

## **BUSINESS PAPER**

**PUBLIC EXHIBITION COPY** 

Ordinary Council Meeting 19 April 2018

### **CONFLICTS OF INTEREST**

A conflict of interest arises when the Mayor 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 Mayor or staff member who considers they may have a conflict of interest should read Council Policy.

The responsibility of determining whether or not the Mayor 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 Mayor 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 Mayor, 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 Mayor 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 Mayor 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 Country**

Council wishes to show our respect to the First Custodians of this land the Ngarigo, Walgalu, Ngunnawal and Bidhawal people and their Ancestors past and present.

## Webcasting

Council meetings are recorded and live streamed to the internet for public viewing. By entering the Chambers during an open session of Council, you consent to your attendance and participation being recorded and streamed on Councils website <a href="www.snowymonaro.nsw.gov.au">www.snowymonaro.nsw.gov.au</a>

# ORDINARY COUNCIL MEETING TO BE HELD IN COUNCIL CHAMBERS, 81 COMMISSIONER STREET, COOMA NSW 2630

## ON THURSDAY 19 APRIL 2018 COMMENCING AT 5.00PM

## **BUSINESS PAPER**

	APOLOGIES/REQUESTS OF LEAVE OF ABSENCE	
2.	CITIZENSHIP CEREMONY	
3.	PRESENTATIONS	
4.	PUBLIC FORUM	
5.	DISCLOSURE OF INTEREST (Declarations also to be made prior to discussions on each item)	
6.	MATTERS DEALT WITH BY EXCEPTION	
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<b>12.</b>	<b>CORPORATE BUSINESS - KEY DIRECTION 3. STRENGTHENING OUR LOCAL</b>
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Nil		
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Nil		

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22.1	General Manager's Mid-Term Review January 2018	
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20. QUESTIONS WITH NOTICE

## 9.1 LAKE JINDABYNE SHARED TRAIL 355 COMMITTEE MEETING- HELD 14 MARCH 2018

Record No:

Responsible Officer: Director Environment & Sustainability

Author: Environment and Recreation Coordinator

Attachments: 1. Lake Jindabyne Shared Trail 355 Committee Meeting U

## **EXECUTIVE SUMMARY**

The Lake Jindabyne Shared Trial 355 Committee met on 14 March 2018 in Jindabyne. The minutes of the meeting are presented for Council's consideration and adoption.

## OFFICER'S RECOMMENDATION

Receive and note the minutes of the Lake Jindabyne Shared Trail 355 committee held 14 March 2018.

## **Lake Jindabyne Shared Trail**

## **355 Committee Meeting Minutes**

## Wednesday 14th March 2018 - 5.30pm

Attendees: Members – Craig Stonestreet (CS), Gordon Jenkinson (GK), Bruce

Easton (BE)

Council - Alannah Dickeson (AD)

Guests – Pat Edmondson (PE), Margaret McKinnon (MMCK), Matt

Murtagh (MM), Shane Trengrove (ST)

Apologies: Rob Gant-Thompson

## **General report from Snowy Monaro Regional Council (SMRC) – (AD)**

- -Detailed trail planning underway with contractor Common Ground for trail between Creel Bay to Hatchery Bay, and Rushes Bay to Kalkite. To include consultation, cultural and heritage assessment, and detailed construction design and costing.
  - (ST) asked if there would be any public consultation re design?
- (AD) direct consultation will be undertaken with approximately 20 landowners who border lake foreshore within scope area. Most are supportive of project with some concerned about loss of privacy. Project has a 6-month time frame with initial proposals to be released for public comment in 1-2 months.
- -Trail works in Tyrolean to alpine sands area and improvements to Mill Creek area, are not included in trail planning as site planning had already been undertaken in these areas. Refurbishment of Mill creek trail is to be untaken as soon as funds are available. Trail has not had major maintenance since it's construction 6 years ago, and requires excavation works to return surface to it's original easier (green Level) trail rating.
- -Mt Gladstone had received \$100k funding for trail development. Contractor Jindabyne landscaping have completed initial trail design, waiting cultural and heritage assessment, with construction expected to begin May / June 2018.
- -Both SMRC and NPWS have applied for funding through the 'Regional Growth Environmental Fund'. NPWS for the remainder of Thredbo Valley Track construction, and SMRC for around the lake project and further expansion of

## 9.1 LAKE JINDABYNE SHARED TRAIL 355 COMMITTEE MEETING- HELD 14 MARCH 2018

## ATTACHMENT 1 LAKE JINDABYNE SHARED TRAIL 355 COMMITTEE MEETING Page 6

trails in Cooma area. Expecting notification of grant funding by end of March 2018.

## East Jindabyne trails general discussion

- (AD) SMRC trying to gain right of easement through future private developments where possible. An example of this was the contribution of funds for trail construction and the handing back of land to council control by developer of new Tyrolean Village land sub-division.
- -Planning done on link between Mill Creek Trail down to Rainbow Beach and along foreshore past Alpine Sands to join existing trail along foreshore at East Jindabyne.
- MM, ST, MMCK as representatives of the East Jindabyne Residents Committee (JERCS) proposed the following points on proposed trails through East Jindabyne / Alpine Sands area:
- -Trails trough area should be as much about local use / commuting as they are about providing a tourism product.
- -Suggested new road installed to water tanks on Kunama Drive at Alpine Sands development as part of a possible link close to Kosciusko Road between Tyrolean end of Mill Creek Trail and Jerrara Drive East Jindabyne. This alignment would provide an easy commuter trail to Mill Creek trail, avoiding climb from Rainbow Beach to Mill Creek Trail. (GJ) had concerns gaining access through private developments at southern end of Kunama Drive and recommended utilising public corridor along Kosciusko road around this area. (MMCK) said there would be a need for a formalised footpath along Jerrara drive between Kosciusko Road and Siesta Villa if this option was chosen. (CS) minimal construction restraints and costs with providing trail on this alignment.
- -Concerned there would be no access to foreshore trail alignment for Alpine Sands residents. (AD & CS) there would be access via council owned land at end of Lakeview Terrace. The terrain is steep and rough and not suitable for access anyway, there are other alternatives.
- -Seeking assurance that future residential developments would have provision for public access to lake foreshore and proposed trails (examples were given of current lack of public easements along Jerrara Drive). East Jindabyne foreshore trail has seen an 80% reduction in use since access next to siesta villa was closed. (CS) suggested approaching Siesta Villa for JERCS, in partnership with Jindabyne Trail Stewardship, to formalise trail and foreshore access through their property.
- (AD) In some cases it is difficult to justify public access to a private property owner or development when there are already public road options and other

9.1 LAKE JINDABYNE SHARED TRAIL 355 COMMITTEE MEETING- HELD 14 MARCH 2018

## ATTACHMENT 1 LAKE JINDABYNE SHARED TRAIL 355 COMMITTEE MEETING Page 7

access point. Most developers are reasonable have contributed to pathway or trail construction in the past.

## **General Business**

- (CS) Who will replace John Schumack as councillor representative on 355 committee? Alannah to discuss with council re replacement.
- (GJ) concern over parking / traffic congestion on Rainbow Drive at Tyrolean during recent Sri Chinmoy multi sport event. Suggested there should be some planning for a formalised carpark along this road on council land to meet current and future trail use demands. (MMCK) suggested similar needs to be considered at lake end of Old Kosciusko Road East Jindabyne.
- (MM) consideration for the future maintenance requirements of trail development. Currently undertaken by Volunteers of Jindabyne Trail Stewardship under 355-committee banner. Need for SMRC to budget maintenance costs as trail system increases beyond the capabilities of volunteers under current arrangement.

Meeting Closed: 7.05pm

Record No:

Responsible Officer: Director Operations & Infrastructure

Author: Development Engineer

Attachments: 1. Minutes of LTC meeting on 5 April 2018

LTC\_05042018\_MIN\_989 U

#### **EXECUTIVE SUMMARY**

The Local Traffic Committee met on 5 April 2018 at Cooma Library, Vale Street in Cooma. The Committee's recommendations are presented for Council's consideration and adoption.

#### OFFICER'S RECOMMENDATION

That the recommendations of the meeting of the Local Traffic Committee held on 5 April 2018 be adopted.

#### RECOMMENDATION OF THE LOCAL TRAFFIC COMMITTEE – 5 APRIL 2018

## 7.1 SNOWTUNES 2 DAY EVENT 31ST AUGUST AND 1ST SEPTEMBER 2018

## OFFICER'S RECOMMENDATION

That Council Approves the Snow Tunes Traffic and Transport Management Plan for the event on 31 aug 1 set 2018, subject to amending the egress TCP to reflect the correct dates.

## 7.2 REQUEST FROM MICHELLE WHITE TO CONSIDER THE EXTENSION OF A SCHOOL BUS ROUTE ALONG SNOWY RIVER WAY AND DALGETY ROAD.

## OFFICER'S RECOMMENDATION

That Council approves the school bus route extension along Snowy River Way to 4887 SR Way and to 1535 Dalgety Road.

## 7.3 REQUEST FROM TRANSPORT FOR NSW TO CONSIDER OPTIONS TO EXTEND THE SCHOOL BUS ROUTE ALONG VARIOUS ROADS IN BOMBALA.

## **OFFICER'S RECOMMENDATION**

That Council

has no objection to the extension of a bus route in Bombala area further info is required such as exacta route and the bus capacity to be used.

9.2 ADOPTION OF RECOMMENDATIONS FROM THE SNOWY MONARO LOCAL TRAFFIC COMMITTEE MEETING HELD ON 5
APRIL 2018

## 7.4 INSTALLATION OF SECOND ROAD HUMP JUST PRIOR TO ALPENSEE WEG TURN OFF ON RAINBOW DRIVE, TYROLEAN VILLAGE.

### OFFICER'S RECOMMENDATION

That Council approves the installation of a Watts Profile Road Hump on Rainbow Drive between Alpensee Weg and the new road accessing Stage 2 of the Tyrolean subdivision subject to the following requirements:

- A. That allowance for pedestrians to cross the road at the road hump not be provided (ie no pram crossing provided in the kerb and gutter)
- B. That the design drawing be redrawn to scale and to appropriate drafting standards showing appropriate signs and line marking.
- C. That the road hump be relocated away from the new road intersection (slightly downhill).

## 7.5 PROPOSED TEMPORARY ROAD CLOSURE OF THERRY STREET BOMBALA TO HOLD A YOUNG DRIVER TRAINING PROGRAM ON 24 MAY 2018

## **OFFICER'S RECOMMENDATION**

That Council approves the temporary road closure of Therry Street, Bombala, between Forbes and Caveat Streets, Bombala on 24th May 2018 from 9:00am until 3:00pm subject to:

- A. Copy of letters sent to emergency services informing of the temporary road closure.
- B. A copy of the Certificate of Currency of at least \$20M stating SMRC as an interested party.
- C. Copy of a traffic control plan signed by an authorised person. Which show the safe area where waiting students will be held prior to and after having completed their turn on the skid area.

## 7.6 KALKITE STREET JINDABYNE ROAD RECONSTRUCTION, PROPOSAL SHOWING REGULATORY SIGNS AND TRAFFIC CONTROL DEVICES

## OFFICER'S RECOMMENDATION

That Council defer the approval of the Kalkite Street Road Reconstruction drawing showing regulatory signs and traffic control devices to the next Local Traffic Committee Meeting for the following matters to be considered:

- Consultation between RMS and Council regarding pedestrian treatment;
- Does the position of the pedestrian crossing create traffic conflict at the intersection on Park Road;
- Clarification of bus zone and parking for the mobile library;
- Centre line marking be provided on the plan from Snowy River Avenue to Kalkite Street;
   and
- Give way line marking to follow the edge line.

9.2



## **Minutes**

**Local Traffic Committee Meeting** 

5 April 2018

## LOCAL TRAFFIC COMMITTEE MEETING HELD IN VIN GOOD ROOM, COOMA LIBRARY, VALE STREET, COOMA NSW 2630

## **ON THURSDAY 5 APRIL 2018**

## **MINUTES**

Notes:								
1.	OPENING OF THE MEETING							
2.	APOLO	GIES	2					
3.	DECLAR	DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST						
4.	ADOPTI	ON OF MINUTES OF PREVIOUS MEETING	2					
	4.1	Local Traffic Committee Meeting 25 January 2018	2					
5.	BUSINE	SS ARISING	2					
6.	ACTION	SHEET	3					
7.	CORRESPONDENCE							
	7.1	Snowtunes 2 day event 31st August and 1st September 2018	8					
	7.2	Request from Michelle White to consider the extension of a School Bus route along Snowy River Way and Dalgety Road	9					
	7.3	Request from Transport for NSW to consider options to extend the School Bus route along various roads in Bombala.	10					
	7.4	Installation of second road hump just prior to Alpensee Weg turn off on Rainbow Drive, Tyrolean Village.	11					
	7.1	Proposed temporary road closure of Therry Street Bombala to hold a Young Driver Training Program on 24 May 2018	12					
	7.2	Kalkite Street Jindabyne Road Reconstruction, proposal showing regulatory signs and traffic control devices	13					
8.	GENERA	AL BUSINESS	14					
9.	MATTERS OF URGENCY							

10.

ATTACHMENT 1 MINUTES OF LTC MEETING ON 5 APRIL 2018 LTC 05042018 MIN 989

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## MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD IN VIN GOOD ROOM, COOMA LIBRARY, VALE STREET, COOMA NSW 2630

## ON THURSDAY, 5 APRIL 2018 COMMENCING AT 9.30AM

PRESENT: Mr Volker Georgi Chair, SMRC Development Engineer

Councillor Lynley Miners Council Representative

Sergeant Steve Banner NSW Police Force Representative

Mrs Judie Winter Local MP Representative

Mr Jesse Fogg Roads & Maritime Services (RMS) Representative

Erin Donnelly Secretary Council & Committees

## 1. OPENING OF THE MEETING

The Chair opened the meeting at 9.50AM

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 25 JANUARY 2018

## **COMMITTEE RECOMMENDATION**

LTC10/18

THAT the minutes of the Local Traffic Committee Meeting held on 25 January 2018 are confirmed as a true and accurate record of proceedings.

Moved Ms Winter Seconded Mr Fogg CARRIED

### 5. BUSINESS ARISING

Nil

## 6. ACTION SHEET

Item	Reference	Date	Action	Comments	Target Completi on Date	Responsibility
1	LTC1/18	25/01/18	Adoption of Minutes of Previous Meeting - Local Traffic Committee Meeting 22 November 2017	No Action Required	Apr 2018	SMRC
			THAT the minutes of the Local Traffic Committee Meeting held on 22 November 2017 are confirmed as a true and accurate record of proceedings, pending the following amendments:			
			Minutes of 12 October 2017			
			Page 15 Item 8.2			
			Replace 28 November with 25 November as the date of the Adaminaby Races			
2	LTC2/18	25/01/18	Debrief meeting for the "Snow Tunes" music festival held at the Clay Pits in Jindabyne on 1st and 2nd September 2017.	Letter sent	Apr 2018	SMRC
			That the information provided on how last year's event was run and received and information on proposed changes to the event proposed for this year be noted. The Local Traffic Committee will consider the traffic arrangements for the event at the first available Local Traffic Committee Meeting following submission of event details and supporting documentation.			
3	LTC3/18	25/01/18	Request to approve the temporary road closure in Denison Street, Adaminaby on 2nd to 3rd February 2018 to hold a Country Music Festival	Letter sent	Apr 2018	SMRC
			A. That Council provides conditional approval of the road closures to hold the Adaminaby High Country Music Muster on 2 and 3			

Item	Reference	Date	Action	Comments	Target Completi on Date	Responsibility
			February 2018, subject to the following conditions:			
			That the following streets be closed to vehicular traffic from 4:00pm on 2 February 2018 to 12:01am on 4 February 2018:			
			(a) Entrance to Denison Street off the Snowy Mountains Highway, Adaminaby.			
			(b) Denison Street, Adaminaby between the Snowy Mountains Highway and Druitt Street.			
			(c) Baker Street, Adaminaby, 30 metres east and west of the intersection of Denison Street.			
			(d) That temporary signage be placed on the Highway notifying traffic of closures.			
			(e) VMS to be placed on each highway approach a week before the event.			
4	LTC4/18	25/01/18	Request to approve the temporary parking of the "Business Bus" in Jindabyne on 3rd April 2018 and in Cooma on 4th April 2018  That Council	Letter sent	Apr 2018	SMRC
			A. Provides its approval to permit the "Business Bus" to park in Jindabyne on 3 April 2018 and in Cooma on 4 April 2018 between 8:30am and 3:30pm.			
			B. Covers the regulatory parking signs for the parking bays on 3 and 4 April 2018 between 7:30am and 3:30pm (to ensure vehicles are not parked beforehand).			
5	LTC5/18	25/01/18	2018 Anzac Day Parade and Road Closures for Bombala and	Letter sent	Apr 2018	SMRC

Item	Reference	Date	Action	Comments	Target Completi on Date	Responsibility
			Delegate			
			That Council approves the 25 April 2018 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) 10:30am until 12:00pm, subject to providing:			
			a) Traffic Control Plan.			
			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) Notification to emergency services.			
6	LTC6/18	25/01/18	Bombala Show road closures on 17 March 2018	Letter sent	Apr 2018	SMRC
	,		That Council approves the temporary road closure of Forbes Street, Bombala, between Wellington and Mercy Streets and Caveat Street, Cooma, between Wellington and Mercy Streets on Saturday 17th March 2018 from 7:00am until 7:00pm subject to:			
			A. Copy of letters sent to emergency services;			
			B. A copy of the Certificate of Currency of at least \$20M stating SMRC as an interested party; and			
			C. Traffic Control Plan, developed by a properly accredited person.			
7	LTC7/18	25/01/18	Mt Gladstone Hillclimb Motorsport Events for 25 February 2018, 27 May 2018, 24 and 25 November 2018	Letter sent	Apr 2018	SMRC

Item	Reference	Date	Action	Comments	Target Completi on Date	Responsibility
			That Council endorses the traffic arrangements at the Kosciuszko Road/ Mt Gladstone Road intersection and on Mt Gladstone Road (Private Road) for the Mt Gladstone Hill Climb Event for the duration of the event on 25 February 2018, 27 May 2018, 24 November 2018 and 25 November 2018 subject to:			
			A. That the Applicant be advised that applications for the 2019 events should be submitted six months prior to the first event.			
8	LTC8/18	25/01/18	2018 Anzac Day Parade and Road Closures for Cooma and Nimmitabel	Letter sent	Apr 2018	SMRC
			That Council approves the 25 April 2018 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 from 10:15am to 12:00pm subject to:			
			A. Contact RMS to seek advice on Road Occupancy Licence requirement.			
			B. That Council approves the 25 April 2018 ANZAC Day temporary road closure in Bombala and Boyd Streets, Nimmitabel from 10:30 am to 11:00am subject to:			
			a) Notification to emergency services,			
			b) A Traffic Control Plan,			
			c) A Risk Assessment,			
			d) Schedule 1 Form and Special Event TMP check list,			
			e) Certificate of Currency listing Snowy Monaro Regional Council as an interested party.			
			f) Contact RMS to seek advice on Road Occupancy Licence			

Item	Reference	Date	Action	Comments	Target Completi on Date	Responsibility
			requirement			
9	LTC9/18	25/01/18	LAND ROVER 70th ANNIVERSARY GRAND PARADE ROAD CLOSURE ON 1st APRIL 2018	Letter sent	Apr 2018	SMRC
			That Council approves the temporary road closure of Sharp Street, Cooma between Bradley Street and Boundary/Creek Streets to enable the Land Rover 70th Anniversary Parade to be held on Sunday 1 April 2018 from 9:45am until 11:30pm subject to:			
			A. Copy of letters sent to emergency services,			
			B. A copy of the Certificate of Currency of at least \$20M stating SMRC as an interested party,			
			C. A risk assessment,			
			D. A Traffic Control Plan, detailing marshals and traffic controllers,			
			E. Traffic Management Plan, with details of management of cars from Racecourse to Bolaro Road intersection and aerial plan detailing parking arrangements for staging at intersection of Sharp and Bolaro Streets			
			F. Road Occupancy Licence			
			G. Copy of notification of business owners affected			
			H. Any reference to Cooma-Monaro Shire Council be replaced with Snowy Monaro Regional Council			
			I. Written consent form all business / property owners who are affected by the road closures.			

## 7. CORRESPONDENCE

### 7.1 SNOWTUNES 2 DAY EVENT 31ST AUGUST AND 1ST SEPTEMBER 2018

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: 1. Snow Tunes Event Operations Plan 2018 (Under Separate Cover)

2. Snow Tunes Fire Brigade Notification 2018 (Under Separate Cover)

3. Snow Tunes Medical Notification 2018 (Under Separate Cover)

4. Snow Tunes Police Request 2018 (Under Separate Cover)

5. Snow Tunes Statement of Environmental Effects 2018 (Under

Separate Cover)

6. Snow Tunes TMP 2018 (Under Separate Cover)

Cost Centre 1505

Project Snowy Monaro Local Traffic Committee

Further Operational Plan Actions:

### **EXECUTIVE SUMMARY**

Following a debriefing session at our last meeting on 25 January 2018, the Snowtunes Event organiser, Josh Green has again submitted his application for a proposed 2 day event at the Clay Pits as occurred last year. The SMLTC will need to review the TMP for the parking arrangements, pedestrian movement and TCP's.

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

## **COMMITTEE RECOMMENDATION**

LTC11/18

That Council Approves the Snow Tunes Traffic and Transport Management Plan for the event on 31 August and 1 September 2018, subject to amending the "egress" TCP to reflect the correct dates.

Representative of the NSW Police	Representative of the NSW RMS
Representative of the State MP	Representative of the Council

## 7.2 REQUEST FROM MICHELLE WHITE TO CONSIDER THE EXTENSION OF A SCHOOL BUS ROUTE ALONG SNOWY RIVER WAY AND DALGETY ROAD.

Record No:

LTC12/18

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. Michelle White Dalgety Bus Extension Map

Michelle White extension of the Dalgety School Bus 1
 Michelle White extension of the Dalgety School Bus 2
 Michelle White extension of the Dalgety School Bus 3

Cost Centre 1505 Assets and Engineering Services

Project Snowy Monaro Local Traffic Committee

**Further Operational Plan Actions:** 

### **EXECUTIVE SUMMARY**

A request has been received from Michelle White seeking Council approval to extend the school bus route from Dalgety Public school to 5054 and 4887 Snowy River Way and to 1535 Dalgety Road. A map of the proposed route extension is provided which includes pick up and drop off times. Photos of the locations are also provided.

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

## COMMITTEE RECOMMENDATION

That Council approves the school bus route extension from Dalgety Public school to 5054 and 4887 Snowy River Way and to 1535 Dalgety Road.

Representative of the NSW Police	Representative of the NSW RMS
Representative of the State MP	Representative of the Council

## 7.3 REQUEST FROM TRANSPORT FOR NSW TO CONSIDER OPTIONS TO EXTEND THE SCHOOL BUS ROUTE ALONG VARIOUS ROADS IN BOMBALA.

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 Bus Route Options map and description

2. Bombala School Bus Route extension information

Cost Centre 1505 Assets and Engineering Services
Project Snowy Monaro Local Traffic Committee

Further Operational Plan Actions:

#### **EXECUTIVE SUMMARY**

A request has been received from Sarah Baulch, A/Senior Contracts officer at Transport for NSW seeking LTC endorsement and Council approval to extend the school bus route for three options in Bombala. A map of the proposed route extension for each option is provided. Sarah has indicated that the Bus Operator has not yet been chosen as it depends on the suitability of the bus to use the road and turn around. The category 4 bus will be no longer than 12.5m.

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

COMMITTEE RECOMMENDATION	LTC13/18

That Council, whist having no objections in principle to the extension of a bus route in Bombala, requires further information on the exact route and the proposed bus capacity to properly assess and approve the extension.

Representative of the NSW Police	Representative of the NSW RMS	
Representative of the State MP	Representative of the Council	

ATTACHMENT 1 MINUTES OF LTC MEETING ON 5 APRIL 2018 LTC 05042018 MIN 989

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## 7.4 INSTALLATION OF SECOND ROAD HUMP JUST PRIOR TO ALPENSEE WEG TURN OFF ON RAINBOW DRIVE, TYROLEAN VILLAGE.

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. Tyrolean subdivision Watts Profile Road Hump

Cost Centre 1505 Assets and Engineering Services
Project Snowy Monaro Local Traffic Committee

**Further Operational Plan Actions:** 

### **EXECUTIVE SUMMARY**

A request has been received from Millar and Merrigan Pty Ltd, the Developer of the Tyrolean Subdivision, Stage 2, seeking Council approval to install and second "Watts Profile Road Hump" just uphill of the Alpensee Weg turn off on Rainbow Drive. The Committee may recall the support of the LTC for the installation of the first road hump on the uphill section from the bus turning circle a few years ago as a traffic calming device. It is proposed to locate the second road hump between the bus turning circle and the Alpensee Weg turnoff. The design may not need to allow larger buses to cross as there may be insufficient turning areas further down in the village. If so, this will need to be provided in the Committee's recommendation to Council. It is anticipated that the design drawing will be available at the meeting. A copy of the "Watts Profile Road Hump" as provided in Australian Standard AS1742.13-2009 is attached to this report.

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

### COMMITTEE RECOMMENDATION

LTC14/18

That Council approves the installation of a Watts Profile Road Hump on Rainbow Drive between Alpensee Weg and the new road accessing Stage 2 of the Tyrolean subdivision subject to the following requirements:

- A. That allowance for pedestrians to cross the road at the road hump not be provided (ie no pram crossing provided in the kerb and gutter)
- B. That the design drawing be redrawn to scale and to appropriate drafting standards showing appropriate signs and line marking.
- C. That the road hump be relocated away from the new road intersection (slightly downhill).

Representative of the NSW Police	Representative of the NSW RMS		
Representative of the State MP	Representative of the Council		

ATTACHMENT 1 MINUTES OF LTC MEETING ON 5 APRIL 2018 LTC 05042018 MIN 989

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The committee discussed at length the request to install a second road hump on Rainbow Drive and expressed concerns over the use of the Watts Profile Road Hump. The rounded structure of the Watts road hump is not appropriate to allow pedestrians to safely cross. The committee also expressed concerns with the standard of the drafting and would like the developer's consultant to provide clarification and more detail.

## 7.5 PROPOSED TEMPORARY ROAD CLOSURE OF THERRY STREET BOMBALA TO HOLD A YOUNG DRIVER TRAINING PROGRAM ON 24 MAY 2018

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 Young Driver Training Request 2018

Cost Centre 1505 Assets and Engineering Services
Project Snowy Monaro Local Traffic Committee

**Further Operational Plan Actions:** 

### **EXECUTIVE SUMMARY**

A request has been received from Snowy Hydro for a temporary road closure of Therry Street, Bombala to hold the Bombala Young Driver Training program on 24 May 2018 between 9am and 3pm. The event organiser has provided a Police TMP, Schedule 1 form under the Summary Offences Act 1988, Special Event TMP check list, risk assessment and a certificate of currency, but does not list Council as an interested party. A traffic control plan has not been provided, nor have letters to emergency services notifying of the road closure.

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

## **COMMITTEE RECOMMENDATION**

LTC15/18

That Council approves the temporary road closure of Therry Street, Bombala, between Forbes and Caveat Streets, Bombala on 24th May 2018 from 9:00am until 3:00pm subject to:

- A. Copy of letters sent to emergency services informing of the temporary road closure.
- B. A copy of the Certificate of Currency of at least \$20M stating SMRC as an interested party.
- C. Copy of a traffic control plan signed by an authorised person, subject to the following amendment:

Identify the safe zone where waiting students will be held prior to and after having completed their turn on the skid area.

Representative of the NSW Police

Representative of the NSW RMS

ATTACHMENT 1 MINUTES OF LTC MEETING ON 5 APRIL 2018 LTC 05042018 MIN 989

Page 23

## Representative of the State MP

## Representative of the Council

## 7.6 KALKITE STREET JINDABYNE, ROAD RECONSTRUCTION, PROPOSAL SHOWING REGULATORY SIGNS AND TRAFFIC CONTROL DEVICES

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 Jindabyne reconstruction plan showing regulatory signs

and traffic control devices

Cost Centre 1505 Service Delivery

Project Snowy Monaro Local Traffic Committee

Further Operational Plan Actions:

### **EXECUTIVE SUMMARY**

Works on the reconstruction of Kalkite Street in Jindabyne are planned to commence following winter 2018. The plan below indicates the proposed locations of the regulatory signs, line marking and a pedestrian crossing.

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

## **COMMITTEE RECOMMENDATION**

LTC16/18

That Council defer the approval of the Kalkite Street Road Reconstruction drawing showing regulatory signs and traffic control devices to the next Local Traffic Committee Meeting for the following matters to be considered:

- Consultation between RMS and Council regarding pedestrian treatment;
- Does the position of the pedestrian crossing create traffic conflict at the intersection on Park Road;
- Clarification of bus zone and parking for the mobile library;
- Centre line marking be provided on the plan from Snowy River Avenue to Kalkite Street; and
- Give way line marking to follow the edge line.

Representative of the NSW Police	Representative of the NSW RMS

9.2 ADOPTION OF RECOMMENDATIONS FROM THE SNOWY MONARO LOCAL TRAFFIC COMMITTEE MEETING HELD ON 5 APRIL 2018

ATTACHMENT 1 MINUTES OF LTC MEETING ON 5 APRIL 2018 LTC\_05042018\_MIN\_989 Page 24

Representative of the State MP Representative of the Council

- 8. GENERAL BUSINESS
- 9. MATTERS OF URGENCY

Nil

## 10. NEXT MEETING

Thursday, 31 May 2018 in Jindabyne

There being no further business the Chair declared the meeting closed at 12.12pm

## **CHAIRPERSON**

The above minutes of the Local Traffic Committee Meeting of Snowy Monaro Regional Council held on 5 April 2018 were confirmed by Committee at a duly convened meeting on 31 May 2018 at which meeting the signature hereon was subscribed.

## 10.1 TENDER FOR DALGETY SHOWGROUND SHEEP PAVILION DEMOLISH AND CONSTRUCTION

Record No:

Responsible Officer: Director Operations & Infrastructure

Author: Asset Manager

Key Direction: 1. Sustaining Our Environment for Life

Delivery Plan Strategy: DP1.3.1.1 Ensure Council services, facilities and land holdings

promote best practice for sustainability.

Operational Plan Action: OP1.14 Council have safe, reliable, sustainable and cost effective

assets through the management of Facilities.

Attachments: 1. Location Plan of Dalgety Showground Sheep Pavilion U

2. Sheep Pavilion Report from Echelon Loss Assessor 🕹

Sheep Pavilion Damage 
 Sheep Pavilion Footings

5. Sheep Pavilion Framing Plan J.

6. Sheep Pavilion Sections and Details <a>J</a>

7. Sheep Pavilion Elevations <a>J</a>

Cost Centre Sportsgrounds Buildings 1555

Project PJ 150226

Further Operational Plan Actions:

## **EXECUTIVE SUMMARY**

The Sheep Pavilion at the Dalgety Showground was damaged during high winds when a large pine tree fell onto the Pavilion in August 2017.

Council Insurers, Statewide Mutual and Jardine Lloyd Thompson, had the damaged assessed by Echelon Loss Adjusting with a recommended reserve.

To continue with the demolition and construction of the Sheep Pavilion, Council needs to proceed with the works with a Tender.

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

## **OFFICER'S RECOMMENDATION**

That Council approve a Tender to be advertised for the Demolition and Construction Works at Dalgety Showground Sheep Pavilion.

## **BACKGROUND**

The Sheep Pavilion at the Dalgety Showground was damaged during high winds when a large pine tree fell onto the Pavilion in August 2017.

Council Insurers, Statewide Mutual and Jardine Lloyd Thompson, had the damaged assessed by Echelon Loss Adjusting with a recommended reserve.

Due to community demand and the requirement for a Development Application and Construction Certificate to continue with the works on the Sheep Pavilion, Grounded Structural Engineering inspected the site, consulted with the community groups for their input (Section 355 and Dalgety Show Society) and provided a quotation for construction plans for the sheep pavilion. Advice was received by Council's Heritage Advisor due to the Township of Dalgety being a Heritage Village which includes the Dalgety Showground.

Grounded Engineering provided construction plans and reported there are no engineering concessions that can be employed to make the Sheep Pavilion structure a repairable item. As it is required to be a habitable structure, a place of public entertainment, Council is required to make the building comply with Building Code of Australia and the relevant provisions of the loading code AS1170. This means Council need to demolish the existing structure and design a building that complies with code and heritage requirements.

The Development Application and Construction Certificate were approved and three quotations were obtained for the demolition and construction of the sheep pavilion.

The three quotations were all over \$150,000. Under the Local Government Act 1993 Section 55, Part 7 Tendering under the Local Government (General) Regulation 2005 and Council's Purchasing and Tendering Policy SMRC 55, Council is required to advertise for Tender to continue with the demolition and construction of the Sheep Pavilion.

Council approval is being requested to proceed with the Tender process.

## QUADRUPLE BOTTOM LINE REPORTING

### 1. Social

Council meets its social obligations by attaining the objectives of Key Direction One and Four of the Delivery Program and Operational Plan 2018 for Council to have safe, reliable, sustainable and cost effective assets through the management of facilities and supporting volunteer groups and Committees.

### 2. Environmental

Any anticipated environmental impact which may occur as a result of works to be carried out on site will be addressed at the time.

### 3. Economic

Three quotations were obtained for the demolition and construction of the sheep pavilion.



As all three quotations are over \$150,000 Council is required to advertise for Tender to continue with the demolition and construction of the Sheep Pavilion. This information has been passed onto Council's Insurers.

The costs of the demolition and construction of the Dalgety Showground Sheep Pavilion should be covered by Council's Insurance. Once the Tenders for this work have been received by Council the Tender amounts will be taken to Council's Insurers for their advice.

10.1 TENDER FOR DALGETY SHOWGROUND SHEEP PAVILION DEMOLISH AND CONSTRUCTION

## 4. Civic Leadership

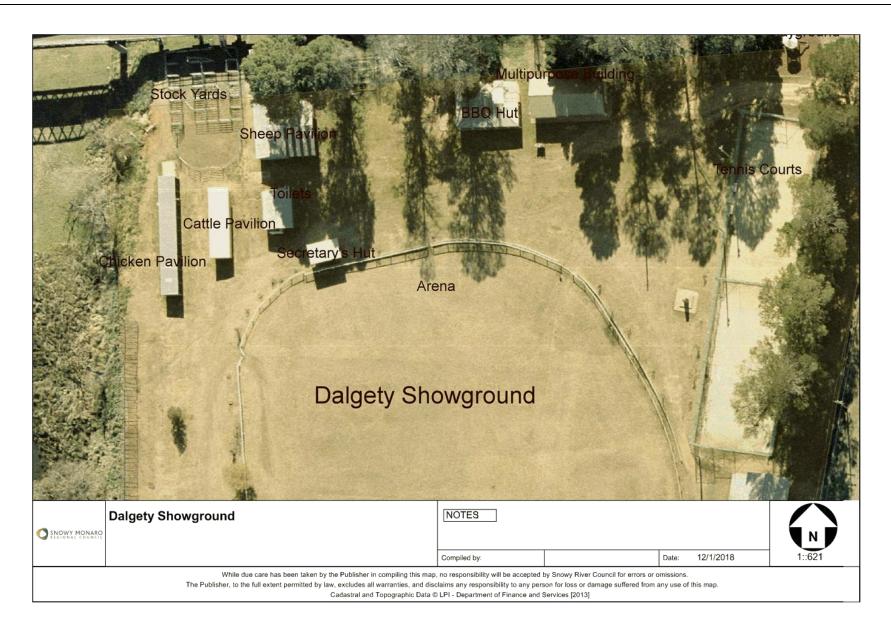
Council maintains Council Assets and Facilities for the best social and economic outcomes for the Community.

**Snowy Monaro Regional Council Tendering Policy SMRC 55** 

- 3 Purchase Methods:
- 3.1 Quotation and Tender Thresholds
- \$150,000 and above

## Formal Public Tenders are to be invited either

By public advertisement in accordance with s55 Local Government Act 1993 and Part 7 Tendering under Local Government (General) Regulation 2005.



21 November 2017

**Attention: Barry Sheldrick** 

Statewide Mutual/JLT Pty Ltd Public Sector Division Level 37, 225 George Street SYDNEY NSW 2000

#### **Echelon Loss Adjusting**

A division of Echelon Australia Pty Ltd ABN 96 085 720 056

Level 37, 225 George Street PO Box H25, Australia Square Sydney NSW 1215

Tel (02) 9320 2744 Mob 0409 342 024

brian.bugden@echelonaustralia.com.au www.echelonaustralia.com.au

## COMMERCIAL PROPERTY (STORM DAMAGE)-REPORT 1

Echelon Loss Adjusting Contact: Brian Bugden
Our Reference: BRB 20704
Date of Loss: 11 August 2017
Claim Reference: PR0015402

Insured: Snowy Monaro Regional Council

Situation of Risk: Dalgety Showgrounds, Campbell Street,

Dalgety NSW 2628

Policy: Statewide Mutual Property/Affiliated FM Pro

Vision All Risk Property Policy

Sum Insured: Building – \$69,000.00

Deductible: \$2,000.00

Description of Risk: Sheep pavilion

Loss/Damage: Storm damage to building

Recommend Reserve: \$132,000.00, net allocated as

Description	Sum Insured	Previous Payments	Payment Recommended	Reserve
Buildings/Debris Removal	\$69,000.00	Nil	N/a	\$74,000.00
Demolition	\$15.0M	Nil	N/a	\$20,000.00
Protection of Property	\$250,000.00	Nil	N/a	\$5,000.00
Expediting Expenses	\$250,000.00	Nil	N/a	\$2,500.00
Professional Fees	\$2.0M	Nil	N/a	\$32,500.00
Deductible	\$2,000.00	Nil	N/a	(\$2,000.00)
Total:				\$132,000.00

The Liability Specialists

Branches in: | Melbourne | Sydney | Brisbane | Townsville | Perth | Adelaide | Shepparton

#### 1.0 INTRODUCTION

We refer to your instructions in the above matter.

Following receipt of these instructions we immediately contacted the Insured and made arrangements to conduct a site inspection of the damaged asset which was carried out on 19 October 2017.

#### 2.0 INSURED RISK

The Insured is Snowy Monaro Regional Council of PO Box 714, Cooma NSW 2630.

The Insured is registered for GST and their ABN is 72 906 802 034.

They are able to claim the full input tax credit entitlement in relation to this claim.

### 3.0 DESCRIPTION OF PROPERTY

Loss and damage occurred to the Insured's following asset.

Dalgety Showground sheep pavilion

The asset is a somewhat rustic, albeit heritage listed structure situated within the Dalgety Showground confines.

Please refer to the site inspection section of this report for further details relating to this asset.

#### 4.0 SITE INSPECTION

We carried out site inspection of the damaged asset on 19 October 2017.

The subject asset is a sheep pavilion measuring 22 m in length x 6 m in width.

It is constructed of timber, with a steel sheet roof and is mainly open sided with the exception of a small enclosed section at one end.

The pavilion has been built on timber stump footings and has a timber deck floor with steel livestock races positioned throughout.

There is also an additional attached timber decking measuring 8 m x 4 m.

Damage has occurred to a section of the roofing and roof frame measuring 12 m  $\times$  6 m as well as approximately 25% - 50% of the attached decking referred to above.

The remainder of the asset appears to be largely undamaged.

The damaged section of the roof has been demolished and removed as has the subject tree that impacted with the asset causing the damage.

The age and construction method used appears to be non-compliant with the Building Code of Australia (BCA) and the timber stump footings in particular

exhibited signs of wear and tear, which may give rise to a deduction or contribution.

Please refer to the attached Schedule of Photographs at the end of this report, taken at the time of our site inspection.

#### 5.0 CIRCUMSTANCES/CAUSE

#### 5.1 BACKGROUND

The Insured reported to you that on 11 August 2017 damage occurred to the asset listed above as a result of it having been struck by a large pine tree that was uprooted during a windstorm.

#### 5.2 IMMEDIATE MEASURES

Following the event the Insured arranged for the fallen tree to be removed and for the debris to be cleaned up.

They also arranged for safety fencing to be placed around the damaged structure.

### 6.0 CAUSE

From our site inspection the damage is consistent with having resulted from impact by a fallen tree.

Our research of the Bureau of Meteorology's website has confirmed that on the date of occurrence strong winds were observed at the incident location.

Accordingly we are satisfied that the damage occurred as a result of a storm event.

## 7.0 NATURE AND EXTENT OF LOSS

We set out the nature and extent of the damage as follows.

## 7.1 MATERIAL DAMAGE - BUILDINGS

- Dalgety Showgrounds sheep pavilion structural damage to the building's roofing and walls as well as a section of outdoor decking likely requiring demolition and reinstatement due to its noncompliance with the BCA – \$69,000.00 excluding GST
- o Subtotal \$69,000.00 excluding GST

#### 7.2 REMOVAL OF DEBRIS

Debris from both the damaged asset as well as the tree which fell onto the asset was required to be removed from site following the occurrence.

This cost will fall for consideration under policy section C (3) - Additional Coverage – Debris Removal.

Subtotal – \$5,000.00 (estimate)

#### 7.3 DEMOLITION

As discussed above the demolition of the subject property will be required.

This cost will fall for consideration under policy section D (14) - Extensions of Coverage – Demolition.

Subtotal – \$20,000.00 excluding GST (estimate)

## 7.4 PROTECTION AND PRESERVATION OF PROPERTY

The Insured incurred the following costs immediately following the event to mitigate their loss and protect the property. These losses are set out below and will fall for consideration under policy section C (5) - Protection & Preservation of the Property.

- Isolation of services \$2,500.00 (estimate)
- Hiring of security fencing \$2,500 (estimate)
- Subtotal \$5,000.00 excluding GST

### 7.5 EXPEDITING EXPENSES

The Insured used their own staff to effect certain mitigation, emergency and make safe repairs immediately following the event. Any staff wages incurred outside of their normal duties and working hours plus the cost of any materials or usage of plant and equipment will fall for consideration under policy section D (3) - Extensions of Coverage – Expediting Expenses.

- Wages, materials, usage of plant and equipment \$2,500.00 (estimate)
- o Subtotal \$2,500.00 excluding GST

### 7.6 PROFESSIONAL FEES

In view of the damaged asset's heritage listing and non-compliance with the BCA, a structural engineer and heritage consultant will likely need to be appointed in this matter. Their fees as well as DA/Construction Certificate fees associated with reinstatement of the damaged asset as set out below will fall for consideration under policy section D (2) – Extensions of Coverage – Professional Fees.

- Structural engineer's fees \$10,000.00 (estimate)
- Heritage consultant fees \$10,000.00 (estimate)
- DA/Construction Certificate fees \$5,000.00 (estimate)
- Subtotal \$25,000.00 excluding GST

Grand total - \$126,500.00 including GST

### 8.0 POLICY COVERAGE

We have reviewed the Affiliated FM Pro Vision All Risk Property Policy wording.

Cover is provided in respect of the risk of direct physical loss and damage to the Insured's real and personal property.

The damage to the Insured's asset will fall for consideration under the terms of the policy.

None of the exclusions would appear to apply in this instance and we can see no reason therefore why indemnity should not be granted.

We will comment on any wear and tear and/or inherent vice considerations in our further report/s.

## 9.0 ADEQUACY OF INSURANCE

From our review of the asset schedule provided by your office the asset appears to be adequately covered for the purposes of this claim.

### 10.0 QUANTUM

We have assessed quantum at \$126,500.00 as set out above.

#### 11.0 RESERVE

We recommend that you maintain a net reserve in the amount of \$132,000.00 representing our assessment of the loss and damage as set out above inclusive of an allowance in respect of our professional fees, less the applicable deductible of \$2,000.00.

## 12.0SALVAGE

Not applicable.

#### 13.0 RECOVERY/CONTRIBUTION

As discussed above, there may need to be a deduction or contribution in respect of wear and tear and/or inherent vice and we will address this issue in our future assessment of the claim.

### 14.0 RECOMMENDATIONS

We are not in a position to recommend authorisation of demolition or repairs/reinstatement at this stage pending receipt of supporting documentation from the Insured in respect of the loss and damage set out above.

We will further report to your office in regards to the above in due course.

## 15.0 SUMMARY/FUTURE ACTION

We have pleasure in submitting our above report for your consideration.

Snowy Monaro Regional Council (	(Our Ref: BRB 20704)	Ì
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Once the Insured has furnished us with the appropriate supporting documentation in respect of demolition/reinstatement of the asset including any structural engineering and heritage consultant's reports we will review and asses the loss following which we will report to your office seeking your authorisation in respect of the proposed works.

Brian Bugden Senior Loss Adjuster

Encl. Photographs

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# **16.0 SCHEDULE OF PHOTOGRAPHS**



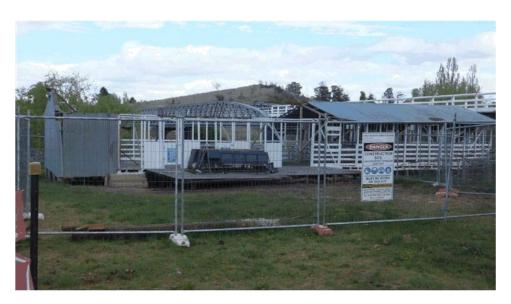
Photograph 1. Dalgety Showground



Photograph 2. Damaged Sheep Pavilion



Photograph 3. Further view of damaged asset



Photograph 4. Further view of damaged asset



Photograph 5. Internal damage to enclosed section



Photograph 6. Close-up showing damaged decking

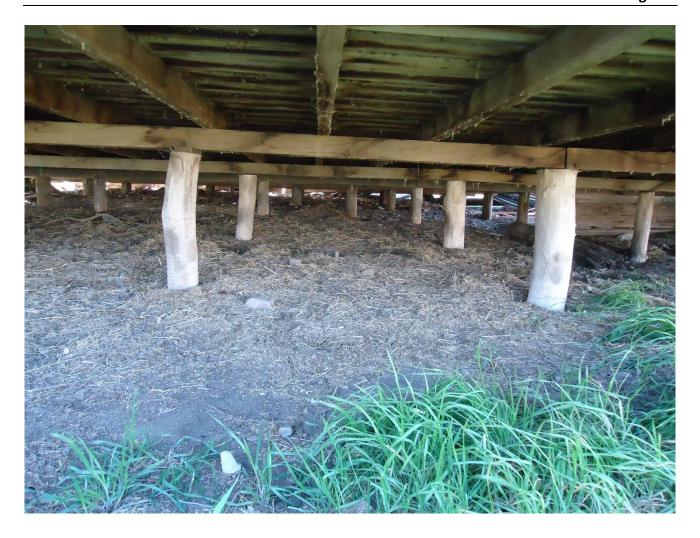


Photograph 7. Wide view of asset's southern elevation

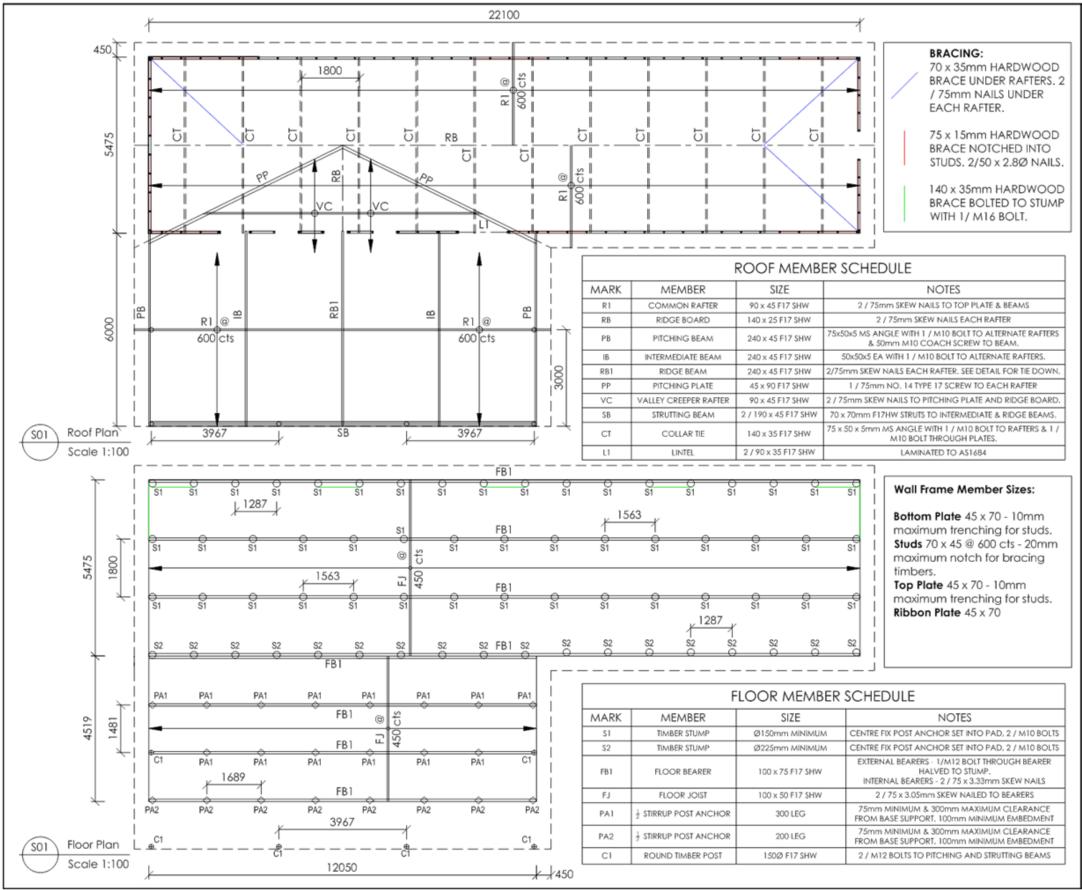


Photograph 8. Example of existing timber stump footings





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Director: PAUL LARKIN PO Box 220 Jindabyne NSW 2627 Email: paul@groundedeng.com Mobile: 0429 071 387

#### Certification & Site Parameters

Design Loads in accordance with AS1170.1 - Live loads

AS1170.2 - Wind loads AS1170.3 - Snow loads

Wind Class: Vu = 50m/s - N3 (W41N)

Site Soil Class:

Altitude:

Ground Snow Load:

Roof Snow Load:

Designed: Paul Larkin Design Checked By:

#### ANSARY CONSULTING ENGINEERS

Tarek El-Ansary

BE(Civil ) MEngSc(Civil ) MIEAust CPEng.

Signed:

Date:

Project / Client: Woolshed and Stage

Dalgety Showground

Snowy Monaro Regional Council

Drawing Title: Framing Plans

Revision: A

Drawn By: Stephen Nelson 0414953216

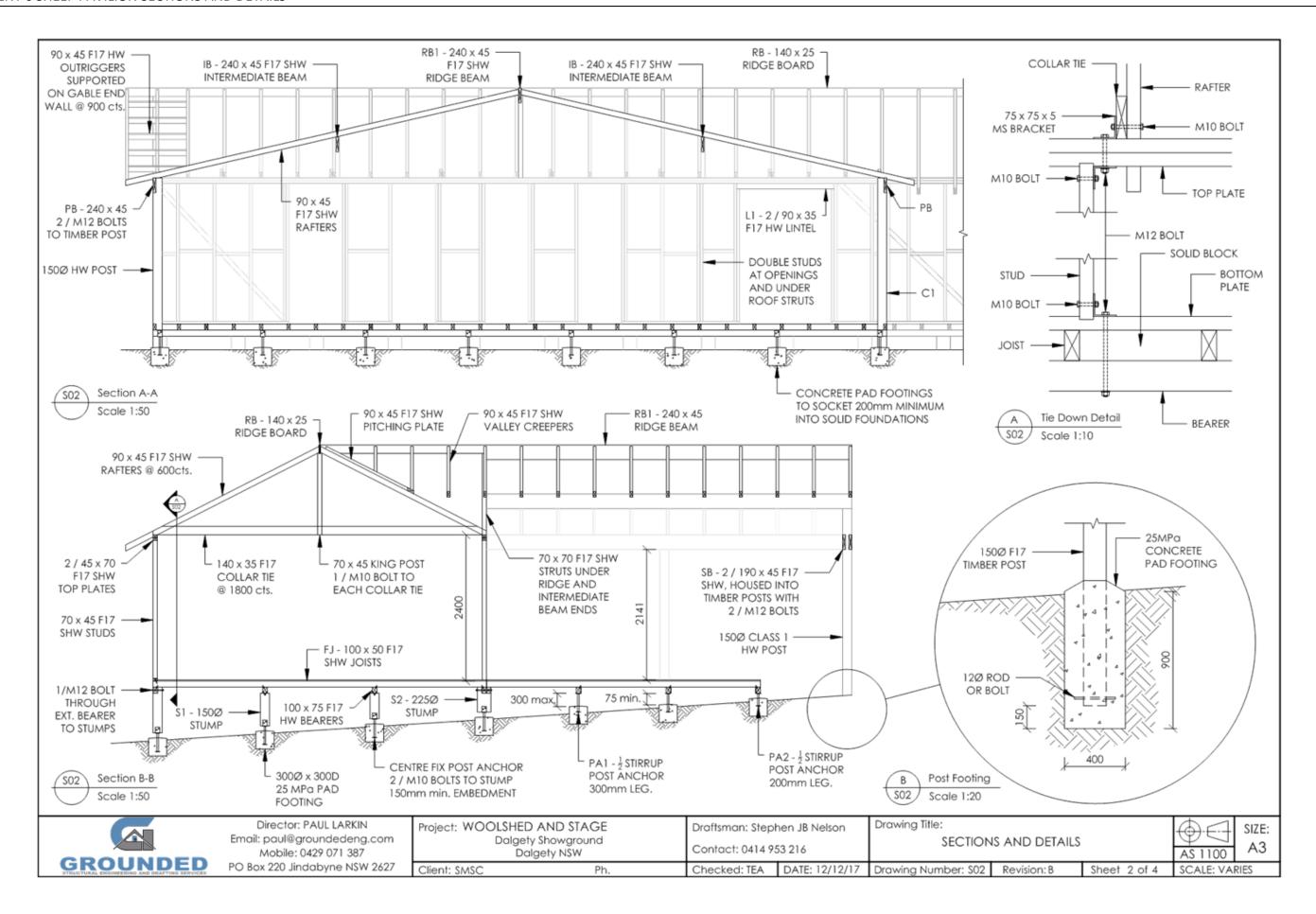
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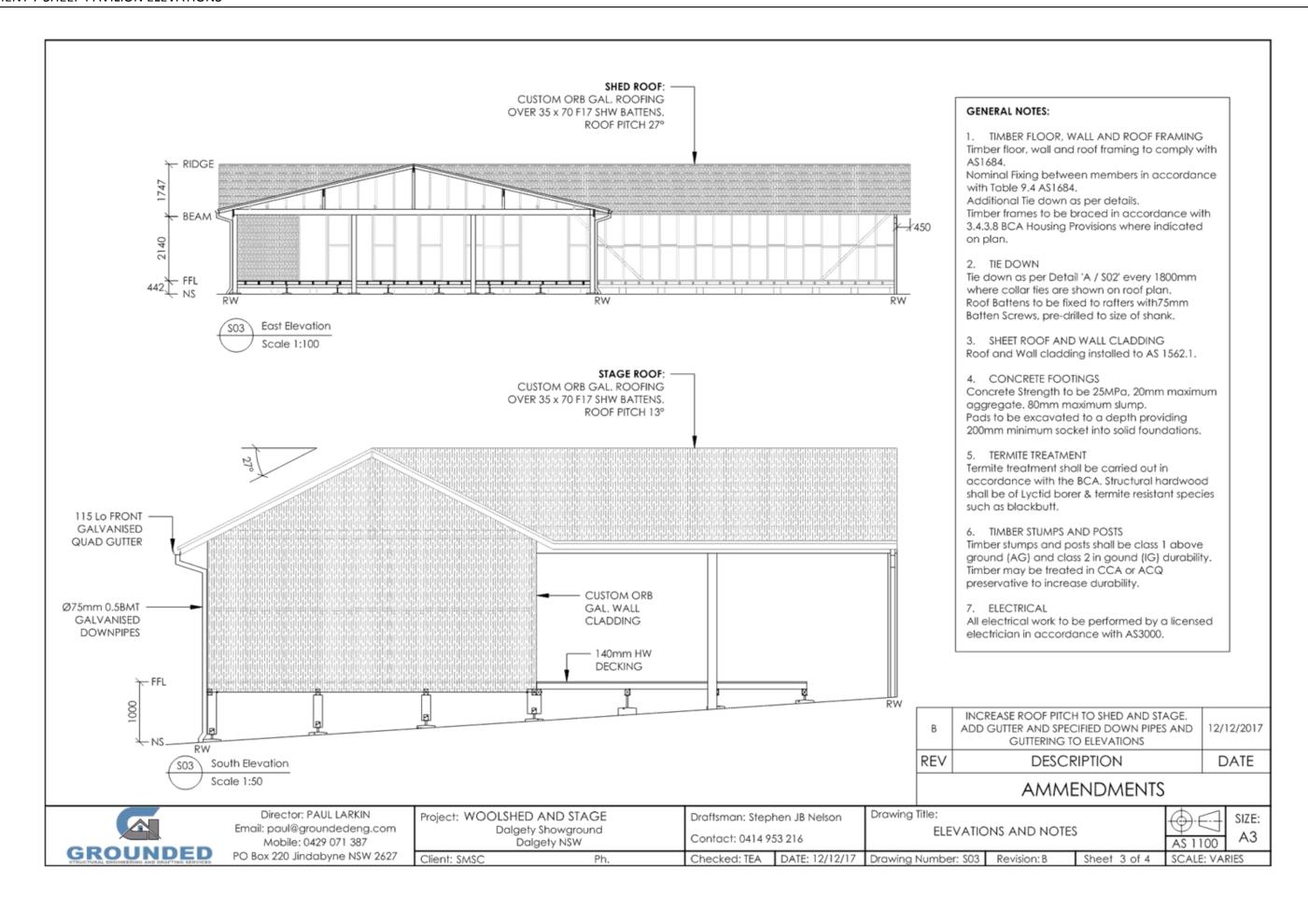
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#### 10.2 CONSIDERATION OF LOCAL WEED MANAGEMENT PLAN FOR ADOPTION BY COUNCIL

Record No:

Responsible Officer: Director Environment & Sustainability

Author: Noxious Weeds Officer

Key Direction: 1. Sustaining Our Environment for Life

Delivery Plan Strategy: DP1.2.1.2 Continue to control and enforce the effective control of

invasive weeds on Rural and Urban Lands in accordance with

relevant legislation.

Operational Plan Action: OP1.13 Liaise with all stakeholders to discuss weed control and

develop management recommend options to reduce noncompliance across the Region in an effort to eradicate Noxious

Weeds.

Attachments: 1. Snowy Monaro Region Weed Management Plan U

Cost Centre No budget implications

Project Snowy Monaro Region Local Weed Management Plan

Further Operational Plan Actions: N/A

#### **EXECUTIVE SUMMARY**

The Snowy Monaro Region Local Weed Management Plan (the Plan) identifies weeds with which Snowy Monaro Regional Council maintains an active management and compliance program. It informs the level of investment required for land managers, including Council, to discharge their General Biosecurity Duty in accordance with the Biosecurity Act 2015. The Plan will provide supporting evidence for Vegetation Management staff to enforce the provisions of the Biosecurity Act 2015.

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

#### OFFICER'S RECOMMENDATION

That Council adopt the Snowy Monaro Region Local Weed Management Plan.

#### **BACKGROUND**

#### QUADRUPLE BOTTOM LINE REPORTING

#### 1. Social

The introduction of the Biosecurity Act on 1 July 2017 brought with it a great deal of confusion amongst the community. Land managers no longer had a noxious weeds list defining which weeds must be controlled; nor were there clearly defined control requirements for most locally important weeds. This plan gives the community clarity on which weeds are subject to compliance action and the extent to which they must be controlled.

10.2 CONSIDERATION OF LOCAL WEED MANAGEMENT PLAN FOR ADOPTION BY COUNCIL

#### 2. Environmental

Adoption of the Plan will provide environmental benefits through greater and more strategic weed management practices. The plan enables staff to enforce the provisions of the Biosecurity Act and provides a standardised approach to weed management throughout the Snowy Monaro Region.

#### 3. Economic

There are no budget implications associated with the adoption of this plan; however the plan will guide all land managers, including Council, on where to prioritise investment into weed management. The economic benefits of managing weeds in their early stages of invasion are well recognised. This plan focuses on the prevention and eradication of weeds where it is deemed possible and minimising the impact of weeds where it is not.

## 4. Civic Leadership

By adopting this plan, Council is providing clarity and leadership to the Community. The plan adopts the principles of the NSW Invasive Species Plan and the South East Regional Strategic Weed Management Plan. By adopting the plan and providing clarification to the community on weed management expectations, Council will achieve improved weed management throughout the region.



# Snowy Monaro Region Local Weed Management Plan



SNOWY	MONARO	REGIONAL	COUNCIL
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# **Record of Versions**

Date Published	Reason for Amendments	Resolution	Author/Document Owner

Uncontrolled document when printed. Please refer to intranet for controlled document

PO Box 714 COOMA NSW 2630 | 1300 345 345 | council@snowymonaro.nsw.gov.au | www.snowymonaro.nsw.gov.au

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Revision Date:

36

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APPENDIX 12 Blackberry

Issue Date: (date)

250.2016.#.1

# 10.2 CONSIDERATION OF LOCAL WEED MANAGEMENT PLAN FOR ADOPTION BY COUNCIL ATTACHMENT 1 SNOWY MONARO REGION WEED MANAGEMENT PLAN Page 54

SNOWY MONARO REGIONAL COUNCIL	Local Weed Management Plan
Tables	
Table 1: Prohibited Matter (Weeds) to which specific restrictions are legislated Table 2: Schedule 3 Weeds to which mandatory measures apply	ted 7 9
Figures	
Figure 1 Snowy Monaro Region Geographical area	7
Figure 2 Generalised Invasion Curve	12

250.2016.#.1	Issue Date: (date)	Revision Date:	Page 4 of 37
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# 1. Introduction

#### 1.1. The Snowy Monaro Region

The Snowy Monaro Regional Council was formed on 12th May 2016 as a result of proclamation by the NSW Minister for Local Government. This new region encompasses the former Bombala, Cooma-Monaro and Snowy River Local Government Areas and is located in South Eastern NSW, reaching from the ACT border in the north to the Victorian border in the south.

The region covers an area of approximately 15,000km<sup>2</sup> and is characterized by rolling plains and rugged mountain ranges. It includes the three major townships of Bombala, Cooma and Jindabyne and a number of smaller towns and villages. The region includes numerous State and National Parks, including the Deua, Kosciuszko, South East and Wadbilliga National Parks and numerous nature reserves, state forests and heritage conservation areas.

The region is heavily reliant on agricultural production, which is based largely on sheep and cattle grazing enterprises on native pastures. Climatic and geographical conditions limit the potential for diversification into other agricultural enterprises so any impact of weeds on native pastures is critical to the area.

Weed invasion, and in particular invasion by perennial grass weeds like Serrated Tussock, African Lovegrass and Chilean Needle Grass, have the potential to reduce, and in some cases, eliminate native and introduced pastures. For this reason, these weeds are identified as one of the greatest threats to the biodiversity of the Monaro grasslands.

# 1.2. Implementation of the Biosecurity Act 2015

On 1 July 2015, the NSW *Biosecurity Act 2015* (the Act) became the primary legislation dealing with weed management in NSW. The Act supersedes the *Noxious Weeds Act 1993* and operates on a risk management framework, providing flexibility in the development and implementation of weed management programs at a local level based on the level of risk that a weed poses to the local economy, environment and/or community.

The primary objective of the Act is to provide a framework for the prevention, elimination and minimization of a wide range of biosecurity risks, including pest animals, diseases, contaminants and weeds. In relation to the management of weeds, the Act aims to prevent the introduction of new weeds into or within the State, to eradicate new incursions quickly and efficiently and to minimize the impact of widespread established weeds.

This plan identifies the weeds with which Snowy Monaro Regional Council maintains an active management and compliance program. It also specifies the extent to which land managers within the Snowy Monaro Region must manage these priority weeds in the absence of State legislated requirements.

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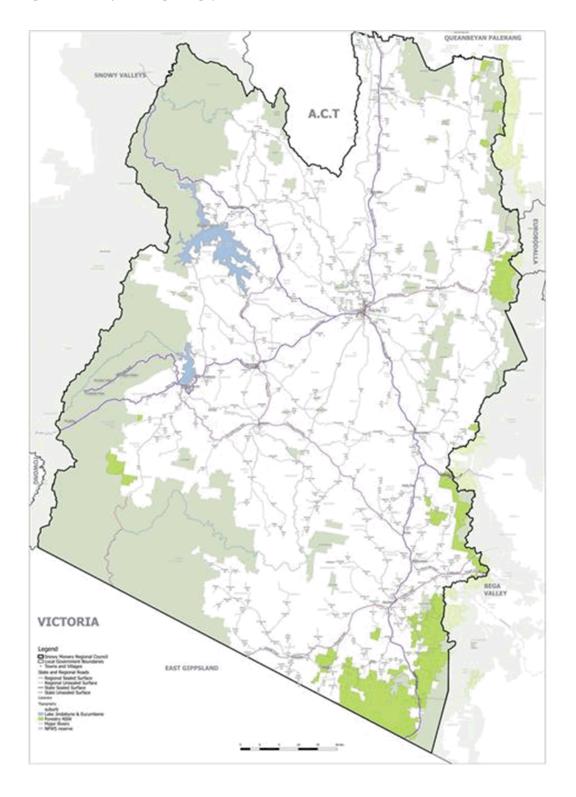
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Figure 1 Snowy Monaro Region Geographical Area



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#### 1.2.1. Prohibited Matter

Schedule 2 of the Act identifies weeds which are legislated as Prohibited Matter throughout NSW. These weeds are subject to specific restrictions relating to the possession, purchase, sale, movement and other dealings as identified in the Act. A person who becomes aware of the presence of a prohibited weed, or suspects that a prohibited event has occurred, is occurring or is about to occur must immediately notify Council. Prohibited Matter (Weeds) are detailed in Table 1.

Table 1. Prohibited matter (weeds) to which specific restrictions are legislated

Scientific Name	Common Name
Andropogon gayanus	Gamba grass
Annona glabra	Pond apple
Asparagus declinatus	Bridal veil creeper
Bassia scoparia (excluding subsp. trichophylla)	Kochia
Centaurea stoebe subsp. micranthos	Spotted knapweed
Centaurea x moncktonii	Black knapweed
Chromolaena odorata	Siam weed
Clidemia hirta	Koster's curse
Cryptostegia grandiflora	Rubber vine
Eichhornia azurea	Anchored water hyacinth
Hieracium spp (all species)	Hawkweed
Hydrocotyle ranunculoides	Hydrocotyl/Water pennywort
Lagarosiphon major	Lagarosiphon
Limnobium spp. (all species)	Frogbit/Spongeplant
Limnocharis flava	Yellow burrhead
Miconia spp. (all species)	Miconia
Mikania micrantha	Mikania vine
Mimosa pigra	Mimosa
Myriophyllum spicatum	Eurasian water milfoil
Nassella tenuissima (syn. Stipa tenuissima)	Mexican feather grass
Orobanche spp. (all species except the native O. cernua var. australiana and O. minor)	Broomrape
Parthenium hysterophorus	Parthenium weed
Stratiotes aloides	Water soldier
Striga spp. (except the native S. parviflora)	Witchweed
Trapa spp. (all species)	Water caltrop
Vachellia karroo (syn. Acacia karroo)	Karoo acacia
Vachellia nilotica (syn. Acacia nilotica)	Prickly acacia

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## 1.2.2. Mandatory measures

Schedule 3 of the Biosecurity Regulations 2017 (the Regulations) identifies a number of weeds with which mandatory measures apply. The mandatory measures applying to these weeds are detailed in Clause 33 of the Regulations as 'a person must not import into the State or sell' any listed plant.

