



SNOWY MONARO
REGIONAL COUNCIL

BUSINESS PAPER

Administrator Delegations Meeting
25 July 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.

Acknowledgement of Owners of Land

Council wishes to show our respect to the First Custodians of this land the Ngarigo, Ngannawal 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 IN JINDABYNE OFFICE, 2/1 GIPPSLAND STREET, JINDABYNE NSW 2627**

**ON TUESDAY 25 JULY 2017
COMMENCING AT 12.00PM**

BUSINESS PAPER

- 1. OPENING OF THE MEETING**
- 2. APOLOGIES/REQUESTS OF LEAVE OF ABSENCE**
- 3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST**
(Declarations also to be made prior to discussions on each item)
- 4. ADOPTION OF COMMITTEE MINUTES/RECOMMENDATIONS**
Nil
- 5. CORPORATE BUSINESS - KEY DIRECTION 1. SUSTAINING OUR ENVIRONMENT FOR LIFE**
 - 5.1 Requests for Reductions in Water Consumption Charges 3
 - 5.2 Snowy 1 Reservoir 5
- 6. CORPORATE BUSINESS - KEY DIRECTION 2. EXPANDING CONNECTIONS WITHIN THE REGION AND BEYOND**
Nil
- 7. CORPORATE BUSINESS - KEY DIRECTION 3. STRENGTHENING OUR LOCAL ECONOMY**
Nil
- 8. CORPORATE BUSINESS - KEY DIRECTION 4. CREATING SAFER, HEALTHIER AND THRIVING COMMUNITY**
Nil
- 9. CORPORATE BUSINESS - KEY DIRECTION 5. ENHANCING OUR HEALTHY, ACTIVE LIFESTYLE**
Nil
- 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

Nil

12. REPORTS BY GENERAL MANAGER

Nil

13. CONFIDENTIAL MATTERS

5.1 REQUESTS FOR REDUCTIONS IN WATER CONSUMPTION CHARGES

Record No:

Responsible Officer: Director Operations & Infrastructure
Author: Personal Assistant to Deputy Director Service Delivery
Key Direction: 1. Sustaining Our Environment for Life
Delivery Plan Strategy: DP1.2 Ensure Council's Water and Sewer operational practices improve and enhance water quality.
Operational Plan Action: OP1.6 Undertake monitoring practices to meet regulatory requirements and environmental best practice.
Attachments: Nil
Cost Centre
Project
Further Operational Plan Actions:

EXECUTIVE SUMMARY

There is a rising trend of consumers asking Council to reduce water consumption charges due to undetected water leaks. If this trend continues Council will lose substantial revenue based on the former Cooma-Monaro Shire Council's Water Access and Consumption Policy.

Over the past month Council has received four letters from property owners requesting a reduction in water consumption charges due to the property owner being unaware of a water leak on their property as per the former Cooma-Monaro Shire Council's Water Access and Consumption Policy.

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

OFFICER'S RECOMMENDATION

That the General Manager be authorised to approve partial or full reduction on water consumption charges on a case-by-case basis where property owners have claimed an undetected water leak.

That Council review the former Cooma-Monaro Shire Council's Water Access and Consumption Policy and introduce a new policy for Snowy Monaro Regional Council.

BACKGROUND

Over the past month Council has received letters from customers requesting a reduction in the water charges to their water accounts. According to the Water Access and Consumption Charging Policy, point 11, Water Loss Due To Circumstances Beyond Owner's Control – In situations where excessive water consumption has been incurred due to circumstances beyond the owner's control, such as broken pipes etc, Council will consider adjusting accounts on the following basis:

5.1 REQUESTS FOR REDUCTIONS IN WATER CONSUMPTION CHARGES

- The applicant lodges a written request detailing the circumstances.
- Evidence is provided that the problem has been and will be rectified.
- Such adjustments will be on a “once only” basis.
- Authority to be delegated to the General Manager to authorise such adjustments.

Note: Under Section 637 of the Local Government Act, a person who wilfully or negligently wastes or misuses water from a public water supply is guilty of an offence and may be fined unless he/she is able to prove that the waste was not within his/her knowledge.

There is a rising trend of consumers asking Council to reduce water consumption charges due to undetected water leaks. If this trend continues Council will lose substantial revenue based on the former Cooma-Monaro Shire Council’s Water Access and Consumption Policy.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

While Council needs to be mindful of water leakages beyond the owner’s control, owners are equally responsible to monitor any wastage of valuable natural resource.

2. Environmental

Wastage of valuable natural resource.

3. Economic

	Account Amount	Amount Paid	Revenue Lost
Case 1	\$1695.42	\$561.78	\$1133.64
Case 2	\$1657.02	\$151.30	\$1505.72
Pending			
Case 3	\$2419.00	\$188.10	\$2260.90
Case 4	\$2173.62	\$244.80	\$1928.82

4. Civic Leadership

According to the Water Access and Consumption Charging Policy, point 11, Water Loss Due to Circumstances Beyond Owner’s Control – In situations where excessive water consumption has been incurred due to circumstances beyond the owner’s control, such as broken pipes etc, Council will consider adjusting accounts on the following basis:

- The applicant lodges a written request detailing the circumstances.
- Evidence is provided that the problem has been and will be rectified.
- Such adjustments will be on a “once only” basis.
- Authority to be delegated to the General Manager to authorise such adjustments.

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:

5.2 SNOWY 1 RESERVOIR

Record No:

Responsible Officer:	Director Operations & Infrastructure
Author:	Personal Assistant to Deputy Director Service Delivery
Key Direction:	1. Sustaining Our Environment for Life
Delivery Plan Strategy:	DP1.2 Ensure Council's Water and Sewer operational practices improve and enhance water quality.
Operational Plan Action:	OP1.6 Undertake monitoring practices to meet regulatory requirements and environmental best practice.
Attachments:	Nil
Cost Centre	WO1134.22.401
Project	Repairs to Snowy 1 Reservoir
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Snowy Reservoir No 1 is leaking and repairs are required to be carried out within the Reservoir. Quotes to undertake the work range from \$250,000 to \$360,000. This work will extend the life of the reservoir for 10 to 20 years and allow for the planning of a new reservoir. If repairs are not undertaken and the reservoir needs to be decommissioned, the township of Cooma will be on water restrictions during the summer months.

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

OFFICER'S RECOMMENDATION

That Council approve the internal relining and repairs of Snowy 1 Reservoir.

That tenders be called to undertake the work.

BACKGROUND

Snowy Reservoir No 1 is leaking and repairs are required to be carried out within the Reservoir. Quotes to undertake the work range from \$250,000 to \$360,000. This work will extend the life of the reservoir for 10 to 20 years and allow for the planning of a new reservoir. If repairs are not undertaken and the reservoir needs to be decommissioned, the township of Cooma will be on water restrictions during the summer months.

Snowy Reservoir No 1 was repaired in 2014. Council staff waterproofed all internal joints. HVT Inspections Services were engaged to x-ray the steel tensions at expansion joint 1 and Allenspach Steel was engaged to re-join four post tension tendons using a bracket system. A slight weep was still present until May 2016 when it was noted by staff that the weep had ceased. In November 2016 staff reported a weep in the same area and this has continued to slowly increase in flow.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Council is required to maintain and operate water supply infrastructure to meet supply and demand.

2. Environmental

Negate the wastage of a natural resource.

Negative impacts on surrounding environment if the leak is allowed to continue and ongoing damage to infrastructure.

3. Economic

Estimated Expenditure	Amount	Financial year	Ledger		Account string												
			W	O	1	1	3	4	2	2	4	0	1				
Infrastructure Repairs	\$360,000	2017/18	W	O	1	1	3	4	2	2	4	0	1				

4. Civic Leadership

Level of Service needs to be maintained for water supply and the community’s infrastructure needs to be maintained.

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: