



**SNOWY MONARO**  
REGIONAL COUNCIL

# **BUSINESS PAPER**

**Administrator Delegations Meeting**  
**17 March 2017**

## **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.

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### **Acknowledgement of Owners of Land**

Council wishes to show our respect to the First Custodians of this land the Ngarigo, Ngunnawal and Walgalu 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 THE COOMA OFFICE, 81 COMMISSIONER STREET, COOMA NSW 2630**

**ON FRIDAY 17 MARCH 2017  
COMMENCING AT 9.30AM**

**BUSINESS PAPER**

<b>1. OPENING OF THE MEETING</b>	
<b>2. APOLOGIES</b>	
<b>2. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST</b> (Declarations also to be made prior to discussions on each item)	
<b>4. ADOPTION OF COMMITTEE MINUTES/RECOMMENDATIONS</b>	
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Nil	
<b>6. CORPORATE BUSINESS - KEY DIRECTION 2. EXPANDING CONNECTIONS WITHIN THE REGION AND BEYOND</b>	
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6.3 Adoption of the Snowy Monaro Local Traffic Committee Recommendations from the 8 March 2017 meeting	41
<b>7. CORPORATE BUSINESS - KEY DIRECTION 3. STRENGTHENING OUR LOCAL ECONOMY</b>	
Nil	
<b>8. CORPORATE BUSINESS - KEY DIRECTION 4. CREATING SAFER, HEALTHIER AND THRIVING COMMUNITY</b>	
Nil	
<b>9. CORPORATE BUSINESS - KEY DIRECTION 5. ENHANCING OUR HEALTHY, ACTIVE LIFESTYLE</b>	
9.1 Licence Agreement for Coaching and Swimming Lessons at Jindabyne Indoor Swimming Pool	60

**10. CORPORATE BUSINESS - KEY DIRECTION 6. MANAGING DEVELOPMENT AND SERVICE DELIVERY TO RETAIN THE THINGS WE VALUE**

Nil

**11. CORPORATE BUSINESS - KEY DIRECTION 7. PROVIDING EFFECTIVE CIVIC LEADERSHIP AND CITIZEN PARTICIPATION**

- 11.1 Proposal to Licence Council vacant land at 52 Sandy Crossing, Bombala for Grazing

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**12. ADMINISTRATORS REPORT (IF ANY)**

**13. CONFIDENTIAL MATTERS ..... 87**

**13.1 Telecommunications Link Options Into Bombala**

*Item 13.1 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

**13.2 Sale of old Lions Park at Bombala**

*Item 13.2 is confidential in accordance with s10(A)(2)(di) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

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#### 4.1 MINUTES OF GREEN TEAM MEETING DECEMBER 2016

Record No:

Responsible Officer: Director Service Planning  
Author: Land, Property & GIS Admin Officer  
Attachments: 1. Minutes of Green team December 2016 [↓](#)

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#### EXECUTIVE SUMMARY

The Green team met on 12 December 2016 in Council chambers Cooma office. The minutes are presented for Council's information.

#### OFFICER'S RECOMMENDATION

That the Minutes of the meeting of the Green Team held on 12/12/2016 are confirmed as a true and accurate record of proceedings.

#### 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: .....

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# Minutes

**GREEN TEAM MEETING  
12 December 2016**

**GREEN TEAM MEETING**  
**Held at Cooma Library Hall**

**On 12 December 2016**

<b>MINUTES</b>
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**MINUTES OF THE  
SNOWY MONARO GREEN TEAM MEETING**  
Held at Cooma Library Meeting Room

12 December 2016  
Commencing at 10:40

**ATTENDANCE:**

<b>Name</b>	<b>Position</b>	<b>Present</b>	<b>Apology</b>
Joseph Vescio	General Manager / Chairman		X
Dean Lynch	Administrator		X
Peter Beer	LRC Member - Snowy / GT Alternate Chairman	X	
Rick Scott	Procurement Officer	X	
Joanna Clarke	Land, Property & GIS Administrator	X	
Gnai Ahamat	Manager Water & Waste		X
Jane Kanowski	SMRC Recreation & Property Officer	X	
Grantley Ingram	Dept. Director - Service Planning		X
Angela Sharp	Green Team Coordinator	X	
Mark Fleming	OEH - Renewable Energy Precinct Coordinator, South Coast Monaro Regional Operations Group	X	
Ross Lawley	Assets		X
Pam Vipond	Environmental Officer	X	
Edwina Lowe	Waste Admin Assistant		
Alannah Dickeson	Recreation and Environment Co-ordinator		X
Matthew O'Sullivan	IT		X
Teena Paterson	Grants Officer		X
Lorraine Thomas	Assets Manager	X	
Derek Teichmann	Works Engineer	X	

**1. OPENING OF THE MEETING**

LRC member for Snowy, Peter Beer Opened the meeting at 10:40 am

**2. APOLOGIES**

Apologies for the meeting were received from those indicated in the table above and accepted.

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### **3. PREVIOUS MINUTES:**

Moved by Rick Scott seconded Jane Kanowski - Accepted as correct

### **4. FORMALLY ESTABLISH GREEN TEAM:**

Formally request that the Administrator establish a Snowy Monaro Green Team. Submit the minutes of this meeting as recommendation. Review previous terms of reference and constitution from Snowy River Green Team.

Proposed New Constitution to comprise a representative from the following areas:

- Environmental
- Member of the Public
- Procurement
- Water & Waste
- Council Facilities (Assets)
- Waste Management
- Planning
- Grants Officer
- Engineering
- OEH

### **5. SUSTAINABILITY STRATEGY:**

Joanna Clarke to work on co-ordinating a sustainability strategy / Policy for the new Council.

### **6. PLANET FOOTPRINT:**

Investigate incorporating Planet footprint services throughout the amalgamated Council area also get quote for including Finance footprint in all Council areas. This recommendation was moved by Rick Scott & seconded by Lorraine Thomas.

### **7. STREET LIGHTING:**

Submit a review of the solar street lighting project undertaken at the Snowy River Way / Barry Way intersection. Note lessons learned. Derek Teichmann to assist in analysing the review. Compile a tally of all street lighting in the new Council area. Mark Fleming to share a report on street lighting.

### **8. GREEN TEAM REPRESENTATION AT SHOWS & EVENTS**

Green Team to send a representative to Councils stalls at local shows and events. Green Team members to volunteer. Mark Fleming to support with promotional materials. Send Mark dates of local events (AS)

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### RECOMMENDATIONS

That the Administrator formally establish the Snowy Monaro Green Team

That the Administrator approve the creation of the role of Sustainability Officer within Councils structure

That the Administrator approve a budget be allocated to the Green Team

There being no further business the meeting closed at 12:00 pm

Next Meeting: 8 Feb 2017 (second Wednesday of every second month)

### Action Items:

**12 December 2016**

Action	Responsible Officer	Status
Formally Establish New Green Team via minutes to Council	Angela Sharp	
Investigate joining "LG Sustainable Choice"	Rick Scott	ongoing
Consider duties of a "Sustainability Officer" in Council	Joanna Clarke	Once approval gained from Council
Review existing & Develop new Environmental Sustainability Strategy / Policy for SMRC	Joanna Clarke to co-ordinate	Once GT established
Determine SMRC Recruitment to Green Team / GT Constitution		Once GT established
Planet Footprint Services to be combined for the new Council Finance footprint to be expanded.		Once approved by Council
Establish a Budget for Green Team / Sustainability in SMRC		Once GT established
Develop a Street Lighting Strategy for the new Council	Derek Teichmann	Once GT established
Develop Projects for applying sustainability principals within Council and the community	Green Team	Once GT established

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## 6.1 REQUEST TO REDUCTION OF FEES FOR USE OF SNOWY RIVER HEALTH CENTRE MEETING ROOM

Record No:

Responsible Officer:	General Manager
Author:	Acting Executive Assistant
Key Direction:	4. Creating a Safer, Healthier and Thriving Community
Delivery Plan Strategy:	DP4.6 Retain and improve health and social services across the Shire.
Operational Plan Action:	OP4.22 Participate in groups and networks that improve access to health and social services.
Attachments:	1. Request for Reduction of Hall Hire Fees <a href="#">↓</a>
Cost Centre	3020 – 63162 Donations Community Groups Debt Waiver
Project	
Further Operational Plan Actions:	

### EXECUTIVE SUMMARY

MacKillop Family services is a NFP NGO with the aim of promoting more foster carers, to help care for the increase in the numbers of children requiring care outside of their biological families.

Several households in the Snowy River area have registered their interest in being trained for this purpose and I would like to offer the training later in March.

They would like to request a reduction in the hire rate for the use of the meeting room.

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

### OFFICER'S RECOMMENDATION

That Council

A. Reduce the cost of the fee for hire of the meeting room at Jindabyne Health Centre.

### BACKGROUND

Council annually grants monetary or in-kind sponsorship support towards events held within the Shire in accordance with policy GOV 011 Donations to Community Groups, Individuals and Towards Events (ED/07/15973) adopted on 16 March 2010

### QUADRUPLE BOTTOM LINE REPORTING

#### 1. Social

Council's policy in this area (GOV 011) seeks to recognise Council's role in supporting community and cultural development. The policy's stated objectives are to have:

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- a. a strong sense of community throughout the Shire
- b. a community that has the capacity to meet its own needs
- c. a community environment that encourages cultural and artistic expression

## **2. Environmental**

There are not any environmental impacts.

## **3. Economic**

Cost Centre Corporate 3020

Natural Account –

63162 Donations Community Groups Debt Waiver -

Budget	Spent	Amount Available
\$1,000 .00	\$525.00	\$475.00

Fee for Hire of the Room is: \$25 per hour

## **4. Civic Leadership**

Decisions to provide sponsorship to community groups, individuals and towards events must be considered in a transparent process. The granting of financial assistance must be by specific formal resolution of Council.

Council makes decisions regarding donations and sponsorships to community groups, individuals and events in accordance with Council's Policy GOV011. The current relevant section of the policy is as follows: -

### **3.2. Donations/Sponsorship towards Economic Development and Tourism**

*Annual donations will be called for in January for the following financial year however Council may consider applications for financial assistance as they are received. Those seeking financial assistance should address the items included in Council's application and intended recipients of financial assistance shall be informed in writing of Council's decision.*

*All applications for financial assistance must state the purpose for which the funds will be used.*

*Donations by Council will be made from the General Fund and must be either:*

- *fixed dollar amounts*
- *rebates on Council provided services such as water, rates or facility hire*

*Council may make donations towards specific aspects of an event however Council must not commit to cover the full cost of any aspect of an event. For example Council will not commit to meet the total costs of:*

- *advertising*
- *public liability insurance*
- *equipment hire*

*Financial assistance may include:*

- *fixed dollar amount donations*
  - *up to 50% rebate of water supply minimum availability charge*
-

- *up to 50% rebate of sewerage minimum availability charge*
- *up to 50% rebate of waste management charge (tip or domestic)*
- *other financial assistance as resolved by Council*

*Council provides support to activities that can demonstrate that they will have a positive impact on the economic and social development of the Shire. To encourage sustainability, Council will consider financial assistance on a sliding scale from inauguration of the community event. Once the event is established Council will withdraw financial assistance. This does not limit events and festivals from applying for annual in-kind assistance.*

**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: .....

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6.1 REQUEST TO REDUCTION OF FEES FOR USE OF SNOWY RIVER HEALTH CENTRE  
MEETING ROOM

ATTACHMENT 1 REQUEST FOR REDUCTION OF HALL HIRE FEES

Page 12

**From:** Geoffrey Berry [<mailto:Geoffrey.Berry@mackillop.org.au>]

**Sent:** Tuesday, 7 March 2017 12:57 PM

**To:** Joseph Vescio

**Subject:** Use of SRHC meeting room

Dear Joseph,

I write to request a reduction in the hire rate for the use of the meeting room in the Snowy River Health Centre.

I would like to hire it to train prospective new foster carers in the region.

MacKillop Family services is a NFP NGO with the aim of promoting more foster carers, to help care for the increase in the numbers of children requiring care outside of their biological families. Several households in the Snowy River area have registered their interest in being trained for this purpose and I would like to offer the training later in March.

I was given your contact by Liz Bellingham and hope it might be considered with generosity on behalf of a more caring community by yourself and the council.

I look forward to your response and of course feel free to call me with any questions you may have about the training or service we provide.

Kind regards,

**Geoffrey Berry**

Carer Recruitment & Training  
NSW Services (Far South Coast)



**MacKillop Family Services**  
Shop 5, 1 Clyde Street, Batemans Bay, NSW 2536  
**Ph:** 02 4411 8133  
**Mobile:** 0428 780 740  
**Email:** [Geoffrey.Berry@mackillop.org.au](mailto:Geoffrey.Berry@mackillop.org.au)  
[www.mackillop.org.au](http://www.mackillop.org.au)

**JUSTICE HOPE COLLABORATION**  
**COMPASSION RESPECT**

*MacKillop Family Services acknowledges the Traditional Custodians and their Elders in each of the Communities where we work*



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## 6.2 COOMA ENHANCEMENT PROGRAM - STAGE 3 WORKS

Record No:

Responsible Officer:	Director Service Delivery
Author:	Deputy Director Service Delivery
Key Direction:	2. Expanding Connections Within the Shire and Beyond
Delivery Plan Strategy:	DP2.7 Improve connectivity, accessibility and promote activity through improved pathways.
Operational Plan Action:	OP2.22 Continue Councils annual footpath maintenance and construction program in-line with each of the Township Action, Master and Beautification Plan's.
Attachments:	1. Cooma Enhancement Strategy <a href="#">↓</a> 2. Stage 3 CES Project Management Plan - <b>Confidential</b> 3. Stage 3 CES Economic Analysis <a href="#">↓</a>
Cost Centre	
Project	
Further Operational Plan Actions:	

### EXECUTIVE SUMMARY

Council has received an offer of \$400,000 contribution from the federal government under the Community Development Grants to undertake the proposed Stage 3 works for the Cooma Enhancement Program.

Council has received approval from the minister to establish an internal loan of \$400,000 for Council's cash contribution.

A shortfall of funding of \$220,275 is required.

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

#### OFFICER'S RECOMMENDATION

That Council

- A. Confirm support to undertake Stage 3 of the Cooma Enhancement Program.
- B. Approve to increase the internal loan from \$400,000 to \$620,275 to cover grant funding variance.
- C. Undertake all necessary documentation required to seek confirmation from minister on acceptance of increase.

### BACKGROUND

The Cooma Enhancement Strategy identifies a number of areas within Cooma's Central Business District (CBD) that have not developed to reflect the changing culture within Cooma.

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Cooma is increasingly becoming the staging point for many community and regional fundraising runs, rides and rallies.

The upgrades in the Central Business District of town improve the visual amenity of the area, providing garden beds construction in traditional methods using local basalt rock.

An application for funding were made under the National Stronger Regions fund at the beginning of 2016, however this program was later cancelled. The federal government has committed \$400,000 to the Stage 3 works under the Community Development Grants program.

In addition Council applied for an internal loan to the minister this was approved for \$400,000.

This leaves a short fall of \$110,137.50 from the previously committed contribution from the former Cooma-Monaro Shire Council for the grant contribution, and a shortfall of Council contribution of \$110,137.50. Therefore an additional \$220,275 is required.

### **Project Scope**

The project scope includes:

- Construction of pedestrian management and garden bed facilities at 4 roundabout corners along Sharp St,
- Installation of 2 sets of entrance signs and flags on the Bombala (Monaro Highway) and Jindabyne (Snowy Mountains Highway) entrances to Cooma.

Scope of work will be re-confirmed following a detailed review of the project.

### **Project Cost**

- The Total Project Cost estimate is \$1,409,860.
- The breakdown of the costs into Source funding requirements is:

Source	Amount
Council – In-Kind Donation	\$389,585.00
Council – Cash Donation	\$400,000.00
(Internal Loan)	
Council – Cash Shortfall	\$110,137.50
Grant Application	\$400,000.00
Grant Shortfall	\$110,137.50

## **QUADRUPLE BOTTOM LINE REPORTING**

### **1. Social**

Cooma is an historical town, whose last period of major expansion and growth was as a base for the construction (and operation) of the Snowy Mountains Hydroelectric Scheme (completed 1949). Cooma has a strong multicultural influence in the area.

One of the key outcomes of the Cooma Enhancement Strategy is to establish a theme within the community – create an Identity.

Within Cooma there is a strong link to the construction of building utilising a traditional stone construction method of using local basalt. The construction of the roundabout garden beds and entrance sign foundation will all replicate this construction method utilising local basalt

### **2. Environmental**

Overtime during periods of heavy rain the Cooma CBD's drainage network is unable to cope. Through

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investigation and analysis there are a number of reason for this:

- Undersize drainage lines,
- Complex system of pits and pipes that create high head losses through the system,
- Ingress of tree roots, causing pipe blockages.

### 3. Economic

The visual amenity of an area greatly contributes to a visitors decision to stop in the area (or stay) or keep driving. Cooma is the Gateway to the Snowy Mountains / Monaro Region, we are competing with other villages in the area for the tourist traffic.

Our assessment is that the Stage 3 would contribute to generating 20% of the potential revenue with increase in tourism.

This impact would be:

	Ultimate Goal	Stage 3 Project
Potential Revenue Generated	\$21.9M	\$4.38M
Additional Local jobs	303	60.6
Additional contribution to economy	\$16.02M	\$3.204M

### 4. Civic Leadership

Former Cooma-Monaro Shire Council resolution 8 February 2016

#### Item 12.4 Funding for Cooma CBD Upgrade

##### Report Summary

For Council to allocate funding for an application to complete the upgrade to the Cooma CBD in the National Stronger Regions Fund Round Three.

34/16

##### **RESOLVED (Kaltoum/Ingram)**

That Council allocate \$400,000 for 50/50 funding as the contribution to a grant application to the National Stronger Regions Fund Round Three.

That any proposed borrowings be approved by Council.

**CARRIED UNANIMOUSLY (8-0)**

#### 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.*

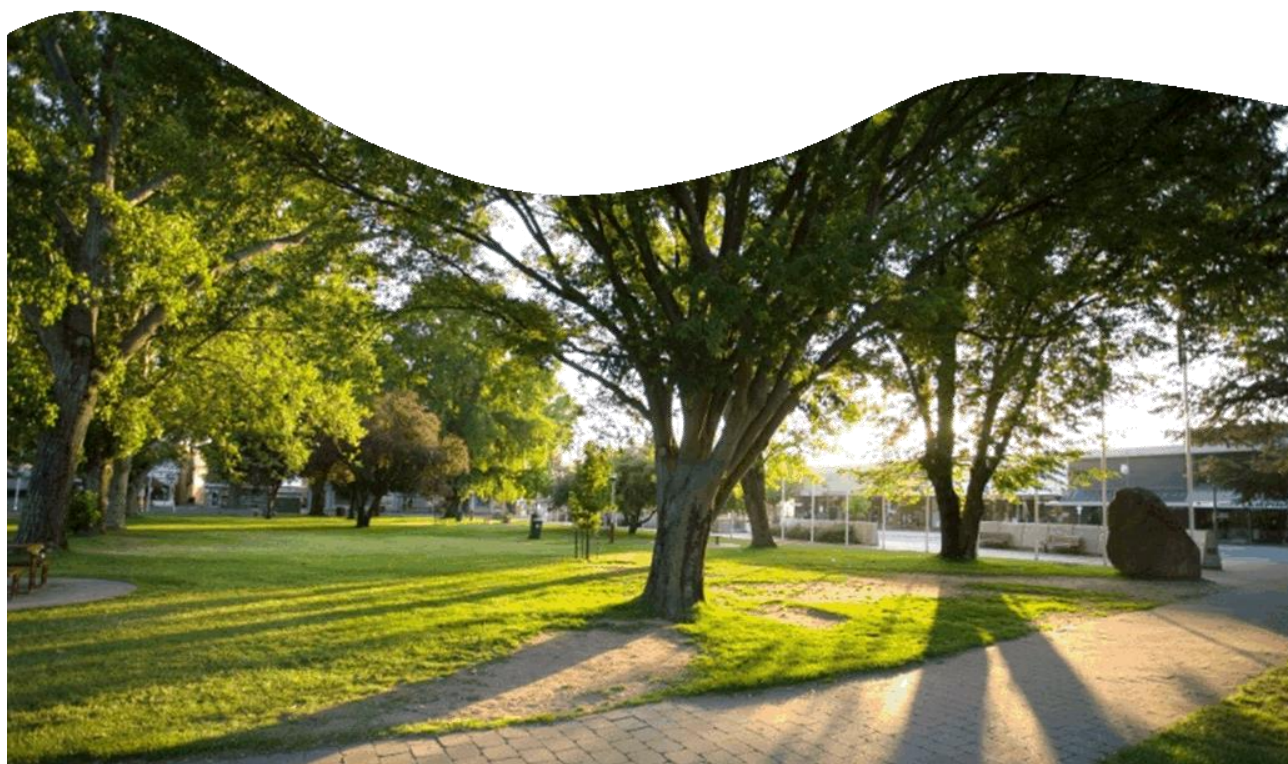
Signature: .....

Date: .....



## **Cooma-Monaro Shire Council**

### **Cooma Enhancement Strategy**



Cooma-Monaro Shire Council

Cooma-Monaro Shire Council

81 Commissioner Street

(PO Box

COOMA NSW 2630

For any information on this report please contact: Linda Nicholson

Director of Engineering Services Phone: 02 6455 1800

Email: [linda.nicholson@cooma.nsw.gov.au](mailto:linda.nicholson@cooma.nsw.gov.au)

#### Document Control

Cooma Enhancement Strategy	Issue No: A	Issue Date: 14 March 2016	Revision Date:	
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Cooma-Monaro Shire Council

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Cooma-Monaro Shire Council

## 1 Introduction

The Cooma Enhancement Strategy identifies a number of areas within Cooma's Central Business District (CBD) that have not developed to reflect the changing culture within Cooma.

Cooma grew rapidly as the base for the construction of the Snowy Mountains Hydro Electric Scheme in 1949. The current culture within Cooma reflects more of a tourist destination rather than a construction basecamp. Cooma is the 'Gateway to the Snowy Mountains' however the visual appearance of the town does not reflect this change in culture.

Cooma is increasingly becoming the staging point for many community and regional fundraising runs, rides and rallies.

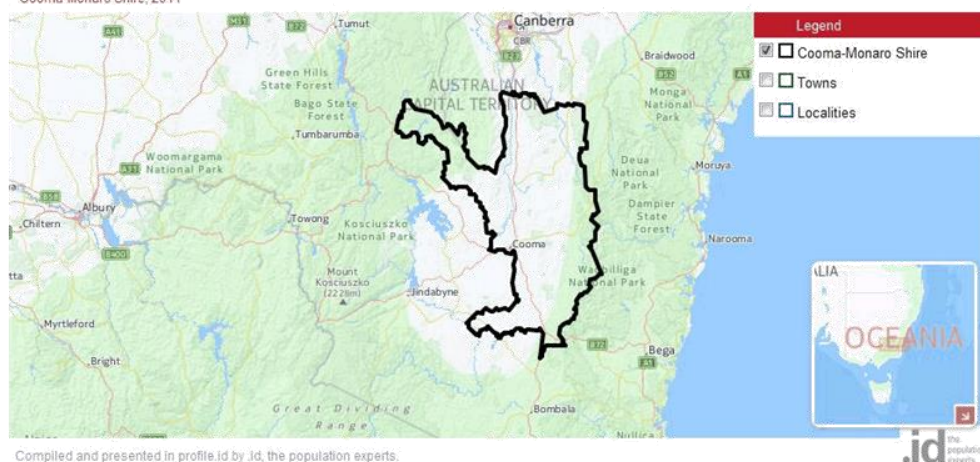
The upgrades in the Central Business District of town improve the visual amenity of the area, providing garden beds construction in traditional methods using local basalt rock.

The entrance signs and flags will set the standard and expectation of visitors to the area and provide an LED sign for community updates of events.

The Cooma Enhancement Strategy has been developed in accordance with the 'Cooma CBD Structure Plan (2009-2029)', the Council's Delivery Program and Operational Plan and the Destination Management Plan.

### Summary profile area

Cooma-Monaro Shire, 2011



## 1.1 Strategy Objectives

The objectives of this program of works is to:

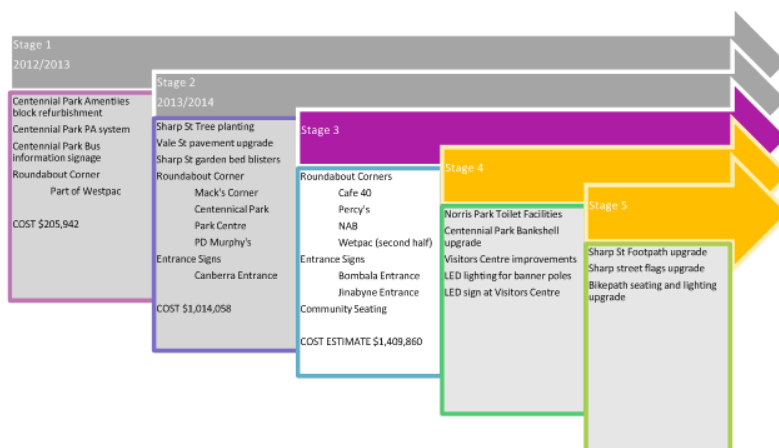
- Create a place of enjoyment,
- Create a safe and active environment for all seasons, and day / night activities, and
- Create an environment that encourages community interaction.



Cooma-Monaro Shire Council

## 1.2 Program Overview

The Cooma Enhancement Strategy (CES) has been broken into five stage of work.



## 1.3 Program Outcomes

Program Outcome	Description
Improve economic activity in the region	In accordance with Economic Modelling the CES aims are to: <ol style="list-style-type: none"> <li>1. Increase those traveling through Cooma to become Day Visitors, and</li> <li>2. Increase of those travelling through Cooma to become Overnight visitors.</li> </ol>
Increase productivity	The additional revenue generated by visitors will have a flow on effect above the Accommodation and Food Services industries.
Create Identity / Visual Enhancement	<p>Cooma is an historical town, whose last period of major expansion and growth was as a base for the construction (and operation) of the Snowy Mountains Hydroelectric Scheme (completed 1949). Cooma has a strong multicultural influence in the area.</p> <p>One of the key outcomes of the Cooma Enhancement Strategy is to establish a theme within the community – create an Identity.</p> <p>Within Cooma there is a strong link to the construction of building utilising a traditional stone construction method of using local basalt. The construction of the roundabout garden beds and entrance sign foundation will all replicate this construction method utilising local basalt.</p> <p>The recognition of the change in culture will result in Cooma becoming a more desirable community to live, thus creating a</p>





Cooma-Monaro Shire Council

Program Outcome	Description
	more stable and viable community.
Improve Communication	The Entrance signs contain an LED panel. This panel is linked via the mobile phone system to the Cooma Visitors Centre (CVC). The CVC controls what appears on the panel, enabling the display of welcoming notices, and advertising of upcoming events for the region.
Improve Community Interaction	<p>The roundabout corners contain seating. This seating creates locations for people to sit and talk. Allows the community to have a relaxed location to enjoy the conversation of others.</p> <p>Bandshell upgrade will allow more functions to be held throughout the year.</p> <p>Norris Park toilet facilities will improve the utilisation of this park for social events within the community.</p>
Pedestrian Safety	Improved access and egress for all pedestrians, while restricting their ability to cross outside the marked pedestrian crossing, and providing improved sight distances for traffic.
Improve drainage	<p>Overtime during periods of heavy rain the Cooma CBD's drainage network is unable to cope. Through investigation and analysis there are a number of reason for this:</p> <ul style="list-style-type: none"> <li>• Undersize drainage lines,</li> <li>• Complex system of pits and pipes that create high head losses through the system,</li> <li>• Ingress of tree roots, causing pipe blockages.</li> </ul>
Bike Storage	<p>The Cooma CBD has limited area where bikes can be secured. Each Roundabout corner will have 2 bike rails. By providing these it will encourage more of the local community to ride into town, rather than driving; these will complement the existing bike paths throughout Cooma.</p> <p>Improving the overall health and wellbeing of the community.</p>

Cooma-Monaro Shire Council

## 2 Cooma Enhancement Strategy Stages of Work

Cooma-Monaro Shire Council has funded the 2 previous stages of the Enhancement program. The works were delivered in-house using specialised contractors as required.

Stage	Project Delivered On Time	Project Delivered within Budget
Stage 1: 2012/2013		
Stage 2: 2013/2014		
Stage 3: 2016 2018	Work not Started	Work not Started
Stage 4: 2018/2019	Work not Started	Work not Started
Stage 5: 2019/2020	Work not Started	Work not Started

### 2.1 CES – Stage 1

During the 2012/2013 financial year a budget allocation of \$205,942 was made for the CBD overall upgrade.

The following works were undertaken:

- Centennial Park Amenities block refurbishment
- Centennial Park New PA system
- Centennial Park Bus information signage
- CBD Corner works –
  - Westpac corner (Sharp St frontage only) (Sharp and Vale St – South Western Corner)



Centennial Park Amenities block –Before



Centennial Park Amenities block –After



Cooma-Monaro Shire Council



Centennial Park Bus Information signage



CBD Corner works – Westpac corner - Before



Centennial Park PA system



CBD Corner works – Westpac corner – After

## 2.2 CES – Stage 2

During the 2013/2014 financial year a budget allocation of \$1,014,058 was made for stage 2 of the CBD overall upgrade.

The following works were undertaken:

- Vale Street Paving Improvements
- Sharp Street tree planting
- Sharp Street garden bed blisters
- CBD Corner Works
  - Macks' Corner (Sharp and Bombala St – North Eastern Corner)
  - Centennial Park Corner (Sharp and Bombala St – South Western Corner)
  - Park Centre Corner (Sharp and Bombala St – South Eastern Corner)
  - PD Murphy's Corner (Sharp and Vale St – North Western Corner)
- Cooma Town Entry signs
  - Canberra Entrance

Cooma-Monaro Shire Council



**Vale St Paving Improvements – Before**



**Vale St Paving Improvements – After**



**Sharp St Tree Planting – Before**



**Sharp St Tree Planting – After**



**Sharp Street garden bed blisters – Before**



**Sharp Street garden bed blisters – After**



**CBD Corner – Mack Corner – Before**



**CBD Corner – Mack Corner – After**



Cooma-Monaro Shire Council



**CBD Corner – Centennial Park – Before**



**CBD Corner – Centennial Park – After**



**CBD Corner – Park Centre – Before**



**CBD Corner – Park Centre – After**



**CBD Corner – PD Murphy – Before**



**CBD Corner – PD Murphy – After**



**Cooma Town Entry signs – Before**



**Cooma Town Entry signs – After**

Cooma-Monaro Shire Council

## 2.3 CES – Stage 3

Additional details on this Stage can be found in the Cooma Enhancement Program – Stage 3 Project Management Plan.

### Roundabout Corners

Construction of pedestrian management and garden bed facilities at 4 roundabout corners along Sharp St.

- Drainage improvements
- Installation of concrete tree root barriers to eliminate the root evading Council's assets in the future.
- Construction of stone planter boxes. These also provide additional protection to the community from the traffic travelling around the roundabouts.
- Segmented paving.
- Aluminium seating installation
- Bike rack installation
- Hard and Soft Landscaping
- New street lighting (only required on Café 40 corner).

### Entrance Signs

Installation of 2 sets of entrance signs and flags on the Bombala (Monaro Highway) and Jindabyne (Snowy Mountains Highway) entrances to Cooma.

- Installation of entrance sign on each side of the road; including basalt rock foundation, LED panel and solar panel,
- Installation of 3 flag poles on each side of the road.

### Community Seating

Installation of additional seating around Cooma to provide more rest stops along our bike path and major walking paths.

## 2.4 CES – Stage 4

### Norris Park Toilet Facilities

Construction of an 'all access' toilet facility at Norris Park. Facilities will be constructed to complement the surrounding construction of the park.

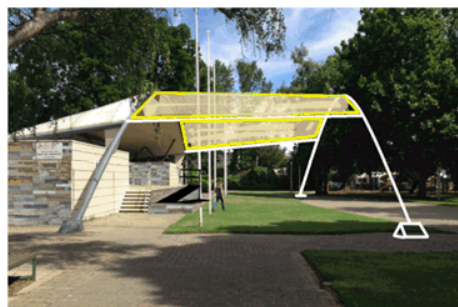
### Centennial Park Bandshell upgrade

Upgrade of the Centennial Park Bandshell and facilities. Concept plans have been drafted, community consultation required to determine extent of works required under this project.

- Extension of Shelter
- Disabled access to stage floor
- Renovate external finish of facilities each side of stage

Cooma-Monaro Shire Council

- Paint stage floor and back wall



### Visitors Centre improvements

Upgrade to external façade and significant internal upgrades to facility. Scope of changes under development.

- Modernise external finishes
- Open facility to allow park seating to form part of facilities
- Create more internal space to allow local displays, such as the Sporting Hall of Fame.
- Create more office space for tourism
- Installation of LED banner on walkway

### LED lights for banner poles

Installation of LED lights for Town Entrance banner poles to improve the visual amenity when entering Cooma in the dark.

## 2.5 CES – Stage 5

### Sharp St Footpath upgrade

Replacement of concrete footpath along Sharp Street with pavers to match in with the pavers at the new corner garden beds.

### Sharp street flags upgrade

Upgrade of banner poles along Sharp Street. Current poles require the use of a cherry picker to replace flags, upgrade would mean flags will be able to be changed from the ground, eliminating the working at height risk.

### Bikepath seating and lighting upgrade

Installation of additional seats along bikepath and provide lighting to allow walking / riding along path during dusk / darker times.





# **Cooma-Monaro Shire Council**

## **Economic Analysis**

### **Cooma**



Cooma-Monaro Shire Council

Cooma-Monaro Shire Council

81 Commissioner Street

(PO Box

COOMA NSW 2630

For any information on this report please contact: Linda Nicholson

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#### Document Control

Economic Analysis				
	Issue No: A	Issue Date: 14 March 2016	Revision Date:	

Cooma-Monaro Shire Council

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Cooma-Monaro Shire Council

## 1 Introduction

Cooma grew rapidly as the base for the construction of the Snowy Mountains Hydro Electric Scheme in 1949. The current culture within Cooma reflects more of a tourist destination rather than a construction basecamp. Cooma is the 'Gateway to the Snowy Mountains' however the visual appearance of the town does not reflect this change in culture.

Cooma is increasingly becoming the staging point for many community and regional fundraising runs, rides and rallies.

The Economic Analysis has been developed in accordance with the 'Cooma CBD Structure Plan (2009-2029)', the Council's Delivery Program and Operational Plan and the Destination Management Plan.

## 2 Final Goals

The ultimate goals of the economic development undertaken in the region is to:

- Capture 20% of those travelling through Cooma to become Day visitors, and
- Capture 5% of those travelling through Cooma to become Overnight visitors.

Appendix A provides the Economic Analysis generates as a result if these goals are achieved.

## 3 Stage 3 Goals

The visual amenity of an area greatly contributes to a visitors decision to stop in the area (or stay) or keep driving. Cooma is the Gateway to the Snowy Mountains / Monaro Region, we are competing with other villages in the area for the tourist traffic.

Our assessment is that the Stage 3 would contribute to generating 20% of the potential revenue with increase in tourism.

This impact would be:

	Ultimate Goal	Stage 3 Project
Potential Revenue Generated	\$21.9M	\$4.38M
Additional Local jobs	303	60.6
Additional contribution to economy	\$16.02M	\$3.204M

Cooma-Monaro Shire Council

### Appendix A – 20% Day / 5% Night Analysis

**Impact of increased visitation by visitors travelling through Cooma to Snowy River and Bega Valley Shires**

	Overnight visitors	Day visitors	Total Visitors
Cooma Monaro Shire	88,500	181,300	269,800
Snowy River Shire	462,400	177,800	640,200
Bega Valley Shire	456,600	388,500	845,100
Source: Tourism Research Australia Tourism in Local Government Areas 2013			
Visitors to Snowy River and Bega Valley travelling through Cooma to destination	530,310	257,145	787,455
Assumes 90% of visitors to Snowy River and 25% of visitors to Bega Valley pass through Cooma to arrive at their final destination			
Visitors to Snowy River and Bega Valley already stopping in Cooma	45,950	113,260	159,210
Assumes 5% of overnight and 20% of day visitors already stop in Cooma			
Visitors to Snowy River and Bega Valley travelling through Cooma to not stopping	484,360	143,885	628,245
<b>Goal 1</b>			
Capture 20% of those travelling through Cooma to become Day visitors	96,872	28,777	125,649
Average daily spend	100.39	100.39	
Potential revenue	9,724,602	2,888,811	12,613,413
<b>Goal 2</b>			
Capture 5% of those travelling through Cooma to become Overnight visitors	24,218	7,194	31,412
Average daily spend	298.31	298.31	
Potential revenue	7,224,352.54	2,146,081.36	9,370,433.90
Total potential revenue	16,948,955	5,034,892	21,983,847



## Economic impact model

Economic impact modelling enables Cooma-Monaro Shire to explore how change in employment or output(sales) in one sector of the local economy will impact on all other sectors of the economy, by modelling the flow-on effects across different industries.

This provides Cooma-Monaro Shire with powerful evidence to advocate against industrial closures or strategically target new industry sectors which are likely to have the greatest positive economic impact.

Different industries will have different flow on effects. Adding jobs in a particular sector will not only add to the value of that sector, but also to other industries related to the supply chain (eg. suppliers, wholesalers) and service industries (retail, food services, administration) which will expand to service the additional workforce. Jobs in associated industries may be added in the local area or outside it, based on journey to work information.

The economic impacts are calculated using an input-output model which is derived from the local economy microsimulation model by National Economics (NIEIR).

To use the model, simply input the number of jobs (per year) to be added to (+) or removed (-) from the economy in a particular industry sector. The results show the theoretical addition (or loss) to the local economy of jobs and value-added by industry sector. It also shows the proportion of the new employment that would occur inside and outside Cooma-Monaro Shire.

Industry: Food and Beverage Services

Impact modeled: ADDITION of \$21.9 million sales

Company name:

## Impact Summary

Cooma-Monaro Shire - Modelling the effect of adding \$21.9m sales in Food and Beverage Services - Inflation adjusted

Summary	Output (\$m)	Value-added (\$m)	Wages & salaries (\$m)	Local jobs	Residents jobs
<b>Starting position Cooma-Monaro Shire (year ended June 2014)</b>	--	--	--	--	--
Food and Beverage Services	1,874.60	814.48	626.23	19,668	23,103
All industries	80,025.80	34,339.33	24,660.60	371,975	419,098
<b>Impacts on Cooma-Monaro Shire economy</b>	--	--	--	--	--
Direct impact on Food and Beverage Services sector	21.90	9.52	7.32	230	--
Industrial impact	14.22	5.71	3.83	61	--
Consumption impact	2.07	0.98	0.67	12	--
<b>Total impact on Cooma-Monaro Shire economy</b>	<b>38.19</b>	<b>16.20</b>	<b>11.82</b>	<b>303</b>	<b>271</b>
▪ Type 1 multiplier (direct & industrial)	1.65	1.60	1.52	1.27	--
Type 2 multiplier (direct, industrial & consumption)	1.74	1.70	1.62	1.32	--
<b>Impact on Australian economy</b>	--	--	--	--	--
Total impact outside Cooma-Monaro Shire	17.00	7.11	5.97	57	89
<b>Total impact on Australian economy</b>	<b>55.19</b>	<b>23.32</b>	<b>17.79</b>	<b>360</b>	<b>360</b>

Source: National Institute of Economic and Industry Research (NIEIR) ©2015. Compiled and presented in economy.id by .id, the population experts.

Note: All \$ values are expressed in 2012-13 base year dollar terms.

## Impact on Output

The direct addition of \$21.9 million annual output in the Food and Beverage Services sector of Cooma-Monaro Shire economy would lead to an increase in indirect demand for intermediate goods and services across related industry sectors. These indirect industrial impacts (Type 1) are estimated to be an additional \$14.22m in Output, representing a Type 1 Output multiplier of 1.65.

There would be an additional contribution to Cooma-Monaro Shire economy through consumption effects as correspondingly more wages and salaries are spent in the local economy. It is estimated that this would result in a further increase in Output of \$2.07m .

**The combination of all direct, industrial and consumption effects would result in total estimated rise in Output of \$38.19m in Cooma-Monaro Shire economy, representing a Type 2 Output multiplier of 1.74.**

These impacts would not be limited to the local economy. Industrial and consumption effects would flow outside the region to the wider Australian economy to the tune of \$17.00m in Output.

**The combined effect of economic multipliers in Cooma-Monaro Shire and the wider Australian economy is estimated to be \$55.19m added to Australia's Output.**

## Impact on Local Employment (jobs)

The direct addition of \$21.9 million annual output in the Food and Beverage Services sector of the Cooma-Monaro Shire economy is estimated to lead to a corresponding direct addition of 230 jobs in the local Food and Beverage Services sector. From this direct expansion in the economy it is anticipated that there would be flow on effects into other related intermediate industries, creating an additional 61 jobs. This represents a Type 1 Employment multiplier of 1.27.

This addition of jobs in the local economy would lead to a corresponding increase in wages and salaries, a proportion of which would be spent on local goods and services, creating a further 12 jobs through consumption impacts.

**The combination of all direct, industrial and consumption effects would result in a total estimated increase of 303 jobs located in Cooma-Monaro Shire. This represents a Type 2 Employment multiplier of 1.32.**

Employment impacts would not be limited to the local economy. Industrial and consumption effects would flow outside the region to the wider Australian economy creating a further 57 jobs.

**The combined effect of economic multipliers in Cooma-Monaro Shire and the wider Australian economy is estimated to be an addition of 360 jobs.**

## Impact on Wages and Salaries Income

The direct addition of \$21.9 million annual output in the Food and Beverage Services sector of Cooma-Monaro Shire economy is estimated to lead to a corresponding direct increase in income from Wages and Salaries of \$7.32m within the local Food and Beverage Services sector. A further \$3.83m in Wages and Salaries would be generated from the employment created in related intermediate industries. This represents a Type 1 Income multiplier of 1.52.

As these Wages and Salaries flow through the economy, it will increase local consumption, creating more jobs and adding an estimated \$0.67m in Wages and Salaries in consumption industries such as the retail sector.

**The combination of all direct, industrial and consumption effects would result in a total estimated increase in income through Wages and Salaries of \$11.82m in Cooma-Monaro Shire. This represents a Type 2 Income multiplier of 1.62.**

These income impacts would not be limited to the local economy. Industrial and consumption effects would flow outside the region to the wider Australian economy creating a further \$5.97m in Wages and Salaries.

**The combined effect of economic multipliers in Cooma-Monaro Shire and the wider Australian economy is estimated to be an addition of \$17.79m in Wages and Salaries.**

## Impact on Value-added

The direct addition of \$21.9 million annual output in the Food and Beverage Services sector of Cooma-Monaro Shire economy would lead to a corresponding direct increase in Value-added of \$9.52m. A further \$5.71m in Value-added would be generated from related intermediate industries. These indirect industrial impacts represent a Type 1 Value-added multiplier of 1.60.

There would be an additional contribution to Cooma-Monaro Shire economy through consumption effects as correspondingly more wages and salaries are spent in the local economy. It is estimated that this would result in a further increase in Value-added of \$0.98m.

**The combination of all direct, industrial and consumption effects would result in an estimated addition in Value-added of \$16.20m in Cooma-Monaro Shire economy, representing a Type 2 Value-added multiplier of 1.70.**

These impacts would not be limited to the local economy. Industrial and consumption effects would flow outside the region to the wider Australian economy to the tune of \$7.11m in Value-added.

**The combined effect of economic multipliers in Cooma-Monaro Shire and the wider Australian economy is estimated to be \$23.32m added to Australia's Value-added.**

## Impact on GRP

Value-added by industry represents the industry component of Gross Regional Product (GRP). The impact on Cooma-Monaro Shire's GRP as a result of this change to the economy is directly equivalent to the change in Value-added outlined in the section above.

In summary, GRP in Cooma-Monaro Shire is estimated to increase by \$16.20m.

The effect on the Australian economy (including Cooma-Monaro Shire) is estimated to be a growth in Gross Domestic Product (GDP) of \$23.32m.

## Impact on employment by industry sector

This table shows a detailed breakdown of how employment will be affected by the addition of \$21.9 million annual output in the Food and Beverage Services sector of Cooma-Monaro Shire economy. This includes both the direct industrial impact (Type 1) and ongoing consumption impact (Type 2).

## Employment by industry sector

Cooma-Monaro Shire - Impact of \$21.9 million new sales in 'Food and Beverage Services' output (Type 1 & 2 combined impact)

Industry sectors (1-digit ANSIC)	Employment impacts			
	Existing jobs in Cooma-Monaro Shire*	Jobs created in Cooma-Monaro Shire	Jobs created outside of Cooma-Monaro Shire	Jobs created for Cooma-Monaro Shire residents
Agriculture, Forestry and Fishing	338	1	1	1
Mining	16	0	0	0
Manufacturing	161	13	13	12
Electricity, Gas, Water and Waste Services	222	1	1	1
Construction	359	5	0	5
Wholesale Trade	111	5	8	5
Retail Trade	554	17	8	15
Accommodation and Food Services	341	236	6	209
Transport, Postal and Warehousing	172	4	4	4
Information Media and Telecommunications	46	1	2	1
Financial and Insurance Services	60	2	4	2
Rental, Hiring and Real Estate Services	52	2	0	2
Professional, Scientific and Technical Services	255	4	3	4
Administrative and Support Services	128	3	1	3
Public Administration and Safety	550	1	0	1
Education and Training	336	1	1	1
Health Care and Social Assistance	480	1	1	0
Arts and Recreation Services	38	1	3	1
Other Services	264	4	2	4
<b>Total industries</b>	<b>4,483</b>	<b>303</b>	<b>57</b>	<b>271</b>

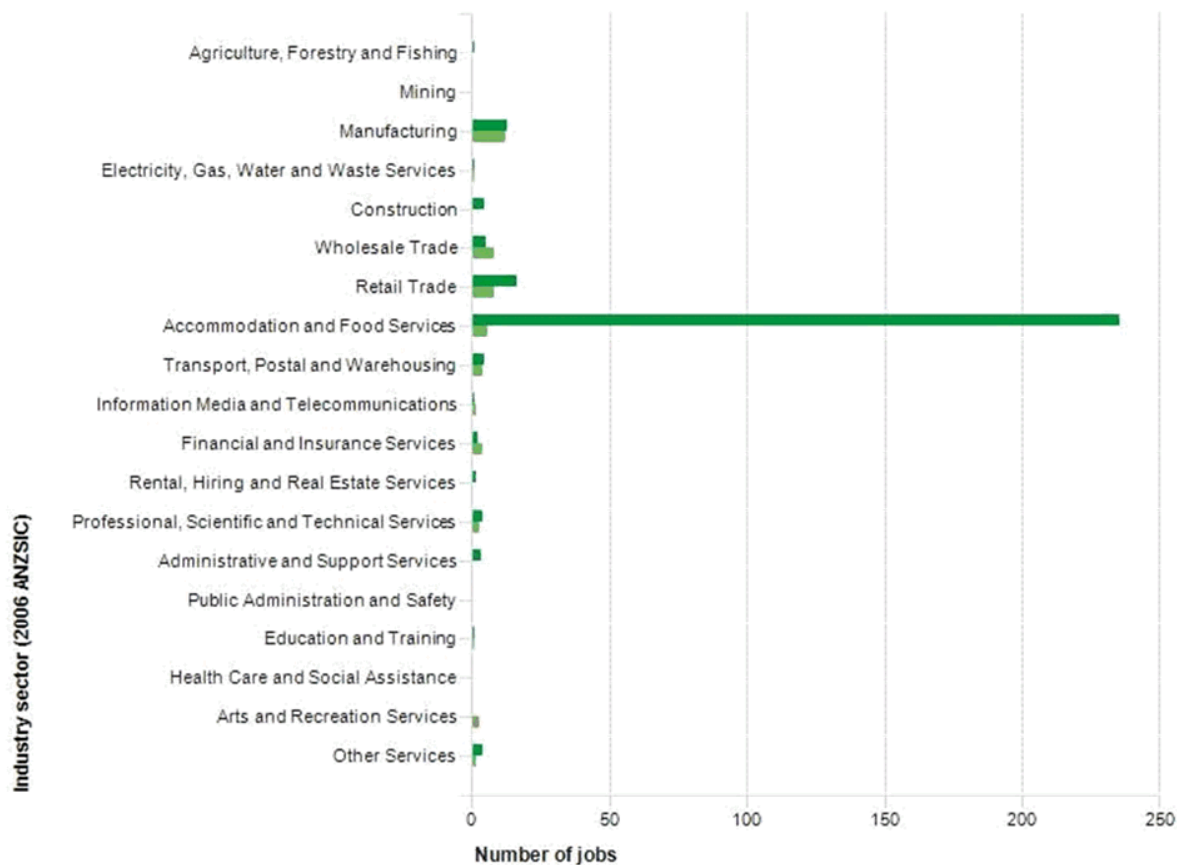
Source: [National Institute of Economic and Industry Research \(NIEIR\)](#) ©2015. Compiled and presented in economy.id by .id The population experts



## Employment by industry sector

Impact of \$21.9 million new sales in Food and Beverage Services sector

■ Jobs created in Cooma-Monaro Shire ■ Jobs created outside Cooma-Monaro Shire



Source: National Institute of Economic and Industry Research (NIEIR) ©2015  
Compiled and presented in economy.id by .id the population experts

**.id**  
the population experts

## Resident employment impacts

The combination of all direct, industrial and consumption effects of adding \$21.9 million annual output to the Food and Beverage Services sector of Cooma-Monaro Shire economy would be an estimated increase of 271 jobs located in Cooma-Monaro Shire and 89 jobs located outside Cooma-Monaro Shire – a total of 360 jobs.

As some of Cooma-Monaro Shire's residents leave the area to work and residents of other areas enter Cooma-Monaro Shire to work, not all of these jobs will be filled by Cooma-Monaro Shire residents. It is estimated that of the 360 jobs created, 271 or 75.2% would be expected to be filled by Cooma-Monaro Shire residents.



## Industry employment impacts

The combination of all direct, industrial and consumption effects of adding \$21.9 million annual output to the Food and Beverage Services sector of Cooma-Monaro Shire economy would result in an estimated increase of 303 jobs located in Cooma-Monaro Shire.

Of the 303 jobs created within Cooma-Monaro Shire, 236, or 77.9% would be added within Accommodation and Food Services the sector. This includes the direct jobs created in the sector, and the effect of flow-on jobs within the same sector.

The largest increase in jobs outside Accommodation and Food Services would be in Retail Trade (17), Manufacturing (13) and Wholesale Trade (5).

A total of 57 jobs are estimated to be created outside Cooma-Monaro Shire, with the largest number being in Manufacturing (13) Retail Trade (8) and Wholesale Trade (8).

## Impact on value-added by industry sector

This table shows a detailed breakdown of how adding \$21.9 million annual output in the Food and Beverage Services sector of Cooma-Monaro Shire economy will impact on the Value-added of each industry sector. This highlights the relationships between industry. This includes both the direct industrial impact (Type 1) and ongoing consumption impact (Type 2).

## Value-added by industry

Cooma-Monaro Shire - Impact of \$21.9 million new sales in 'Food and Beverage Services' output (Type 1 & 2 combined impact)

Value added 2011-12 (\$m constant prices)

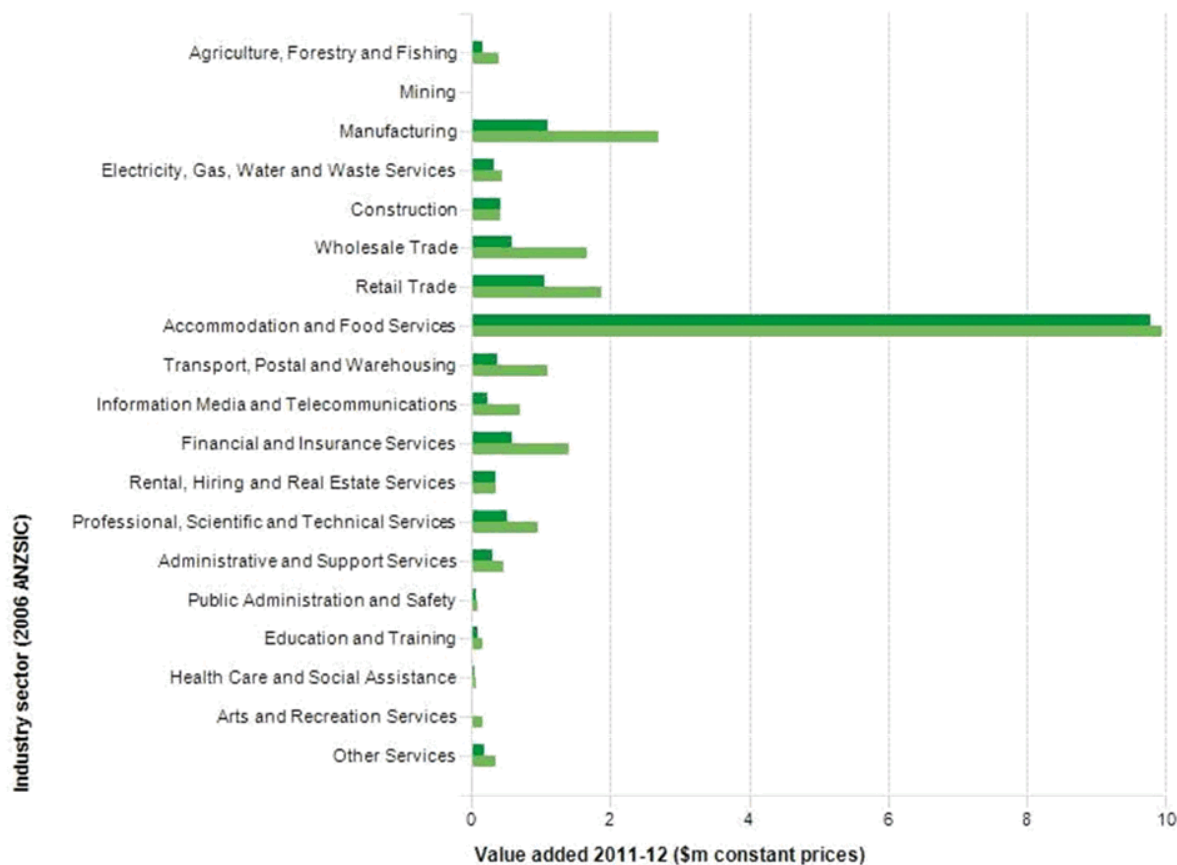
Industry sectors (1-digit ANSIC)	Current local value-added*	Value-added to Cooma-Monaro Shire	Percentage change	Value-added to Australian economy
Agriculture, Forestry and Fishing	\$223.21	\$0.16	0.1%	\$0.40
Mining	\$130.39	\$0.01	0.0%	\$0.01
Manufacturing	\$3,965.37	\$1.11	0.0%	\$2.69
Electricity, Gas, Water and Waste Services	\$1,303.48	\$0.33	0.0%	\$0.45
Construction	\$3,245.46	\$0.42	0.0%	\$0.42
Wholesale Trade	\$2,520.20	\$0.59	0.0%	\$1.68
Retail Trade	\$2,747.39	\$1.05	0.0%	\$1.87
Accommodation and Food Services	\$913.37	\$9.77	1.1%	\$9.96
Transport, Postal and Warehousing	\$3,739.62	\$0.38	0.0%	\$1.10
Information Media and Telecommunications	\$936.59	\$0.24	0.0%	\$0.71
Financial and Insurance Services	\$2,289.48	\$0.58	0.0%	\$1.41
Rental, Hiring and Real Estate Services	\$1,169.79	\$0.35	0.0%	\$0.35
Professional, Scientific and Technical Services	\$2,526.99	\$0.51	0.0%	\$0.97
Administrative and Support Services	\$967.81	\$0.31	0.0%	\$0.47
Public Administration and Safety	\$1,451.65	\$0.06	0.0%	\$0.10
Education and Training	\$2,307.16	\$0.08	0.0%	\$0.16
Health Care and Social Assistance	\$2,929.31	\$0.04	0.0%	\$0.07
Arts and Recreation Services	\$223.71	\$0.03	0.0%	\$0.15
Other Services	\$748.36	\$0.19	0.0%	\$0.34
<b>Total industries</b>	<b>\$34,339.33</b>	<b>\$16.20</b>	<b>0.0%</b>	<b>\$23.32</b>

Source: [National Institute of Economic and Industry Research \(NIEIR\)](#) ©2015. Compiled and presented in economy.id by [id](#) The population experts

## Value-added by industry

Impact of \$21.9 million new sales in Food and Beverage Services sector

Value-added to Local GRP (industry) Value-added to total Australian economy



Source: National Institute of Economic and Industry Research (NIEIR) ©2015  
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the population experts

The combination of all direct, industrial and consumption effects of adding \$21.9 million annual output to the Food and Beverage Services sector of Cooma-Monaro Shire economy would result in an estimated increase in Value-added of \$16.20m in Cooma-Monaro Shire economy.

The Accommodation and Food Services sector of the economy is estimated to increase in Value-added by 1.1%, with the total Cooma-Monaro Shire economy estimated to grow by 0%.

The main impacts in Value-added within Cooma-Monaro Shire, outside of Accommodation and Food Services, are in Manufacturing (1.11m), Retail Trade (1.05m) and Wholesale Trade (0.59m).

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### 6.3 ADOPTION OF THE SNOWY MONARO LOCAL TRAFFIC COMMITTEE RECOMMENDATIONS FROM THE 8 MARCH 2017 MEETING

Record No:

Responsible Officer:	Director Service Delivery
Author:	Development Engineer
Key Direction:	2. Expanding Connections Within the Shire and Beyond
Delivery Plan Strategy:	DP2.3 Continually monitor and improve traffic management throughout the Shire.
Operational Plan Action:	OP2.8 Investigate and implement Traffic Management measures as an aid to increase road safety throughout the Region.
Attachments:	1. LTC Minutes of 8 March 2017 meeting <a href="#">↓</a>
Cost Centre	1505 Engineering and Operations Management
Project	Snowy Monaro Local Traffic Committee
Further Operational Plan Actions:	

#### EXECUTIVE SUMMARY

A copy of the Minutes from the Snowy Monaro Local Traffic Committee (SMLTC) meeting held on 8 March 2017 is attached for Council's consideration and adoption of the recommendations.

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

#### OFFICER'S RECOMMENDATION

That Council

- A. Receives and notes the minutes of the Snowy Monaro Local Traffic Committee meeting held on 8<sup>th</sup> March 2017; and
- B. Adopt the Snowy Monaro Local Traffic Committee recommendations LTC 1/17, 2/17, 3/17, 4/17, 5/17, 6/17 of 8<sup>th</sup> March 2017.
- C. LTC 7/17- refers to the consideration by the SMLTC of the traffic matters in Kalkite Street, Jindabyne and the proposed one-way opening of the road to the public. Council has previously received a favourable response from the RMS Representative, however, the RMS has recently changed its representative and position regarding the project. **Council must now either endorse the recommendation, amend it or refuse it as required under its delegated authority provided by the Roads and Maritime Services.**

#### BACKGROUND

The adoption of LTC 1/17 confirms the minutes of the previous meeting of the SMLTC.

The adoption of LTC 2/17 will approve a temporary road closure to enable the annual Anzac Day parade to be held in Berridale and Jindabyne.

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The adoption of LTC 3/17 will approve a temporary road closure to enable the annual Anzac Day parade to be held in Bombala and Delegate.

The adoption of LTC 4/17 will approve a temporary road closure to enable the annual Anzac Day parade to be held in Cooma.

The adoption of LTC 5/17 will approve temporary road closures to allow for the Monaro High School Leo Club Fun Run to be held.

The adoption of LTC 6/17 will approve temporary road closures to enable the annual Bombala Show to be held in Bombala.

LTC 7/17 refers to the consideration by the SMLTC of the traffic matters in Kalkite Street, Jindabyne and the proposed one-way opening of the road to the public. Council has previously received a favourable response from the RMS Representative, however, the RMS has recently changed its representative and position regarding the project. Council must now either endorse the recommendation, amend it or refuse it as required under its delegated authority provided by the Roads and Maritime Services.

## **QUADRUPLE BOTTOM LINE REPORTING**

### **1. Social**

The adoption of LTC 1/17 will have no negative social impact as the matter is procedural only. The adoption of LTC 2/17, 3/17, 4/17, 5/17 and 6/17 should only have a minor social impact on motorists as the road closures are only in local streets. The adoption of LTC 7/17 will have no social impact as the recommendation does not propose any works as yet. If LTC 7/17 is amended to endorse the traffic control facilities, there may be some social impact upon the community.

### **2. Environmental**

The adoption of LTC 1/17 will have no environmental impact as the matter is procedural only. The adoption of LTC 2/17, 3/17, 4/17, 5/17 and 6/17 should not impact the environment.

The adoption of LTC 7/17 will have no environmental impact as the recommendation does not propose any works as yet. If LTC 7/17 is amended to endorse the traffic control facilities, there may be some minor environmental impact.

### **3. Economic**

The adoption of LTC 1/17 will not impact Council's budget as the matter is procedural only. The adoption of LTC 2/17, 3/17, 4/17, 5/17 and 6/17 may impact Council's budget in providing assistance with traffic control, generally in setting up and removing the road works signs as has occurred in previous years. The town streets cost centre is normally used. Estimated costs for each event are as follows:

Berridale: Anzac Day Council Volunteers

Bombala: Anzac Day \$600

          Show       \$600

Cooma: Anzac Day \$2000

          Fun Run   \$650

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6.3 ADOPTION OF THE SNOWY MONARO LOCAL TRAFFIC COMMITTEE RECOMMENDATIONS FROM THE 8 MARCH 2017  
MEETING

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Delegate: Anzac Day \$200

Jindabyne: Anzac Day Police assists

The adoption of LTC 7/17 will have no economic impact as the recommendation does not propose any works as yet. If LTC 7/17 is amended to endorse the traffic control facilities, there should be no impact upon Council's budget as the project is funded.

#### **4. Civic Leadership**

5. By adopting the recommendations, Council is demonstrating leadership by ensuring that proposals are appropriately considered. The recommendations also demonstrate that Council is consulting with a technical committee (SMLTC), keeping its standards up to date and ensuring that it complies with its delegation provided by the Roads and Maritime Services and under legislation.

#### **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: .....

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**SNOWY MONARO**  
REGIONAL COUNCIL

# **Minutes**

**Snowy Monaro  
Local Traffic Committee Meeting**

**8 March 2017**

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**LOCAL TRAFFIC COMMITTEE MEETING  
HELD IN SISTER PASSMORE ROOM, SNOWY RIVER HEALTH CENTRE, JINDABYNE NSW  
2627**

**ON WEDNESDAY 8 MARCH 2017**

<b>MINUTES</b>
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**MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING  
HELD IN SISTER PASSMORE ROOM, SNOWY RIVER HEALTH CENTRE, JINDABYNE NSW  
2627**

**ON WEDNESDAY, 8 MARCH 2017  
COMMENCING AT 9.30AM**

**PRESENT:** Volker Georgi Chair, SMRC Development Engineer  
Snr Const Sam Morabito NSW Police Force Representative (Queanbeyan)  
Mrs Judie Winter Local MP Representative  
Mr Jesse Fogg Roads & Maritime Services (RMS) Representative  
Mr Bob Frost Local Representative Committee (LRC) Member  
Erin Donnelly Secretary Council and Committees  
Sgt. Steve. Banner NSW Police (Observer)  
Snr Const. Glen Raymond NSW Police (Observer)  
Mr Garry Barnes NSW Public Works *arrived at 10.37am*

**1. OPENING OF THE MEETING**

The Chair opened the meeting at 9.34 AM

**2. APOLOGIES**

Nil

**3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST**

Nil

**4. ADOPTION OF MINUTES OF PREVIOUS MEETING**

**4.1 LOCAL TRAFFIC COMMITTEE MEETING 8 MARCH 2017**

COMMITTEE RECOMMENDATION		LTC1/17
THAT the minutes of the Local Traffic Committee Meeting held on 20 December 2016 are confirmed as a true and accurate record of proceedings.		
Moved Snr Const Morabito	Seconded Mr Frost	CARRIED

**S Morabito**

Representative of the NSW Police

J Fogg

Representative of the NSW RMS

**J Winter**

Representative of the State MP

**B Frost**

Representative of the Council



## **5. BUSINESS ARISING**

Nil

## 6. ACTION SHEET

Item	Reference	Date	Action	Comments	Target Completion Date	Responsibility
1	LTC06/2016	14/04/16	<p><b>Proposal to install 2 Mobility Impaired Parking bays in Bay Street, Jindabyne, near the shared pathway along the lake foreshore.</b></p> <p>A. That council approves two mobility impaired parking bays, at the North West end of Bay Street, Jindabyne, near the drink refill station, as per Australian Standards (where possible) including signage and pavement marking and in accordance with drawing number SK1 attached to the Business Paper.</p> <p>B. That a kerb crossing and 1.8m wide concrete footpath be constructed from the mobility impaired parking bays to the existing shared pathway.</p>	<p>Pavement marking to be completed</p> <p>Proper line marking of bays and placing a patch for each bay</p> <p>Kerb crossing to be completed</p>	Jun 2016	SMRC
2	LTC3/16	9/06/16	<p><b>Proposal to install a Give Way Sign in Ready's Cutting Road at the Barry Way "T" Intersection</b></p> <p>That Council approves the installation of a Give Way sign in Ready's Cutting Road at the Barry Way "T" intersection in Jindabyne (on the left side verge before entering Barry Way) and associated line marking.</p>	Roads Section advised. Sign has been ordered.	Oct 2016	SMRC
3	LTC21/16	20/12/16	<p><del><b>Adoption of Minutes of Previous Meeting – Local Traffic Committee Meeting 12 October 2016</b></del></p> <p>THAT the minutes of the Local Traffic Committee Meeting held on 12 October 2016 are confirmed as a true and accurate record of proceedings.</p>	No Action needed	Dec 2016	SMRC
4	LTC22/16	20/12/16	<p><b>Adaminaby Easter Fair application for temporary road closures on 15 April 2017</b></p> <p>That Council provides conditional approval of the road closures and the duck race at the Annual Adaminaby Easter Fair on Saturday 15th April 2017, subject to the following conditions:</p> <p>A. That the following streets be closed to vehicular traffic on Saturday 15th April 2017 between the hours of 8am and 5pm:</p> <p>(a) Intersection of York Street and Denison Street (located at the northern end</p>	Letter sent	Jan 2016	SMRC

6.3 ADOPTION OF THE SNOWY MONARO LOCAL TRAFFIC COMMITTEE RECOMMENDATIONS FROM THE 8 MARCH 2017 MEETING  
ATTACHMENT 1 LTC MINUTES OF 8 MARCH 2017 MEETING

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Item	Reference	Date	Action	Comments	Target Completion Date	Responsibility
			<p>of the town centre),</p> <p>(b) Entrance to Denison Street off the Snowy Mountains Highway, Adaminaby,</p> <p>(c) Baker Street, Adaminaby, 30 metres east and west of the intersection of Denison Street.</p> <p>(d) Druitt Street, Adaminaby, 30 metres east and west of the intersection of Denison Street.</p> <p>B. That only four (4) officials from the Adaminaby Easter Fair Committee will be at the exit point to observe the winning duck exiting the drain. Spectators will be excluded from entering this point. A "para webbing" barrier must be erected to prevent pedestrian access to the finishing point.</p> <p>C. That the method of informing local residents of the road closures be provided.</p>			
5	LTC23/16	20/12/16	<p><b>Request to approve the temporary parking of the "Business Bus" next to the Cooma Information Centre in Sharp Street, Cooma on 27th and 28th February 2016</b></p> <p>That Council</p> <p>A. Provides its approval to permit the "Business Bus" to park at the two parking bays next to the Cooma Information Centre, Sharp Street, Cooma on 27 and 28 February 2017 between 8:30am and 3:30pm.</p> <p>B. Covers the regulatory parking signs for the two parking bays on 27 and 28 February 2017 between 7:30am and 3:30pm (to ensure vehicles are not parked beforehand).</p>	Letter sent	Jan 2016	SMRC
6	LTC24/16	20/12/16	<p><del>Request to approve the temporary road closure in Bombala Street, Delegate on 31st December 2016 to hold New Years Eve celebrations</del></p> <p>That Council provides its approval to temporarily close Bombala Street between Church Street and Victoria Parade, Delegate from 6pm on Saturday, 31 December 2016 to 1:30am on Sunday, 1 January 2017, subject to an approved Road Occupancy Licence (ROL) issued by the RMS.</p>	Event organiser advised.	Dec 2016	SMRC
7	LTC25/16	20/12/16	<p><b>Request from Cooma Coaches to consider the extension of a School Bus route along the Snowy River Way and Old Settlers Road.</b></p>	Letter Sent	Jan 2016	SMRC

6.3 ADOPTION OF THE SNOWY MONARO LOCAL TRAFFIC COMMITTEE RECOMMENDATIONS FROM THE 8 MARCH 2017 MEETING  
ATTACHMENT 1 LTC MINUTES OF 8 MARCH 2017 MEETING

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Item	Reference	Date	Action	Comments	Target Completion Date	Responsibility
			That Council approves the school bus route extension from Lakewood Estate along Snowy River Way and Old Settlers Road to the cul-de-sac at the end of Old Settlers Road.			

## 7. CORRESPONDENCE

### 7.1 2017 ANZAC DAY PARADE AND ROAD CLOSURES FOR BERRIDALE AND JINDABYNE

Record No:

Responsible Officer:	Development Engineer
Key Direction:	2. Expanding Connections Within the Shire and Beyond
Delivery Plan Strategy:	DP2.3 Continually monitor and improve traffic management throughout the Shire.
Operational Plan Action:	OP2.8 Investigate and implement Traffic Management measures as an aid to increase road safety throughout the Region.
Attachments:	<ol style="list-style-type: none"><li>1. Anzac Berridale POLICE TRAFFIC MANAGEMENT PLAN - ON-ROAD EVENTS (<i>Under Separate Cover</i>)</li><li>2. Anzac Berridale 09 PUBLIC LIABILITY CERIFICATE OF CURRENCY (<i>Under Separate Cover</i>)</li><li>3. Anzac Berridale 10 PUBLIC LIABILITY COVER_p1 (<i>Under Separate Cover</i>)</li><li>4. Anzac Berridale 11 PUBLIC LIABILITY COVER_p2 (<i>Under Separate Cover</i>)</li><li>5. Anzac Berridale RFS Email 2017 (<i>Under Separate Cover</i>)</li><li>6. Anzac Berridale RISK ASSESSMENT 7 CONTROL PLAN_Berridale 2017 (<i>Under Separate Cover</i>)</li><li>7. Anzac Berridale SCHEDULE 1 &amp; CHECKLIST FOR SPECIAL EVENT TRANSPORT MANAGEMENT PLAN (<i>Under Separate Cover</i>)</li><li>8. Anzac Berridale Traffic Control Plan_Ber_2014 (<i>Under Separate Cover</i>)</li><li>9. Anzac Berridale Traffic Plan_Rough Drawing (<i>Under Separate Cover</i>)</li><li>10. Anzac Berridale_NSW Ambulance letter 2017 (<i>Under Separate Cover</i>)</li><li>11. Anzac Jindabyne Aerail view of site (<i>Under Separate Cover</i>)</li><li>12. Anzac Jinabyne Fire Brigade 2 (<i>Under Separate Cover</i>)</li><li>13. Anzac Jindabyne Ambulance_Anzac day letter 2017 (<i>Under Separate Cover</i>)</li><li>14. Anzac Jindabyne Police Traffic Management Plan - On Road Events_comp_2 (<i>Under Separate Cover</i>)</li><li>15. Anzac Jindabyne Risk Assessment and Control Plan_JindaByne 2017 (<i>Under Separate Cover</i>)</li><li>16. Anzac Jindabyne Rough sketch site plan_North end (<i>Under Separate Cover</i>)</li><li>17. Anzac Jindabyne Rough sketch site plan_South end (<i>Under Separate Cover</i>)</li><li>18. Anzac Jindabyne SCHEDULE 1 and Check list for SPECIAL EVENT TRANSPORT MANAGEMENT PLAN_comp (<i>Under Separate Cover</i>)</li></ol>

19. Anzac Jindabyne SES 2017 *(Under Separate Cover)*
20. Anzac Jindabyne SMHRA Letter *(Under Separate Cover)*
21. Anzac Jindabyne Traffic Control Plan\_Jin\_2014 *(Under Separate Cover)*

Cost Centre 1505 Service Delivery

Project Snowy Monaro Local Traffic Committee

Further Operational Plan Actions:

## EXECUTIVE SUMMARY

The Snowy River RSL Sub Branch has requested that Council consider the temporary road closures to hold the annual ANZAC Day parades on 25th April 2017 in Berridale and Jindabyne.

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

### COMMITTEE RECOMMENDATION

LTC2/17

That Council approves the 25 April 2017 ANZAC Day temporary road closure:

- A. For Berridale in Kosciuszko Road between 11:00am and 12:00pm for southbound traffic between Park Street and Myack Street and detour all traffic along Park Street and Myack Street and for northbound traffic between Highdale Street and Mackay Street and detour all traffic along Highdale Street, Gungarlin Street and Mackay Street; and
- B. For Jindabyne in Kosciuszko Road between 9:30am and 9:40am at the Banjo Patterson Park and detour all traffic along Thredbo Terrace;
- C. Subject to the submission of a current Traffic Control Plan (TCP) for both Berridale and Jindabyne.

**S Morabito**

Representative of the NSW Police

J Fogg

Representative of the NSW RMS

**J Winter**

Representative of the State MP

**B Frost**

Representative of the Council

## 7.2 2017 ANZAC DAY PARADE AND ROAD CLOSURES FOR BOMBALA AND DELEGATE

Record No:

Responsible Officer: Development Engineer

Key Direction: 2. Expanding Connections Within the Shire and Beyond

Delivery Plan Strategy: DP2.3 Continually monitor and improve traffic management throughout the Shire.

Operational Plan Action:	OP2.8 Investigate and implement Traffic Management measures as an aid to increase road safety throughout the Region.
Attachments:	1. Anzac Bombala - ANZAC Day road closure 2017 2. Anzac Delegate Cert of Currency 2017 3. Anzac Delegate Road Closures 2017 letter 4. Anzac Delegate TMP and Schedule 1 form 2017
Cost Centre	1505 Service Delivery
Project	Snowy Monaro Local Traffic Committee
Further Operational Plan Actions:	

## EXECUTIVE SUMMARY

The Delegate and Bombala RSL Sub Branches have requested that Council consider temporary road closures to hold the annual ANZAC Day parades on 25th April 2017 in Bombala and Delegate.

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

### COMMITTEE RECOMMENDATION

LTC3/17

That Council approves the 25 April 2017 ANZAC Day temporary road closure for:

A. Delegate:

In Bombala Street between Victoria Parade and Church Street (including all Lanes) and in Campbell Street between Victoria Parade and William Street (including all Lanes), subject to:

- a) Confirmation from emergency services that they have been notified,
- b) A Traffic Control Plan; and
- c) A risk assessment

B. Bombala:

In Maybe Street between Burton and Caveat Streets and Forbes Street between Therry and Wellington Streets from 6am until 6:45 am and from 10:30am until 12:00pm subject to:

- a) Confirmation from emergency services that they have been notified,
- b) A Traffic Control Plan,
- c) A risk assessment and
- d) A Special Event Transport Management Plan; and

C. Any future application must have a Traffic Control Plan (TCP), signed by an authorised person with current accreditation from the RMS.

**S Morabito**

**Representative of the NSW Police**

**J Fogg**

**Representative of the NSW RMS**



**J Winter**

**Representative of the State MP**

**B Frost**

**Representative of the Council**

### 7.3 2017 ANZAC DAY PARADE AND ROAD CLOSURES FOR COOMA

Record No:

Responsible Officer: Development Engineer

Key Direction: 2. Expanding Connections Within the Shire and Beyond

Delivery Plan Strategy: DP2.3 Continually monitor and improve traffic management throughout the Shire.

Operational Plan Action: OP2.8 Investigate and implement Traffic Management measures as an aid to increase road safety throughout the Region.

Attachments: 1. Anzac Cooma schedule 1 TMP and Cert of Currency

Cost Centre 1505 Service Delivery

Project Snowy Monaro Local Traffic Committee

Further Operational Plan Actions:

#### EXECUTIVE SUMMARY

The Cooma Monaro RSL Sub Branch has requested that Council consider temporary road closures to hold the annual ANZAC Day parades on 25th April 2017 in Cooma.

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

#### COMMITTEE RECOMMENDATION

LTC4/17

That Council approves the 25 April 2017 ANZAC Day temporary road closure in Sharp Street, Cooma, between Bombala and Vale Streets and in Vale Street, Cooma, between Sharp Street and the cenotaph subject to:

- A. Confirmation from emergency services that they have been notified,
- B. A Traffic Control Plan (TCP) and
- C. A Risk Assessment.

**S Morabito**

**Representative of the NSW Police**

J Fogg

**Representative of the NSW RMS**

**J Winter**

**Representative of the State MP**

**B Frost**

**Representative of the Council**

#### 7.4 MONARO HIGH SCHOOL LEO CLUB FUN RUN TO BE HELD ON SUNDAY 2ND APRIL 2017

Record No:

Responsible Officer:	Development Engineer
Key Direction:	2. Expanding Connections Within the Shire and Beyond
Delivery Plan Strategy:	DP2.3 Continually monitor and improve traffic management throughout the Shire.
Operational Plan Action:	OP2.8 Investigate and implement Traffic Management measures as an aid to increase road safety throughout the Region.
Attachments:	<ol style="list-style-type: none"><li>1. Fun Run Cooma Letter to traffic committee</li><li>2. Fun Run Cooma Letter request for council to do gates</li><li>3. Fun Run Cooma Traffic Management Plan</li><li>4. Fun Run Cooma schedule for Cooma Police</li><li>5. Fun Run Cooma Risk assessment</li><li>6. Fun Run Cooma route map</li></ol>
Cost Centre	1505 Service Delivery
Project	Snowy Monaro Local Traffic Committee
Further Operational Plan Actions:	

#### EXECUTIVE SUMMARY

A request has been received from the Monaro High School Leo Club for Council to consider the temporary road closures of Massie and Commissioner Streets in Cooma at the flood gates to hold a 5 km and a 10 km "Fun Run" on 2nd April 2017.

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

#### COMMITTEE RECOMMENDATION

LTC5/17

That Council approves the temporary road closure of Massie and Commissioner Streets, Cooma, at the flood gates on Sunday 2nd April 2017 from 8:30am until 10:30am subject to:

- A. Confirmation from emergency services that they have been notified,
- B. A copy of the Certificate of Currency of at least \$20M stating SMRC as an interested party; and
- C. Submission of a Traffic Control Plan (TCP) for Massie Street and Commissioner Street.

**S Morabito**

Representative of the NSW Police

**J Fogg**

Representative of the NSW RMS

**J Winter**

Representative of the State MP

**B Frost**

Representative of the Council

## 7.5 BOMBALA SHOW ROAD CLOSURES ON 18 MARCH 2017

Record No:

Responsible Officer:	Development Engineer
Key Direction:	2. Expanding Connections Within the Shire and Beyond
Delivery Plan Strategy:	DP2.3 Continually monitor and improve traffic management throughout the Shire.
Operational Plan Action:	OP2.8 Investigate and implement Traffic Management measures as an aid to increase road safety throughout the Region.
Attachments:	1. Bombala Show 2017 TMP including TCP and risk assessment 2. Bombala Show Letter to Police Monaro Traffic Services 2017 3. Bombala Show Special Event TMP + Notice to Hold Assembly 2017
Cost Centre	1505 Service Delivery
Project	Snowy Monaro Local Traffic Committee
Further Operational Plan Actions:	

### EXECUTIVE SUMMARY

A request has been received from the Bombala Exhibition Society Incorporated for Council to consider the temporary road closures of Forbes and Caveat Streets in Bombala from 7am until 7pm on 18th March 2017 to enable the Bombala Show to be held.

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

#### COMMITTEE RECOMMENDATION

LTC6/17

That Council

- A. Approves the temporary road closure of Forbes Street, Bombala, between Wellington and Mercy Streets and Caveat Street, Bombala, between Wellington and Mercy Streets on Saturday 18th March 2017 from 7:00am until 7:00pm subject to:
  - i. Copy of letters sent to emergency services,
  - ii. A copy of the Certificate of Currency of at least \$20M stating SMRC as an interested party; and
- B. Any future application must have a Traffic Control Plan (TCP), signed by an authorised person with current accreditation from the RMS.

S Morabito

Representative of the NSW Police

J Fogg

Representative of the NSW RMS

**J Winter**

**B Frost**

**Representative of the State MP**

**Representative of the Council**

**7.6 PRESENTATION BY GARRY BARNES FROM NSW PUBLIC WORKS ON THE KALKITE STREET  
UPGRADE PROJECT REGARDING THE NEW TRAFFIC ARRANGEMENTS, TRAFFIC CONTROL DEVICES  
AND REGULATORY SIGNAGE**

Record No:

Responsible Officer: Development Engineer

Key Direction: 2. Expanding Connections Within the Shire and Beyond

Delivery Plan Strategy: DP2.3 Continually monitor and improve traffic management throughout the Shire.

Operational Plan Action: OP2.8 Investigate and implement Traffic Management measures as an aid to increase road safety throughout the Region.

Attachments: 1. Kalkite Street Sketch KS-16-02 Rev B  
2. Kalkite Street median profile Sketch KS-16-03  
3. Kalkite St Modifications document

Cost Centre 1505 Service Delivery

Project Snowy Monaro Local Traffic Committee

Further Operational Plan Actions:

**EXECUTIVE SUMMARY**

Garry Barnes from NSW Public Works will present to the Snowy Monaro Local Traffic Committee (SMLTC) the current design proposal of the upgrade of Kalkite Street and seek SMLTC advice on traffic matters and “in principle” support of the project. Design drawings are attached for the consideration of the SRLTC Representatives.

At the conclusion of the meeting, it is suggested that all representatives meet on site to discuss the project further.

To be able to provide a report to the Administrators Delegation meeting prior to the Easter Long Weekend 2017, a recommendation from the SRLTC will be required at an extraordinary SRLTC meeting proposed for Wednesday 29 March 2017.

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

**COMMITTEE RECOMMENDATION**

**LTC7/17**

In principle, the Local Traffic Committee does not support the opening of Kalkite Street to general traffic. The committee has safety concerns, some of which are as follows:

- The impact of reducing the bus zone will have on the stacking of busses in Park Road.
- Concerns with a new pedestrian (“zebra”) crossing outside of school hours.
- The removal of the traffic islands at each end will encourage non-compliance in the use of a “rat

route”

- The proposed pickup zone on the opposite side of the road may encourage children not to use the formal crossing. This is a serious safety concern.

**S Morabito**

**Representative of the NSW Police**

**J Fogg**

**Representative of the NSW RMS**

**J Winter**

**Representative of the State MP**

**B Frost**

**Representative of the Council**

### **Attendance of NSW Public Works**

Garry Barnes joined the meeting at 10.38 am.

Mr Garry Barnes from NSW Public Works, discussed the elements of the upgrade project proposed for Kalkite Street, Jindabyne. Mr Barnes explained to the committee components such as the bus zone, created on the school side of the street, which is governed by the available length of the street and discussed the proposed changes in the road with the opening of two lanes.

The committee discussed at length, signage along the street and the impact the changes will have on the safety of children at the drop off/pick up zones. How the shortened length of the bus zone will result in busses having to queue in Park Road before being able to enter Kalkite Street and then drop off/pick up school children in the bus zone. The committee also expressed concerns in how the changes will affect the school zone during the winter period, with the influx of visitors to the town. The RMS Representative requested that the Safety Around Schools officer be informed of the proposed changes. The RMS Representative also asked if the school is in agreement with the proposed changes to traffic and suggested that it would benefit the project to have the school in agreement with the changes.

## **8. GENERAL BUSINESS**

### **8.1 HILL CLIMB UPDATE**

The Police Representative informed the committee that organisers of the Hill Climb have been in contact, via email, to discuss the renewal of the DA. Signage and traffic control were discussed. The organiser will contact Council about changes for the next event.

### **8.2 SNOW TUNES UPDATE**

The Chair informed the committee he has been in contact with the Snowtunes Event Organiser, Josh Green from Phoenix Entertainment Live, to arrange a debrief. This year the organisers are proposing to hold the event across a Friday and Saturday night, no date has been proposed as yet. The event organiser will be invited to a debrief at the next LTC meeting on 10 May 2017.

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**9. MATTERS OF URGENCY**

**10. NEXT MEETING**

Wednesday 10 May 2017

There being no further business the Chair declared the meeting closed at 12.30pm

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CHAIRPERSON

The above minutes of the Local Traffic Committee Meeting of Snowy Monaro Regional Council held on 8 March 2017 were confirmed by Committee at a duly convened meeting on at which meeting the signature hereon was subscribed.

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## 9.1 LICENCE AGREEMENT FOR COACHING AND SWIMMING LESSONS AT JINDABYNE INDOOR SWIMMING POOL

Record No:

Responsible Officer:	Director Service Delivery
Author:	Asset Manager
Key Direction:	5. Enhancing Our Healthy, Active Lifestyle
Delivery Plan Strategy:	DP5.2 Upgrade and maintain current investments in community, sporting, recreation and fitness facilities and infrastructure.
Operational Plan Action:	OP5.3 Maintain Council swimming pools to comply with statutory reporting requirements on water quality, pool operations and equipment.
Attachments:	<ol style="list-style-type: none"><li>1. Licence Agreement for Swim Coaching and Swimming Lessons by Alisha Russell Sailfish Swim School <a href="#">↓</a></li><li>2. Sailfish Swim School Proposal to Snowy Monaro Regional Council for swim classes and coaching at Jindabyne Swimming Pool on Saturdays <a href="#">↓</a></li><li>3. Sailfish Swim School Swim Levels <a href="#">↓</a></li><li>4. Sailfish Swim School Learn to Swim Brochure <a href="#">↓</a></li></ol>
Cost Centre	1710 Jindabyne Indoor Swimming Pool
Project	
Further Operational Plan Actions:	

### EXECUTIVE SUMMARY

Swim Coach, Alisha Russell of Sailfish Swim School, has requested from Council to enter into a Licence Agreement for swimming lessons and coaching program on a Saturday at Jindabyne Indoor Swimming Pool.

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

#### OFFICER'S RECOMMENDATION

That Council

- A. Confirms action to enter into a Licence Agreement in accordance with the draft Licence attached to this report with Alisha Russell of Sailfish Swim School for the provision of swim lessons and coaching at the Jindabyne Indoor Swimming Pool for a period of 12 months from 18 March 2017 to 17 March 2018 on a Saturday each week.
- B. Authorises the General Manager to negotiate and execute a suitable licence agreement.

### BACKGROUND

Swim Coach, Alisha Russell of Sailfish Swim School, has requested from Council to enter into a Licence Agreement for her to hold swim lessons and a coaching program on a Saturday at Jindabyne Indoor Swimming Pool from 11.15am to 2.15pm.

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Jindabyne Swimming Pool currently has Lynne Burke coaching and teaching at Jindabyne Swimming Pool on Tuesday and Thursday mornings and Tuesday to Friday afternoons.

## **QUADRUPLE BOTTOM LINE REPORTING**

### **1. Social**

The continuity of swim classes and coaching sessions on a weekend will promote the health and wellbeing of the local children and community through non impact exercise.

### **2. Environmental**

Improvement in systems and further enhancement to the operations of Council's Indoor Swimming Pool will in turn generate increased revenue from pool usage and tourist activity for the benefit of the local community.

### **3. Economic**

The continuity of swim classes and coaching sessions on a Saturday would continue to benefit local children, community and Council from the licence fee of \$29 per day and extra entrance fees.

Jindabyne Swimming Pool Licence fee is –

\$29 per day each Saturday for approximately 40 weeks = \$1,160.00

### **4. Civic Leadership**

Ensuring the provision of swim classes and coaching at Jindabyne Indoor Swimming Pool demonstrates Council's commitment to the health and well-being of children, residents and visiting seasonal staff, and reinforces that resources to enable health lifestyle options are available.

### **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: .....

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**SNOWY MONARO REGIONAL COUNCIL**

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**DEED OF LICENCE**

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ECM

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**THIS DEED** is made on       day of March 2017

BETWEEN       SNOWY MONARO REGIONAL COUNCIL of 2 Myack Street  
Berridale NSW 2628 (“Licensor”)

AND                ALISHA RUSSELL of PO Box 33 Jindabyne NSW 2627

## **BACKGROUND**

- A.        The Licensor is the registered proprietor of the Property.
- B.        The Licensor has agreed to grant and the Licensee has agreed to accept a licence to conduct swimming lessons and coaching sessions on the Property upon the terms and conditions contained in this Deed.

---

## **IT IS AGREED**

### **1        INTERPRETATION**

- 1.1       In this Deed the following words and phases have the meanings as set out below and all derivatives of these words and phrases have the relevant corresponding meanings:

<b>Term</b>	<b>Meaning</b>
<b>“Deed”</b>	This document together with all its schedules and annexures and all amendments or replacements to any of them.
<b>“Commencement Date”</b>	means the date specified in <b>item 2</b> .
<b>“GST”</b>	means the Goods and Services Tax.
<b>“CPI.”</b>	means the All Groups Consumer Price Index Number for Canberra published by the Australian Bureau of Census and Statistics or in the event that such index ceases to be published for any reason such other Price Index as the Licensor reasonably considers applicable.
<b>“Licence”</b>	means the licence hereby granted.
<b>“Licence Fee”</b>	means the initial amount calculated in accordance with <b>clause 3</b> together with any increases from time to time and at any time thereto pursuant to <b>item 3.3</b> .
<b>“Review Dates”</b>	Deliberately deleted.
<b>“The Property”</b>	Means the Jindabyne Indoor Heated Pool, lot 11 DP 866943, Kalkite Street Jindabyne
<b>“Period”</b>	means the period specified in <b>item 3</b> .
<b>“Permitted Use”</b>	means conducting swimming lessons and coaching and other activities approved by the Licensor from time to time.

- 1.2       In this Deed, unless the contrary intention appears:
-

9.1 LICENCE AGREEMENT FOR COACHING AND SWIMMING LESSONS AT JINDABYNE  
INDOOR SWIMMING POOL

ATTACHMENT 1 LICENCE AGREEMENT FOR SWIM COACHING AND SWIMMING LESSONS  
BY ALISHA RUSSELL SAILFISH SWIM SCHOOL

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- (a) A reference to an item is a reference to an item of the schedule forming part of this Agreement;
- (b) the singular includes the plural and vice versa;
- (c) all monetary amounts are in Australian dollars;
- (d) a reference to time is to local time in Sydney, NSW; Australia;
- (e) a reference to a person includes a firm, unincorporated association, corporation, government or statutory body or any other legal entity, together with its successors and assigns; and
- (f) a reference to any thing or amount is a reference to the whole and each part of it.

1.3 Headings are for convenience only and do not affect the interpretation of this Deed.

**2 THE LICENCE:**

2.1 The Licensor hereby grants to the Licensee a non-exclusive licence to occupy and use the Property for the Permitted Use during the Period.

2.2 The Licensee may conduct the Permitted Use at the times and in the lanes of the pool as agreed with the Pool Lifeguard/Attendant.

2.3 The Licensee and the Licensor agree that the times of the use will be for a Saturday each week from 11.15am to 1.15pm. Any variation of these times will be notified to Council's Asset Manager prior to the variation commencing.

2.4 Where the Permitted Use is conducted outside the normal opening hours of the Property the Licensor will be responsible for collecting pool entry charges for people attending the Property.

2.5 The Licensor and the Licensee hereby acknowledge and agree that:-

- (a) The Licence does not confer upon the Licensee any estate or interest in the land or the Property or any part thereof, the possession and control of which shall at all times remain vested in the Licensor.
- (b) The Licensee shall at all times occupy and use the Property at the risk of the Licensee and the Licensor shall not in any circumstances be liable to the Licensee for any loss or damage suffered by the Licensee for any malfunction disconnection failure to function or interruption of or to the water or electricity services or blockage of any sewers wastes drains gutters downpipes or stormwater drain from any cause whatsoever or any disruptions to the pool water treatment facilities or cleaning or repairs to the pool or any other interference with or interruption to any services that may now or hereafter be available in respect of the Property.

**3 LICENCE FEE:**

3.1 The Licensee must pay the License Fee in accordance with **item 4**.

3.2 The Licence Fee for the first year of the Period will be in accordance with **item 1**.

- 3.3 Where the Licensee fails to pay when due the Licence fee or any other amount payable under this Deed, the Licensor may, in addition to any other rights it may have, charge interest on all overdue amounts at the rate set out in **item 5**, calculated daily on the outstanding balance.

#### **4 LICENSEE'S OBLIGATIONS:**

- 4.1 The Licensee hereby covenants and agrees with the Licensor as follows:

- (a) Not to carry on nor to permit or be carried on any business or service in, on or from the Property except the Permitted Use.
  - (b) At all times to conduct the Permitted Use in a clean, professional, ethical and businesslike manner and comply with all applicable statutes, rules, regulations and by-laws required to be observed by the Licensee of the carrying on of the Permitted Use;
  - (c) At all times to follow lock up and opening procedures for the Property as determined and advised by the managers of the Property.
  - (d) To maintain Workers Compensation insurance and to provide proof of currency to Council at the commencement of this Licence.
  - (e) Not to permit nor suffer anything to be done on the Property which may cause a nuisance or annoyance to the public or owners and occupiers of the Property or adjoining or neighbouring owners or occupiers.
  - (f) To indemnify and keep indemnified the Licensor against all actions, suits, claims, debts, obligations and other liabilities during the continuance of this Licence incurred in respect of the Permitted Use or arising out of the carrying on of the Permitted Use or arising out of any default, neglect act or failure to act by the Licensee its servants agents and invitees in the performance and observance of the terms and conditions of this Licence by the Licensee its servants agents and invitees and further the Licensee shall effect with some reputable insurance office public risk insurance for a minimum coverage of \$20,000,000 (or such greater sum as the Licensor shall reasonably require) for any one incident in upon or in respect to the Property and the Permitted Use in the joint names of the Licensor and Licensee and the Licensee shall produce the relevant policy and premium receipts to the Licensor every 12 months upon demand.
  - (g) not to assign, transfer, mortgage, pledge or part with the benefit of this Licence or any rights hereby created or agree to any such assignment, transfer, mortgage, pledge or to part with the benefit or rights except with the written approval of the Licensor, which consent shall not be unreasonably withheld.
  - (h) Not to do or permit to be done any act, matter or thing which would place at risk the safety of the public, staff, other users or occupants of the Property .
  - (i) Equipment is to be used by students only and will only be used during lesson/coaching sessions.
-

- (j) The Licensee is to ensure that all equipment is stored in the nominated area at the end of each session.
- (k) To ensure that the Licensee and all employees or contractors comply with the Child Protection (Prohibited Employment) Act 1998 during the Licence Period.
- (l) To conduct the Permitted Use in accordance with WH&S Regulations.

4.2 The Licensee may conduct the Permitted Use

## **5 TERM AND TERMINATION**

5.1 The Licence will continue for the duration of the Period subject to any earlier termination of this Licence as permitted pursuant to this Deed or by law.

5.2 The Licensor and the Licensee hereby expressly agree and acknowledge that if:-

- (a) the Licence Fee or any other monies payable hereunder (including the GST) or any part thereof shall be in arrears or unpaid for fourteen (14) days after the same shall have become due and payable (whether or not any formal demand has been made for payment);
  - (b) the Licensee shall neglect to comply with any proper notice given pursuant to this Licence;
  - (c) the Licensee shall neglect to perform or observe any covenant, condition, restriction, rule or agreement herein contained or implied on the Licensee's part to be performed or observed, particularly the requirements in clause 4.1(c);
  - (d) the Licensee (being a natural person) shall commit any act of bankruptcy or shall assign his estate for the benefit of creditors or enter into a Deed of Arrangement with his creditors or enter into an arrangement for the liquidation of his debts by composition or otherwise; or
  - (e) the Licensee (being a company) shall be the subject of an application for the winding-up of the Licensee or an order for liquidation of the Licensee whether compulsory or voluntary or the Licensee shall commit any act of bankruptcy or a receiver or administrator shall be appointed over the whole or part of the assets or undertaking of the Licensee or the goods and chattels of the Licensee shall be attached or taken in execution;
  - (f) the Licensee shall fail to pay, maintain or keep current any licence permit or authority which the Licensee is required by any government, local government or statutory authority to pay maintain or keep current in order lawfully to conduct the Services;
  - (g) any such act matter or thing shall constitute a repudiation by the Licensee of this Licence so that the Licensor shall without prejudice to any other rights it may have be entitled to terminate this Licence upon giving 90 days written notice to the Licensee (and for the purposes of this Licence any termination and/or re-entry by the Licensor pursuant to paragraphs (a) to (g) of **clause 5.2** shall be deemed to constitute a rescission) and to recover damages from the Licensee for the full extent of its loss arising out of such repudiation.
-

- 5.3 On the termination or expiry of this Licence the Licensee must vacate the Property and leave the Property in a clean and tidy condition. The Licensee may remove its plant and equipment provided that in effecting such removal the Licensee does not cause any damage to the Property or any part thereof. In the event that the Licensee causes any such damage, the Licensor is entitled to repair the same and to recover the cost of such repairs from the Licensee.

## **7. GENERAL**

- 7.1 Licensee warrants that in entering into this Deed the Licensee has not relied upon any representation or warranty made by or on behalf of the Licensor.
- 7.2 Nothing in this Licence shall imply or warrant that the Property is fit for or entitled to be used for any particular purpose and the Licensee hereby acknowledges that in entering into this Deed it has not relied upon any representation made by the Licensor, its servants or agents as to the suitability of the Property for any particular purpose.
- 7.3 No amendment or variation of this Deed is valid or binding on a party unless made in writing executed by all parties. This Deed contains the entire agreement between the parties with respect to its subject matter and supersedes all prior agreements and understandings between the parties in connection with it.
- 7.4 Any provision of this Deed which is prohibited or unenforceable in any jurisdiction is ineffective as to that jurisdiction to the extent of the prohibition or unenforceability. That does not invalidate the remaining provisions of this agreement nor affect the validity or enforceability of that provision in any other jurisdiction.
- 7.5 No failure to exercise nor any delay in exercising any right, power or remedy by a party operates as a waiver. A single or partial exercise of any right, power or remedy does not preclude any other or further exercise of that or any other right, power or remedy. A waiver is not valid or binding on the party granting that waiver unless made in writing.
- 7.6 This Deed is governed by the laws applicable from time to time in New South Wales and each party submits to the jurisdiction of the Courts of that State.
- 7.7 This Deed may consist of a number of counterparts and if so the counterparts taken together constitute one and the same document.
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**SCHEDULE**

- |                                       |  |
|---------------------------------------|--|
| <b>1. Licence Fee</b>                 | \$29.00 per day (twenty nine dollars) including GST .  |
| <b>2. Commencement Date</b>           | March 2017   |
| <b>3. Period</b>                      | The period commencing March 2017 and ending on March 2018  |
| <b>4. Payment Dates</b>               | The Licence Fee is payable in advance on the first day of each month and any variation during any month is to be adjusted on the first day of the following month. |
| <b>5. Late Payment of Licence Fee</b> | To be calculated in accordance with Council's advertised Fees and Charges.   |



**EXECUTION**

Executed as a **DEED** in New South Wales

On ..... of ..... 2017

**SIGNED** by  
(licensee)

)  
)  
)  
)

\_\_\_\_\_

In the presence of

\_\_\_\_\_

\_\_\_\_\_ *Print Name*

**SIGNED** on behalf of Snowy Monaro  
Regional Council

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_



Learn to swim Proposal  
Proposal valid for 30 day from date

Dated 20<sup>th</sup> February, 2017

**Introduction:**

Our learn to school swim program has been especially designed to help enhance the needs of swimmers from all ages 6 month to adults. We are very excited to offer this unique program to the Snowy Mountain's area with over 18 year experience in the aquatic industry we have been able to produce one of the best and more importantly a flexible program to the Snowy Mountain region.

SSS program has been designed to allow for continuous improvement at age and ability levels in small classes. Our instructors teach the ideal balance of swimming skills and water confidence in a safe environment. Combining technical knowledge and the ability to communicate to all ages, our instructors have a caring, emphatic and inclusive approach to teaching. All instructors are Austswim qualified and have a current CPR certificate.

**Program Details**

Location:	Jindabyne Swim Pool	
Day:	Saturday 9:30 - 11:30	
Class duration:	2 hours duration, each lesson will run for 30 min	
Ratio teacher/ Student:	Bubs lesson	1 : 6
	Beginners infants	1 : 4
	Beginner school age	1 : 4
	Intermediate	1 : 5
	Squad	1 : 6

#### Learn to Swim Program

SSS can cater for all ages and abilities; we are able to work with the community to achieve a program that is accessible to all in the snowy mountains region.

#### BENEFITS OF SWIMMING

- 1 Can be either an individual or a team sport
- 2 Something that children can continue to do for the rest of their lives
- 3 Very few injuries sustained from swimming when compared to other youth sports
- 4 Provides a fun and challenging way to help children stay fit
- 5 Teaches important safety skills to prevent drowning, which is the second leading cause of unintentional injury death among youth
- 6 Provides cardiovascular activity that promotes heart and lung health
- 7 Improves stamina, flexibility, strength, balance and posture
- 8 Helps prevent childhood obesity, which is an increasing health problem, and that in turn can help prevent juvenile diabetes
- 9 It is a mental exercise that can help improve emotional health and well-being
- 10 It is easier for children with disabilities or medical conditions that might prevent them from participating in other youth sports

#### SSS Swim Levels

We offer at the start of the program, each student will receive an assessment notice, this notice will provide the parents with information about what level a student has been placed into and why.

#### Learn to Swim Program

<u>Level 1</u>	STARFISH	max 4 children per class
<u>Level 2</u>	SEAHORSE	max 4 children per class
<u>Level 3</u>	OCTOPUS	max 5 children per class

#### Squad Program

<u>Level 1</u>	MINISQUAD-DOLPHIN	max 6 per class
<u>Level 2</u>	WHALES	max 7 per class
<u>Level 3</u>	SHARKS	max 8 per class

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**Sailfish Swim School Staff**

Here at Sailfish Swim School we have access to over 5 Austswim qualified instructors who hold a current CPR certificate. Our principle instructor has work in the aquatic industry for over 18 year with experience in operating and owning a learn to swim center and working for numerous aquatic center's in Sydney. Her experience also extends to TAFE and University studies in sport management, exercise and sports science, and infant aquatics in Sweden.

Our experience staff love teaching and have a strong passion for teaching children water safety and learn to swim.

**Insurances.**

All Austswim qualified Instructors are covered under the Austswim teacher and water safety insurance policy.

What amount is covered:

\$ 20 Million Public Liability any one occurrence

\$ 20 Million Product Liability any one occurrence

\$ 10 Million Professional Indemnity Insurance any one

"Effective from the 1st March 2012 AUSTSWIM added a further benefit for AUSTSWIM Licenced Teachers. The insurance coverage is automatic for all current AUSTSWIM Licensed Teachers. The insurance is automatically renewed when you renew your AUSTSWIM Teacher Licence"

SSS would love the opportunity to provide the Snowy Mountain region with this new and exciting swim program, we are available if need to discuss the proposal further and hope to hear from you soon.

Regards

Alisha Russell

0409 936 986

PO BOX 33 JINDABYNE

alisha@chinacreek.com.au

AUSTSWIM Number: 2321514

Sailfish Swim  
School



Sample Only

Sailfish Swim  
School

**Assessment letter 2017**

Child Name: \_\_\_\_\_

School Year: K    1    2    3    4

**Swim experience:**

✓ Please tick One:

- ☐ No swim experience
- ☐ Some but little swim experience
- ☐ Attended swim lessons in the past
- ☐ Currently attends swim lessons

How many times a week: \_\_\_\_\_

✓ Please Tick One:

- ☐ Has a fear of water
- ☐ Not a confident swimmer
- ☐ Confident but needs assistance
- ☐ Can swim unassisted

Please Tick if your child can swim unassisted

- ☐ Can swim 5 meters
- ☐ Can swim 10 meters
- ☐ Can swim 25 meters
- ☐ Can swim 50 meters or more

Please write any other comments that you think might help us  
place your child in the appropriate swim level.

### PRE-SCHOOL PROGRAM: 2-5 YRS



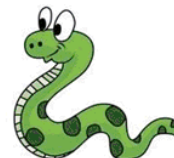
#### FROGS:

Is an introduction for babies and parents on water familiarization and water safety. Please see our Aqua bubs specialized programs.



#### TURTLES:

For our under 5yrs who have never learn to swim. They will learn water confidence in a fun loving environment. Floating, kicking, bubble blowing and basic water movement.



#### SEASNAKES:

Children will learn gliding, develop unassisted swimming on front and back. Freestyle arms are introduced. They then progress to our Jnr Seahorse Level.

### PRIMARY SCHOOL: LEARN TO SWIM PROGRAM 5+



#### STARFISH:

This program is designed for children who have had very little experience in the water. Children will learn submersion techniques, become water confident and learn basic water movement as well as floatation and kicking skills.



#### SEAHORSE: (Jnr level under 5)

Children will learn freestyle arms developing into bilateral breath backstroke arms and diving will be introduced.



#### OCTOPUS:

Children will learn how to confidently swim 20meters bilateral breath freestyle and backstroke (unassisted). Breaststroke legs will be introduced.

### MINI SQUAD: 5+



#### DOLPHIN: MINI SQUAD

This is for our young confident swimmer. Children will continue to develop breaststroke swim. Butterfly kick and race techniques are introduced.



#### WHALES:

Children will confidently swim 100m Freestyle and backstroke swim. Butterfly will continue being developed with breathing, as well as competitive swim skills.



#### SHARKS:

Train multiple times a week learning not only competitive stroke and techniques but gain a holistic view of the junior competitive sport

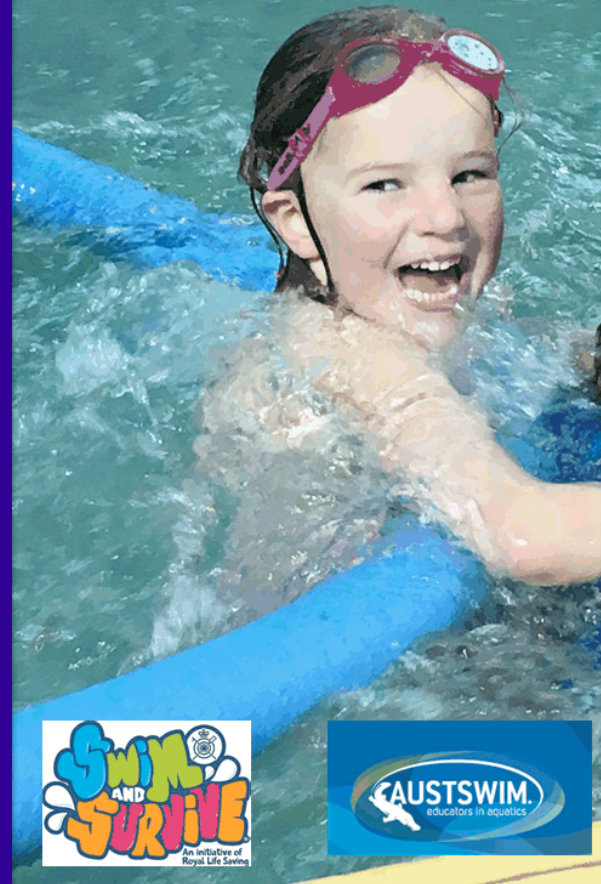
Our swim school offers a range of learning and development programs, catering for all ages and levels. We promote water awareness, confidence, mobility, safety, stroke development and fitness. Highly qualified and experienced instructors teach in a safe and enjoyable learning environment.

Drowning is one of the main causes of death in children 0-4 years of age. Between 1 July 2002 and 30 June 2016, 430 children under the age of 5 drowned in Australian waterways.  
“(Royal life saving Australia)”



Sailfish Swim  
School

BE CONFIDENT  
BE SAFE  
HAVE FUN







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## 11.1 PROPOSAL TO LICENCE COUNCIL VACANT LAND AT 52 SANDY CROSSING, BOMBALA FOR GRAZING

Record No:

Responsible Officer:	Director Service Delivery
Author:	Property Officer
Key Direction:	1. Sustaining Our Environment for Life
Delivery Plan Strategy:	DP1.6 Ensure Council services, facilities and land holdings achieve best practice for sustainability.
Operational Plan Action:	OP1.22 Ensure Council has a safe reliable, sustainable and cost effective assets through the effective management of Facilities, Infrastructure, Plant, Motor Vehicle and Equipment Assets.
Attachments:	1. Draft Licence Agreement - Part Property at 52 Sandy Crossing, Bombala <a href="#">↓</a>
Cost Centre	1490 – Buildings Revenue
Project	
Further Operational Plan Actions:	

### EXECUTIVE SUMMARY

On 22<sup>nd</sup> February, 2017 Council received an email from Jo Vincent of Bombala requesting that Council consider leasing/licensing the vacant land at the rear of the Council residence at 52 Sandy Crossing, Bombala. The residence is fenced off and the residue (vacant land) comprises about 1 ha.

Licensing the property for grazing would ensure that the outer paddock would be kept tidy and that the activity would negate the fire hazard without any input from Council.

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

#### OFFICER'S RECOMMENDATION

That Council

- A. Approve the proposal to licence the rear paddock at 52 Sandy Crossing, Bombala to Joanne Vincent for the purpose of grazing horses
- B. Approve the proposed period of licence of 12 months with an optional further period of 12 months as determined in the licence agreement
- C. Approve the proposed license fee of \$52.00 pa in view of the savings to Council with respect to weed control, mowing and fence maintenance.

### BACKGROUND

On 22<sup>nd</sup> February, 2017 Council received an email from Jo Vincent of Bombala requesting that Council consider leasing/licensing the vacant land at the rear of the Council residence at 52 Sandy Crossing, Bombala. The residence is fenced off and the residue (vacant land) comprises about 1 ha.

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Presently Council slashes the boundary of the “paddock” as a fire prevention measure and is also responsible for weed control and maintenance of the boundary fence.

The former Bombala Council purchased the property in 2009 using grant funds from the Federal Government for doctor accommodation. Council’s Deputy Director Service Planning has been working with the local doctor, Dr Colin Pate, regarding access to this property for a new doctor. These discussions are ongoing.

Licensing the property for grazing would ensure that the outer paddock would be kept tidy and that the activity would negate the fire hazard without any input from Council.

The applicant has stated that she has a number of locations where she grazes her horse so it is unlikely that the area will be overgrazed. However, this will be addressed in the licence conditions.

A draft licence agreement is attached to this report with conditions which include weed control and maintenance of fencing.

#### **QUADRUPLE BOTTOM LINE REPORTING**

##### **1. Social**

This vacant land is not being used by Council and to make it available under a licence agreement to a member of the community will reduce the costs of maintenance to Council.

##### **2. Environmental**

The impact on the environment will be generally positive.

##### **3. Economic**

Whilst the licensing of unused Council land will not give Council much return financially, the savings will lie in the cost shifting for maintenance, fencing and weed control. It is proposed to only charge a peppercorn rental for the land for agistment purposes. Whilst the house is vacant the licensee would be responsible for water usage costs which may be levied against the property. If the house is occupied at any time during the period of the licence then this arrangement may need to be revised.

The financial cost to Council during this financial year is \$570 to date and this was incurred for mowing.

The fee of \$52.00pa is a peppercorn rental fee and the real savings will come through not having to mow the property.

##### **4. Civic Leadership**

The land subject of the proposal will be maintained through the activity of grazing thereby relieving Council of the costs associated with maintaining the grounds, fencing and weed control.

#### **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: .....

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**SNOWY MONARO REGIONAL COUNCIL**

**VACANT LAND AT 52 SANDY CROSSING, BOMBALA**

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**DEED OF LICENCE**

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**THIS DEED** is made on

2017

**BETWEEN SNOWY MONARO REGIONAL COUNCIL** of 80 Commissioner  
Street, Cooma NSW 2630

**AND JOANNA VINCENT** of Lot 21 Gunningrah Road, Bombala NSW  
2632

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## BACKGROUND

- A. The site is at 52 Sandy Crossing, Bombala and comprises that part of the property which is fenced off at the rear of the residence (approx. 1ha)
- B. The Licensor has agreed to grant and the Licensee has agreed to accept a non-exclusive license over the Site upon the terms and conditions contained in this Deed for the purposes of Cooma & District Kennel & Obedience Club activities.

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## IT IS AGREED

### 1. INTERPRETATION

1.1 In this Agreement the following words and phrases have the meanings as set out below and all derivatives of these words and phrases have the relevant corresponding meanings:

Term	Meaning
“Deed”	This document together with all its schedules and annexures and all amendments or replacements to any of them.
“Commencement Date”	as specified in <b>item 2. Commencement Date.</b>
“GST”	means the Goods and Services Tax.
“Licence”	means the licence hereby granted.
“Licence Fee”	means the initial amount specified in <b>item 4. Licence Fee</b> or the current licence fee as adjusted in accordance with the CPI published in the previous quarter.
“Period”	means the period specified in <b>item 3. Period</b>
“The Site”	means the area described in <b>item 1. Site</b>
“Optional Further Period of Licence”	Means the period described in <b>item 5. Optional Further Period of Licence</b>

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11.1 PROPOSAL TO LICENCE COUNCIL VACANT LAND AT 52 SANDY CROSSING,  
BOMBALA FOR GRAZING

ATTACHMENT 1 DRAFT LICENCE AGREEMENT - PART PROPERTY AT 52 SANDY  
CROSSING, BOMBALA

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“**Approved Use**” Means the approved use described in **item 7. Approved Use**

1.2 In this Agreement, unless the contrary intention appears:

- (a) A reference to an item is a reference to an item of the schedule forming part of this Agreement;
- (b) the singular includes the plural and vice versa;
- (c) all monetary amounts are in Australian dollars;
- (d) a reference to time is to local time in Sydney, NSW; Australia;
- (e) a reference to a person includes a firm, unincorporated association, corporation, government or statutory body or any other legal entity, together with its successors and assigns; and
- (f) a reference to any thing or amount is a reference to the whole and each part of it.

1.3 Headings are for convenience only and do not affect the interpretation of this Agreement.

## **2. THE LICENCE:**

2.1.1 The Licensor hereby grants to the Licensee an exclusive licence to use the Site to conduct the approved activities during the Period.

2.1.2 The Licensor and the Licensee hereby acknowledge and agree that:-

- (a) The Licence does not confer upon the Licensee any estate or interest in the land or the Site or any part thereof, the possession and control of which shall at all times remain vested in the Licensor.
  - (b) The Licensee shall at all times occupy and use the Site at the risk of the Licensee and the Licensor shall not in any circumstances be liable to the Licensee for any loss or damage suffered by the Licensee in respect of its use of the Site.
  - (c) The Licensor, its servants and agents shall be entitled with or without workmen at all times to enter the Site for the purposes of inspecting and/or carrying out any repairs or works to the Site or for any other purpose.
  - (d) Prior to the commencement of the licence shall provide the Licensor with evidence of public liability insurance in the amount of \$20m (twenty million dollars).
-

**3. LICENCE FEE:**

- 3.1 The Licensee must pay the License Fee in accordance with **item 5**
- 3.2 Where the Licensee fails to pay when due the Licence fee or any other amount payable under this Deed, the Licensor may, in addition to any other rights it may have, charge interest on all overdue amounts at the rate set out in **item 6**, calculated daily on the outstanding balance.
- 3.3 The Licensee shall pay to the Licensor in addition to the Licence Fee specified at **item 4** (and such other sums as may be payable by the Licensor pursuant to the terms and conditions of this Licence) the whole of the GST assessed on such Licence Fee and other sums aforesaid.

**4. LICENSEE'S OBLIGATIONS**

- 4.1 The Licensee hereby covenants and agrees with the Licensor as follows:
    - (a) To comply with the maintenance schedule to maintain the Site in a clean and tidy manner control of noxious weeds and animals on the Site and maintenance of the boundary fence as directed by the local control authorities and the Licensor.
    - (b) The boundary fence shall be maintained in such a manner that stock are contained within the site at all times.
    - (c) The Licensee shall indemnify and keep indemnified the Licensor against all actions, suits, claims, debts and obligations and other liabilities during the continuation of the licence and further the Licensee shall take out a public risk insurance policy with a reputable insurance office approved by the Licensor in the names of the Licensee and the Licensor in the sum of not less than **TWENTY MILLION DOLLARS** (\$20,000,000) or such other greater sum as the Licensor may from time to time require and shall produce to the Licensor within two weeks of renewal of the policy each year a certificate of currency in respect of such insurance policy.
    - (d) The Licensee shall not carry out any earthworks or improvements on the site without the prior written consent of the Licensor.
    - (e) The Licensee shall ensure that during the term of this agreement the area is used for approved activities only
    - (f) The Licensee shall ensure that the licensed area is not overgrazed at any time during the term.
    - (g) The Licensee will be responsible to pay any water usage charges levied against the property whilst the residence located on the property remains vacant.
    - (h) Should the residence become occupied then the payment of water usage charges will be reviewed.
    - (i) The Licensee shall comply with all statutory requirements relating to the activities that it conducts on the site.
-

11.1 PROPOSAL TO LICENCE COUNCIL VACANT LAND AT 52 SANDY CROSSING,  
BOMBALA FOR GRAZING

ATTACHMENT 1 DRAFT LICENCE AGREEMENT - PART PROPERTY AT 52 SANDY  
CROSSING, BOMBALA

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- (j) Not to do or permit to be done any act, matter of thing which would place at risk the safety of the public, staff, other users or occupants of the Site.
- (k) Not to interfere with any person authorised by the Licensor to access the Site or any part of it.
- (l) In the event of a conflict the Licensor's decision will be final.
- (m) To ensure that all rubbish is removed immediately from the site .
- (n) To ensure that all equipment, which is associated with the approved activity, is stored in a tidy manner so as not to impact on other users of the area or obstruct entry to any part of the premises.

**5. GENERAL**

- 5.1 If the Licence fee or any part thereof is in arrears for two (2) months from the date appointed for payment thereof (although no formal demand has been made) or the Licensee is in default of any condition, covenant or stipulation of this agreement whether expressed or implied herein the Licensor may in its absolute discretion immediately or at any time thereafter terminate this Licence without releasing the Licensee in any way from any liability in respect of such non payment or breach or non observance of any such covenant condition or stipulation.
  - 5.2 Termination of this agreement other than in accordance with the provisions of Clause 5.1 above may be affected by the service of one (1) months notice in writing by either party on the other.
  - 5.3 All permanent structures are to remain and become Council's property at the expiry of the licence period.
  - 5.4 The licensee can remove any other removable equipment and items at the expiry of the licence period.
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**SCHEDULE**

<b>1. Site</b>	Part lot DP Located at 52 Sandy Crossing, Bombala NSW
<b>2. Commencement Date</b>	Day of 2017
<b>3. Period</b>	1 Year from the commencement date
<b>4. Licence Fee</b>	\$52.00 pa plus GST to be paid within 7 days of the Commencement date and annually thereafter
<b>5. Optional Further Period of Licence</b>	1 Year to be approved at the discretion of Council.
<b>6. Late Payment of Licence Fee</b>	Interest will be calculated in accordance with Council's adopted fees and charges
<b>7. Approved Use</b>	Horse grazing

**DEED OF LICENCE**

This Deed was executed by  
**SNOWY MONARO REGIONAL**  
of 81 Commissioner Street, Cooma  
pursuant to Resolution No.  
made on

.....  
Signature of General Manager

.....  
Name of General Manager

**JOANNA VINCENT** of Lot 21 Gunningrah Road  
Bombala NSW

.....  
Signature

.....  
Name

.....  
Signature

.....  
Name

**Dated .....**

### 13. CONFIDENTIAL MATTERS

In accordance with Section 10A(2) of the Local Government Act 1993, Council can exclude members of the public from the meeting and go into Closed Session to consider confidential matters, if those matters involve:

- (a) personnel matters concerning particular individuals; or
- (b) the personal hardship of any resident or ratepayer; or
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business; or
- (d) commercial information of a confidential nature that would, if disclosed;
  - (i) prejudice the commercial position of the person who supplied it, or
  - (ii) confer a commercial advantage on a competitor of the council, or
  - (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law; or
- (f) matters affecting the security of the council, councillors, council staff or council property; or
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege or information concerning the nature and location of a place; or
- (h) an item of Aboriginal significance on community land.

and Council considers that the closure of that part of the meeting for the receipt or discussion of the nominated items or information relating thereto is necessary to preserve the relevant confidentiality, privilege or security of such information, and discussion of the material in open session would be contrary to the public interest.

In accordance with Section 10A(4) of the Local Government Act 1993 the Chairperson will invite members of the public to make verbal representations to the Council on whether the meeting should be closed to consider confidential matters.

#### RECOMMENDATION

1. THAT pursuant to Section 10A subsections 2 & 3 and Section 10B of the Local Government Act, 1993 (as amended) the following items on the agenda for the Ordinary Council meeting be dealt with in Closed Session for the reasons specified below:

##### **13.1 Telecommunications Link Options Into Bombala**

Item 13.1 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

##### **13.2 Sale of old Lions Park at Bombala**

Item 13.2 is confidential in accordance with s10(A)(2)(di) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

2. The press and public be excluded from the proceedings of the Council in Closed Session on the basis that these items are considered to be of a confidential nature.
3. That the Minutes and Business Papers including any reports, correspondence, documentation or information relating to such matter be treated as confidential and be withheld from access by the press and public, until such time as the Council resolves that the reason for confidentiality has passed or become irrelevant.
4. That the resolutions made by the Council in Closed Session be recorded in the Minutes of the Council Meeting.

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| 5. | That upon this recommendation being moved and seconded, the Chairperson invite representations from the public as to whether this part of the meeting should be closed to consider the nominated item. |
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