Table 2. Schedule 3 weeds to which mandatory measures apply

Scientific Name	Common Name
Alternanthera philoxeroides	Alligator weed
Anredera cordifolia	Madeira vine
Asparagus aethiopicus, A. africanus, A. asparagoides Western Cape form*, A. declinatus, A. plumosus, A. scandens (except A. officinalis, A. racemosus)	Asparagus weeds
Asparagus asparagoides	Bridal creeper
Cabomba caroliniana	Cabomba
Chrysanthemoides monilifera	Bitou bush/Boneseed
Dolichandra unguis-cati	Cat's claw creeper
Eichhornia crassipes	Water hyacinth
Genista monspessulana, G. linifolia, Cytisus scoparius	Brooms
Hymenachne amplexicaulis	Hymenachne
Jatropha gossypiifolia	Bellyache bush
Lantana camara	Lantana
Lycium ferocissimum	African boxthorn
Nassella neesiana	Chilean needle grass
Nassella trichotoma	Serrated tussock
Opuntia spp., Cylindropuntia spp., Austrocylindropuntia spp. (except O. ficus-indica)	Opuntioid cacti
Parkinsonia aculeata	Parkinsonia
Prosopis spp.	Mesquite
Rubus fruticosus agg.	Blackberry except the varietals Chester Thornless, Dirksen Thornless, Loch Ness, Silvan, Black Satin, Murrindindi, Smooth Stem, Thornfree and Chehalem
Sagittaria platyphylla	Sagittaria
Salix spp. except S. babylonica, S. X calodendron and S. X reichardtiji	Willows except weeping willows, pussy willow and sterile pussy willow
Salvinia molesta	Salvinia
Senecio madagascariensis	Fireweed
Solanum elaeagnifolium	Silverleaf nightshade
Tamarix aphylla	Athel pine
Ulex europaeus	Gorse

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#### 1.2.3. General Biosecurity Duty

Many priority weeds within the Snowy Monaro Region are not subject to Prohibited Matter restrictions or to mandatory measures. To ensure that the risk posed by all weeds is prevented, eliminated or minimised, the Act requires land managers to manage all weeds in accordance with their 'General Biosecurity Duty'.

General Biosecurity Duty is referred to in Section 22 of the Act as "Any person who deals with biosecurity matter or a carrier and who knows, or ought reasonably to know, the biosecurity risk posed or likely to be posed by the biosecurity matter, carrier or dealing has a biosecurity duty to ensure that, so far as reasonably practicable, the biosecurity risk is prevented, eliminated or minimised".

Although the general biosecurity duty applies broadly, there are a number of elements that must be satisfied. These are well defined by NSW Department of Primary Industries at (https://www.dpi.nsw.gov.au/biosecurity/biosecurity-legislation/general-biosecurity-duty) as:

**Dealing with** – the general biosecurity duty only applies to a person who 'deals with' biosecurity matter or a carrier of biosecurity matter. 'Deal with' includes a wide range of activities, which are listed in section 12 of the Act. Some examples of dealing with biosecurity matter are; to keep, possess, grow, breed, move, supply or manufacture biosecurity matter.

**Knowledge** – a person must know, or ought reasonably to know, that there is or is likely to be a biosecurity risk arising from the biosecurity matter, carrier or 'dealing'. This will be a question of fact and will depend on the circumstances of each situation.

**People who know or ought reasonably to know will** generally include people who deal with biosecurity matter or carriers on a regular basis as part of a commercial or recreational activity, and people who work professionally (i.e. 'deal') with a particular type of biosecurity matter or carrier. For these people their general knowledge and expertise would in most cases be sufficient to indicate they know the risks.

'Reasonably practicable' — what is reasonably practicable for the prevention, elimination or minimisation of a biosecurity risk will depend on what was reasonably able to be done at a particular time, taking into account and weighing up all relevant matters. Relevant matters include, the nature and potential impact of the biosecurity risk, the person's level of knowledge of the risk and related actions that could be taken to prevent, eliminate or minimise the risk, and the cost, availability and suitability of these actions. It is not likely to be reasonably practicable if the cost is greatly disproportionate to the risk.

**Preventing, eliminating or minimising** the biosecurity risk – the risk must be prevented or eliminated if reasonably practicable, otherwise it must be minimised so far as is reasonably practicable.

The general biosecurity duty can apply to more than one person in relation to the same biosecurity risk, for example an owner and a manager may both be responsible for managing a particular biosecurity risk on a property.

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Local Weed Management Plan

# 2 South East Regional Strategic Weed Management Plan 2017-2022

The South East Regional Strategic Weed Management Plan 2017-2022 (the Regional Plan) was developed by the South East Regional Weed Committee in 2017 on behalf of the South East Local Land Services Board. Its intent is to outline strategic actions to guide collaborative weed management, resource allocation and investment in the South East region. The Regional plan identifies a number of weed priorities within the South East and recommends strategic responses to prevent, eliminate or minimise the biosecurity risk associated with each weed.

The Snowy Monaro Region Local Weed Management Plan adopts the principles and priorities identified within the Regional Plan and further prioritises actions based on local risk, impact and feasibility of control.

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# 3 Priority weeds within the Snowy Monaro Region

With the immense diversity in landscape, climate, soil type and land use throughout the Snowy Monaro Region it is inevitable that weed intensity levels vary widely. With this diversity comes significant variation in the capacity of land managers to reach a common standard in weed control. The Snowy Monaro Region Local Weed Management Plan recognises that a 'one shoe fits all' approach to weed management may not achieve efficient resource allocation or satisfactory weed control outcomes in some situations. For this reason, the plan applies risk based methodology to impose weed control requirements on land managers based on the level of risk posed by a weed and the prevalence of the weed at paddock, property and/or landscape scale.

The plan recognises that while a myriad of introduced weeds are present within the region; finite resources restrict works programs to a limited number of particularly high priority weeds. These weeds are ones that have an identified impact on the local economy, environment and/or community.

The generalised weed invasion curve is the foundation of State, regional and local plans and strategies. It informs resource allocation and ensures that weed control programs achieve best bang for buck for the community. The invasion curve promotes the preferential allocation of resources at the early stages of invasion where the likelihood of prevention or eradication is greatest. It does not take away from investment into managing established weeds, as these weeds often have significant and long term impacts on community values. The invasion curve prioritises resource allocation into managing established weeds in a strategic manner to protect those community values.

PREVENTION

ERADICATION

ERADICATION

ERADICATION

PREVENTION

Species absent Entry of focalised populations and abundance, many populations and abundance throughout its potential range

ECONOMIC RETURNS (INDICATIVE ONLY)

1:100

1:25

Prevention

1:25

1:5-10

Prevention

Fradication

Asset Based Protection

Figure 2. Generalised invasion Curve

Many weed species considered to be widespread throughout NSW have a very limited distribution within areas of the Snowy Monaro Region. The objective of this plan is to prioritise resource allocation towards eradicating isolated infestations where possible, and to reducing the impact of the weed where it is not.

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Local Weed Management Plan

#### 3.1 Prevention

The Biosecurity Act 2015 promotes a principle of shared responsibility. It imposes an obligation on land managers to prevent the introduction of weeds onto land under their management. Land managers, defined by the Act as 'dealers' must take all reasonable precautions to prevent the introduction of weeds into the region and onto their land through the introduction of fodder, livestock, vehicles and other weed carriers.

#### 3.2 Elimination

This plan imposes strict conditions on all land managers to eliminate isolated infestations of priority weeds at paddock, property and landscape scale. In discharging their duty, land managers or 'dealers' must fully and continuously suppress and destroy isolated infestations where it is reasonably practicable to do so in accordance with Section 16 of the *Biosecurity Act 2015*.

#### 3.3 Containment and Asset Protection

Many weeds have become naturalised in areas of the Snowy Monaro, though have not reached their maximum potential. These weeds continue to impact on the region's social, economic and environmental health and must be managed with a strong and effective program. This plan aims to contain the spread of priority weeds and to reduce their incidence in affected areas where it is reasonably practicable to do so.

Where infestations are well established and widespread the growth of plants must be controlled in a manner that continuously inhibits the ability of the plants to spread. Plants may spread by sexual (eg seeding events) or asexual means (eg lateral spread by underground rhyzomes) or by a combination of both. Control measures must be implemented which address the specific mechanism(s) of spread for the target plant.

This plan recognises the high cost of control of some established weeds and enables land managers to submit a staged control plan to Council for approval. A staged control plan must provide detailed objectives and suitable timeframes to be approved by Council.

Some localised areas of the Snowy Monaro contain infestations of priority weeds whereby the weed is the dominant species and to which a reduction in incidence is unlikely in a localised situation with current technologies. In such areas buffers and containment strategies may be imposed by Council to protect priority assets.

Control requirements for priority weeds within the Snowy Monaro Region are detailed within Appendices 1-12.

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Local Weed Management Plan

# 4 Plan review

A mid-term review of the Plan will occur in 2020 (Year Two) and a full review in 2022 (Year Four) in line with review of the Regional Plan.

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Local Weed Management Plan

**APPENDIX 1** 

Serrated Tussock



# Snowy Monaro Regional Council Local Management Plan for Serrated Tussock (Nassella trichotoma)

#### Introduction

Serrated Tussock is a *Weed of National Significance*. It is regarded as one of the worst weeds in Australia because of its invasiveness, potential for spread, and economic, environmental and social impacts. Serrated tussock has little to no grazing value because of its high fibre and low protein content. Infestations result in a significant loss in livestock production. Dense infestations may completely dominate pasture; making large areas incapable of supporting livestock. Serrated tussock poses a high risk to the Snowy Monaro Region's \$78m agricultural industry and unique environment (2010/11 Australian Bureau of Statistics (ABS) - Value of Agricultural Commodities Produce 2010-2011).



Serrated Tussock is identified as a key threatening process of the endangered ecological community; Natural Temperate Grasslands of the Southern Tablelands (NSW and ACT) because of its ability to dominate native plant communities and displace native plants.

#### Purpose of this plan

To specify the control measures that a land manager must implement to ensure that his/her General Biosecurity Duty is discharged in relation to Serrated Tussock.

#### Legal status

The management of invasive weeds in NSW is governed by the *Biosecurity Act 2015*. The Local Control Authority (Snowy Monaro Regional Council) is responsible for ensuring the prevention, elimination, minimization and management of the biosecurity risk posed or likely to be posed by invasive weeds. It is also responsible for the development, implementation, coordination and review of invasive weed control programs within its area of jurisdiction.

Mandatory Measure (Part 2, Division 8, Clause 33, *Biosecurity Regulation 2017):* A person must not import into the state or sell Serrated tussock.

Any person dealing (eg the owner or occupier of land) with Serrated Tussock must comply with his or her General Biosecurity Duty.

#### Biosecurity ACT 2015 - General Biosecurity Duty

Any person who deals with biosecurity matter or a carrier and who knows, or ought reasonably to know, the biosecurity risk posed or likely to be posed by the biosecurity matter, carrier or dealing has a biosecurity duty to ensure that, so far as is reasonably practicable, the biosecurity risk is prevented, eliminated or minimised.

## **Control Objective**

The primary objective of this plan is to reduce the negative impact of Serrated Tussock on the Snowy Monaro Region's economic, environmental and social sustainability.

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#### **Council requirements**

Snowy Monaro Regional Council has a duty as Local Control Authority to inspect all land in connection with its weed control functions. In achieving this it must ensure the management of the biosecurity risk posed or likely to be posed by weeds within its area of jurisdiction.

**Surveillance** Council inspects private and public lands for the presence of Serrated Tussock infestations on a 6 year cycle. Frequency of inspection increases where isolated infestations occur and in cases of non-compliance; the frequency of which is determined by the level of risk posed by the infestation(s).

**Reporting** Council provides an inspection report to the land owner/occupier following inspection. The report shall indicate the level of infestation, its spatial distribution on the property and the level of weed control required by the owner/occupier. Infestation data is reported to the NSW Biosecurity Information System.

**Enforcement** Council will enforce the control of Serrated Tussock where non-compliance is identified. Enforcement measures may include the issue of a penalty infringement notice, entering the land and controlling infestations at the owner/occupier's expense, or the issue of a court attendance notice. Penalties for non-compliance with the *Biosecurity Act 2015* are significant.

# Land owner/occupier requirements

All property managers have a responsibility to prevent, eliminate or minimize adverse effects on the economy, the environment and the community that arise from weeds. Where full control is feasible Council will enforce that requirement. Where widespread and established invasive species have become "naturalized" in our environment and full control is not deemed feasible by Council it will promote a strategy of minimization and containment.

Serrated Tussock is a State priority weed subject to mandatory requirements. A person must not import into the State or sell parts of the plant.

Serrated Tussock is a Regional priority weed. The South East Regional Strategic Weed Management Plan 2017 – 2022 specifies that Serrated Tussock must be managed in accordance with a published local management plan.



#### **Isolated infestations**

Objective: Prevent establishment Action: Eliminate infestations

#### **Established infestations**

Objective: Containment. Reduce incidence in affected areas.

The growth of the plant must be controlled in a manner that continuously inhibits the ability of the plant to spread. Infestations may be managed in accordance with a staged control plan approved by Council. In situations where Council deems this requirement not reasonably practicable in accordance with Section 16 of the *Biosecurity Act 2015*, buffers and containment strategies may be introduced to protect priority assets.

#### Other restrictions Land managers must mitigate the risk of introducing this weed to their land.

The plant or parts of the plant are not traded, carried, grown or released into the environment.

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Local Weed Management Plan

**APPENDIX 2** 

African Lovegrass



# Snowy Monaro Regional Council Local Management Plan for African Lovegrass (*Eragrostis curvula*)

#### Introduction

African Lovegrass (*Eragrotis curvula*) is regarded as one of the most devastating weeds within the Snowy Monaro region due to its invasiveness, potential for spread, fire risk and economic, environmental and social impacts. African lovegrass has little grazing value due to its low nutritional value and palatability. This results in stock and other wildlife avoiding it unless there is nothing else to eat. Therefore it rapidly replaces more palatable grasses, especially during drought. It also invades native vegetation including grassland, woodland and open forest. African Lovegrass poses a high risk to the Snowy Monaro regions \$78m agricultural industry and unique environment (2010/11 Australian Bureau of statistics (ABS) – Value of Agricultural Commodities Produce 2010-2011).



African lovegrass is identified as a key threatening process of the endangered ecological community; Natural Temperate Grasslands of the Southern Tablelands (NSW and ACT) because of its ability to dominate native plant communities and displace native plants.

## Purpose of this plan

To specify the control measures that a land manager must implement to ensure that his/her General Biosecurity Duty is discharged in relation to African Lovegrass.

#### Legal status

The management of invasive weeds in NSW is governed by the *Biosecurity Act 2015*. The Local Control Authority (Snowy Monaro Regional Council) is responsible for ensuring the prevention, elimination, minimization and management of the biosecurity risk posed or likely to be posed by invasive weeds. It is also responsible for the development, implementation, coordination and review of invasive weed control programs within its area of iurisdiction.

Any person dealing (eg the owner or occupier of land) with African Lovegrass must comply with his or her General Biosecurity Duty.

#### Biosecurity ACT 2015 - General Biosecurity Duty

Any person who deals with biosecurity matter or a carrier and who knows, or ought reasonably to know, the biosecurity risk posed or likely to be posed by the biosecurity matter, carrier or dealing has a biosecurity duty to ensure that, so far as is reasonably practicable, the biosecurity risk is prevented, eliminated or minimised.

#### **Control Objective**

The primary objective of this plan is to reduce the negative impact of African Lovegrass on the Snowy Monaro Region's economic, environmental and social sustainability.

#### Council requirements

Snowy Monaro Regional Council has a duty as Local Control Authority to inspect all land in connection with its weed control functions. In achieving this it must ensure the management of the biosecurity risk posed or likely to be posed by weeds within its area of jurisdiction.

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**Surveillance** Council inspects private and public lands for the presence of African Lovegrass infestations on a 6 year cycle. Frequency of inspection increases where isolated infestations occur and in cases of non-compliance; the frequency of which is determined by the level of risk posed by the infestation(s).

**Reporting** Council provides an inspection report to the land owner/occupier following inspection. The report shall indicate the level of infestation, its spatial distribution on the property and the level of weed control required by the owner/occupier. Infestation data is reported to the NSW Biosecurity Information System.

**Enforcement** Council will enforce the control of African lovegrass where non-compliance is identified. Enforcement measures may include the issue of a penalty infringement notice, entering the land and controlling infestations at the owner/occupier's expense, or the issue of a court attendance notice. Penalties for non-compliance with the *Biosecurity Act 2015* are significant.

# Land owner/occupier requirements

All property managers have a responsibility to prevent, eliminate or minimize adverse effects on the economy, the environment and the community that arise from weeds. Where full control is feasible Council will enforce that requirement. Where widespread and established invasive species have become "naturalized" in our environment and full control is not deemed feasible by Council it will promote a strategy of minimization and containment.

African Lovegrass is identified in the South East Regional Strategic Weed Management Plan 2017 – 2022. The plan specifies that African Lovegrass must be managed in accordance with a published local weed management plan.



#### **Isolated infestations**

Objective: Prevent establishment Action: Eliminate infestations

#### **Established infestations**

Objective: Containment. Reduce incidence in affected areas.

The growth of the plant must be controlled in a manner that continuously inhibits the ability of the plant to spread. Infestations may be managed in accordance with a staged control plan approved by Council. In situations where Council deems this requirement not reasonably practicable in accordance with Section 16 of the *Biosecurity Act 2015*, buffers and containment strategies may be introduced to protect priority assets.

Other restrictions Land managers must mitigate the risk of introducing this weed to their land.

The plant or parts of the plant must not be traded, carried, grown or released into the environment

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APPENDIX 3

St Johns Wort



# Snowy Monaro Regional Council Local Management Plan for St Johns Wort (Hypericum perforatum)

#### Introduction

St Johns Wort is a hardy, perennial plant which can rapidly invade and dominate native and introduced pastures, roadsides, open woodlands and conservation areas. Its aggressive nature and ability to reproduce by seeding and by lateral growth from underground rhyzomes enables it to spread rapidly.

St Johns Wort plants contain a poisonous substance, hypericin, which is toxic to livestock. Hypericin causes photosensitisation, with bare skin or white haired areas becoming reddened, itchy and blistered. Irritation can be intense and accompanied by restlessness, loss of condition, convulsions, blindness and eventually death.



## Purpose of this plan

To specify the control measures that a landholder must implement to ensure that his/her General Biosecurity Duty is discharged in relation to St Johns Wort.

# Legal status

The management of invasive weeds in NSW is governed by the *Biosecurity Act 2015*. The Local Control Authority (Snowy Monaro Regional Council) is responsible for ensuring the prevention, elimination, minimization and management of the biosecurity risk posed or likely to be posed by invasive weeds. It is also responsible for the development, implementation, coordination and review of invasive weed control programs within its area of jurisdiction.

Any person dealing (eg the owner or occupier of land) with St Johns Wort must comply with his or her General Biosecurity Duty.

#### Biosecurity ACT 2015 - General Biosecurity Duty

Any person who deals with biosecurity matter or a carrier and who knows, or ought reasonably to know, the biosecurity risk posed or likely to be posed by the biosecurity matter, carrier or dealing has a biosecurity duty to ensure that, so far as is reasonably practicable, the biosecurity risk is prevented, eliminated or minimised.

#### **Control Objective**

The primary objective of this plan is to reduce the negative impact of St Johns Wort on the Snowy Monaro Region's economic, environmental and social sustainability.

#### **Council requirements**

Snowy Monaro Regional Council has a duty as Local Control Authority to inspect all land in connection with its weed control functions. In achieving this it must ensure the management of the biosecurity risk posed or likely to be posed by weeds within its area of jurisdiction.

**Surveillance** Council inspects private and public lands for the presence of St Johns Wort infestations on a 6 year cycle. Frequency of inspection increases where isolated infestations occur and in cases of non-compliance; the frequency of which is determined by the level of risk posed by the infestation(s).

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**Reporting** Council provides an inspection report to the land owner/occupier following inspection. The report shall indicate the level of infestation, its spatial distribution on the property and the level of control required by the owner/occupier. Infestation data is reported to the NSW Biosecurity Information System.

Enforcement Council will enforce the control of St Johns Wort where non-compliance is identified. Enforcement measures may include the issue of a penalty infringement notice, entering the land and controlling infestations at the owner/occupier's expense, or the issue of a court attendance notice. Penalties for non-compliance with the *Biosecurity Act 2015* are significant.

# Land owner/occupier requirements

All property managers have a responsibility to prevent, eliminate or minimize adverse effects on the economy, the environment and the community that arise from weeds. Where full control is feasible Council will enforce that requirement. Where widespread and established invasive species have become "naturalized" in our environment and full control is not deemed feasible by Council it will promote a strategy of minimization and containment.

St Johns Wort is identified within the South East Regional Strategic Weed Management Plan 2017 – 2022. The plan specifies that St Johns Wort is subject to a local management program. Snowy Monaro Regional Council's local management program imposes the following requirements:



#### Isolated infestations

Objective: Prevent establishment Action: Eliminate infestations

#### **Established infestations**

Objective: Containment. Reduce incidence in affected areas.

The growth of the plant must be controlled in a manner that continuously inhibits the ability of the plant to spread. Infestations may be managed in accordance with a staged control plan approved by Council. In situations where Council deems this requirement not reasonably practicable in accordance with Section 16 of the *Biosecurity Act 2015*, buffers and containment strategies may be introduced to protect priority assets.

Other restrictions Land managers must mitigate the risk of introducing this weed to their land.

The plant or parts of the plant are not traded, carried, grown or released into the

environment.

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Local Weed Management Plan

**APPENDIX 4** 

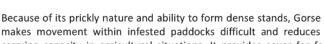
Gorse



# Snowy Monaro Regional Council Local Management Plan for Gorse (Ulex Europaeus)

#### Introduction

Gorse is a dense, spiny shrub to 4m high with hairy ribbed stems. Seedlings are not spiny and have leaves composed of three leaflets, but these are replaced by grooved spines up to 30 mm long on mature plants. The seed of the plant is generally spread by birds and on the coats of native and introduced animals. Gorse thrives in poor growing areas and in drought conditions. It is sometimes found on very rocky soils, where many species cannot thrive.





carrying capacity in agricultural situations. It provides cover for feral animals such as rabbits and foxes. It also invades forested areas, replacing native understorey plants and it burns rapidly, creating a fire hazard.

# Purpose of this plan

To specify the control measures that a landholder must implement to ensure that his/her General Biosecurity Duty is discharged in relation to Gorse.

## Legal status

The management of invasive weeds in NSW is governed by the *Biosecurity Act 2015*. The Local Control Authority (Snowy Monaro Regional Council) is responsible for ensuring the prevention, elimination, minimization and management of the biosecurity risk posed or likely to be posed by invasive weeds. It is also responsible for the development, implementation, coordination and review of invasive weed control programs within its area of jurisdiction.

Mandatory Measure (Part 2, Division 8, Clause 33, Biosecurity Regulation 2017): A person must not import into the state or sell Gorse.

Any person dealing (eg the owner or occupier of land) with Gorse must comply with his or her General Biosecurity Duty.

#### Biosecurity ACT 2015 - General Biosecurity Duty

Any person who deals with biosecurity matter or a carrier and who knows, or ought reasonably to know, the biosecurity risk posed or likely to be posed by the biosecurity matter, carrier or dealing has a biosecurity duty to ensure that, so far as is reasonably practicable, the biosecurity risk is prevented, eliminated or minimised.

#### **Control Objective**

The primary objective of this plan is to reduce the negative impact of Grose on the Snowy Monaro Region's economic, environmental and social sustainability.

# **Council requirements**

Snowy Monaro Regional Council has a duty as Local Control Authority to inspect all land in connection with its weed control functions. In achieving this it must ensure the management of the biosecurity risk posed or likely to be posed by weeds within its area of jurisdiction.

**Surveillance** Council inspects private and public lands for the presence of Gorse infestations. Land upon which Gorse has been identified is inspected annually. Frequency of inspection increases in cases of non-compliance.

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**Reporting** Council will provide an inspection report to the land owner/occupier following inspection. The report shall indicate the level of infestation, its spatial distribution on the property and control requirements. Infestation data is reported to the NSW Biosecurity Information System.

**Enforcement** Council will enforce the control of Gorse where non-compliance is identified. Enforcement measures may include the issue of a penalty infringement notice, entering the land and controlling infestations at the owner/occupier's expense, or the issue of a court attendance notice. Penalties for non-compliance with the *Biosecurity Act 2015* are significant.

## Land owner/occupier requirements

All property managers have a responsibility to prevent, eliminate or minimize any adverse effects on the economy, the environment or the community that arise from weeds. Where full control is feasible Council will enforce that requirement. Where widespread and established invasive species have become "naturalized" in our environment and full control is not deemed feasible by Council it will promote a strategy of minimization and containment.

Gorse is a State priority weed subject to mandatory requirements. A person must not import into the State or sell parts of the plant.



Gorse is a Regional priority weed. The South East Regional Strategic Weed Management Plan 2017 – 2022 specifies that the Snowy Monaro Region is situated within a regional exclusion zone. Within this zone, the control objective is to eradicate Gorse from the land, or if that is not practicable then as much of the plant as is practicable is destroyed and the spread of remaining plant is suppressed.

Gorse has a very limited distribution within the Snowy Monaro Region. The control objective is to eradicate Gorse infestations.

**All infestations** 

Objective: Eradication

Action: Eliminate infestations

Other restrictions Land managers must mitigate the risk of introducing this weed to their land.

The plant or parts of the plant are not traded, carried, grown or released into the

environment.

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Local Weed Management Plan

**APPENDIX 5** 

**Chilean Needle Grass** 



## Snowy Monaro Regional Council Local Management Plan for Chilean needle grass (Nassella neesiana)

#### Introduction

Chilean needle grass is closely related to serrated tussock (Nassella trichotoma). It invades both introduced and native grasslands of south-eastern Australia. It is relatively unpalatable and reduces productivity by displacing more desirable pasture species. Heavy infestations can decrease productivity by as much as 50% during summer. The sharp seedhead of Chilean Needle Grass causes injury to stock and downgrades wool, skins and hides.

Chilean needle grass germinates in autumn and spring and at other times of the year given adequate moisture and temperature. Seed heads emerge during late spring and when mature have a very distinctive purplish colour. The individual seeds are very sharp at the apex. By late February, most of



the seed has been shed from the plant and can be found on the ground. Generally seeds are spread by attachment to animals or machinery.

## Purpose of this plan

To specify the control measures that a landholder must implement to ensure that his/her General Biosecurity Duty is discharged in relation to Chilean Needle Grass

### Legal status

The management of invasive weeds in NSW is governed by the *Biosecurity Act 2015*. The Local Control Authority (Snowy Monaro Regional Council) is responsible for ensuring the prevention, elimination, minimization and management of the biosecurity risk posed or likely to be posed by invasive weeds. It is also responsible for the development, implementation, coordination and review of invasive weed control programs within its area of jurisdiction.

Any person dealing (eg the owner or occupier of land) with Chilean Needle Grass must comply with his or her General Biosecurity Duty.

## Biosecurity ACT 2015 - General Biosecurity Duty

Any person who deals with biosecurity matter or a carrier and who knows, or ought reasonably to know, the biosecurity risk posed or likely to be posed by the biosecurity matter, carrier or dealing has a biosecurity duty to ensure that, so far as is reasonably practicable, the biosecurity risk is prevented, eliminated or minimised.

#### **Control Objective**

The primary objective of this plan is to reduce the negative impact of Chilean Needle Grass on the Snowy Monaro Region's economic, environmental and social sustainability.

## Council requirements

Snowy Monaro Regional Council has a duty as Local Control Authority to inspect all land in connection with its weed control functions. In achieving this it must ensure the management of the biosecurity risk posed or likely to be posed by weeds within its area of jurisdiction.

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Local Weed Management Plan

**Surveillance** Council inspects private and public lands for the presence of Chilean needle grass infestations. Land upon which Chilean Needle Grass has been identified is inspected biennially. Frequency of inspection increases in cases of non-compliance; the frequency of which is determined by the level of risk posed by the infestation(s).

**Reporting** Council provides an inspection report to the land owner/occupier following inspection. The report shall indicate the level of infestation, its spatial distribution on the property and the level of weed control required by the owner/occupier. Infestation data is reported to the NSW Biosecurity Information System.

**Enforcement** Council will enforce the control of Chilean Needle Grass where non-compliance is identified. Enforcement measures may include the issue of a penalty infringement notice, entering the land and controlling infestations at the owner/occupier's expense, or the issue of a court attendance notice. Penalties for non-compliance with the *Biosecurity Act 2015* are significant.

## Land owner/occupier requirements

All property managers have a responsibility to prevent, eliminate or minimize adverse effects on the economy, the environment and the community that arise from weeds. Where full control is feasible Council will enforce that requirement. Where widespread and established invasive species have become "naturalized" in our environment and full control is not deemed feasible by Council it will promote a strategy of minimization and containment.

Chilean needle grass is identified in the South East Regional Strategic Weed Management Plan 2017 – 2022. The plan specifies that Chilean Needle Grass must be managed in accordance with a published local weed management plan.



#### Isolated infestations

Objective: Prevent establishment Action: Eliminate infestations

#### **Established infestations**

Objective: Containment. Reduce incidence in affected areas.

The growth of the plant must be controlled in a manner that continuously inhibits the ability of the plant to spread. Infestations may be managed in accordance with a staged control plan approved by Council. In situations where Council deems this requirement not reasonably practicable in accordance with Section 16 of the *Biosecurity Act 2015*, buffers and containment strategies may be introduced to protect priority assets.

Other restrictions Land managers must mitigate the risk of introducing this weed to their land.

The plant or parts of the plant must not be traded, carried, grown or released into the environment

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Local Weed Management Plan

**APPENDIX 6** 

Fireweed



# Snowy Monaro Regional Council Local Management Plan for Fireweed (Senecio Madagascariensis)

## Introduction

Fireweed is an annual herb to about 30cm high, usually with 13 petalled flowers and bright green, slightly fleshly leaves which may be toothed, lobed or smooth-edged. Fireweed contains pyrrolizidine alkaloids. All parts of the plant and all stages of growth are toxic to livestock. Hay, silage or grain that is contaminated with fireweed plants or their seeds can also be toxic.

Fireweed is very invasive and capable of growing and seeding year round under favourable climatic conditions. Young seedlings are frost sensitive; however mature plants are known to survive for short periods in dense snow cover. Seedlings grow very quickly, with flowering commencing within 6-10 weeks after germination.



## Purpose of this plan

To specify the control measures that a landholder must implement to ensure that his/her General Biosecurity Duty is discharged in relation to Fireweed

## Legal status

The management of invasive weeds in NSW is governed by the *Biosecurity Act 2015*. The Local Control Authority (Snowy Monaro Regional Council) is responsible for ensuring the prevention, elimination, minimization and management of the biosecurity risk posed or likely to be posed by invasive weeds. It is also responsible for the development, implementation, coordination and review of invasive weed control programs within its area of jurisdiction.

Any person dealing (eg the owner or occupier of land) with Fireweed must comply with his or her General Biosecurity Duty.

## Biosecurity ACT 2015 - General Biosecurity Duty

Any person who deals with biosecurity matter or a carrier and who knows, or ought reasonably to know, the biosecurity risk posed or likely to be posed by the biosecurity matter, carrier or dealing has a biosecurity duty to ensure that, so far as is reasonably practicable, the biosecurity risk is prevented, eliminated or minimised.

#### **Control Objective**

The primary objective of this plan is to reduce the negative impact of Fireweed on the Snowy Monaro Region's economic, environmental and social sustainability.

## Council requirements

Snowy Monaro Regional Council has a duty as Local Control Authority to inspect all land in connection with its weed control functions. In achieving this it must ensure the management of the biosecurity risk posed or likely to be posed by weeds within its area of jurisdiction.

**Surveillance** Council inspects private and public lands for the presence of Fireweed infestations. Land upon which Fireweed has been identified is inspected biennially. Frequency of inspection increases in cases of noncompliance; the frequency of which is determined by the level of risk posed by the infestation(s).

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**Reporting** Council provides an inspection report to the land owner/occupier following inspection. The report shall indicate the level of infestation, its spatial distribution on the property and the level of weed control required by the owner/occupier. Infestation data is reported to the NSW Biosecurity Information System.

**Enforcement** Council will enforce the control of Fireweed where non-compliance is identified. Enforcement measures may include the issue of a penalty infringement notice, entering the land and controlling infestations at the owner/occupier's expense, or the issue of a court attendance notice. Penalties for non-compliance with the *Biosecurity Act 2015* are significant.

## Land owner/occupier requirements

All property managers have a responsibility to prevent, eliminate or minimize adverse effects on the economy, the environment and the community that arise from weeds. Where full control is feasible Council will enforce that requirement. Where widespread and established invasive species have become "naturalized" in our environment and full control is not deemed feasible by Council it will promote a strategy of minimization and containment.

Fireweed is a Regional priority weed. The South East Regional Strategic Weed Management Plan 2017 – 2022 specifies that the Snowy Monaro Region is situated within a regional exclusion zone.



Within this zone, the control objective is to eradicate Fireweed from the land, or if that is not practicable then as much of the plant as is practicable is destroyed and the spread of remaining plant is suppressed.

#### Isolated infestations

Objective: Prevent establishment Action: Eliminate infestations

## **Established infestations**

Objective: Containment. Reduce incidence in affected areas.

The growth of the plant must be controlled in a manner that continuously inhibits the ability of the plant to spread. Infestations may be managed in accordance with a staged control plan approved by Council.

Other restrictions Land managers must mitigate the risk of introducing this weed to their land.

The plant or parts of the plant must not be traded, carried, grown or released into the environment.

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Local Weed Management Plan

**APPENDIX 7** 

Cape Broom



# Snowy Monaro Regional Council Local Management Plan for Cape Broom (*Genista monspessulana*)

#### Introduction

Cape broom is an evergreen, perennial shrub that was introduced to Australia as an ornamental garden plant and hedge. It is now a major weed of bushlands, pastures and roadsides across southern Australia.

Cape Broom is an invasive weed that reproduces from seed. It is mostly spread by soil movement and equipment. Seeds are hard-coated and can survive for many years in the soil. Major germination and survival events generally occur after fire or soil disturbance.



## Purpose of this plan

To specify the control measures that a landholder must implement to ensure that his/her General Biosecurity Duty is discharged in relation to Cape Broom.

## Legal status

The management of invasive weeds in NSW is governed by the *Biosecurity Act 2015*. The Local Control Authority (Snowy Monaro Regional Council) is responsible for ensuring the prevention, elimination, minimization and management of the biosecurity risk posed or likely to be posed by invasive weeds. It is also responsible for the development, implementation, coordination and review of invasive weed control programs within its area of jurisdiction.

Any person dealing (eg the owner or occupier of land) with Cape Broom must comply with his or her General Biosecurity Duty.

### Biosecurity ACT 2015 - General Biosecurity Duty

Any person who deals with biosecurity matter or a carrier and who knows, or ought reasonably to know, the biosecurity risk posed or likely to be posed by the biosecurity matter, carrier or dealing has a biosecurity duty to ensure that, so far as is reasonably practicable, the biosecurity risk is prevented, eliminated or minimised.

## **Control Objective**

The primary objective of this plan is to reduce the negative impact of Cape Broom on the Snowy Monaro Region's economic, environmental and social sustainability.

## **Council requirements**

Snowy Monaro Regional Council has a duty as Local Control Authority to inspect all land in connection with its weed control functions. In achieving this it must ensure the management of the biosecurity risk posed or likely to be posed by weeds within its area of jurisdiction.

**Surveillance** Council inspects private and public lands for the presence of Cape Broom infestations on a 6 year cycle. Frequency of inspection increases where isolated infestations occur and in cases of non-compliance; the frequency of which is determined by the level of risk posed by the infestation(s).

**Reporting** Council provides an inspection report to the land owner/occupier following inspection. The report shall indicate the level of infestation, its spatial distribution on the property and the level of weed control required by the owner/occupier. Infestation data is reported to the NSW Biosecurity Information System.

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**Enforcement** Council will enforce the control of Cape Broom where non-compliance is identified. Enforcement measures may include the issue of a penalty infringement notice, entering the land and controlling infestations at the owner/occupier's expense, or the issue of a court attendance notice. Penalties for non-compliance with the *Biosecurity Act 2015* are significant.

## Land owner/occupier requirements

All property managers have a responsibility to prevent, eliminate or minimize adverse effects on the economy, the environment and the community that arise from weeds. Where full control is feasible Council will enforce that requirement. Where widespread and established invasive species have become "naturalized" in our environment and full control is not deemed feasible by Council it will promote a strategy of minimization and containment.

Cape Broom is identified in the South East Regional Strategic Weed Management Plan 2017 – 2022. The plan specifies that Cape Broom must be managed in accordance with a published local weed management plan.



#### Isolated infestations

Objective: Prevent establishment Action: Eliminate infestations

#### **Established infestations**

Objective: Containment. Reduce incidence in affected areas.

The growth of the plant must be controlled in a manner that continuously inhibits the ability of the plant to spread. Infestations may be managed in accordance with a staged control plan approved by Council. In situations where Council deems this requirement not reasonably practicable in accordance with Section 16 of the *Biosecurity Act 2015*, buffers and containment strategies may be introduced to protect priority assets.

#### 

The plant or parts of the plant must not be traded, carried, grown or released into the environment.

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**APPENDIX 8** 

Scotch/English Broom



## Snowy Monaro Regional Council Local Management Plan for Scotch broom (Cytisus scoparius)

#### Introduction

Scotch/English Broom is a very competitive, evergreen shrub. It forms a dense thicket which can restrict access and create harbour for feral animals such as rabbits, foxes and feral pigs. It is a potential fire hazard; increasing fire frequency and intensity.

Scotch/English Broom is toxic to humans if ingested and will cause discomfort and irritation, but is not life-threatening. The seeds and leaves are poisonous and can cause high blood pressure and nausea if ingested.

Scotch/English Broom often invades river banks, roadsides and other disturbed areas. It will also invade pastures and native vegetation.



## Purpose of this plan

To specify the control measures that a landholder must implement to ensure that his/her General Biosecurity Duty is discharged in relation to Scotch/English Broom

## Legal status

The management of invasive weeds in NSW is governed by the *Biosecurity Act 2015*. The Local Control Authority (Snowy Monaro Regional Council) is responsible for ensuring the prevention, elimination, minimization and management of the biosecurity risk posed or likely to be posed by invasive weeds. It is also responsible for the development, implementation, coordination and review of invasive weed control programs within its area of jurisdiction.

Any person dealing (eg the owner or occupier of land) with Scotch/English Broom must comply with his or her General Biosecurity Duty.

#### Biosecurity ACT 2015 - General Biosecurity Duty

Any person who deals with biosecurity matter or a carrier and who knows, or ought reasonably to know, the biosecurity risk posed or likely to be posed by the biosecurity matter, carrier or dealing has a biosecurity duty to ensure that, so far as is reasonably practicable, the biosecurity risk is prevented, eliminated or minimised.

#### **Control Objective**

The primary objective of this plan is to reduce the negative impact of Scotch/English Broom on the Snowy Monaro Region's economic, environmental and social sustainability.

## **Council requirements**

Snowy Monaro Regional Council has a duty as Local Control Authority to inspect all land in connection with its weed control functions. In achieving this it must ensure the management of the biosecurity risk posed or likely to be posed by weeds within its area of jurisdiction.

**Surveillance** Council inspects private and public lands for the presence of Scotch/English Broom infestations on a 6 year cycle. Frequency of inspection increases where isolated infestations occur or in cases of non-compliance; the frequency of which is determined by the level of risk posed by the infestation(s).

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Local Weed Management Plan

**Reporting** Council provides an inspection report to the land owner/occupier following inspection. The report shall indicate the level of infestation, its spatial distribution on the property and the level of weed control required by the owner/occupier. Infestation data is reported to the NSW Biosecurity Information System.

**Enforcement** Council will enforce the control of Scotch/English Broom where breaches are identified. Enforcement measures may include the issue of a penalty infringement notice, entering the land and controlling infestations at the owner/occupier's expense, or the issue of a court attendance notice. Penalties for non-compliance with the *Biosecurity Act 2015* are significant.

## Land owner/occupier requirements

All property managers have a responsibility to prevent, eliminate or minimize adverse effects on the economy, the environment and the community that arise from weeds. Where full control is feasible Council will enforce that requirement. Where widespread and established invasive species have become "naturalized" in our environment and full control is not deemed feasible by Council it will promote a strategy of minimization and containment.

Scotch/English Broom is identified in the South East Regional Strategic Weed Management Plan 2017 – 2022. The plan specifies that Scotch/English Broom must be managed in accordance with a published local weed management plan.



#### Isolated infestations

Objective: Prevent establishment Action: Eliminate infestations

#### **Established infestations**

Objective: Containment. Reduce incidence in affected areas.

The growth of the plant must be controlled in a manner that continuously inhibits the ability of the plant to spread. Infestations may be managed in accordance with a staged control plan approved by Council. In situations where Council deems this requirement not reasonably practicable in accordance with Section 16 of the *Biosecurity Act 2015*, buffers and containment strategies may be introduced to protect priority assets.

Other restrictions Land managers must mitigate the risk of introducing this weed to their land.

The plant or parts of the plant are not traded, carried, grown or released into the

environment.

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Local Weed Management Plan

**APPENDIX 9** 

**Sweet Briar** 



## Snowy Monaro Regional Council Local Management Plan for Sweet Briar (Rosa rubiginosa)

#### Introduction

Sweet Briar can reduce the carrying capacity of land, harbour rabbits, restrict vehicle access and restrict stock movements, especially where it occurs in clumps or patches.

Sweet Briar is spread mainly by birds or animals eating the fruit and distributing the viable seeds. Fruit and seeds can also be spread by run-off in steep country along creeks and streams. Seeds can remain viable in the soil for up to 4 years. Root pieces and disturbed crowns of Sweet Briar can also produce new growth or suckers.

Sweet Briar is an erect perennial shrub, commonly growing  $1.5\ \text{to}\ 2\text{m}$  high but can be up to 3m high.

Sweet Briar typically invades unimproved grasslands and disturbed bushland. It can grow in most soil types.



## Purpose of this plan

To specify the control measures that a landholder must implement to ensure that his/her General Biosecurity Duty is discharged in relation to Sweet Briar.

## Legal status

The management of invasive weeds in NSW is governed by the *Biosecurity Act 2015*. The Local Control Authority (Snowy Monaro Regional Council) is responsible for ensuring the prevention, elimination, minimization and management of the biosecurity risk posed or likely to be posed by invasive weeds. It is also responsible for the development, implementation, coordination and review of invasive weed control programs within its area of jurisdiction.

Any person dealing (eg the owner or occupier of land) with Sweet Briar must comply with his or her General Biosecurity Duty.

#### Biosecurity ACT 2015 - General Biosecurity Duty

Any person who deals with biosecurity matter or a carrier and who knows, or ought reasonably to know, the biosecurity risk posed or likely to be posed by the biosecurity matter, carrier or dealing has a biosecurity duty to ensure that, so far as is reasonably practicable, the biosecurity risk is prevented, eliminated or minimised.

### Control Objective

The primary objective of this plan is to reduce the negative impact of Sweet Briar on the Snowy Monaro Region's economic, environmental and social sustainability.

#### **Council requirements**

Snowy Monaro Regional Council has a duty as Local Control Authority to inspect all land in connection with its weed control functions. In achieving this it must ensure the management of the biosecurity risk posed or likely to be posed by weeds within its area of jurisdiction.

**Surveillance** Council inspects private and public lands for the presence of Sweet Briar infestations on a 6 year cycle. Frequency of inspection increases where isolated infestations occur and in cases of non-compliance; the frequency of which is determined by the level of risk posed by the infestation(s).

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**Reporting** Council provides an inspection report to the land owner/occupier following inspection. The report shall indicate the level of infestation, its spatial distribution on the property and the level of weed control required by the owner/occupier. Infestation data is reported to the NSW Biosecurity Information System.

**Enforcement** Council will enforce the control of Sweet Briar where breaches are identified. Enforcement measures may include the issue of a penalty infringement notice, entering the land and controlling infestations at the owner/occupier's expense, or the issue of a court attendance notice. Penalties for non-compliance with the *Biosecurity Act 2015* are significant.

## Land owner/occupier requirements

All property managers have a responsibility to prevent, eliminate or minimize adverse effects on the economy, the environment and the community that arise from weeds. Where full control is feasible Council will enforce that requirement. Where widespread and established invasive species have become "naturalized" in our environment and full control is not deemed feasible by Council it will promote a strategy of minimization and containment.

#### Isolated infestations

Objective: Prevent establishment Action: Eliminate infestations

#### **Established infestations**

Objective: Containment. Reduce incidence in affected areas.

The growth of the plant must be controlled in a manner that continuously inhibits the ability of the plant to spread. Infestations may be managed in accordance with a staged control plan approved by Council. In situations where Council deems this requirement not reasonably practicable in accordance with Section 16 of the *Biosecurity Act 2015*, buffers and containment strategies may be introduced to protect priority assets.

#### Other restrictions Land managers must mitigate the risk of introducing this weed to their land.

The plant or parts of the plant must not be traded, carried, grown or released into the environment.

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Local Weed Management Plan

APPENDIX 10

**Nodding Thistle** 



# Snowy Monaro Regional Council Local Management Plan for Nodding Thistle (*Carduus nutans*)

### Introduction

Nodding thistle was introduced to Australia in the late 1940's as a seed contaminant. In Australia it has proven to be an aggressive competitor of pastures. It occurs in dense patches and is not readily grazed by most stock due to its spiny foliage.

It is difficult to control because of its long flowering season, prolific seed production, the longevity of its seed bank, a variable life cycle, and the ability to germinate at any time of the year provided there is moisture available.

Seeds can be dispersed by wind, water, slashing, contaminated soil, fodder or on stock. Soil disturbance and over-grazing encourages invasion.

## Purpose of this plan

To specify the control measures that a landholder must implement to ensure that his/her General Biosecurity Duty is discharged in relation to Nodding Thistle.



## Legal status

The management of invasive weeds in NSW is governed by the *Biosecurity Act 2015*. The Local Control Authority (Snowy Monaro Regional Council) is responsible for ensuring the prevention, elimination, minimization and management of the biosecurity risk posed or likely to be posed by invasive weeds. It is also responsible for the development, implementation, coordination and review of invasive weed control programs within its area of jurisdiction.

Any person dealing (eg the owner or occupier of land) with Nodding Thistle must comply with his or her General Biosecurity Duty.

#### Biosecurity ACT 2015 - General Biosecurity Duty

Any person who deals with biosecurity matter or a carrier and who knows, or ought reasonably to know, the biosecurity risk posed or likely to be posed by the biosecurity matter, carrier or dealing has a biosecurity duty to ensure that, so far as is reasonably practicable, the biosecurity risk is prevented, eliminated or minimised.

#### **Control Objective**

The primary objective of this plan is to reduce the negative impact of Nodding Thistle on the Snowy Monaro Region's economic, environmental and social sustainability.

## Council requirements

Snowy Monaro Regional Council has a duty as Local Control Authority to inspect all land in connection with its weed control functions. In achieving this it must ensure the management of the biosecurity risk posed or likely to be posed by weeds within its area of jurisdiction.

**Surveillance** Council inspects private and public lands for the presence of Nodding Thistle infestations on a 6 year cycle. Frequency of inspection increases where isolated infestations occur and in cases of non-compliance; the frequency of which is determined by the level of risk posed by the infestation(s).

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**Reporting** Council provides an inspection report to the land owner/occupier following inspection. The report shall indicate the level of infestation, its spatial distribution on the property and the level of weed control required by the owner/occupier. Infestation data is reported to the NSW Biosecurity Information System.

**Enforcement** Council will enforce the control of Nodding Thistle where non-compliance is identified. Enforcement measures may include the issue of a penalty infringement notice, entering the land and controlling infestations at the owner/occupier's expense, or the issue of a court attendance notice. Penalties for non-compliance with the *Biosecurity Act 2015* are significant.

## Land owner/occupier requirements

All property managers have a responsibility to prevent, eliminate or minimize adverse effects on the economy, the environment and the community that arise from weeds. Where full control is feasible Council will enforce that requirement. Where widespread and established invasive species have become "naturalized" in our environment and full control is not deemed feasible by Council it will promote a strategy of minimization and containment.



#### **Isolated infestations**

Objective: Prevent establishment Action: Eliminate infestations

#### **Established infestations**

Objective: Containment. Reduce incidence in affected areas.

The growth of the plant must be controlled in a manner that continuously inhibits the ability of the plant to spread. Infestations may be managed in accordance with a staged control plan approved by Council. In situations where Council deems this requirement not reasonably practicable in accordance with Section 16 of the *Biosecurity Act 2015*, buffers and containment strategies may be introduced to protect priority assets.

## Other restrictions Land managers must mitigate the risk of introducing this weed to their land.

The plant or parts of the plant must not be traded, carried, grown or released into the environment.

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Local Weed Management Plan

**APPENDIX 11** 

Coolatai Grass



## Snowy Monaro Regional Council Local Management Plan for Coolatai Grass (Hyparrhenia hirta)

## Introduction

Coolatai Grass is an invasive drought, fire and herbicide tolerant tussock forming perennial grass. It has become a major invasive species in northern New South Wales and Southern Queensland, dominating pastures over a range of soil types and conditions. More recently infestations have emerged in southern NSW and the ACT.

Coolatai Grass is a competitive, perennial grass capable of invading undisturbed natural ecosystems and is a major threat to natural biodiversity in stock routes, nature reserves, roadsides and National Parks. Livestock do poorly on Coolatai Grass dominated pastures in the absence of a high input management regime.



## Purpose of this plan

To specify the control measures that a landholder must implement to ensure that his/her General Biosecurity Duty is discharged in relation to Coolatai Grass.

## Legal status

The management of invasive weeds in NSW is governed by the *Biosecurity Act 2015*. The Local Control Authority (Snowy Monaro Regional Council) is responsible for ensuring the prevention, elimination, minimization and management of the biosecurity risk posed or likely to be posed by invasive weeds. It is also responsible for the development, implementation, coordination and review of invasive weed control programs within its area of jurisdiction.

Any person dealing (eg the owner or occupier of land) with Coolatai Grass must comply with his or her General Biosecurity Duty.

#### Biosecurity ACT 2015 - General Biosecurity Duty

Any person who deals with biosecurity matter or a carrier and who knows, or ought reasonably to know, the biosecurity risk posed or likely to be posed by the biosecurity matter, carrier or dealing has a biosecurity duty to ensure that, so far as is reasonably practicable, the biosecurity risk is prevented, eliminated or minimised.

## **Control Objective**

The primary objective of this plan is to reduce the negative impact of Coolatai Grass on the Snowy Monaro Region's economic, environmental and social sustainability.

## **Council requirements**

Snowy Monaro Regional Council has a duty as Local Control Authority to inspect all land in connection with its weed control functions. In achieving this it must ensure the management of the biosecurity risk posed or likely to be posed by weeds within its area of jurisdiction.

**Surveillance** Council inspects private and public lands for the presence of Coolatai Grass infestations. Land upon which Gorse has been identified is inspected biannually. Frequency of inspection increases in cases of noncompliance. Coolatai Grass is a newly emerged weed within the Snowy Monaro Region and is extremely limited in its current distribution.

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**Reporting** Council provides an inspection report to the land owner/occupier following inspection. The report shall indicate the level of infestation, its spatial distribution on the property and the level of weed control required by the owner/occupier. Infestation data is reported to the NSW Biosecurity Information System.

**Enforcement** Council will enforce the control of Coolatai Grass where non-compliance is identified. Enforcement measures may include the issue of a penalty infringement notice, entering the land and controlling infestations at the owner/occupier's expense, or the issue of a court attendance notice. Penalties for non-compliance with the *Biosecurity Act 2015* are significant.

## Land owner/occupier requirements

All property managers have a responsibility to prevent, eliminate or minimize adverse effects on the economy, the environment and the community that arise from weeds. Where full control is feasible Council will enforce that requirement. Where widespread and established invasive species have become "naturalized" in our environment and full control is not deemed feasible by Council it will promote a strategy of minimization and containment.

Coolatai Grass is identified in the South East Regional Strategic Weed Management Plan 2017 – 2022. The plan specifies that Snowy Monaro Regional Council is situated within the exclusion zone for this weed. Coolatai Grass is to be eradicated from the land, or if that is not practicable then as much of the plant as is practicable is destroyed and the spread of any remaining plant is suppressed.



Coolatai Grass has a very limited distribution within the Snowy Monaro Region. The control objective is to eradicate all infestations.

#### Isolated infestations

Objective: Prevent establishment Action: Eliminate infestations

Other restrictions Land managers must mitigate the risk of introducing this weed to their land.

The plant or parts of the plant must not be traded, carried, grown or released into the

environment.

Local Weed Management Plan

**APPENDIX 12** 

**Blackberry** 



# Snowy Monaro Regional Council Local Management Plan for Blackberry (Rubus fruticosus agg)

#### Introduction

Blackberry grows vigorously and can infest large areas quickly. First introduced into Australia in the 1930's, it has become naturalised in Australia and infests over 8.8 million hectares from south eastern Queensland to southern Tasmania and across to south western Australia.

As most animals find Blackberry unpalatable it reduces available grazing land and can restrict livestock access to water if growing around waterholes. It can also reduce productivity of land by shading pastures and crops and competing for soil moisture and nutrients.



In 2006 Blackberry was estimated to result in a loss of production and cost of control in excess of \$70 million in Australia.

Blackberry is defined in this plan as *Rubus fruticosus agg*. (except the varietals Chester Thornless, Dirksen Thornless, Loch Ness, Silvan, Black Satin, Murrindindi, Smooth Stem, Thornfree and Chehalem).

## Purpose of this plan

To specify the control measures that a landholder must implement to ensure that his/her General Biosecurity Duty is discharged in relation to Blackberry.

### Legal status

The management of invasive weeds in NSW is governed by the *Biosecurity Act 2015*. The Local Control Authority (Snowy Monaro Regional Council) is responsible for ensuring the prevention, elimination, minimization and management of the biosecurity risk posed or likely to be posed by invasive weeds. It is also responsible for the development, implementation, coordination and review of invasive weed control programs within its area of jurisdiction.

Any person dealing (eg the owner or occupier of land) with Blackberry must comply with his or her General Biosecurity Duty.

## Biosecurity ACT 2015 - General Biosecurity Duty

Any person who deals with biosecurity matter or a carrier and who knows, or ought reasonably to know, the biosecurity risk posed or likely to be posed by the biosecurity matter, carrier or dealing has a biosecurity duty to ensure that, so far as is reasonably practicable, the biosecurity risk is prevented, eliminated or minimised.

#### **Control Objective**

The primary objective of this plan is to reduce the negative impact of Blackberry on the Snowy Monaro Region's economic, environmental and social sustainability.

## Council requirements

Snowy Monaro Regional Council has a duty as Local Control Authority to inspect all land in connection with its weed control functions. In achieving this it must ensure the management of the biosecurity risk posed or likely to be posed by weeds within its area of jurisdiction.

250.2016.#.1 Issue Date: (date) Revision Date: Page 36 of 37
--------------------------------------------------------------

Local Weed Management Plan

**Surveillance** Council inspects private and public lands for the presence of Blackberry infestations on a 6 year cycle. Frequency of inspection increases where isolated infestations occur and in cases of non-compliance; the frequency of which is determined by the level of risk posed by the infestation(s).

**Reporting** Council provides an inspection report to the land owner/occupier following inspection. The report shall indicate the level of infestation, its spatial distribution on the property and the level of weed control required by the owner/occupier. Infestation data is reported to the NSW Biosecurity Information System.

**Enforcement** Council will enforce the control of Blackberry where breaches are identified. Enforcement measures may include the issue of a penalty infringement notice, entering the land and controlling infestations at the owner/occupier's expense, or the issue of a court attendance notice. Penalties for non-compliance with the *Biosecurity Act 2015* are significant.

## Land owner/occupier requirements

All property managers have a responsibility to prevent, eliminate or minimize adverse effects on the economy, the environment and the community that arise from weeds. Where full control is feasible Council will enforce that requirement. Where widespread and established invasive species have become "naturalized" in our environment and full control is not deemed feasible by Council it will promote a strategy of minimization and containment.

Blackberry is identified in the South East Regional Strategic Weed Management Plan 2017 – 2022. The plan specifies that Blackberry must be managed in accordance with a published local weed management plan.



### **Isolated infestations**

Objective: Prevent establishment Action: Eliminate infestations

## **Established infestations**

Objective: Containment. Reduce incidence in affected areas.

The growth of the plant must be controlled in a manner that continuously inhibits the ability of the plant to spread. Infestations may be managed in accordance with a staged control plan approved by Council. In situations where Council deems this requirement not reasonably practicable in accordance with Section 16 of the *Biosecurity Act 2015*, buffers and containment strategies may be introduced to protect priority assets.

<u>Other restrictions</u> Land managers must mitigate the risk of introducing this weed to their land.

The plant or parts of the plant must not be traded, carried, grown or released into the

environment.

250.2016.#.1	Issue Date: (date)	Revision Date:	Page 37 of 37

## 10.3 PROPOSED TRANSFER OF THE BOMBALA TAFE CAMPUS AT 8-12 WELLINGTON STREET, BOMBALA TO SNOWY MONARO REGIONAL COUNCIL

Record No:

Responsible Officer: Director Corporate and Community Services

Author: Property Officer

Key Direction: 1. Sustaining Our Environment for Life

Delivery Plan Strategy: DP1.3.1.1 Ensure Council services, facilities and land holdings

promote best practice for sustainability.

Operational Plan Action: OP1.14 Council have safe, reliable, sustainable and cost effective

assets through the management of Facilities.

Attachments: 1. Email from NSW TAFE - Proposed transfer of TAFE Bombala

(Wellington Street) to SMRC <u>J</u>

Cost Centre Internal Restricted Reserves Bombala

Project There is no identified project at this time.

#### **EXECUTIVE SUMMARY**

At the Ordinary Council Meeting held on 14 December 2017 (294/17) Council resolved to "Accept the transfer of lot 11 DP 871424 and lot 13 DP 871424 from the NSW State Government upon receiving the Minister's consent, provided the properties are transferred free of any encumbrances or restrictions on use, caveats etc."

Advice has now been received from TAFE NSW that the resolution "contravened the terms on which the Government's offer to transfer the community assets to Council, and for nominal consideration (\$1 being less than current market value), is being made."

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

### OFFICER'S RECOMMENDATION

That Council

A. Reject the offer from the NSW State Government to transfer ownership of lots 11 and 13 DP 871424 (the old Bombala primary school) to Council.

OR

- B. Rescind resolution 294/17 dated 14 December 2017.
- C. Accept the offer to transfer ownership of lots 11 and 13 DP 871424 (TAFE Bombala Wellington Street) to Council.
- D. Upon transfer of the property to classify Lots 11 and 13 DP 871424 as Community Land under the provisions of the Local Government Act 1993.
- E. Seek the advice of Council's Heritage Adviser with respect to any work which may be required to ensure the building is legislatively compliant and suitable for use by the community.
- F. Authorise the expenditure of \$150,000 towards the upgrade of the building plus a further \$50,000 to engage the services of a project manager to co-ordinate the project to be funded

10.3 PROPOSED TRANSFER OF THE BOMBALA TAFE CAMPUS AT 8-12 WELLINGTON STREET, BOMBALA TO SNOWY MONARO REGIONAL COUNCIL

from Internal Restricted Reserves Bombala.

- G. Approve the inclusion of the upgrade of the property through the Stronger Country Communities Fund to the value of \$250,000.
- H. Note that the ownership of lots 11 and 13 DP 871424 will place continued maintenance requirements which need to be captured in asset management plans and future operational expenditure budgets.

#### **BACKGROUND**

At the Ordinary Council Meeting held on 14 December 2017 Council resolved to "Accept the transfer of lot 11 DP 871424 and lot 13 DP 871424 from the NSW State Government upon receiving the Minister's consent, provided the properties are transferred free of any encumbrances or restrictions on use, caveats etc."

On 3 April 2018, Council's General Manager was advised by TAFE NSW that Council's resolution contravened the terms of the Government's offer to transfer the properties to Council.

The terms were to transfer lots 11 and 13 DP 871424 to Council for the nominal value of \$1 on the understanding that the land, upon transfer, would be classified as Community Land. Moreover, it is the Minister's intention to place a caveat on title restricting Council from selling either property for a period of 15 years. The effect of the caveat would mean that if Council accepts the transfer of the property, Council will have to fund the upgrade to the building. Subject to Council accepting the conditions outlined, TAFE NSW would be in a position to recommend the transfer proceed, subject to the co-endorsement of the NSW Treasurer and approval of the Cabinet Standing Committee on Expenditure Review.

Council's application for grant funding through the Regional Cultural Fund 2017 (Round 1) Medium Scale for the sum of \$115,000 was unsuccessful and therefore Council would be responsible for funding any work on or in the building.

## QUADRUPLE BOTTOM LINE REPORTING

## 1. Social

When the State Government placed the old primary school at Bombala on the open market through the process of an auction, the Bombala community immediately made it known to the government that they wanted these buildings to be retained in community ownership.

The location and size of these buildings would provide valuable spaces for a variety of community activities. Any relocation to this site, however, by community groups could impact on the use and viability of their current venues.

### 2. Environmental

Any anticipated environmental impact which may occur as a result of works to be carried out on the building will be addressed at the time. Council will need to consult the Heritage Advisor with respect to any work or alterations either on or within the building. 10.3 PROPOSED TRANSFER OF THE BOMBALA TAFE CAMPUS AT 8-12 WELLINGTON STREET, BOMBALA TO SNOWY MONARO REGIONAL COUNCIL

#### 3. Economic

The Minister on the proposal to transfer the properties at 8-12 Wellington Street to Council conditional upon a caveat being registered on the titles to say that Council cannot on-sell, or otherwise deal with the properties for a period of 15 years. The properties would also have to be classified as Community Land upon transfer to Council.

Prior to receiving notification regarding the caveat, it was proposed to sell lot 13 (vacant land surrounding the building on three sides) and to use the income to assist with the refurbishment of the building including all accessibility.

When the heritage aspect is taken into consideration and assuming that the bathrooms contain asbestos, as well as the many unknown issues that may be encountered during the refurbishment, it is envisaged that an amount of \$400,000 would need to be budgeted as well as \$50,000 to engage the services of a Project Manager.

The refurbishment of the old primary school has been included in the list of projects for funding through the \$6,158,227.00 (ex GST) which has been made available to Council through the Stronger Country Communities Fund. The amount requested is \$250,000 with up to \$200,000 being pledged by Council towards the project to be funded from Internal Restricted Reserves Bombala.

## 4. Civic Leadership

At the Council meeting held on 14 December 2017 Council resolved as follows:

COUNCIL RESOLUTION 294/17

That Council

- A. Accept the transfer of Lot 11 DP 871424 and lot 13 DP 871424 from the NSW State Government upon receiving Minister's consent, provided the properties are transferred free of any encumbrances or restrictions on use, caveats etc.;
- B. Seek the advice of Council's Heritage Adviser with respect to any work which may be required to ensure the building is legislatively compliant;
- C. Authorise the expenditure and allocate an amount of up to \$150,000 or the outstanding balance after the grant funding is determined, in the 2018 Financial Year Budget with funding to be provided from Internally Restricted Reserves Bombala; and
- D. Note that the ownership of the Lot 11 DP 871424 and lot 13 DP 871424 will place continued maintenance requirements which need to be captured in asset management plans and future operational expenditure budgets.

Moved Councillor Maslin Seconded Councillor Stewart CARRIED

10.3 PROPOSED TRANSFER OF THE BOMBALA TAFE CAMPUS AT 8-12 WELLINGTON STREET, BOMBALA TO SNOWY MONARO REGIONAL COUNCIL

ATTACHMENT 1 EMAIL FROM NSW TAFE - PROPOSED TRANSFER OF TAFE BOMBALA

(WELLINGTON STREET) TO SMRC

Page 91

From: Paul Andersen [mailto:Paul.Andersen5@tafensw.edu.au]

**Sent:** Tuesday, 10 April 2018 10:30 AM

To: joesph.vescio@snowymonaro.nsw.gov.au

Cc: Janine Hudson

Subject: Proposed transfer of TAFE Bombala (Wellington Street) to SMRC

Dear Mr Vescio,

Further to our telephone discussions on 27 February 2018 and 3 April 2018 regarding the proposed transfer of Lots 11 & 13 DP 871424 (community assets) from TAFE NSW to Council.

I write to confirm my advice to you that the Officer's Report and subsequent Council decision of 14 December 2017 contravenes the terms on which the Government's offer to transfer the community assets to Council, and for nominal consideration (\$1, being less than current market value), is being made.

To satisfy the Government's Community Use Policy, Council would have to accept that the community assets would have a restriction (caveat) placed on title deeming the land can only be used for 'community use' for no less a period than 15 years, this would automatically bar Council from selling Lot 13 during that time. TAFE NSW would also seek Council's decision to classify the lands as 'community' following transfer, under the provisions of the Local Government Act 1993.

Subject to Council accepting the conditions outlined above, TAFE NSW would be in a position to recommend the transfer proceed, subject to the co endorsement of the NSW Treasurer and approval of the Cabinet Standing Committee on Expenditure Review, which is a requirement of the Community Use Policy.

Would you please confirm Council's intention before the landowning Minister is advised further.

### Regards,

Paul Andersen
Project Director | Development | JLL
Property & Logistics
M +61 428 061 907
E paul.andersen5@tafensw.edu.au

**TAFE NSW** 

Level 2, Building A, Mary Ann Street Ultimo, NSW 2007 tafensw.edu.au

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We respectfully acknowledge the traditional custodians of the Country on which we learn and work together, and commit to building relationships, respect and opportunities with Aboriginal Peoples.

## 11.1 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT (NGA)

Record No:

Responsible Officer: General Manager

Author: Executive Assistant

Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation

Delivery Plan Strategy: DP7.1.1.2 Council's leadership is based on ethics and integrity to

enable informed and appropriate decisions in the community's

best interest.

Operational Plan Action: OP7.7 Provide timely, accurate and relevant information to

Council to enable informed decision making.

Attachments: 1. Letter from Australian Local Government  $\downarrow$ 

2. Registration Form  $\sqrt{\ }$ 

3. NGA 2018 Call for Motion Discussion Sheet U

Cost Centre 3020

Project

Further Operational Plan Actions:

#### **EXECUTIVE SUMMARY**

Council has been invited to attend the annual National General Assembly of Local Government (NGA) in Canberra from 17 June to 20 June 2018.

This year's theme is Australia's Future, Make it Local, this does not just reflect the wide scope and importance of Local Government but its ability to influence and effect fundamental changes and improvements.

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

## **OFFICER'S RECOMMENDATION**

That Council

- A. Authorise the Mayor and the General Manager to attend the National General Assembly of Local Government 17 to 20 June 2018 in Canberra; and
- B. Authorise nominated Councillors to attend;
- C. Authorise the expenditure and allocate an approximate amount of \$3,118.00 in the 2018 Financial Year Budget with funding to be provided from Mayor and Councillor Conferences.

### **BACKGROUND**

The Australian Local Government Association (ALGA) is the national voice of local government, representing 560 councils across the country.

Convened annually by the ALGA the National General Assembly is the peak annual event for Local Government, attracting in excess of 800 Mayors and Councillors each year.

## **QUADRUPLE BOTTOM LINE REPORTING**

## 1. Social

This event provides a unique opportunity for Local Government to engage directly with the Federal Government.

### 2. Environmental

There is no environmental impact.

## 3. Economic

The cost for this conference is listed below and attached.

Registration \$ 969.00 Early Bird After 4 May \$1,290.00 Late Registration \$1,429.00 Regional Sunday Forum \$ 445.00 **General Assembly Delegate** \$ 245.00 \$ 260.00 State of the Regions Report 2018-19 (Single Licence) \$ 720.00 State of the Regions Report 2018-19 (Organisational Licence) \$ 100.00 Networking Dinner Monday 18 June \$ 130.00 General Assembly Dinner, Tuesday 19 June Accommodation per night approximately \$ 300.00

Estimated Expenditure	Amount	Financial year	Led	ger	Ac	cou	ınt	strii	ng							
Registration x2	\$1938.00	2018	G	L	3	1	1	0	6	0	0	5	2			
Regional Sunday Forum - Mayor	\$ 445.00	2018	G	L	3	1	1	0	6	0	0	5	2			
General Assembly Delegate - Mayor	\$ 245.00	2018	G	L	3	1	1	0	6	0	0	5	2			
State of the Regionals Report 2018-19 - Mayor	\$ 260.00	2018	G	L	3	1	1	0	6	0	0	5	2			
Networking Dinner - Mayor	\$ 100.00	2018	G	L	3	1	1	0	6	1	0	0	4			
General Assembly Dinner - Mayor	\$ 130.00	2018	G	L	3	1	1	0	6	1	0	0	4			
Accommodation x 2 for 3 nights	\$1800.00	2018	G	L	3	1	1	0	6	0	0	5	2			
Funding (Income/reserves)	Amount		Led	edger Account string												
N/A	\$															

11.1 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT (NGA)

## 4. Civic Leadership

By Council attending the NGA this can help to develop national policy and to influence the future direction of our councils and our committees.

DSI 3060021



#### AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION

7 March 2018

Snowy Monaro Regional Council PO Box 714 COOMA NSW 2630



Snowy Monaro Regional Council Cooma Office

To the Mayor, Councillors and CEO (please distribute accordingly)

The Australian Local Government Association is pleased to invite you and your Council colleagues to attend this year's National General Assembly of Local Government (NGA) in Canberra from 17 - 20 June.

This year's theme, Australia's Future, Make it Local, reflects not just the wide scope and importance of Local Government, but its ability to influence and effect fundamental change and improvement at the community level.

The 2018 theme also hints at the strong possibility of a federal election being called later this year or early next. That being the case, Local Government will need to be ready and able to speak up on behalf of our constituents.

ALGA has developed an exciting program for the 2018 National General Assembly of Local Government, which includes commentator and columnist Bernard Salt as a Keynote Speaker.

Mr Salt, a former partner at KPMG, has gained national prominence with his astute observations on demography, housing affordability and the evolution of consumer cultures.

With his unique ability to analyse data and turn that analysis into entertaining and informative commentary, Mr Salt's address promises to be insightful and relevant for everybody working in Local Government.

Communications specialist Virginia Haussegger will also be a Keynote Speaker at NGA18. A highly experienced journalist and newspaper columnist, Ms Haussegger is now the Director of the 50/50 by 2030 Foundation at the University of Canberra's Institute for Governance and Policy Analysis.

Her keynote address will canvass initiatives and strategies to increase gender diversity in Local Government – work with which she has been actively involved since 2016.

There is strong likelihood of a federal election being called this year, and David Speers – who is Political Editor at Sky News and another NGA18 Keynote Speaker – will provide delegates with an up-to-date reading of the political maneuverings on Capital Hill.

Prime Minister Malcolm Turnbull, Opposition Leader Bill Shorten and Federal Minister for Regional Development, Territories and Local Government John McVeigh are among the federal politicians who have been invited to NGA18, along with the Shadow Minister for Infrastructure, Transport, Cities and Regional Development Anthony Albanese, and Shadow Minister for Regional Services, Territories and Local Government Stephen Jones.

Enclosed is the NGA Registration Brochure which contains full details of the program, business agenda and associated events.

Please take time to note this year's Regional Forum agenda with the Minister for Regional Development, Territories and Local Government, The Hon Dr John McVeigh MP confirmed to speak at the Regional Forum. We also have confirmed two keynote presenters; Saul Eslake, Leading Australian Economist and Katherine O'Regan, Executive Director, Cities Leadership Institute.

The National General Assembly and the Regional Forum are key events which should not be missed. For those of you with a specific interest in transport, ALGA's 2018 National Local Roads and Transport Congress will take place in Alice Springs from 20-22 November.

Adrian Beresford Wylie
Chief Executive Officer

We look forward to seeing you at this year's events.

## Registration Form

## Register online www.alga.asn.au

NGA18

National General Assembly of Local Government 17–20 June 2018 Australian Local Government Association ABN 31 008 613 876 Multiple delegates > photocopy form
Register online, download PDF or return this form to:
Conference Co-ordinators
PO Box 4994 Chisholm ACT 2905
Phone (02) 6292 9000 Fax (02) 6292 9002
Email nga@confco.com.au
By submitting your registration you agree to the terms
and conditions of the cancellation policy on page 15

Registration form continues over the page

PERSONAL DETAILS				
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I DO consent to ALGA disclosi	ng my personal contac	ct information as outline	ed in the privacy disclosure	e on page 15.
REGISTRATION FEES				
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Day 2 • Diamonds and Decadence  I will attend: Partner	(Tuesday 19 June 201 Number of additional		5.00 each	Total \$

National General Assembly of Local Government 17–20 June 2018 Australian Local Government Association ABN 31 008 613 876

OPTIONAL SOCIAL FUNCTIO	NS	
Tickets to these functions are <b>not</b> tickets to any of the following fun	included in the General Assembly regis ctions please indicate the number requ	stration fee or accompanying partners registration fee. To purchase ired and the total amount payable.
NETWORKING DINNER, Arboreta	um (Monday 18 June 2018) Nun	nber of tickets @ \$100.00 each Total \$
GENERAL ASSEMBLY DINNER, Au	stralian Institute of Sport (Tuesday 1	19 June 2018) **NUMBERS STRICTLY LIMITED**
	Number of tickets	@ \$130.00 Each Total \$
SPECIAL REQUIREMENTS		
( E.G. DIETAKT, MOBILITY		
REGISTRATION AND SOCIAL	FUNCTION PAYMENT DETAILS	
Enclosed is my cheque ma	ade payable to ALGA Conference A	account
Please issue an invoice. (in	voices are automatically issued on	receipt of registrations)
I have paid via an Electron	ic Funds Transfer to the 'ALGA Con	ference Account'. Transaction reference number
ALGA ACCOUNT: Bank: Cor	mmonwealth BRANCH: Curtin BSB	NO: 062905 ACCOUNT NO: 10097760
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CROWNE PLAZA		charges against your credit card unless you fail to give a minimum
SUPERIOR ROOM \$315	Single Twin Double	of twenty one (21) days notice in writing of your cancellation. All cancellations will be acknowledged in writing by Conference
DELUXE ROOM \$365	Single Twin Double	Co-ordinators. Full payment of your account will be required at the time of your departure. The rates quoted are per room per night.
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Return form to Conference Co	o-ordinators, PO Box 4994 Chisholm AC	CT 2905 Email nga@confco.com.au

**NGA 2018** 

National Convention Centre Canberra 17-20 June 2018

## National General Assembly of Local Government Call for Motions Discussion Paper

### Australia's Future, Make it Local

The purpose of this discussion paper is to provide guidance to councils for the development of Motions for debate at the 2018 National General Assembly. The paper provides an overview of policy areas in which the NGA has well-established positions and identifies potential new and emerging policy areas which are being developed by ALGA and require detailed consideration. Councils are particularly encouraged to submit Motions on these policy areas.

Highlighting the issues below contributes to implementing ALGA's Strategic Plan 2017-2020 and its objectives to:

- strengthen Local Government in the areas of financial sustainability; delivering services in regional cities; infrastructure; and innovation and digital transformation, as well as,
- facilitating collaboration between state and territory associations in Local Government's role in Indigenous policy issues, scale and capacity; women in Local Government; and diversity in representation.

#### Criteria for Motions

Motions must meet the following criteria:

- ✓ be relevant to the work of local government nationally
- ✓ be consistent with the theme of the NGA
- complement or build on the policy objectives of your state and territory local government association
- be submitted by a council which is a financial member of their state or territory local government association
- ✓ propose a clear action and outcome
- not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

## Your Opportunity

The primary focus of all Motions should be to strengthen the capacity of local government to provide services and infrastructure in Australia. Providing clear actions within areas that are still emerging provides councils with an opportunity to influence the development of ALGA policy and advocacy by ALGA on federal election commitments.

### **Emerging Issues**

Councils across Australia are constantly being asked to do more with less. Changing community needs, including ageing populations, technological advancements and changing economic circumstances, are a challenge for all communities.

Analysis suggests that a Commonwealth election may well be called between August 2018 and May 2019. The 2018 NGA therefore provides an important opportunity to progress Local Government issues in the Federal agenda. Below are some critical areas in which Local Government needs to consider the role it can in local communities on the national stage. In particular, the 2018 NGA is calling for Motions that provide clear policy advice and/or policy initiatives that will help Local Government to address the following policy challenges:

#### **Housing Affordability**

Housing affability is a major challenge in many communities. The Commonwealth frequently asserts that housing affordability is a problem because of the supply of housing. As such there has been a focus on planning reform.

Motions are called for on ways to improve housing supply and improve land use planning and associated local government infrastructure to support increased housing supply.

### Financial Sustainability - Oppose Cost Shifting

In 2005 The House of Representatives Inquiry into Cost Shifting from States onto Local Government estimated that cost shifting amounted to between \$500m - 1.4b annually. This includes regulatory and other services that Local Government provided on behalf of states without adequate compensation.

Motions are called for on ways to reduce cost shifting from states and the Commonwealth on to Local Government and on areas of regulatory reform and services that Local Government could provide efficiently and effectively on behalf of states or the Commonwealth if appropriately funded.

## Innovation and Digital Transformation - Smart Communities

Technological advancements are changing the way councils communicate with citizens and deliver services and infrastructure.

Motions are called for on ways to improve the ability of councils to support their community to understand and benefit from digital transformation, ways to improve data, protect privacy and increase security of council-held data.

## **Harmonising Local Government Data**

National Local Government data is held in a variety of places and is often of variable quality. National advocacy on behalf of Local Government needs a strong evidence base. ALGA has been working with JRA on the State of the Assets project which collects data on the quality and condition of all local government assets. Increasingly, councils are being required to provide data to third parties.

Motions are called for on ways to improve the collection of local government data, how data could be better linked across the sector, and ways to improve the quality of data.

#### Cyber Security

Recent malware attacks have highlighted the vulnerability of business and government computer systems. Strong measurers are required to ensure that all Australians and Australian businesses and governments are aware of the risks and take appropriate measures to ensure cyber security.

Motions are called for on ways to improve local government cyber security.

#### **Environment**

Local Government plays a critical role in environmental management, with actions often embedded into other day to day operations as well as included in economic management considerations

Motions are called for on what should be national priorities and on ways to improve environmental management systems, waste management, product stewardship and biodiversity.

#### **Regional Development**

Local Government plays a critical role in regional development, with an active role working with neighbouring councils, industry, state government agencies, community and other key stakeholders to set and achieve regional goals.

Motions are called for on ways to improve regional policy approaches, funding ideas on regional sustainability and equity.

Motions should be lodged electronically using the online form available on the NGA webpage at: alga.asn.au. All Motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and the endorsement of your Council.

Motions should be received by ALGA no later than 11:59pm on Friday 30 March 2018.

## Established ALGA Policy Areas

#### **Financial Assistance Grants**

Adequate and appropriate Local Government services and infrastructure are critical to all communities. The Commonwealth Financial Assistance Grants are important to all councils. Success has been achieved in the last 12 months by restoration of the indexation of the Financial Assistance Grants (FAGs). ALGA's priority in this area is to continue advocating for FAGs funding to be increased to a level equal to at least one per cent of commonwealth taxation revenue.



#### Freight Strategy

Local government manages around 75 per cent of Australia's local roads network. These roads were generally built decades ago and today are required to carry increasing amounts of freight, including higher productivity vehicles. Poor and unsafe roads are a barrier to increased productivity. ALGA's priority is the promotion and development of a freight strategy with funding of \$200m per year for five years to address first and last mile access issues, leading to an increase in local, regional and national productivity.



#### **Roads to Recovery**

The Roads to Recovery Program provides councils with essential additional funding to help address the backlog of maintenance and renewal of local roads. Success was achieved with Roads to Recovery by having the expiration date removed and essentially creating an ongoing program. Further work in this area is being undertaken to ensure Roads to Recovery funding is permanently doubled.



#### Additional Local Roads Funding for South Australia

Additional funding for South Australian local roads to address an anomaly in FAGs ceased in 2014. It was reinstated in 2017–18 but only for two years. The focus is now on securing ongoing additional funding for South Australian local roads, indexed annually in line with FAGs.



## **Climate Change Plans**

Many councils are addressing or wish to address climate change. With the important role Local Government can play helping the Australian Government to achieve internationally agreed climate change targets, a priority has been placed on supporting councils to work with local businesses and communities to implement local and regional Climate Change Adaptation Plans.



## Indigenous

Addressing Indigenous disadvantage across Australia is a priority for all Australian governments. Advocacy is about closing the gap between Indigenous and non-Indigenous Australians in the areas of housing, health, early childhood development, education, economic participation and remote service delivery.



#### **Community Infrastructure**

Funding support for community infrastructure will enable all local councils to plan and deliver adequate and appropriate community infrastructure. ALGA is urging political parties to commit to specific local government community infrastructure funding at the level of \$300 million per annum over the next four years.



ALGA's National General Assembly Program

Page 1 of 3



HOME (index.html)

SPONSORSHIP & EXHIBITION (Exhibition.html)

PROGRAM ▼

MOTIONS (Motions.html)

REGISTRATIONS ▼

## 2018 NGA PROGRAM

Sunday	17	.lune	2018	
Juliuay		Julie	2010	,

8.00am Registration Opens

5.00pm Service NSW Welcome Reception



### Monday 18 June 2018

8.00am Registration Opens

9.00am Opening Ceremony

9.20am ALGA President's Opening

9.30am Government Address

The Hon Malcolm Turnbull MP, Prime

Minister (invited)

## 10.00am MORNING TEA

10.30am Keynote Address: The Australian Political Landscape

David Speers, Political Editor, SKY

**NEWS** 

11.00am Keynote Address: The Case of

Gender Diversity in Local

Government

Virginia Haussegger, Australian

Journalist, Media Commentator and

Television Presenter

## Tuesday 19 June 2018

8.00am Registration Opens

9.00am Keynote Address: Population and

the Policy Imperative

Bernard Salt, Author and Columnist

Panel Session - Building 9.45am

Tomorrow's Communities: Livability

10.30am MORNING TEA

11.00am Debate on Motions

12.30pm LUNCH - Sponsored by BMW



(https://www.bmw.com.au/)

1.30pm **Concurrent Sessions** 

**Energy and climate Change** 

Arts and Culture

Digital Technology

Recycling and Waste

3.00pm **AFTERNOON TEA** 

The Hon Bill Shorten MP, Leader of the 3.30pm

Opposition

Debate on Motions 4.00pm

26/03/2018

### 13.1 MINUTES OF THE FEBRUARY YOUTH COUNCIL MEETING

Record No:

Responsible Officer: Director Environment & Sustainability

Author: Youth Officer

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. Youth Council Feb Meeting Minutes 4

**Cost Centre** 

Project

Further Operational Plan Actions: DP7.4.1.3 Coordinate and initiate community engagement

processes that facilitate participation in Council activities and decision making, and keep residents informed on local events,

issues and planning.

OP7.34 Support and encourage public engagement methods with invite comment from the community and informs decision making.

## **EXECUTIVE SUMMARY**

The Snowy Monaro Regional Youth Council held their first meeting for 2018 on the 28<sup>th</sup> of February at the Cooma Council Chambers. Executive Committee Members were elected and project planning for 2018 commenced. The meeting was chaired by Councillor James Ewart. The next meeting will be held in May.

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

### OFFICER'S RECOMMENDATION

That Council receive and note the minutes from the February Youth Council meeting.

## **BACKGROUND**

The Snowy Monaro Regional Youth Council gives young people a platform to have their voices heard and is a valuable bridge between Council and the youth demographic in our Region. The Youth Council meets bi-monthly and is required by their Terms of Reference to present minutes to Council quarterly for note. The last youth Council meeting held on the 28<sup>th</sup> of Feb was well attended and involved lively and animated debates on matters relevant to young people.

### QUADRUPLE BOTTOM LINE REPORTING

#### 1. Social

The Youth council is working towards delivering Youth Week events across the Region in April. 7 events will be delivered over 5 days and will create recreational, educational, and personal

development opportunities for young people aged 12-24. All events are free and transport is provided from all major towns and villages.

Other projects the Youth Council are working on include: Hosting a Regional Youth Awards night; a bid to bring the Triple J One Night Stand music festival to the Region; developing a 'Youth Card' that give young people discounts at local shops and also an informal youth consultation process to identify needs/gaps in community infrastructure and facilities — as perceived by young people.

Ongoing support for the Youth Council projects demonstrates Councils commitment to investing in young people and in turn furthers our endeavour to become a trusted community partner.

## 2. Environmental

There are no environment impacts associated with this report.

### 3. Economic

Youth Week is funded by a NSW government Family and Community Services (FaCS) Grant of \$1230 which is matched dollar for dollar by Council. Local businesses, community service organisations and sporting clubs have also made financial contributions towards events. This amount is 3 times less than the Youth Week budget for previous years, however we are confident this will not impact the quality of the events. It is estimated that more than 400 young people from across the Region will participate in Youth Week events. This would be a 100% increase from 2017 Youth Week participation rates.

## 4. Civic Leadership

At the last meeting, the Youth Councillors moved to elect their Executive Committee Members. Zara Childs (Cooma) was elected as the Youth Mayor; Katie Farrell (Bombala) as the Deputy Mayor; Jade Old (Jindabyne) as the Publicity Officer; and Emmie Phillips (Jindabyne) as the Secretary. These young people will be mentored by Council staff and the Youth Council Chair, Councillor James Ewart over the remainder of their Term and will lead the remaining Youth Councillors towards achieving established priorities.

Events such as Youth Week are one of many projects the Youth Council will take on this year. These projects give each of the Youth Councillors an opportunity to develop event management and planning skills, organisational skills, time management and budgeting skills, as well as an insight into local government process and community service.

The ongoing support for the Youth Council positions Council as community leaders in the youth development space.

Meeting Committee Room, Cooma office – Snowy Monaro Regional Council Date: 28/2/18

**Present:** As per sign in sheet

Apologies: Alana Slaven, Caitlin Brandon, Sarah Fraser

Time Commenced: 10:17am Time Finished: 1:35pm Minute Taker: Mel Sass Chairperson: James Ewart

**Previous Minutes True and Correct** Moved pending discussed grammar and spelling amendments

**Declaration of Interests:** Nil declared

**Reports:** Deferred until next meeting

**Business Arising from the Previous Minutes: Nil** 

<u>Presentation: Meghan Quinn - Alcohol Free Zones - Discussion outlined in General Business</u>

Agenda Item	Discussion	Action by	Time Frame
Confirmation of Youth Council	Motion: That the Charter be accepted with	Mel Sass	Prior to April Meeting
Charter	amendments to 9.6 – Voting. Carried unanimously		

Presentation from Meghan Quinn re Adjourned for 15 minutes for lunch Meeting commenced at 11:57am Presentation from Claire Rogerson —	<ul> <li>Motion: If more than one person nominates for a position, a secret ballot will be held. Carried unanimously</li> <li>Motion: In the case that a secret ballot is held, the member with the most votes recorded will be elected to the Executive position. Carried Unanimously</li> <li>For the Position of Mayor: 2 nominations received. Secret Ballot held. Zara Childs Elected Mayor with Casting Vote from the Chair.</li> <li>For the Position of Deputy Mayor: 6 Nominations received. Secret Ballot held. Katie Farrell elected Deputy Mayor.</li> <li>For the Position of Secretary: 2 Nominations received Emmie Phillips elected as Secretary</li> <li>For the position of Publicity Officer: 2 Nominations received. Jade Old elected as Publicity Officer</li> <li>garding alcohol free zones.</li> </ul>	her resignation from Cou	ncil.
Youth Week	<ul> <li>Motion: That a Youth Week sub Committee is formed to Coordinate Youth Week. Motion Carried 12 – 2</li> <li>Sub-committee members include: Hannah Pond, Georgia Knowles, Zara Childs, Ellie McCracken, Edward Doeberl, Katie Farrell,</li> </ul>	Mel Sass to liaise with the Sub-Committee	ASAP
Doeberl, Ratie Farrell,      Discussion about the Leadership Camp and nominations received from Youth Councillors who would like to attend. The Camp will take place in Sydney in July and will be cost free, with funding from the Youth Opportunities Funding.			

One Night Stand – Triple J Music Festival	<ul> <li>Each year, Triple J host an all ages drug and alcohol free music festival in a regional community.         Applications opened in Feb for towns who wish to host the event.     </li> <li>Motion: That the Youth Council make an application to bring One Night Stand to the Region. Carried unanimously.         Motion: The application will be made for the township of Cooma. Carried 12-2     </li> </ul>	Mel and Zara to make application	Prior to 21 <sup>st</sup> March
Alcohol Free Zones – Discussion following presentation from Meghan Quinn	<ul> <li>Discussion about enforcement - Lack of enforcement options in smaller townships of Bombala and Delegate.</li> <li>Discussion about if it's worth funding the signs if we can't enforce it. Could the money be spent on a different deterrent?</li> <li>Discussion about needing to challenge the drinking culture across the Region</li> <li>Discussion about support the Police force in their request to Council.</li> <li>Motion: The Youth Council move to support the proposed Alcohol Free Zones that are before Council for consideration. Carried Unanimously</li> </ul>		
Community Facilities needed in the Snowy Monaro Region	Discussion about youth identified priorities for community development opportunities and community facility upgrades.  The following priorities were identified.  • Mental health facilities and service providers/  • Bathrooms at the Haines centre (Cooma)  • Better lighting at the Haines Centre (Cooma) to improve community safety.  • Nijong toilets need to be upgraded  • Youth and Community Space needed in Jindabyne.  Particularly something covered and practical during Winter.		

	<ul> <li>More than 1 Public Toilet is needed in Bombala</li> <li>Increased opening hours of Libraries across the Region.</li> <li>Accessible and affordable Transport that connects the towns and villages</li> <li>Affordable food and youth friendly cafes</li> <li>Upgrade all of Councils park and small hall facilities (lighting, toilets, shelter, BBQS) to increase user friendliness and accessibility</li> <li>Recreation facilities on the Jindabyne Lake – Jetty, water games, water park: Facilities that would attract young people and decrease anti-social behaviour</li> <li>Upgrade facilities at the skateparks across the region: Water, shelter, bins and better bowls, ramps etc.</li> </ul>
General business not on notice	Ivan Gadd – Bombala Skate park – There is no water at the skate park in Bombala – Often raised as an issue. The park itself needs to be upgraded to reflect the modern user and demographics.  Zara Childs – Student discounts at cafes and shops to increase affordability and support local businesses  Motion: The Youth Council pursue' Youth Cards' for the Region Carried. Unanimously.  Katie Farrell – Need to attract people into the Bombala Community: to reduce shops closing; increase recreational opportunities.  Ellie McCracken – Need for a youth friendly platform to outline 'What's on' across the Region?

