



SNOWY MONARO
REGIONAL COUNCIL

BUSINESS PAPER

Administrator Delegations Meeting
26 August 2016

CONFLICTS OF INTEREST

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

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

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

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

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

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

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

COUNCIL CODE OF CONDUCT

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

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

COUNCIL CODE OF MEETING PRACTICE

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

Acknowledgement of Owners of Land

Council wishes to show our respect to the First Custodians of this land the Ngarigo people and their Ancestors past and present who pass on this duty of custodianship of the land to us the current custodians. We are proud to be Australian and celebrate the diverse backgrounds and cultures that make up our Nation – our Land.

**ADMINISTRATOR DELEGATIONS MEETING
TO BE HELD IN HEAD OFFICE, 81 COMMISSIONER STREET, COOMA NSW 2630**

**ON FRIDAY 26 AUGUST 2016
COMMENCING AT 9.00AM**

BUSINESS PAPER

- 1. OPENING OF THE MEETING**
- 2. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST**
(Declarations also to be made prior to discussions on each item)
- 3. STAFF REPORTS**
 - 3.1 Waiver of Fees for Use of Multifunction Centre 4

3.1 WAIVER OF FEES FOR USE OF MULTIFUNCTION CENTRE

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Record No:

Author: Acting Executive Assistant to the Administrator - Katherine Miners, Mayor

Attachments: Nil

EXECUTIVE SUMMARY

The family of Daniel Clark have requested use of the Multifunction Centre to hold his funeral service on Monday 29 August 2016, and that the hire fee be waived due to the nature of his passing.

The hire cost for the Cooma Multifunction Centre is \$610.00.

RECOMMENDATION

That Council waives the fees for the funeral service being held at the Multifunction Centre on Monday 29 August 2016 for the late Daniel Clark.

REPORT

The family of Daniel Clark have requested use of the Multifunction Centre for his funeral service on Monday 29 August 2016. They have requested that the hire fee for the Centre be waived due to the exceptional and tragic circumstances of his death and that in which the family find themselves in.

The Clark family are long-time residents of the area with strong connections throughout. Their influences lie with primary schools and education in the area and they have a long and proud history in local sports.

The hire cost for the Cooma Multifunction Centre is \$610.00. This fee includes use of the venue and staff time to set up and pack up the venue. It is estimated that this funeral will have many community members attendance.

Determination by Administrator

Approved by Administrator Dean Lynch in accordance with *Section 226 dot point one (1) or two (2) of the Local Government Act 1993.*

Signature:

Date: