has been carrying out due diligence around the EPA Grant Deed prior to signing. As part of this process 10-year CAPEX and OPEX budget forecasts for the new facility are being developed.  
 CRITICAL ISSUES: Schedule remains the biggest issue currently; the Ecology Report had gone beyond its' 6-month validity period and had to be redone. This triggers a re-baselining of all associated sub-consultant reports for the Environmental Impact Statement (EIS), which are still outstanding.  
 RISK: (see above) Budget; EPA grant is for rolling out FOGO to resident's houses, not for the new compost facility.  
 NEXT STEPS: Awaiting Environmental Impact Statement (EIS) from the sub-consultant team.  
 BUDGET STATUS: Having to redo the Ecology Report (and therefore the EIS and all associated sub-consultant reports) resulted in a \$25,249.40 variation.  
 KEY ITEMS FOR COMMUNICATION: FOGO grant application was approved by EPA, SMRC was one of 10 councils who were successful in securing funding. This funding will be used to roll out FOGO bins, kitchen caddies, and educational campaigns for all residents with a kerbside collection service.  
*Last Updated: 16-Feb-2023*

OP Action Title: 9.3.2.4 PROJECT: Complete weighbridge IT replacement

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	Completed	01-Jul-2022	30-Jun-2023	100%	67.00%	 GREEN

*Last Updated: 26-Feb-2023*

RFS/SES Support Service

OP Action Title: 13.2.13.1 Customer requests responded to in accordance with Council's Customer Service Charter and Rural Fire Service Level Agreement

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	In Progress	01-Jul-2022	30-Jun-2023	55%	67.00%	 AMBER

**OP Action Progress Comments:** Administration and Financial support provided to RFS in accordance with agreed activities.  
*Last Updated: 02-Mar-2023*

OP Action Title: 13.2.14.1 Administration and support provided to LEMO

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	In Progress	01-Jul-2022	30-Jun-2023	55%	67.00%	 AMBER

**OP Action Progress Comments:** Administration support from Corporate Projects provided.  
 Vacancy in Risk Officer Role - LEMO role currently vacant. Action to update/recruit LEMO being led by RFS, supported by Acting Mgr Corporate Projects

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Internal advertising has secured a second deputy LEMO. SMRC now has 2 deputy LEMO's.  
*Last Updated: 02-Mar-2023*

**OP Action Title: 13.2.15.1 Payments made to the agencies in line with contribution assessments**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	In Progress	01-Jul-2022	30-Jun-2023	55%	67.00%	 AMBER

**OP Action Progress Comments:** Undertaken with finance - monthly reporting  
 Administration resource within Corporate Projects utilised  
*Last Updated: 02-Mar-2023*

**Risk Management**

**OP Action Title: 13.2.11.1 Insurance claim reports are generated and reported to Council through performance reporting**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	In Progress	01-Jul-2022	30-Jun-2023	50%	67.00%	 AMBER

**OP Action Progress Comments:** Risk Officer role has been vacant since July 2021.  
 Insurance being coordinated through Corporate Projects.  
 Reports to ELT to commence December First Quarter 2023, planned escalation and report to ARIC via Chief Strategy officer in 2023.  
*Last Updated: 26-Feb-2023*

**OP Action Title: 13.2.12.1 Council's insurance policies are reviewed and updated**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Senior Project Manager	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

**OP Action Progress Comments:** All policies have been renewed for 2022

A significant number of Audits were undertaken in August / September 2022 in order to renew Civic Risk Mutual Policies.  
 Building valuations undertaken.  
 Senior staff and Councilors were requested to complete paperwork and notify disclosures for Professional Indemnity. 70% return rate of Councilors, 100% return rate of ELT, Compliance and regulatory staff 80%

Future budget allocations need to be made for claims under excess amounts.  
 Future budget allocations need to be made for claims not covered by Insurance (declined by insurers)  
 Future budgets allocations need to be made for excess amounts

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*Last Updated: 26-Feb-2023*

**Fleet and Plant**

**Fleet and Plant**

OP Action Title: 13.2.16.1 Replace identified plant items for financial year in alignment with the ten year Plant Replacement Program and Fleet Management Procedure

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Fleet & Plant	In Progress	01-Jul-2022	30-Jun-2023	57%	67.00%	 AMBER

**OP Action Progress Comments:** Identified capital replacements underway. 53 items actioned, 34 received, 2 RFQ's underway.

*Last Updated: 16-Feb-2023*

OP Action Title: 13.2.16.2 Maintain annual and ten year Plant Replacement Program

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Fleet & Plant	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

**OP Action Progress Comments:** Maintenance of program underway. Distributed to management group in November for review and feedback. Feedback received and replacement program adjusted and indicative budget submitted.

*Last Updated: 18-Jan-2023*

OP Action Title: 13.2.16.3 PROJECT: Plant and vehicle capital replacement program. General, Water and Wastewater

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Fleet & Plant	In Progress	01-Jul-2022	30-Jun-2023	57%	67.00%	 AMBER

**OP Action Progress Comments:** 53 items actioned, 34 received, 2 RFQ's underway. 40 major plant and 47 minor plant items identified for replacement, plus 8 carry forward replacements still underway from last FY.

*Last Updated: 16-Feb-2023*

OP Action Title: 13.2.17.1 Internal service provision of heavy plant, light plant, leaseback and minor plant

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Fleet & Plant	In Progress	01-Jul-2022	30-Jun-2023	62%	67.00%	 GREEN

**OP Action Progress Comments:** Budget constraints maintained and plant availability is >99%.

*Last Updated: 18-Jan-2023*

**Snowy Monaro Regional Council (SMRC) Action and Task Progress Report- Standard**

OP Action Title: 13.2.17.2 Servicing and repair of Council’s plant and fleet assets

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Fleet & Plant	In Progress	01-Jul-2022	30-Jun-2023	62%	67.00%	 GREEN

**OP Action Progress Comments:** Fleet have 1,339 finalised maintenance work orders for FY with an average repair time of 2hrs and average downtime of 5.4hrs. Plant availability based on available working hours is >99%. We're currently at a scheduled vs unscheduled maintenance ratio of 74/26 which is better than industry best benchmark of 70/30.  
*Last Updated: 16-Feb-2023*

**Governance**

**Governance**

OP Action Title: 13.2.11.2 PROJECT: Develop a framework for policies and procedures to support the organisation

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	In Progress	01-Jul-2022	30-Jun-2023	25%	67.00%	 RED

**OP Action Progress Comments:** 23.02.2023  
 Ongoing vacancies in the Governance team has delayed progress on this project.  
 Project work to resume pending vacancy recruitment .The project is due for completion 30 June 2024.  
 Policy updates are addressed on a needs basis.  
*Last Updated: 23-Feb-2023*

OP Action Title: 13.2.18.1 Delegations register is reviewed and updated

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	In Progress	01-Jul-2022	30-Jun-2023	50%	67.00%	 AMBER

**OP Action Progress Comments:** 23.02.2023  
 No amendments to delegations requests in February 2023.

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*Last Updated: 23-Feb-2023*

OP Action Title: 13.2.19.1 GIPA requests are resolved within adopted timeframes

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** 23.02.2023

Work continues processing formal and informal GIPA requests.  
 10 Informal GIPA requests completed. One formal request being processed in accordance with legislation.

*Last Updated: 02-Mar-2023*

OP Action Title: 13.2.20.1 Approved funding for donations and sponsorships

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	Completed	01-Jul-2022	30-Jun-2023	100%	67.00%	 GREEN

**OP Action Progress Comments:** 23.02.2023

The donations and sponsorship and Boco Rock funding programs have been completed for the year.

Reviewed guidelines and forms were presented to the Boco Rock Community Enhancement Fund committee on 22 February 2023. Amendments to current practices include improved acquittal process and funding agreement, including actions to commence recovery of un-acquitted funding to be completed by 31 March. Forms have been updated to support improved management of GST, and the reduction of the nominal amount of unspent funds required to be returned to council.

*Last Updated: 23-Feb-2023*

OP Action Title: 13.2.21.1 Management of Designated Persons Returns

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

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**OP Action Progress Comments:** 23.02.2023  
 Action complete no further activity scheduled before July 2023.

*Last Updated: 23-Feb-2023*

**OP Action Title:** 13.2.22.1 Councillor induction and training opportunities

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	In Progress	01-Jul-2022	30-Jun-2023	90%	67.00%	 GREEN

**OP Action Progress Comments:** 23.02.2023  
 There was no training held in February 2023.

*Last Updated: 23-Feb-2023*

**OP Action Title:** 13.2.23.1 Code of Conduct complaints

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** 23.02.2023  
 No code of conduct complaints were received during the reporting period.

*Last Updated: 23-Feb-2023*

**OP Action Title:** 13.2.24.1 Section 355 Advisory and Management Committee minutes and recommendations are reported to Council.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** 23.02.2023  
 A request to amendment funding conditions from the Michelago Hall & Tennis Courts Management Committees was approved by Council at the 16 February meeting.

**Snowy Monaro Regional Council (SMRC) Action and Task Progress Report- Standard**

Staff attended a meeting of the Michelago Hall and Tennis Courts Management Committee as part of a support program, due for completion by June 2023.

*Last Updated: 23-Feb-2023*

OP Action Title: 13.2.25.1 Council records are maintained in Council’s electronic document records management system (EDRMS)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** Ongoing training and support is provided to existing and new staff as required. 14 existing staff were trained in February

*Last Updated: 02-Mar-2023*

OP Action Title: 13.2.25.2 New staff receive training in records management

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** New staff are identified through the onboarding process and training tailored to suit the requirements of the role within council. Training was provided to 3 new staff, 2 being outdoor positions, and 14 existing staff during February

*Last Updated: 02-Mar-2023*

OP Action Title: 13.2.25.3 Allocation of incoming documents to appropriate staff within Customer Service Charter

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** Incoming documents are generally distributed within 48 hours of receipt. Allocation error managed by exception reports and resolved within 48 hours. Currently exploring improved systems management to enable accurate reporting of statistics

**Snowy Monaro Regional Council (SMRC) Action and Task Progress Report- Standard**

*Last Updated: 02-Mar-2023*

OP Action Title: 13.2.25.4 Seek costings for digitisation of Councils Records

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	Not Started	01-Jul-2022	30-Jun-2023	0%	25.00%	 RED

**OP Action Progress Comments:** This action has not commenced. Current resourcing has not enabled a scope of work to be developed. Work to scan hard copy files continues with records and planning staff working to scan and register hard copy property files. Further development of a scope of works to commence in Q3

*Last Updated: 23-Nov-2022*

**Information and Communication Technology**

**Information and Communication Technology**

OP Action Title: 11.1.1.2 Annual disaster recovery test to confirm the redundant data protection systems are able to support Council during disaster events

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator ICT	In Progress	01-Jul-2022	30-Jun-2023	25%	20.00%	 GREEN

**OP Action Progress Comments:** 2023 02 23 - Process plan completed. DR Test Report Document prepared. Non disruptive DR Function Test scheduled for 2 March 2023

*Last Updated: 23-Feb-2023*

OP Action Title: 11.1.1.3 Review fit for purpose applications:  
 InfoCouncil, CAMMS Enterprise Resource Planning  
 Mapinfo, SaaS subscription services (InOutBoard, Zoom, MessageMedia, Storyline360)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator ICT	In Progress	01-Jul-2022	30-Jun-2023	50%	50.00%	 GREEN

**OP Action Progress Comments:** 2023 02 23  
 SaaS Services - StoryLine360 recommend to discontinue subscription.

2023 01 19  
 Zoom is meeting organisation requirements for publicly attended meetings and at this stage Microsoft Teams alternative would not provide the same accessibility experience for those outside of Councils Microsoft tenancy environment. Zoom is fit for purpose  
 Messagemedia is meeting organisation requirements and is competitively priced. There are opportunities to integrate into council processes to provide automated alerting and information services. Messagemedia is fit for purpose.

2022 11 24

**Snowy Monaro Regional Council (SMRC)** **Action and Task Progress Report- Standard**

Review of SaaS services (StoryLine360) in progress.

2022 10 25  
 Infocouncil cloud solution in phase 2 of development. This product will be added to the list of solutions for consideration in the review. Options in Microsoft Teams being considered to replace InOutBoard. Also checking capabilities against Zoom.

2022 09 20  
 Infocouncil review requirements gathering process commenced triggered by issues with business paper creation for September meeting which identified possible limitations in existing 32 bit applications.

*Last Updated: 23-Feb-2023*

OP Action Title: 11.1.1.4 Cyber Security - Annual testing and review

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator ICT	In Progress	01-Jul-2022	30-Jun-2023	10%	10.00%	 GREEN

**OP Action Progress Comments:** 2023 02 23 - RFQ Specification completed. RFQ publishing via LGP Vendor from 1/03/2023

*Last Updated: 23-Feb-2023*

OP Action Title: 11.1.2.1 End-user Support Helpdesk requests

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator ICT	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN

**OP Action Progress Comments:** 2023 02 February Performance (20/01/2023 to 23/02/2023)

Requests Acknowledged within 30 mins = 94.5% (290 out of 307 opened) (Target 90%)

Requests resolved within SLA (Target 80%+): Overall 99.1% (322 out of 325)

Total Resolved Requests = 325  
 Critical (2h) = NA (0 out of 0)  
 Urgent (6h) = 100% (1 out of 1)  
 High (2d) = 0% (0 out of 1)  
 Medium(7d) = 99.0% (291 out of 294)  
 Minor (14d) = 100% (16 out of 16)  
 Low (30d) = 100% (12 out of 12)  
 Very Low (90d) = 100% (2 out of 2)

Open requests passed SLA date (Target <20%): 36.4% (24 out of 66)  
 Total Open Requests = 66

**Snowy Monaro Regional Council (SMRC)** **Action and Task Progress Report- Standard**

Customer Satisfaction = 99.1% from 106 responses (Target 90%+ being Good to Excellent)  
 Excellent = 79.2% (84 out of 106)  
 Good = 19.8% (21 out of 106)  
 Acceptable = 1.0% (1 out of 106)  
*Last Updated: 23-Feb-2023*

**OP Action Title: 11.1.3.1 Network, system, software, telecommunications, GIS and security administration**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator ICT	In Progress	01-Jul-2022	30-Jun-2023	65%	65.00%	 GREEN

**OP Action Progress Comments:** Network Administration  
 2023 02 23 - No reportable network issues.  
 2022 11 24 - Network device replacement following lightning strike around Werri Nina  
 2022 10 25 - Minor power supply issues have impacted network performance, but no major interruptions.  
 2022 10 25 - Decommissioning of legacy public network at library sites is progressing.

Software administration  
 2023 02 23 - Preparation for Civica Authority Patch 32 testing.  
 2023 01 05 - Corporate Information System timesheet system outage - 1 hour - caused by corrupted work pattern.  
 2023 01 04 - Corporate Information System outage - 2 hours - caused by payroll work pattern service failure  
 2022 12 14 - Voicemail email notification outage (non-critical function) - 7 days - protocol issue.  
 2022 11 24 - Corporate Information System latest patching test completed.  
 2022 10 20 - Installation of patch management solution completed to address Auditor recommendations

GIS  
 2023 02 23 - Road Name Bank public consultation postponed to mid 2023  
 2022 10 25 - SAP planning controls completed except for Lake Jindabyne flood mapping.  
 LGA road ownership mapping continues - aiming for completion by late November 2022.

System Administration  
 2023 02 23 - Monthly server patching completed.  
 2023 01 08 - Upgrade Domain Controller operating system  
 2022 11 24 - Production server host reported device failure. Maintenance and restart has returned it to service.  
 Phones and computer replacement following lightning strike around Werri Nina  
 2022 10 25 - Decommissioning of legacy systems is progressing  
*Last Updated: 23-Feb-2023*

**OP Action Title: 11.1.6.1 PROJECT: Undertake the Capital Leasing Production Server and Storage Hardware Replacement Program for the financial year**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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**Snowy Monaro Regional Council (SMRC)** **Action and Task Progress Report- Standard**

Coordinator ICT	In Progress	01-Jul-2022	30-Jun-2023	67%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> 2023 02 23 - Evaluation of four responses to RFQ in progress.                  2023 01 09 - Specifications published to LGP VendorPanel. Closure date set as 31 January 2023.                  2023 01 06 - RFQ specifications completed and reviewed.</p> <p>2022 11 24 - Cloud Migration framework modelling conducted by Telstra Purple confirmed that the proposed on-prem refresh is the most appropriate step at this point in Councils cloud strategy as the organisation is not in a position to migrate to a public or private hosted cloud solution. Recommendation would be to undertake an application and systems review to determine what council's technology requirements are and how best to deliver those solutions cost effectively.</p> <p>Specifications will now be finalised and a selective tender process initiated through local government procurement for replacement of the five year production server farm.</p> <p>2022 10 25 - Engaged Telstra Purple for free Cloud Readiness assessment to identify alternatives to an on-premises infrastructure upgrade.                  2022 09 16 - Vendor meeting to discuss and amend specification proposal.                  2022 09 05 - Server and storage specification proposal received from vendor.                  2022 08 24 - Specification development ongoing.</p> <p><i>Last Updated: 23-Feb-2023</i></p>						

OP Action Title: 13.2.11.3 Review, update and develop ICT policies and procedures						
<b>Responsible Person</b>	<b>Status</b>	<b>Start Date</b>	<b>End Date</b>	<b>% Complete</b>	<b>Target</b>	<b>On Target %</b>
Coordinator ICT	In Progress	01-Jul-2022	30-Jun-2023	85%	60.00%	 GREEN
<p><b>OP Action Progress Comments:</b> 2023 02 23 - Policy to be submitted to ELT Meeting March 2023.                  2023 01 17 - ICT security policy draft completed. To be submitted to document approval process.                  2022 11 24 - 100% of standards reviewed and updated. ICT security policy draft in progress.                  2022 10 25 - Further review and update of standards completed. Overarching network security policy to be updated and submitted to ELT for Council adoption.                  2022 09 19 - Reviewed and updated 25 ICT Standards to reflect current departmental and organisation structure naming conventions..</p> <p><i>Last Updated: 23-Feb-2023</i></p>						

**Internal Audit**

**Internal Audit**

OP Action Title: 13.2.26.1 ARIC meetings are held to ensure good performance and governance						
<b>Responsible Person</b>	<b>Status</b>	<b>Start Date</b>	<b>End Date</b>	<b>% Complete</b>	<b>Target</b>	<b>On Target %</b>
Chief Strategy Officer	In Progress	01-Jul-2022	30-Jun-2023	60%	80.00%	 AMBER
<p><b>OP Action Progress Comments:</b> Three meetings held, including the review of the financial statements. No meetings were held in February</p>						

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*Last Updated: 02-Mar-2023*

OP Action Title: 13.2.27.1 Actions from ARIC meetings are completed on time

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Strategy Officer	In Progress	01-Jul-2022	30-Jun-2023	81%	70.00%	 GREEN

**OP Action Progress Comments:** Resolutions are being completed

*Last Updated: 02-Mar-2023*

**Strategy Development**

**Asset Management**

OP Action Title: 10.2.1.1 Undertake Traffic Counts

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Team Leader Asset Management	In Progress	01-Jul-2022	30-Jun-2023	66%	66.64%	 GREEN

**OP Action Progress Comments:** 33 counts done for the year to date

*Last Updated: 21-Feb-2023*

OP Action Title: 10.3.11.1 Annual works program for Infrastructure Transport

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Team Leader Asset Management	Completed	01-Jul-2022	30-Jun-2023	100%	66.64%	 GREEN

**OP Action Progress Comments:** Works program provided to infrastructure group. Program changed by due to changes in available funding. Assets role in process complete.

*Last Updated: 23-Jan-2023*

OP Action Title: 12.1.2.16 PROJECT: Revaluation of assets - Buildings and Operational Land

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Team Leader Asset Management	In Progress	01-Jul-2022	30-Jun-2023	65%	66.64%	 GREEN

**OP Action Progress Comments:** Site visits by valuers commenced

*Last Updated: 21-Feb-2023*

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OP Action Title: 13.2.28.1 Asset Management Plans are reviewed

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Team Leader Asset Management	Not Started	01-Jul-2022	30-Jun-2030	0%	0.00%	 GREEN

**OP Action Progress Comments:** This action will commence in March 2023  
*Last Updated: 28-Nov-2022*

OP Action Title: 13.2.29.1 Asset depreciation rates and useful lives are reviewed

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Team Leader Asset Management	Completed	01-Jul-2022	30-Jun-2023	100%	66.64%	 GREEN

**OP Action Progress Comments:** Review complete.  
*Last Updated: 28-Nov-2022*

**Corporate Reporting**

OP Action Title: 13.2.30.2 Deliver service level statements to provide transparency and accountability

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	Completed	01-Jul-2022	30-Jun-2023	100%	66.64%	 GREEN

**OP Action Progress Comments:** Service descriptions have been developed for the primary services delivered by Council, and they are located as service descriptions within the Delivery Program and Operational Plan. Service Statements have been reviewed and amended for the Revised 2022-2026 Delivery Program and 2023-2024 Operational Plan.  
*Last Updated: 17-Feb-2023*

OP Action Title: 14.2.5.1 Undertake the Annual Community Satisfaction Survey

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

**OP Action Progress Comments:** Taverner Research group has been awarded the 2022 Customer Satisfaction Survey work. The survey has been completed with the Taverner Research group presenting the final report to Council's Executive and Councillors before the week ending 4 November 2022 before being published on Council's webpage.  
*Last Updated: 24-Oct-2022*

OP Action Title: 14.3.1.1 Report on Council's progress and performance against the actions within the Operational Plan

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Coordinator Strategy Development	In Progress	01-Jul-2022	30-Jun-2023	75%	66.64%	 GREEN
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**OP Action Progress Comments:** The monthly performance report has been prepared for the Council meeting to be held at the March 2023 Council meeting to report on the progress up to and including February 2023.  
*Last Updated: 17-Feb-2023*

**OP Action Title: 14.3.2.1 Prepare an Annual Report for the community highlighting Council’s achievements against the Delivery Program**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

**OP Action Progress Comments:** The Annual Report has been completed and published on Council's website. The URL has been forwarded to the Office of Local Government.  
*Last Updated: 28-Nov-2022*

**OP Action Title: 15.1.2.1 Co-ordinate preparation of an Operational Plan that identifies the projects and activities that will be undertaken in the following 12 months to achieve the commitments made in the Delivery Program**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	In Progress	01-Dec-2022	30-Jun-2023	50%	40.00%	 GREEN

**OP Action Progress Comments:** The project is underway, with internal stakeholder meetings completed in February. Corporate planning and Finance are working together as a team to agree on milestone dates for delivery and project task allocation and management.  
*Last Updated: 17-Feb-2023*

**OP Action Title: 15.1.2.2 Annual review of the Delivery Program undertaken, to ensure it aligns with the CSP**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	In Progress	01-Jul-2022	30-Jun-2023	40%	40.00%	 GREEN

**OP Action Progress Comments:** The project is underway, with internal stakeholder meetings completed. An overview workshop has been delivered to Councillors, with further workshops to come as the budget progresses.  
*Last Updated: 17-Feb-2023*

**Strategic Planning**

**OP Action Title: 1.1.8.1 Planning Proposals are assessed within the Local Environmental Plan Making Guidelines**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	75%	66.64%	 GREEN

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**OP Action Progress Comments:** Relevant Planning Proposal Received by Council are being appropriately assessed in accordance with Council policy and NSW Government Guidelines. As of January 2023 Council has two active planning proposal. A gateway determination has been issued for 56 Hilldowns Road Kalkite and is currently undertaking agency consultation. No further update.

*Last Updated: 17-Feb-2023*

OP Action Title: 1.2.2.1 Assist in the delivery of related events and activities

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	Completed	01-Jul-2022	30-Jun-2023	100%	66.64%	 GREEN

**OP Action Progress Comments:** Delivered NAIDOC week events in relation to all schools event and family fun day event. This action is complete as per the measure in the Operational Plan. We are assisting in the delivery of a international day of people with disability event. Undertook Rural Financial Counselling events in Bombala, Adaminaby, Bredbo and Cooma. Working with community groups on Women's week events in March.

*Last Updated: 17-Feb-2023*

OP Action Title: 1.2.3.1 Support community groups to plan and deliver their own events, access grant funding, enable volunteerism

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	75%	66.64%	 GREEN

**OP Action Progress Comments:** A significant amount of staff resources have gone towards supporting community groups to plan and deliver their own events, access grant funding and enable volunteerism. An example of this is Council collaboration with Schools to run the all schools NAIDOC week event. Another example is coordinating the Jindabyne Community Safety meeting working with many community groups to empower them to achieve positive outcomes. To progress outcomes from the Jindabyne community safety meeting, a meeting has been held to discuss youth related services in Jindabyne. Support letter provided to a range of community groups to assist with grant funding applications including the Bombala Show. No further update

*Last Updated: 02-Mar-2023*

OP Action Title: 1.2.3.2 PROJECT: Arts and Culture Strategy

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	35%	25.00%	 GREEN

**OP Action Progress Comments:** Council is working with South East Arts to develop a Arts and Culture Strategy in 2023. This will occur in conjunction with the Arts and Culture Committee. South East Arts are currently developing a draft strategy for consideration of Council and the Committee. An internal workshop has been scheduled for 28 February.

*Last Updated: 16-Feb-2023*

OP Action Title: 10.3.10.2 PROJECT: Parking Gap Analysis for Cooma

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	75%	10.00%	 GREEN

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**OP Action Progress Comments:** Undertaking surveys and data collection for parking in the Cooma CBD to inform gap analysis. Data collection is still progressing with first round of surveys now complete a further round of surveys will be undertaken later this year. Parking Gap Analysis report will be prepared in the 2023/24 FY  
*Last Updated: 02-Mar-2023*

OP Action Title: 12.4.2.13 PROJECT: Local Infrastructure Contributions Plan (LICP) - staged development						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	Completed	01-Jul-2022	30-Jun-2023	100%	66.64%	 GREEN
<b>OP Action Progress Comments:</b> This project has been completed ahead of schedule and new plan has been adopted by Council and taken effect. No further update <i>Last Updated: 27-Sep-2022</i>						

OP Action Title: 12.4.2.14 PROJECT: Recreation Strategy						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	60%	60.00%	 GREEN
<b>OP Action Progress Comments:</b> A community survey and targeted stakeholder engagement has been undertaken. Council staff are currently drafting the strategy. Internal stakeholder workshops are currently being undertaken to inform the draft strategy. The draft strategy is progressing with a briefing for Councillors on 27 October. The draft Recreation and Open Space Strategy is expected to be reported to Council in March to be placed on public exhibition. A Councillor briefing will be held on 2 March to update Councillors on this project. <i>Last Updated: 17-Feb-2023</i>						

OP Action Title: 12.4.2.15 PROJECT: Cooma and Cooma Back Creek Beautification						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	In Progress	01-Jul-2022	30-Jun-2023	90%	66.64%	 GREEN
<b>OP Action Progress Comments:</b> The Stronger Countries Community Funding Round 5, with Rotary being the lead organisation made application for funding to beautify the Cooma Back Creek, unfortunately, the funding was not successful. An expression of interest has been lodged under the NSW Floodplain management scheme, with Council seeking funds to address actions identified within the Floodplain Risk Management Studies and Plans, which include Vegetation Management Plans. This will consist of the rest of Cooma Back Creek North of the bridge from Sharp Street and Cooma Creek through the township. As of February 2023, successful funding recipients have not been announced. <i>Last Updated: 17-Feb-2023</i>						

OP Action Title: 14.2.6.1 Provide feedback on State Significant Development (SSD) applications						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	75%	66.64%	 GREEN
<b>OP Action Progress Comments:</b> Draft SEARs from Billingra Solar Farm SSD application were received and Council Staff have provided relevant comments. No further update and no additional SSD applications have been received. An update on the Billingra Solar Farm SSD process is expected in February or March 2023. A meeting with held with concerned community members on 7						

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February regarding a potential wind farm south of Cooma, no draft SEARs has been received for this project to date.  
*Last Updated: 17-Feb-2023*

OP Action Title: 14.2.7.1 Provide a response to relevant policy changes

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	75%	66.64%	 GREEN

**OP Action Progress Comments:** As per the outcomes of the Jindabyne Community Safety meeting, a meeting has been held to discuss greater youth services in Jindabyne. Support has been provided to community groups to offer inclusive and child safe events. No further Update  
*Last Updated: 02-Mar-2023*

OP Action Title: 15.1.2.4 Revise the resourcing strategy

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	In Progress	04-Jan-2023	30-Jun-2023	90%	67.00%	 GREEN

**OP Action Progress Comments:** The revised Resourcing Strategy was adopted on January 30 2023. Continued reviews will be undertaken as required and at a minimum of each year as per IPR guidelines.  
*Last Updated: 17-Feb-2023*

OP Action Title: 15.1.3.1 PROJECT: Climate Change Resilience Strategy

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	In Progress	01-Jul-2022	30-Jun-2023	25%	20.00%	 GREEN

**OP Action Progress Comments:** Investigation of funding opportunities underway. High-level enquiries with CivicRisk Mutual have already taken place to determine whether any opportunities exist through our insurer for an internal climate risk assessment for the organisation; unfortunately, no funding is available to support such an initiative. External funding opportunities have been pursued. Likely, some grant to Council from NSW Dept Planning for reimbursement for Council staff time towards the SAP over the next 12 months will take place. An internal decision has been made to use these funds to deliver a Climate Change Resilience Strategy in FY 2022/2023. This Strategy will be outsourced due to internal capacity and subject matter expertise not currently within Council. We are waiting for revenue to be received at Council. The scope is being drafted and is nearing completion ready to seek costings from suitable consultants.  
*Last Updated: 27-Jan-2023*

OP Action Title: 4.1.1.1 Community development supports and facilitates internal and external committees, including S355 and interagency

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	75%	66.64%	 GREEN

**OP Action Progress Comments:** Continuing to run various committees including interagency which met in February and had a planning day in February. Regional health and wellbeing committee met in November and Arts and Culture Committee met in December and will meet again in March.

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<i>Last Updated: 16-Feb-2023</i>						
OP Action Title: 4.1.1.2 PROJECT: Reconciliation Action Plan						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	75%	66.64%	 GREEN
<b>OP Action Progress Comments:</b> Council resolved to place the RAP on public exhibition in December, public exhibition has commenced and will run until 22 March 2023.						
<i>Last Updated: 17-Feb-2023</i>						
OP Action Title: 4.1.1.3 PROJECT: Develop and implement Child Safe Organisation Program						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	75%	66.64%	 GREEN
<b>OP Action Progress Comments:</b> Draft policy, draft framework and draft reporting guide have been prepared. Project group meets once a month and project is anticipated to be ongoing. A Council staff representative attended an online forum held by Office of the Children's Guardian and Local Government NSW. An update was provided at the October Senior Management Team (SMT) Meeting. A new self assessment has been undertaken and an organisational plan has been prepared.						
<i>Last Updated: 17-Feb-2023</i>						
OP Action Title: 8.1.1.1 PROJECT: Development of the new Local Environmental Plan (LEP) - Staged development plan						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	75%	66.64%	 GREEN
<b>OP Action Progress Comments:</b> The Draft LEP is currently on public exhibition until 20 February 2023. 12 in person face to face community information sessions have been held across the LGA. Two industry information sessions have also been held along with two online community information session. Council staff attended the Nimmitabel Show to consult on draft plan. On 13 February Council staff had a workshop with Local Aboriginal Land Councils.						
<i>Last Updated: 17-Feb-2023</i>						
OP Action Title: 9.2.3.3 PROJECT: Development Servicing Plans (DSPs)						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	75%	66.64%	 GREEN
<b>OP Action Progress Comments:</b> Draft DSPs are on public exhibition until 22 February 2023. An online community information session was held on 7 February 2023.						
<i>Last Updated: 17-Feb-2023</i>						
OP Action Title: 9.2.3.4 PROJECT: Disability Inclusion Action Plan (DIAP)						

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Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	25%	10.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Project plan has been prepared and undertaking literature review. Draft outcomes review from previous plan has commenced. Legislation has been changed and a new framework for DIAPs has been implemented. New DIAP is required to be developed by November 2023. A report to the Disability Council will be completed upon the finalisation of the Annual Report. A project scope is being developed.</p> <p><i>Last Updated: 02-Feb-2023</i></p>						

OP Action Title: 9.2.4.8 PROJECT: Development of the Integrated Water Cycle Management (IWCM) Plan and Grey Water Management Plan						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	25%	30.00%	 AMBER
<p><b>OP Action Progress Comments:</b> Meetings with DPE Water have been had to discuss scope and project plan. A project plan has been drafted and formal project scope and relevant tender documentation will now be drafted to progress procurement in early 2023. Council staff are awaiting further information from DPE water regarding scoping document, no further update.</p> <p><i>Last Updated: 16-Feb-2023</i></p>						

**Workforce Management Portfolio**

**Workforce Management**

**Workforce Management**

OP Action Title: 13.2.31.1 Payroll is undertaken						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	70%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Payroll is progressing smoothly. Good back ups in place and new officer recruited. On going monitoring in place.</p> <p><i>Last Updated: 06-Feb-2023</i></p>						

OP Action Title: 13.2.31.2 Evaluation of salary system is undertaken						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Step review and implementation completed July 2022. Next major review in July 2023</p> <p><i>Last Updated: 01-Aug-2022</i></p>						

OP Action Title: 13.2.31.3 Performance reviews are undertaken						
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Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	67%	100.00%	 RED
<p><b>OP Action Progress Comments:</b> New process is being rolled out. Sessions for managers have commenced. All mid point reviews will be undertaken over the next few weeks before the process is reviewed.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
OP Action Title: 13.2.31.4 Vacant positions are recruited within two months						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	76%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Process to fill are functioning a lot quicker, however there are still some jobs that we can not attract suitable employees for. We will continue attempting different advertising strategies. No updates or change for January.</p> <p><i>Last Updated: 06-Feb-2023</i></p>						
OP Action Title: 13.2.32.1 New employees inducted into WHS						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	78%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> New online tool is monitoring induction training and all new employees are now asked to complete this. No february updates</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
OP Action Title: 13.2.32.2 WHS incidents are reported						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	74%	67.00%	 GREEN
<p><b>OP Action Progress Comments:</b> Reports of incidents are increasing in frequency due to an increased focus on WH&amp;S by new staff . No further updates for February</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
OP Action Title: 13.2.32.3 Undertake workplace safety inspections						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	25%	67.00%	 RED
<p><b>OP Action Progress Comments:</b> Targets are now being developed for each individual Manager to try and increase performance. This is still not in place and feb/march ELT will be targeted. No Update feb</p>						

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OP Action Title: 13.2.33.1 Undertake an Australian Business Excellence Framework (ABEF) self-assessment of the organisation

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	40%	67.00%	 RED

**OP Action Progress Comments:** External reviews on key work areas have commenced. Implementation of Towards Excellence commencing. Out to tender. late 2023 before new self assessment to be completed. No Further Update

*Last Updated: 06-Feb-2023*

OP Action Title: 13.2.33.2 Process Management Framework: Develop and implement a framework for effectively capturing, mapping, analysing and improving business processes

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	17%	67.00%	 RED

**OP Action Progress Comments:** This framework is delayed and will be implemented as part of the towards excellence program. Training registrations for two staff have been made.

*Last Updated: 02-Mar-2023*

OP Action Title: 13.2.34.1 Assets service review is undertaken and outcomes are reported to Council

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

**OP Action Progress Comments:** Review commenced 22/8. Should be completed September 22.

Has now been completed and report presented to ELT

*Last Updated: 09-Dec-2022*

OP Action Title: 13.2.34.2 Service review program is to be completed outlining which service reviews are to be undertaken within the next four years

Work is underway to identify suitable provider for IT service review which has been identified as a priority.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	66%	30.00%	 GREEN

**OP Action Progress Comments:** Staffing changes being made to give us a small team to focus on this. Focus for 2023 will be on implementation of the completed service review recommendations. The IT area may be one exception for 2023. We are chasing a provider for this work in partnership with IT. Have the provider now and costs will be presented to ELT for commencement of review ASAP

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