



**SNOWY MONARO**  
REGIONAL COUNCIL

# **BUSINESS PAPER**

**Administrator Delegations Meeting**  
**7 August 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 IN COOMA OFFICE, 81 COMMISSIONER STREET, COOMA NSW 2630**

**ON MONDAY 7 AUGUST 2017  
COMMENCING AT 4.58PM**

**BUSINESS PAPER**

- 1. OPENING OF THE MEETING**
- 2. PUBLIC FORUM**
- 3. APOLOGIES/REQUESTS OF LEAVE OF ABSENCE**
- 4. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST**  
(Declarations also to be made prior to discussions on each item)
- 5. MATTERS DEALT WITH BY EXCEPTION**
- 6. ADOPTION OF MINUTES FROM PREVIOUS ADMINISTRATOR DELEGATIONS MEETING**
  - 6.1 Administrator Delegations Meeting held on 24 July 2017
- 7. BUSINESS ARISING OUT OF THE MINUTES**
- 8. DELEGATE'S REPORT (IF ANY)**
- 9. ADOPTION OF COMMITTEE MINUTES/RECOMMENDATIONS**  
Nil
- 10. CORPORATE BUSINESS - KEY DIRECTION 1. SUSTAINING OUR ENVIRONMENT FOR LIFE**
  - 10.1 Proposal to Licence Property at 52 Sandy Crossing Road Bombala for Horse Grazing 3
  - 10.2 Application for In-Kind Support - Lakeside Scavenge 6
- 11. CORPORATE BUSINESS - KEY DIRECTION 2. EXPANDING CONNECTIONS WITHIN THE REGION AND BEYOND**  
Nil
- 12. CORPORATE BUSINESS - KEY DIRECTION 3. STRENGTHENING OUR LOCAL ECONOMY**  
Nil
- 13. CORPORATE BUSINESS - KEY DIRECTION 4. CREATING SAFER, HEALTHIER AND THRIVING COMMUNITY**  
Nil

<b>14. CORPORATE BUSINESS - KEY DIRECTION 5. ENHANCING OUR HEALTHY, ACTIVE LIFESTYLE</b>	
Nil	
<b>15. CORPORATE BUSINESS - KEY DIRECTION 6. MANAGING DEVELOPMENT AND SERVICE DELIVERY TO RETAIN THE THINGS WE VALUE</b>	
Nil	
<b>16. CORPORATE BUSINESS - KEY DIRECTION 7. PROVIDING EFFECTIVE CIVIC LEADERSHIP AND CITIZEN PARTICIPATION</b>	
16.1 Yallambee Lodge Management Committee - 3 July 2017	13
16.2 Donation Request - St Patricks Parish School	19
<b>17. REPORTS BY GENERAL MANAGER</b>	
Nil	
<b>18. NOTICE OF MOTION</b>	
<b>19. MOTIONS OF URGENCY</b>	
Nil	
<b>20. QUESTIONS WITH NOTICE</b>	
<b>21. QUESTIONS TAKEN ON NOTICE</b>	
<b>22. CONFIDENTIAL MATTERS</b>	

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## **10.1 PROPOSAL TO LICENCE PROPERTY AT 52 SANDY CROSSING ROAD BOMBALA FOR HORSE GRAZING**

Record No:

Responsible Officer:	Director Operations & Infrastructure
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:	Nil
Cost Centre	W/O532 – Council Housing Operations
Project	No identified project.
Further Operational Plan Actions:	

### **EXECUTIVE SUMMARY**

On 14<sup>th</sup> June 2017 Council resolved (ADA103/17) to set the licence fee for horse grazing at Council's property at 52 Sandy Crossing Road Bombala at \$780pa. Council has completed the boundary fence which is now secure.

However, the successful applicant has suggested that in view of the amount of weed control which will need to be carried out and the fact that the licence prevents her from using the paddock year round (she is required to spell the paddock to prevent over-grazing) a more appropriate fee would be in line with Crown land grazing permits (\$481pa.).

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

### **OFFICER'S RECOMMENDATION**

That Council

- A. Approve the licence fee for horse grazing at 52 Sandy Crossing Road Bombala to \$481pa including GST.

### **BACKGROUND**

On 14<sup>th</sup> June 2017 Council resolved (ADA103/17) to set the licence fee for horse grazing at Council's property at 52 Sandy Crossing Road Bombala at \$780pa. Council has completed the boundary fence which is now secure.

However, the successful applicant has suggested that in view of the amount of weed control which will need to be carried out and the fact that the licence prevents her from using the paddock year round (she is required to spell the paddock to prevent over-grazing) a more appropriate fee would be in line with Crown land grazing permits (\$481pa.).

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## **QUADRUPLE BOTTOM LINE REPORTING**

### **1. Social**

The property at 52 Sandy Crossing in Bombala is a large residential property comprising a house which was purchased for “doctor’s residence” on a significantly large block of land. Approximately 1ha of land is unused and becomes overgrown if Council staff do not maintain it.

The real value in agisting the land at the back of the house lies in the savings through not having to maintain the land or carry out control of weeds.

Fencing the boundary of the property may act as a deterrent to vandalism or intruders.

### **2. Environmental**

At present African Lovegrass, Serrated Tussock, St Johns Wort and Blackberry have been identified by the applicant. These are all listed as noxious weeds and continuing control measures are critical to the control and eventual eradication of these plants.

Council’s Vegetation Management Officer has recently carried out an inspection of the property and has confirmed the infestation of the identified noxious weeds although he clarified that there are only small patches of infestation. Council has the weed control spraying for the property on the program for next week and will continue to carry out their weed control program until the property is licensed.

### **3. Economic**

At present Council is carrying out control of noxious weeds on the property as well as mowing and general maintenance.

Approximately 100m of boundary fencing has been completed at a cost of \$750 plus GST.

Savings to Council will lie in the maintenance of the area being the responsibility of the Licensee and the added security of the property due to daily visits by the Licensee and the new boundary fence.

If the licence fee was reduced to \$481pa it would be approximately two years instead of 1 year before the cost of fencing would be recovered.

### **4. Civic Leadership**

Licensing the rear section of this property until such time as a doctor can be attracted to the area will relieve Council of the responsibility for weed control and will ensure that the grass is maintained to an acceptable level without any cost to Council.

The proposal to licence the area for horse grazing was advertised in the Monaro Post on 29<sup>th</sup> March and again on 19<sup>th</sup> April 2017 in accordance with Council resolution ADA44/17.

On 14<sup>th</sup> June 2017 Council resolved (ADA103/17) to approve Joanne Vincent as the successful applicant as follows:

#### **COMMITTEE RECOMMENDATION**

**ADA1/17**

That Council

- A. Approve Joanne Vincent as the successful applicant to enter into a Licence Agreement for a period of 12 months with a 12 month optional extended period.
- B. Approve the proposal to engage the services of a fencing contractor to install a farm fence (star pickets and 5 strands of wire) on the boundary to ensure that the property is secure.

C. Set the licence fee at \$780pa plus GST for two horses with the income to be used to offset the cost of the fencing .

**Approved by Administrator Lynch**

**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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## 10.2 APPLICATION FOR IN-KIND SUPPORT - LAKESIDE SCAVENGE

Record No:

Responsible Officer:	Director Environment & Sustainability
Author:	Waste Management Officer
Key Direction:	4. Creating a Safer, Healthier and Thriving Community
Delivery Plan Strategy:	DP4.1.1.2 Support activities, events and celebrations that promote cultural diversity and inclusiveness.
Operational Plan Action:	OP4.2 Promote and provide operational assistance to enhance and encourage events and tourism
Attachments:	1. Sponsorship Request Form Seaside Scavenge September 2017 <a href="#">↓</a> 2. Seaside (Lakeside) Scavenge Flyer September 2017 <a href="#">↓</a>
Cost Centre Project	3020 – 63162 Donations Community Groups Debt Waiver
Further Operational Plan Actions:	

### EXECUTIVE SUMMARY

Council received an email from Seaside Scavenge requesting a waiver of DA fees for the Event Permit for a clean-up event of the Jindabyne Lake Foreshore, as well as in-kind support for the waste and recycling collection from this event.

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

#### OFFICER'S RECOMMENDATION

That Council

- A. Approve a donation of \$140 being the DA fees for the Event Permit for a clean-up event of the Jindabyne Lake Foreshore; and
  - B. Approve in-Kind support for the disposal of waste and recycling collected at the event;
  - C. Approve for council's assisted promotion of the event through social media and website
- The cost centre for the in-kind support is GL 10-3020-1001-63162

### 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**

Environmental impacts will be very positive with volunteers removing litter from public areas. This event also increases public awareness and responsibility for keeping public spaces clean and free of litter as well as encourages better recycling and reUsing practices to reduce waste going to landfill

## **3. Economic**

Cost Centre Corporate 3020

Natural Account – 63162 Donations Community Groups Debt Waiver

Budget available:

Actual \$ 1000

Accumulated \$550

Available \$450

Fee for Event Permit is:

\$140.

Estimate of Waste & Recycling Collection at Event:

- Delivery and Return of 1 to 10 bins \$20
- Collection of 3 x waste (\$12ea) and 3 x recycling (\$9ea) bins = \$63

Total \$83.

## **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: -

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### **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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**Application for Financial Assistance (Donation) from Snowy Monaro Regional Council**  
**In accordance with Donations Policy GOV 011 / Section 356 of the Local Government Act 1993**

1. Applicant (include address and ABN if applicable) Seaside Scavenge - 519 95 227 393
2. Location/address: 15/219 Chalmers Street, Redfern NSW 2016
3. Date of establishment or inauguration: March 2015
4. Is your organisation registered for GST? <b>No</b>
5. Amount of funding requested: \$140
6. Brief description of the nature and objectives of applicant/recipient organisation: Seaside Scavenge is a waterway cleanup and clothes swap event where litter collected becomes the currency to purchase quality pre-loved clothes, books and more that have been donated by the local community. We promote an awareness of single-use plastics, their impact on our environment and also focus attention on the impact of the fast-fashion industry alongside local musicians and green groups.
7. Purpose for which assistance is sought: <input type="checkbox"/> In kind support <input checked="" type="checkbox"/> <b>Waste management eg, provision of bins/rubbish and recycling removal etc (amounts include staff time for drop off and collection)</b> <input type="checkbox"/> Mowing / gardening <input type="checkbox"/> Road closures (amounts include staff time) <input checked="" type="checkbox"/> <b>Fee waiver eg, DA / hall hire fees</b> <input checked="" type="checkbox"/> <b>Promotion via print media, Council website etc</b>
8. Which category does the event fit within Council's Delivery & Operations Program? 6.2.1.17 -

OP6.19 Remove urban littering throughout the Region's towns, villages and open spaces.
<p>9. Financial details of project or program for which assistance is sought:</p> <p>We want the fees for the event permit to be waived as we are organising a clean-up event of the lake foreshore. We would also like council to collect the waste and recycling free of charge as all litter from the event will be litter collected from the public spaces and not produced by us.</p>
<p>10. Total cost of project or program:</p> <p>\$4000</p>
<p>11. Details of other funding received from SRSC if any:</p> <p>None</p>
<p>12. Details of other financial assistance sought or obtained:</p> <p>None</p>
<p>13. How will Council funding be acknowledged eg logo or signage</p> <p>Logo on flyer</p>
<p>14. Details of Office Bearers or other involved parties:</p> <p>Anna Jane Linke – Founder and CEO – <a href="mailto:ajlinke@seasidescavenge.org">ajlinke@seasidescavenge.org</a></p>
<p>15. What services or activities will the recipient provide to SRSC residents?</p> <p>Clean-up the lake foreshore and educate participants about the local waste services with the intention of reducing contamination of household bins.</p>
<p>16. <b>Attach</b> financial position of applicant. Preference is audited financial statements and balance sheets for the past financial year. If yours is a new organisation supply a copy of your budget for the ensuing year together with a statement from the organisation's bank as to arrangements made for the opening and operation of banking accounts. If you are unable to attach the above documentation please attach available documentation that you feel will help SRSC assess your financial position (eg bank statements).</p> <p>Are these attached?      Yes                      No</p>
<p>17. What services or activities will the recipient provide to SRSC residents?</p> <p>Answered in Q15.</p>

18. Signed for and on the behalf of the applicant/recipient organisation:

Signature:	
Name:	Anna Jane Linke
Office held / Position	Founder and CEO
Postal Address:	15/219 Chalmers Street Redfern NSW 2016
Telephone Number/s	0408630667
Date:	31.7.17

Please return by post to PO Box 714, Cooma NSW 2630, or email to [council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**OFFICE USE ONLY:**

Date application received:

Which function of Council is exercised by this donation?

Tick	Department / Area for Costing	Amounts charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (staff time)	
	Other (hall /oval fee waivers etc)	

Is public notice required?

Date and method of public notice:



A flyer for 'Seaside Scavenge' set against a background of a lake and hills. At the top is a blue circular logo with orange wavy lines above and below the text 'SEASIDE SCAVENGE' in white and green, and 'TRASH ~ TUNES ~ TREASURE ~' in white below. Below the logo, three light blue icons (a bottle, a coin with a dollar sign, and a t-shirt) are connected by orange arrows. The event details are in white text on a dark blue background. At the bottom, there is a registration link, social media icons, and a thank you note.

**SEASIDE  
SCAVENGE**  
TRASH ~ TUNES  
~ TREASURE ~

~ Lakeside Clean-Up  
~ Pre-loved Markets & Beer for Litter  
~ Prizes, Free Workshops & Live Music

 →  → 

**SATURDAY 23 September**  
**1-5pm**  
**Banjo Paterson Park**

To register head to link below:  
[www.facebook.com/seasidescavenge](http://www.facebook.com/seasidescavenge)

    SeasideScavenge

Hats off to our  
partners:

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**16.1 YALLAMBEE LODGE MANAGEMENT COMMITTEE - 3 JULY 2017**

Record No:

Responsible Officer: Director Corporate & Community Services  
Author: Personal Assistant To Director of Corporate & Community Services  
Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation  
Delivery Plan Strategy: DP7.2 Council's leadership is based on ethics and integrity to enable informed and appropriate decisions in the community's best interest.  
Operational Plan Action: OP7.6 Provide timely, accurate and relevant information to Council to enable informed decision making.  
Attachments: 1. Yallambee Lodge Management Committee - 3 July 2017 [↓](#)  
Cost Centre  
Project  
Further Operational Plan Actions:

**EXECUTIVE SUMMARY**

The Yallambee Lodge Management Committee met at Yallambee Lodge, Cooma on 3 July 2017. The Minutes are attached for information.

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

**OFFICER'S RECOMMENDATION**

That the Administrator

- A. Receive and note the Minutes of the Yallambee Lodge Management Committee held on 3 July 2017.

**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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# Yallambee Lodge Management Committee Minutes



**Address:** Yallambee Lodge, 1 Binalong Street, Cooma

**Date:** Monday, 3 July 2017

**Time:** 9.03am

**Present:**

Position	Member (Name)	Present/Apology
Chair	Angie Ingram	P
Secretary	Sandra McEwan	P
Director Corporate & Community Services	Peter Cannizzaro	P
Lodge Manager	Donna Saddler	P
Committee Member	Ruth Blattman	P
Committee Member	Elaine Mooney	P
Committee Member	Wendy Crofts	P

## 1 Opening of the Meeting

The Chair, Angie Ingram, opened the meeting at 9.03am

## 2 Apologies - Nil

## 3 Adoption of Previous Minutes

The Minutes of the meeting held on 23 February 2017 are confirmed as a true and accurate record of proceedings with the following clarification regarding Amalgamation:

The Chair, Angie Ingram explained that Yallambee Lodge Management Committee as it stands will cease. The Administrator has given his commitment for Snowy Monaro Regional Council to continue to deliver aged care services under its banner.

It was clarified that Council had not agreed to combine a committee with Sir William Hudson Memorial Centre.

*Moved: Wendy Crofts*

*Seconded: Elaine Mooney*



## **4 Business Arising from Previous Minutes**

### **4.1 Future of Yallambee Lodge Management Committee**

The Director CCS reported that in the future, an over-arching aged care committee would have more of a strategic focus. Other points include:

- Yallambee Lodge and Snowy River Hostel will work together for the benefit of the whole region
- The committee will make recommendations to Council - Council being the deciding body
- Extend the current YLMC for approximately another 3-4 months for continuity and consistency
- In February 2018 a report will be presented to the Council Meeting, asking Councillors to consider the structure of all Section 355 Committees including how they will operate, Terms of Reference, Code of Conduct and Representation etc

### **4.2 Impact of the National Disability Insurance Agency**

The Lodge Manager confirmed that the NDIA will have no impact on Yallambee Lodge.

### **4.3 Garage Site**

The Lodge Manager advised that future use of the site could depend on grants available.

### **4.4 Exiting Fees for Home Care Packages**

The Lodge Manager explained that if a client leaves the Home Care Package service, any balance of federal funding that has not been spent needs to be returned to the Government. The Yallambee Lodge client exit fee is set at \$500 and this amount covers administration and other costs.

## **5 Disclosure of Interest**

The Chair, Angie Ingram advised that as of 30 June 2017 the Local Representative Committee ceased to exist and therefore her role as a member on that committee ceased on that date. She was asked to Chair the meeting in the absence of the Administrator. The Committee Members did not see this as an issue.

The Director CCS confirmed that this issue was raised at the Executive Team meeting and that the General Manager and Directors agreed that the current Chairs of Section 355 Committees remain in place for the time being to ensure continuity and consistency.

## **6 Correspondence**

See Lodge Manager's report.

## 7 Report by Lodge Manager

### Staff:

- New staff commenced in April. Currently 43 staff employed at YL.
- Approached by a registered nurse interested in casual work through winter.

### Residents:

Hostel: All permanent beds occupied. Waiting list being added to each week. Respite beds continue to be well occupied.

CACP: Have commenced a number of new clients since system change. Delay in starting a package due to 3 week wait for package allocation through My Aged Care. Quality reporting conducted on 14 June in combined effort with all community aged care services with SMRC. We have met all standards and YL care plans will be adopted across the Council.

### Maintenance:

- Painting of rooms as they are vacated
- Heating issues House 3 corrected

### Work Health & Safety (2017):

- February – 14 falls 10 residents, 4 skin tears, 1 behaviour incident
- March – 12 falls 5 residents (1 hospitalised due to repeated falls for investigation), 2 skin tears, 4 behaviour incidents
- April - 9 falls 6 residents, 1 skin tear, 4 behaviour incidents
- May – 12 falls 8 residents, 1 hospital for review, 5 behaviour incidents

### Infection Control (2017):

- February – 1 urinary tract infection
- March – 1 urinary tract infection, 1 wound, 1 gastric infection (returned on antibiotics from hospital)
- May – 1 urinary tract infection

### Comments and Complaints:

- Letter received at Council 14/6/17 with complaint from child of a former resident. Unable to establish identity to address individually so all staff counselled on manner in which residents are spoken to and respected.
- Complaint received 21/6/17 via Complaints Commission from family of current resident regarding care. Response and supporting documentation sent 26/6/17
- Card for staff and fruit box received from family of Keith Montague

### Staff Education:

- Induction training for new staff attended 25/5/17
- Compulsory Visions and Values and Code of Conduct sessions for all staff attended
- Donna and Allison attended Aged Care Funding Reform seminar 23/6/17
- Falls assessment training for all staff 5/6/17

### Pharmacy Update:

- Systems working well. No Issues

**Volunteer Update:**

- Volunteers helping with activities, visiting residents and meals
- Pastoral care visits have commenced. Kevin Dunne and Erika Statham both part of the team from Cooma Hospital attending Yallambee weekly.

**General Business:**

- Memory Walk for Dementia Awareness 16 September 2017 starting at Yallambee Lodge
- Claim the date for Yallambee Lodge Fete 18 November 2017

The Lodge Manager advised that she would forward the information flyer regarding the Memory Walk for Dementia Awareness event to committee members when it is available.

The Chair, Angie Ingram congratulated the Manager and staff of Yallambee Lodge for the excellent results achieved in the recent Quality Review Reporting conducted across the whole Snowy Monaro region.

The Director CCS also commented on the great results of every standard met in the review. He said he would ensure Council's Communications Officer receives the Quality Review Report so that it can be published in the local newspaper for acknowledgement and community information.

The Director CCS also suggested that it may be useful to conduct a survey, which would help Council to make a decision on what the new committee should look like.

The Lodge Manager reported that family members of the residents had requested a Facebook Page and that a staff member is in the process of developing it.

## **8 General Business**

### **8.1 Men's Shed**

The Lodge Manager advised that Yallambee did not receive any grant funding, however there is a budget to go ahead and build the Men's Shed.

### **8.2 Over-Archiving Aged Care Committee**

The Director CCS asked the committee members to think about the future and how an over-arching aged care committee might look like, and the role it should play in the region.

The Chair, requested an informal meeting with the community representatives of the committee for further discussions with the aim of presenting a report back to Council. The meeting was scheduled for 8 July 2017.

## **9 Date of next Meeting**

The next meeting will be held at 9.00am on Monday, 9 October 2017 at Yallambee Lodge.

## 10 Close of Meeting

There being no further business the meeting concluded at 10.00am.

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**CHAIRPERSON**

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**DATE**

*(The minutes are to be signed and dated here by the Chairperson at the next meeting, certifying the above as a correct record.)*

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## 16.2 DONATION REQUEST - ST PATRICKS PARISH SCHOOL

Record No:

Responsible Officer:	General Manager
Author:	Acting Executive Assistant to the Administrator
Key Direction:	4. Creating a Safer, Healthier and Thriving Community
Delivery Plan Strategy:	DP4.3.1.2 Provide and support appropriate services and facilities for children and young people within the Region.
Operational Plan Action:	OP4.16 Deliver and facilitate youth programs and services throughout the Region
Attachments:	1. St Patricks Parish School - Request for Financial Assistance with Travel Expenses for Participation in National Science Engineering Super Challenge Dated 28 06 2017 <a href="#">↓</a>
Cost Centre	Donations Community Groups
Project	
Further Operational Plan Actions:	

### EXECUTIVE SUMMARY

Students from St Patricks Parish School have been invited to partake in the National Science Engineering Super Challenge in August 2017. The school is seeking financial assistance to allow 30 students to attend.

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

#### OFFICER'S RECOMMENDATION

That Council

- A. Receive and note the request from St Patricks Parish School for 30 students to attend the National Science Engineering Super Challenge in August and seeking a financial donation of \$12,900; and
- B. That the Administrator not approve this financial donation.

### BACKGROUND

Students from St Patricks Parish School have been invited to partake in the National Science Engineering Super Challenge in August 2017. The school is seeking financial assistance to allow 30 students to attend. The cost for each person to attend is \$430, and the function is delivered by the University of Newcastle. The total donation requested is \$12,900.

The School feels that the experience will strengthen their abilities in being able to work with others, and to experience challenges around science and engineering that these students normally would not have access to. Students from Cooma have teamed up with students from Pambula.

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## QUADRUPLE BOTTOM LINE REPORTING

### 1. Social

This experience will broaden connections between youth throughout neighbouring shires. It will allow the students to develop skills in leadership and teamwork.

### 2. Environmental

No environmental impacts have been identified.

### 3. Economic

Estimated Expenditure	Amount	Financial year	Ledger		Account string														
Donations Community Groups	\$12,900	2017/18	G	L	1	0	3	0	2	0	1	0	0	1	6	3	1	6	0
Funding (Income/reserves)	Amount		Ledger		Account string														
N/A	\$																		

### 4. Civic Leadership

Under our policy decisions to donate to community groups, individuals and towards events must be considered in a transparent process with the granting of financial assistance only by specific formal resolution of Council.

The relevant section of the policy applicable to this request is:

#### **3.3. Donations Granted Under S356 Local Government Act 1993**

*In accordance with Section 356 of the Local Government Act 1993 Snowy River Shire Council (SRSC) may contribute money or grant financial assistance to community groups and members of the community for the purpose of exercising Council's functions.*

#### *Public Notice*

*In accordance with the Local Government Act Section 356(2) Council must give at least 28 days public notice of a proposal to pass a resolution to grant financial assistance prior to doing so.*

*Public notice is not required under any of the following circumstances:*

- if the assistance is part of a specific program which has been included in Council's management plan*
- if the program's budget does not exceed 5% of Council's income from ordinary rates for the year*
- if the program is uniformly available to all or a significant group of persons within the area*

- *Where an entity is already deemed 100% exempt from payment of rates they will not be eligible for further financial assistance from Council.*

As this program's budget does not exceed 5% of Council's income from ordinary rates for the year there is no need for a public notice

Section 377 of the Local Government Act prevents Council delegating the approval of grants under Section 356 and as such Council must consider all applications.

**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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**St Patrick's Parish School, Cooma***A School With Altitude*

AP: OM:

28 June 2017

Dear Supporter

We have been invited to take part in the National Science Engineering Super Challenge in August this year being held in Newcastle. This challenge is a nationwide program presented by the University of Newcastle and involved competing in regional challenges before being selected to progress to the Super Challenge final. Through the Challenge, we have experienced aspects of Science and Engineering which we don't often see in our school environment.

On the 17 March, we combined with our peers from another regional school, Lumen Christi Catholic College, Pambula for the regional final of the science and engineering challenge. We collaborated with our peers and were left to do our challenging tasks. This was entertaining and fun to meet new people! We all had an amazing time and learnt a lot about the different types of science and engineering fields, as well as how to think things through and manage time.

We don't often get the experience to participate in challenges outside our school community. This experience strengthened our abilities in being able to work with others, work hands on and work within a time frame. As well as these, we learnt how to consider all ideas, this improved our team working skills. We also used trial and error: this helped with a lot of the issues we faced.

We have written to you today to ask if you can help with our travel costs and to ask if you could sponsor us and our team. The cost for travel and accommodation is \$450 per person and our team has 30 members across the two schools. We would like your sponsorship to take us one step closer to our goals in becoming scientist and engineers.

As our small team from St Patrick's' is all women, we hope to lead the way for future students in rural communities to take up these challenges also. Your sponsorship will help us achieve these goals and help us succeed in the future. St Patricks Parish School account details are BSB: 062 786 Account: 10131 should you wish to directly deposit money.

Kind regards



Anna Brayshaw, Sophie Williams,  
Brianna Rankin and Rylie Marks



Danielle Trigg  
Organising Teacher