



SNOWY MONARO
REGIONAL COUNCIL

BUSINESS PAPER

Administrator Delegations Meeting
21 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.

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 COOMA OFFICE, 81 COMMISSIONER STREET, COOMA NSW 2630**

**ON MONDAY 21 AUGUST 2017
COMMENCING AT 10:30AM**

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**
Nil
- 6. CORPORATE BUSINESS - KEY DIRECTION 2. EXPANDING CONNECTIONS WITHIN THE REGION AND BEYOND**
 - 6.1 ADOPTION OF THE SNOWY MONARO LOCAL TRAFFIC COMMITTEE RECOMMENDATIONS FROM THE 26 JULY 2017 MEETING 3
- 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. ADMINISTRATORS REPORT (IF ANY)

13. CONFIDENTIAL MATTERS

6.1 ADOPTION OF THE SNOWY MONARO LOCAL TRAFFIC COMMITTEE RECOMMENDATIONS FROM THE 26 JULY 2017 MEETING

Record No:

Responsible Officer:	Manager Operations
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_26072017_MIN_923 ↓
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 26th July 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 26th July 2017; and
- B. Adopt the Snowy Monaro Local Traffic Committee recommendations LTC 13/17, 14/17, 15/17, 16/17, 17/17 and 18/17 of 26th July 2017; and
- C. Authorise the expenditure and allocate an amount of \$2,000 in the 17/18 Financial Year Budget with funding to be provided from the Urban Streets cost centre.

BACKGROUND

The adoption of LTC 13/17 confirms the minutes of the previous meeting of the SMLTC.

The adoption of LTC 14/17 will acknowledge the presentation on major project for the benefit of the committee representatives.

The adoption of LTC 15/17 does not recommend approval of the event in its current format. There will be no impact upon Council's services as a request for assistance from Council has not been made.

6.1 ADOPTION OF THE SNOWY MONARO LOCAL TRAFFIC COMMITTEE RECOMMENDATIONS FROM THE 26 JULY 2017 MEETING

Funding (Income/reserves)	Amount		Ledger	Account string																																																																																																																																																																																																																																	
Jindabyne Town Streets	\$2000	17/18																																																																																																																																																																																																																																			

4. Civic Leadership

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:



SNOWY MONARO
REGIONAL COUNCIL

Minutes

Local Traffic Committee Meeting

26 July 2017

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

ON WEDNESDAY 26 JULY 2017

MINUTES

Notes:

1.	OPENING OF THE MEETING	2
2.	APOLOGIES	2
3.	DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST	2
4.	ADOPTION OF MINUTES OF PREVIOUS MEETING	2
4.1	Local Traffic Committee Meeting 10 May 2017	2
5.	BUSINESS ARISING.....	2
6.	ACTION SHEET	3
7.	CORRESPONDENCE.....	5
7.1	Proposal to construct roundabout at intersection of Monaro Hwy and Baron St, Cooma	5
7.2	Wildside Adventure Race 2nd to 6th October 2017	6
7.3	Request from Light Car Club of Canberra to hold the Monaro Stages Rally under closed road conditions	7
7.4	Jindabyne Town Centre Lower Car Park amendments	8
7.5	Snowtunes 2 day event 1st and 2nd September 2017	9
8.	GENERAL BUSINESS	10
8.1	New Entry Signs.....	10
8.2	Berridale School Intersection.....	10
9.	MATTERS OF URGENCY	11
10.	NEXT MEETING	11

**MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING
HELD IN SNOWY RIVER HEALTH CENTRE, SISTER PASSMORE ROOM, THREDBO TERRACE,
JINDABYNE NSW 2627**

**ON WEDNESDAY, 26 JULY 2017
COMMENCING AT 9:30AM**

PRESENT: Mr 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
Administrator Dean Lynch Council Representative
Mr Rodney Jessup SMRC Road Safety Officer
Linda Nicholson SMRC Project Manager
Erin Donnelly Secretary Council and Committees

1. OPENING OF THE MEETING

The Chair opened the meeting at 9:43AM

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 10 MAY 2017

COMMITTEE RECOMMENDATION

LTC13/17

THAT the minutes of the Local Traffic Committee Meeting held on 10 May 2017 are confirmed as a true and accurate record of proceedings.

Moved Mr Georgi

Seconded Ms Winter

CARRIED

5. BUSINESS ARISING

Nil

6. ACTION SHEET

Item	Reference	Date	Action	Comments	Target Completion Date	Responsibility
1	LTC06/2016	14/04/16	<p>Proposal to install 2 Mobility Impaired Parking bays in Bay Street, Jindabyne, near the shared pathway along the lake foreshore.</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>	Pavement marking to be completed	Jun 2016	SMRC
2	LTC3/16	9/06/16	<p>Proposal to install a Give Way Sign in Reedy's Cutting Road at the Barry Way "T" Intersection</p> <p>That Council approves the installation of a Give Way sign in Reedy'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	LTC7/17	10/05/17	<p>Adoption of Minutes of Previous Meeting - Local Traffic Committee Meeting 8 March 2017</p> <p>THAT the minutes of the Local Traffic Committee Meeting held on 8 March 2017 are confirmed as a true and accurate record of proceedings.</p>	No Action Required	August 2017	SMRC
4	LTC8/17	10/05/17	<p>Debrief meeting for the "Snow Tunes" music festival held at the Clay Pits in Jindabyne on 3 September 2016</p> <p>The Council receives and notes the debrief presentation by the Snow Tunes event organisers, Phoenix Entertainment.</p>	No Action Required	July 2017	SMRC
5	LTC9/17	10/05/17	<p>Request from OKF Holdings Pty Ltd (Berridale to Kalkite Bus Service) for Council to consider the extension of a School Bus route (N0423) to 209 Dalgety Road, Berridale.</p>	Letter sent	July 2017	SMRC

Item	Reference	Date	Action	Comments	Target Completion Date	Responsibility
			That Council provides its consent to the route extension, from 35 Oliver Street to 209 Dalgety Road, Berridale, subject to the bus operator carrying out a risk assessment of the new route extension with a forward in and forward out manoeuvre.			
6	LTC10/17	10/05/17	<p>Request from Harrington's Bus Service for Council to consider the extension of a School Bus route to 33 Greenlands Road, Steeple Flat</p> <p>That Council</p> <p>A. Provides its consent to the route extension to 33 Greenland Rd, subject to the bus operator carrying out a risk assessment that includes a forward in and forward out manoeuvre; and</p> <p>B. Provides its approval of the AM and PM route in Nimmitabel, as provided on the plan.</p>	Letter sent	July 2017	SMRC
7	LTC11/17	10/05/17	<p>Loading Zone Signage Proposal for Snowy River Avenue, Jindabyne (near Kalkite Street end)</p> <p>That Council provides its consent to the loading zone and approves the location of the No Stopping and loading zone signs along Snowy River Avenue, subject to moving the Loading Zone signs to the No Stopping sign location, with arrows in both directions.</p>	Roads Section Advised	July 2017	SMRC
8	LTC12/17	10/05/17	<p>Request from Light Car Club of Canberra to hold the Monaro Stages Rally under closed road conditions</p> <p>That Council defer this report 'Request from Light Car Club of Canberra to hold the Monaro Stages Rally Under Closed Road Conditions' to the July Local Traffic Committee meeting.</p>	Event organiser Notified	July 2017	SMRC

7. CORRESPONDENCE

7.1 PROPOSAL TO CONSTRUCT ROUNDABOUT AT INTERSECTION OF MONARO HWY AND BARON ST, 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: Nil

Cost Centre 1505

Project Snowy Monaro Local Traffic Committee

Further Operational Plan Actions:

EXECUTIVE SUMMARY

The Project Manager will provide a presentation on a proposal to construct a roundabout at the Monaro Hwy and Baron St intersection.

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

COMMITTEE RECOMMENDATION

LTC14/17

That the Committee receive and note the presentation on the Major Projects.
For the Committees recommendation to Council

Representative of the NSW Police

Representative of the NSW RMS

Representative of the State MP

Representative of the Council

The Project Manager spoke to the committee about the \$14 million major projects, giving a brief overview of the projects. This presentation included a run through of the list of projects that are transport related, including: Street Scapes projects. Safety fencing. Bridges. By-Passes. Signage. Boat Ramp. Upgrading Parking areas. Road Alignments. Bridge assessments.

The Committee thoroughly discussed the Sharp St, Baron St roundabout project, from the design to the statistics around crash.

7.2 WILDSIDE ADVENTURE RACE 2ND TO 6TH OCTOBER 2017

Record No:

Responsible Officer:	Development Engineer
Key Direction:	2. Expanding Connections Within the Shire and Beyond
Delivery Plan Strategy:	DP2.6 Provide sufficient, safe and equitable parking facilities across the Region.
Operational Plan Action:	OP2.20 Improve traffic and parking management throughout the Region.
Attachments:	<ol style="list-style-type: none">1. Wildside Adventure Covering letter2. Wildside Adventure Safety management plan3. Wildside Adventure Risk Management plan4. Wildside Adventure Adaminaby Traffic Management5. Wildside Adventure Jindabyne Traffic Management6. Wildside Adventure Updated version Event Overview
Cost Centre	1505
Project	Snowy Monaro Local Traffic Committee
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

This is a multidiscipline event and has 4 race legs in the Snowy Monaro area. The first leg is a run and participants cross Kosciuszko Road at the Gaden Trout Hatchery entrance. The second leg is a 7km paddle not requiring any roads to cross. The third leg is a mountain bike race and is possibly located on the Nimmo Road to Buckenderra. The fourth leg is another run on public roads from Old Adaminaby to Adaminaby.

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

COMMITTEE RECOMMENDATION

LTC15/17

That Council does not support the Wildside Adventure Race in its current format. The SMLTC will reconsider the event if the following matters are addressed:

- Event safety during night time hours
- Safely traversing up a public road
- Provide an ROL and Traffic Control Plan (TCP) for Kosciuszko Road and Snowy Mountains Highway
- TCP's for all intersection on public roads
- Inadequate signage
- Exemption for Section 115 of the Road Transport Act 2013

Representative of the NSW Police

Representative of the NSW RMS

Representative of the State MP

Representative of the Council

Vigorously discussed the proposed event and the requirements the organiser needs to meet in particular the mitigation to risk, and the safety concerns. Major concerns – at night using the roads when walking/cycling.

List concerns and organiser needs to address them.

7.3 REQUEST FROM LIGHT CAR CLUB OF CANBERRA TO HOLD THE MONARO STAGES RALLY UNDER CLOSED ROAD CONDITIONS

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. Monaro Stages overview marked up (*Under Separate Cover*)
2. Monaro Stages TMP page 1 signed (*Under Separate Cover*)
3. Monaro Stages - Event Permit (*Under Separate Cover*)
4. Monaro Stage 1&2.1 Rev1 (*Under Separate Cover*)
5. Monaro Stage 1&2.2 Rev1 (*Under Separate Cover*)
6. Monaro Stage 1&2.3 Rev1 (*Under Separate Cover*)
7. Monaro Stage 1&2.4 Rev1 (*Under Separate Cover*)
8. Monaro Stage 1&2.5 Rev1 (*Under Separate Cover*)
9. Monaro Stage 1&2.6 Rev1 (*Under Separate Cover*)
10. Monaro Stage 1&2.7 Rev1 (*Under Separate Cover*)
11. Monaro Stage 1&2.8 Rev1 (*Under Separate Cover*)
12. Monaro Stage 3 Overview (*Under Separate Cover*)
13. Monaro Stage 3.1 Rev 1 (*Under Separate Cover*)
14. Monaro Stage 3.2 Rev 1 (*Under Separate Cover*)
15. Monaro Stage 3.3 Rev 1 (*Under Separate Cover*)
16. Monaro Stage 4 Overview (*Under Separate Cover*)
17. Monaro Stage 4.1 Rev 1 (*Under Separate Cover*)
18. Monaro Stage 4.2 Rev 1 (*Under Separate Cover*)
19. Monaro Stage 4.3 Rev 1 (*Under Separate Cover*)
20. Monaro Stage 4.4 Rev 1 (*Under Separate Cover*)
21. Monaro Stage 5 Overview (*Under Separate Cover*)

- 22. Monaro Stage 5.1 Rev 1 (*Under Separate Cover*)
- 23. Monaro Stage 5.2 Rev 1 (*Under Separate Cover*)
- 24. Monaro Stage 6 Overview (*Under Separate Cover*)
- 25. Monaro Stage 6.1 Rev 1 (*Under Separate Cover*)
- 26. Monaro Stage 6.2 Rev 1 (*Under Separate Cover*)
- 27. Monaro Stage 6.3 Rev 1 (*Under Separate Cover*)
- 28. Monaro Stage 7 Overview (*Under Separate Cover*)
- 29. Monaro Stage 7.1 Rev 1 (*Under Separate Cover*)
- 30. Monaro Stage 7.2 Rev 1 (*Under Separate Cover*)

Cost Centre

1505

Project

Snowy Monaro Local Traffic Committee

Further Operational Plan Actions:

EXECUTIVE SUMMARY

The SRLTC considered this event at its last meeting on 10 May 2017 and provided the following recommendation, which was accepted as a resolution of Council:

COMMITTEE RECOMMENDATION

LTC1/17

That Council defer this report 'Request from Light Car Club of Canberra to hold the Monaro Stages Rally Under Closed Road Conditions' to the July Local Traffic Committee meeting.

The event organiser has now addressed some of the concerns of the LTC Police representative and the event is now able to be considered by the SRLTC.

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

COMMITTEE RECOMMENDATION

LTC16/17

That Council recommends approval of the Monaro Stages Rally event to be held on 4 November 2017.

Representative of the NSW Police

Representative of the NSW RMS

Representative of the State MP

Representative of the Council

7.4 JINDABYNE TOWN CENTRE LOWER CAR PARK AMENDMENTS

Record No:

Responsible Officer:	Development Engineer
Key Direction:	2. Expanding Connections Within the Shire and Beyond
Delivery Plan Strategy:	DP2.6 Provide sufficient, safe and equitable parking facilities across the Region.
Operational Plan Action:	OP2.20 Improve traffic and parking management throughout the Region.
Attachments:	<ol style="list-style-type: none">1. Donna Poulos from Cocina Mexican 2017 06 072. Donna Poulos from Cocina Mexican 2017 07 053. Jindabyne Town Centre Parking Angie Ponticello4. Jindabyne Town Centre Parking Chamber of Commerce June 20175. Jindabyne Town Centre Parking1 - Jason from The Base6. Jindabyne Town Centre Parking2 - Jason from The Base
Cost Centre	1505
Project	Snowy Monaro Local Traffic Committee
Further Operational Plan Actions:	

EXECUTIVE SUMMARY

Council has had a request from the owner of Cocina's Mexican Restaurant to increase the car parking at the Lower car park at the Jindabyne Town Centre by reducing the length of the bus zone. Other businesses support the request including the owner of Angies Restaurant and the Lake Jindabyne Chamber of Commerce.

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

COMMITTEE RECOMMENDATION

LTC17/17

That Council approves the alteration to the lower Jindabyne Town Centre car park as indicated in the plan dated 24/7/2017 to permit two hour 90 degree vehicle parking and remove the bus zone (only where vehicle parking is provided) except that the proposed one-way flow of traffic not be implemented.

Representative of the NSW Police

Representative of the NSW RMS

Representative of the State MP

Representative of the Council

Responsible Officer: Development Engineer
Key Direction: 2. Expanding Connections Within the Shire and Beyond
Delivery Plan Strategy: DP2.6 Provide sufficient, safe and equitable parking facilities across the Region.
Operational Plan Action: OP2.20 Improve traffic and parking management throughout the Region.
Attachments: 1. Snowtunes Pedestrian Access Plan
2. Snowtunes Traffic & Transport Management Plan
Cost Centre 1505
Project Snowy Monaro Local Traffic Committee
Further Operational Plan Actions:

EXECUTIVE SUMMARY

Following a debriefing session at our last meeting, the Snowtunes Event organiser, Josh Green has submitted his application for a proposed 2 day event at the Clay Pits. The SMLTC will need to review the TMP for the parking arrangements, pedestrian movement and TCP's. The TCP's have not yet been submitted but I hope to have them at the meeting.

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

COMMITTEE RECOMMENDATION

LTC18/17

That Council approves the traffic control measures for the snow tunes event on public roads subjects to updating the relevant TCP to include 'No Parking' along Barry Way.

Representative of the NSW Police

Representative of the NSW RMS

Representative of the State MP

Representative of the Council

8. GENERAL BUSINESS

8.1 NEW ENTRY SIGNS

A question was raised regarding the new entry signs and if they could be exempt as Art. The RMS representative informed the committee the signs would be considered as "Welcome to' signage. The

signs would still need to go through the Land Use Office at RMS.

8.2 BERRIDALE SCHOOL INTERSECTION

Parents have raised concerns with the line marking at the Mary St and Oliver Street intersection at the Berridale School, vehicles are driving through the 'Give Way' signs. Residents are encouraged to use the customer request form on the website to report any concerns.

9. MATTERS OF URGENCY

10. NEXT MEETING

13 September, Cooma 9.30am

There being no further business the Chair declared the meeting closed at 11.59am

CHAIRPERSON

The above minutes of the Local Traffic Committee Meeting of Snowy Monaro Regional Council held on 26 July 2017 were confirmed by Committee at a duly convened meeting on at which meeting the signature hereon was subscribed.