Meeting closes @ 1:19

#### 14.1 MOUNTAIN BIKE WASH STATION- BANJO PATERSON PARK

Record No:

Responsible Officer: Director Environment & Sustainability

Author: Environment and Recreation Coordinator

Key Direction: 5. Enhancing Our Healthy, Active Lifestyle

Delivery Plan Strategy: DP5.2.1.2 Provide a well-connected and sustainable network of

shared paths and trails throughout the Region.

Operational Plan Action: OP5.7 Maintain and improve the infrastructure that facilitates

active and healthy travel options, such as walking and cycling, in all localities in accordance with the ten year management plan

Attachments: 1. Attachment 1- Bike Wash Station Design J.

2. Attachment 2- Approved Environmental Assessment 😃

Cost Centre 0720

Project Mountain Bike Wash Station- Banjo Paterson Park

**Further Operational Plan Actions:** 

#### **EXECUTIVE SUMMARY**

The Jindabyne Trail Stewardship (JTS) have approached Council for support to construct a bike wash station near the shared path at Banjo Paterson Park (Attachment 1-Design and location). JTS are a non-profit organisation that have been generating their own funds through sponsorship and local business donations. The volunteer group are a strong community advocate for the success of our shared trails and have partnered with Council to assist with trail maintenance, and improving infrastructure related to our expanding trail network.

The organisation have funds to purchase and construct the bike wash station providing Council approval is granted. Most successful trail destinations have infrastructure, such has bike maintenance and wash stations, to enhance user experience. The addition of the wash station will ensure riders are able to keep bikes clean before transporting. This helps reduce the risk in spreading weeds between trail areas. The Banjo Paterson Park already has our major trail information signage and is currently the centre of our trail network. The new wash station will complement existing amenities at Banjo Paterson Park. The plan to set-up a Jindabyne ride centre is an integral part of forming a great mountain bike destination for the Snowy Mountains.

The following report provides the detail of the wash station along with the on-going costs for Council.

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

#### **OFFICER'S RECOMMENDATION**

**That Council** 

A. Authorise the installation of a Mountain Bike Wash Station at Banjo Paterson Park

#### **BACKGROUND**

Jindabyne is fast becoming a popular mountain biking destination. With Council commitment of \$150 000 from the Major Projects Program to the detailed planning of the Lake Jindabyne Shared Trail extension, Council's expanding trail network is widely supported by the community and key stakeholders. However additional infrastructure to support the trail infrastructure is required.

The JTS have provided Council with a detailed plan (Attachment 1) for the new infrastructure along with a design suitable for meeting all necessary environmental approvals and minimal maintenance.

The wash station follows a similar set-up from other community trail destinations. A Review of Environmental Factors report (Attachment 2) has been completed and provides the necessary check of design and construction elements to ensure there is minimal environmental impact and a low ongoing maintenance requirement.

Council's Group Manager - Facilities has been consulted with regard to the project and potential ongoing maintenance. The total cost of the bike wash stand is \$3000. Components are covered under warranty for 5 years and can easily be replaced if an issue occurs. Replacement costs can be reduced by removing the Bike wash stand component during the winter months whilst it is not in use. This will eliminate any issues with frost and potential vandalism. The Facilities group support the project.

The infrastructure chosen is hard wearing and long lasting and regular maintenance costs are not anticipated.

JTS will be covering all costs associated with purchase, construction and installation. A certified plumber will undertake construction works under supervision of Council staff.

#### QUADRUPLE BOTTOM LINE REPORTING

#### 1. Social

The social impact of shared trails will be positive as it encourages a healthy and active lifestyle in the community. The new Bike Wash Station is the type of infrastructure that supports the expanding shared trial network. The development of shared trails and events will provide the opportunity for SMRC to connect with the community and form partnerships with key interest groups and stakeholders.

#### 2. Environmental

A Review of Environmental Factors Report was complete as a requirement of the Environmental Assessment and planning Act. The wash station will be installed professionally with correct drainage and use of bioswale to ensure environmental safeguard measures are met

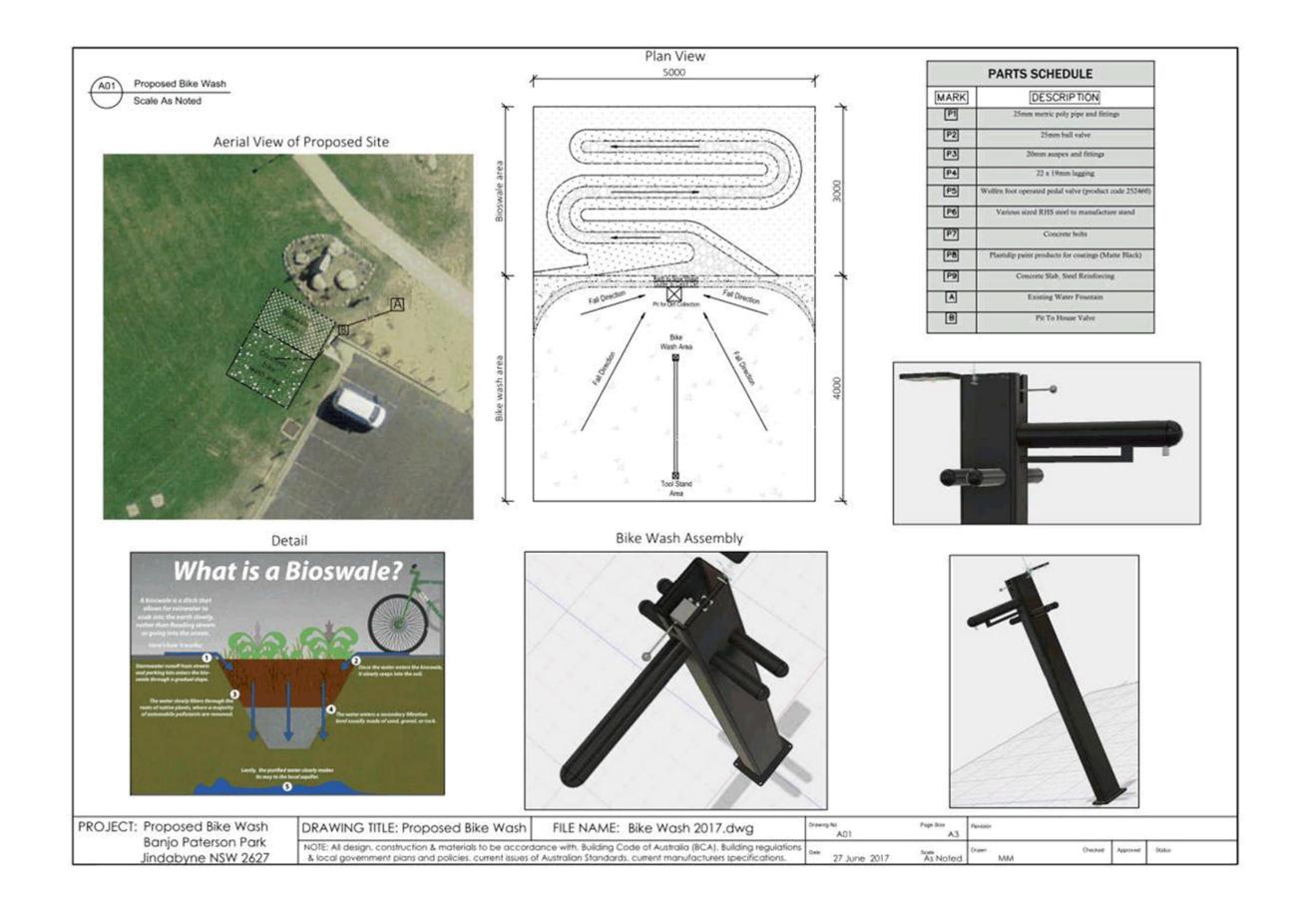
#### 3. Economic

All costs associated with the bike wash purchase an installation will be covered by the Jindabyne Trail Stewardship. The total costs of the project covered by JTS is \$5500.

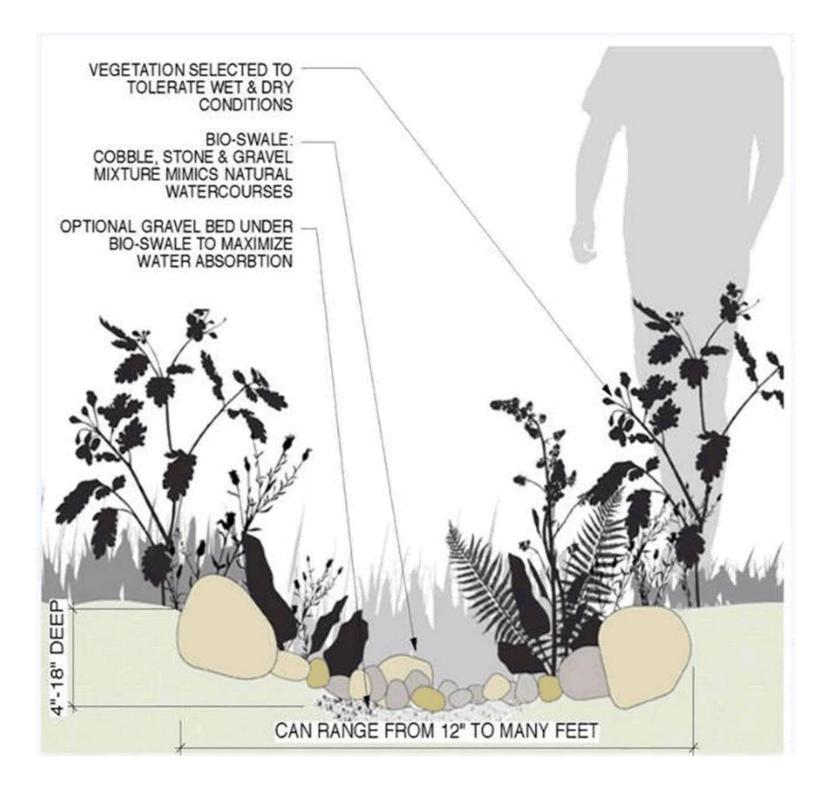
#### 4. Civic Leadership

Council, by leading and participating in the development and maintenance of shared trails and supporting infrastructure, is pursuing key priorities identified by the community in the Community Strategic Plan.

Council is also showing leadership through a partnership approach with other key stakeholders including Jindabyne Trial Stewardship.



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### SNOWY MONARO REGIONAL COUNCIL

## Part 5 Environmental Assessment Template (NSW Environmental Planning and Assessment Act1979)

Assessment completed b	y: Alannah Dickeson Date: 16/02/2018
Council designation:	Recreation & Environmental Coordinator
Qualifications:	Bachelor degree in Environmental  Management and Tourism
Assessment reviewed by Note:	
the primary reviewer sho be a qualified planner wh not associated with the pi	o is
Council designation:	Environmental Technical Officer, Transport Infrastructure (Operations)  16.2.2018
ocction Names	llation of Bike Wash Station near o Paterson Park Jindabyne
<b>Location Description:</b>	Public Recreation Reserve-Banjo Paterson Park (refer to attachment 1)
Project Number and funding source:	The costs associated with the bike wash purchase and installation will be covered by the Jindabyne Trail Stewardship. On approval of the REF a report will be submitted to Council for endorsement of the project to go ahead. Council will be responsible for the long term maintenance.
Project Description:	The Jindabyne Trail Stewardship (JTS) are a non-profit organisation and assist Council with maintenance of the Lake Jindabyne Community Trail network.  JTS have funds available for a bike wash station to be located within the central park of our trail network (Banjo Paterson Park). The wash station will be another great asset for our community and visitors using the trail network. Whilst the facility is not essential it is a popular asset in many successful trail destinations and will only add to user experience.  Attachment 1 describes the proposed location along with the bike wash station plan. The following points below explain how the wash station system will function;  bike is hung by bike seat, seat post fits between 2 tubes, cover in a plastic paint  bike washer has a timer so it cannot be abused for long periods  there is an area to hang your bike to dry  concrete apron around bike wash catchers all water and foreign matter (refer to attachment 2 bike wash image)
	<ul> <li>bike is hung by bike seat, seat post fits between 2 tubes, cover in a plastic paint</li> <li>bike washer has a timer so it cannot be abused for long periods</li> <li>there is an area to hang your bike to dry</li> <li>concrete apron around bike wash catchers all water and foreign matter (refer to attachment 2 bike wash image)</li> </ul>

Document Number:	UR - TP - RT - FM - 00042	Issue/Revision No:	1/0	SNOWY MONARO REGIONAL COUNCIL
Issue Date:	14-01-2013	Document Issued By:	DC	Page 1 of 9
Review Date:	14-01-2016	Uncontrolled document	when printed.	Please refer to FlightPl@n/Intranet for controlled document

		<ul> <li>pit with valve, so water can be turned off for maintenance and winter</li> </ul>
		Attachment 3 provides an image of the bioswale. The Monaro native tree nursery will be able to supply appropriate species for the project. This includes native Poa (Poa costiniana or Poa fawcettie) as well as Carex appressa. Some water holding compost such as Mushrrom compost or a peat based compost will also be used to help improve water quality.
Loca	ation and site maps:	Attachment 1- Description and proposed location Attachment 2- Bike wash image Attachment 3- Bioswale
	of environmental	N/A
	of environmental	1. Search of AHIMS and Bionet databases
	of permits:	Nil Permits required
	slation	☐ Clause 65(3) ISEPP- Development permitted without consent
		☐ Fisheries Management Act 1994 (S 201, S219) ☐ Water Management Act 2000 (S89, S90, S91) ☐ Heritage Act 1977 (S58) (see Schedules 1 & 6 of CMSC LEP) ☐ NPWS Act 1974 (S90, S118D) ☐ Protection of the Environment Operations Act 1997 (S43 which then
Con	nments/notes: none of th	leads you to other sections if applicable)  Roads Act 1993 (S138)  le above legislation applies.
The		Roads Act 1993 (S138) the above legislation applies.  g & Assessment Act 1979, Part 5, Division 2, Section 111 requires a duty to
The	Environmental Planning sider environmental imp For the purpose of attacenvironment, a determing provisions of this Act of Act, examine and take if environment by reason Comment: The area no vegeta	Roads Act 1993 (S138)  The above legislation applies.  The abo
The	Environmental Planning sider environmental imp  For the purpose of attalenvironment, a determing provisions of this Act of Act, examine and take if environment by reason Comment:  The area of no vegetal park. The waste is a Without limiting subsection of the comment of the co	Roads Act 1993 (S138)  The above legislation applies.  The abo
The cons	Environmental Planning sider environmental improvisions of this Act of Act, examine and take if environment by reason Comment: The area no vegetate park. The waste is a Without limiting subsect (a) any conservation of the whole or particular Comment: Comment: Comment: Comment: Comment: Comment: Comments	Roads Act 1993 (S138)  The above legislation applies.  The abo
The cons	Environmental Planning sider environmental improvisions of this Act of Act, examine and take if environment by reason Comment: The area in o vegeta park. The waste is a Without limiting subsection of the whole or particular in the whole or particular in the whole of the whole o	Roads Act 1993 (S138)  The above legislation applies.  The activity of the projects of this Act relating to the protection and enhancement of the ming authority in its consideration of an activity shall, notwithstanding any other are the provisions of any other Act or of any instrument made under this or any other into account to the fullest extent possible all matters affecting or likely to affect the of that activity.  The proposed bike wash station is within a developed recreation area. There will be tion removal. The wash station will be located near a major drainage point at the car system will also be concreted and set-up with a bioswale to ensure drainage of excess dequate.  The activity on:  The
The cons	Environmental Planning sider environmental improvisions of this Act of Act, examine and take if environment by reason Comment: The area in o vegeta park. The waste is a Without limiting subsection of the whole or particular in the whole or particular in the whole of the whole o	Roads Act 1993 (\$138)  The above legislation applies.  The abo

located. There is no conservation value as the site is a developed recreation area.

 (c) any joint management agreement entered into under the <u>Threatened Species Conservation Act 1995</u>, and

**Comment:** Council are the lease holders of the area in which the proposed bike wash will be located. Council are therefore responsible for the management of all recreation assets

(d) any biobanking agreement entered into under Part 7A of the <u>Threatened Species Conservation Act 1995</u> that applies to the whole or part of the land to which the activity relates.

**Comment:** A searched of the OEH database has been complete and there is no BB agreement for this land parcel

(3) Without limiting subsection (1), a determining authority shall consider the effect of an activity on any wilderness area (within the meaning of the <u>Wilderness Act 1987</u>) in the locality in which the activity is intended to be carried on.

Comment: N/A

(3) Without limiting subsection (1), a determining authority shall consider the effect of an activity on any wilderness area (within the meaning of the <u>Wilderness Act 1987</u>) in the locality in which the activity is intended to be carried on.

Note: The only declared wilderness areas within the SMRC LGA are within Kosciusko National Park, namely Pilot Wilderness and Byadbo Wilderness.

Comment: There are no declared Wilderness areas within this locality.

(4) Without limiting subsection (1), a determining authority must consider the effect of an activity on: (a) critical habitat, and

**Comment:** There are no critical habitats as listed under the *Environmental Protection and Biodiversity Conservation Act 1999*, within the Snowy Monaro Local Government Area.

(b) in the case of threatened species, populations and ecological communities, and their habitats, whether there is likely to be a significant effect on those species, populations or ecological communities, or those habitats, and

**Comment:** A bionet search was complete for the Snowy Monaro LGA(Refer to appendix B. There are no threatened species population recorded. The proposed activity is location in an area that will not involve any vegetation clearing

(c) any other protected fauna or protected native plants within the meaning of the <u>National Parks and</u> <u>Wildlife Act 1974</u>.

**Comment:** The site is dominated by introduced species + birds/macropods highly mobile and will disperse if they feel threatened and come back when site is not in use.

Note. The determining authority is not required to consider the effect of an activity on biodiversity values if:

- the activity is to be carried out on biodiversity certified land (within the meaning of Part 7AA of the Threatened Species Conservation Act 1995), or
- (b) a biobanking statement has been issued in respect of the activity under Part 7A of the <u>Threatened Species</u> <u>Conservation Act 1995</u>

Environmental Planning and Assessment Regulation 2000, Part 14, Division 1, Clause 228, states:

- (1) For the purposes of Part 5 of the Act, the factors to be taken into account when consideration is being given to the likely impact of an activity on the environment include:
  - (a) for activities of a kind for which specific guidelines are in force under this clause, the factors referred to in those guidelines, or
  - (b) for any other kind of activity:

Document Number:	ECM	Bike Wash Banjo Paterson Park	SNOWY MONARO REGIONAL COUNCIL
Issue Date:	5/01/2018		Page 3 of 9
Bayley Date:			

- (i) the factors referred to in the general guidelines in force under this clause, or
- (ii) if no such guidelines are in force, the factors referred to subclause (2).

#### List any guidelines and detail the assessment against these guidelines:

(2) The factors referred to in subclause (1) (b) (ii) are as follows:

(a) any environmental impact on a community,

**Comment:** There will be some minor disturbance to the site during construction. Erosion control measures will be put in place and construction works will not commence during wet weather.

(b) any transformation of a locality,

Comment: The system will be concreted and set-up with a bioswale to ensure drainage of excess waste is adequate. There will be a transformation of the site where the proposed bike wash is being installed. This will be a small area located in a developed recreational site and will be a positive asset to the community and visitors using the expanding trail network.

(c) any environmental impact on the ecosystems of the locality,

**Comment:** There will be no impact on local ecosystem The proposed activity is located in a well-developed recreation area of town. The impact to the existing ecosystem will be minimal.

 (d) any reduction of the aesthetic, recreational, scientific or other environmental quality or value of a locality,

**Comment:** The proposed activity is located in a major recreational area and will complement existing facilities in the area.

 (e) any effect on a locality, place or building having aesthetic, anthropological, archaeological, architectural, cultural, historical, scientific or social significance or other special value for present or future generations,

Note: see Aboriginal cultural heritage due diligence assessment at end

Comment: An AHIM search for the area has been completed. The proposed location will not impact on any known Aboriginal Heritage. Refer to appendix A for AHIMs search results

 (f) any impact on the habitat of protected fauna (within the meaning of the <u>National Parks and Wildlife</u> <u>Act 1974)</u>,

Comment: There will be no impact to protected fauna

(g) any endangering of any species of animal, plant or other form of life, whether living on land, in water or in the air.

**Comment:** There will be no clearing of vegetation. The proposed activity is within a developed recreational area

(h) any long-term effects on the environment,

Comment: There will be no long term effects to the environment

(i) any degradation of the quality of the environment,

Comment: Erosion control measures will be put in place both during construction and for the long term use of the bike wash. The infrastructure will have adequate drainage by use of existing drainage system on-site and bioswale. Therefore degradation to the site will be minimal.

(j) any risk to the safety of the environment,

Comment: There will be no clearing of vegetation. The proposed activity is within a developed recreational area

(k) any reduction in the range of beneficial uses of the environment,

**Comment:** The proposed location is within an existing recreation zone. There area contains manicures and irrigated grass area near the major concrete shared path.

(1) any pollution of the environment,

Document Number:	ECM	Bike Wash Banjo Paterson Park	SNOWY MONARO REGIONAL COUNCIL
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Comment:	The wash station will be located near a major drainage point at the car park. The system will also be concreted and set-up with a bioswale to ensure drainage of excess waste is adequate.
(m) any en	vironmental problems associated with the disposal of waste,
Comment:	Disposal of waste water will be filtered through a bioswale. The station will also be set-up near a major drainage point at the car park to ensure any excess water does cause muddy areas or erosion.
(n) any ind supply,	reased demands on resources (natural or otherwise) that are, or are likely to become, in short
Comment:	The activity will involve installation of a bike wash in a developed recreation area and will not require the use of natural resources
(o) any cu Comment:	mulative environmental effect with other existing or likely future activities,  There is unlikely to be any environmental impact on other activities
(p) any im condit	pact on coastal processes and coastal hazards, including those under projected climate change ions.
Comment:	N/A

# Aboriginal cultural heritage due diligence assessment – refer to the document Due Diligence Code of Practice for the Protection of Aboriginal Objects in New South Wales <a href="http://www.environment.nsw.gov.au/resources/cultureheritage/ddcop/10798ddcop.pdf">http://www.environment.nsw.gov.au/resources/cultureheritage/ddcop/10798ddcop.pdf</a>

3.7	criteria	comment
1.	Will the activity disturb the ground surface or culturally modified trees	There will be disturbance to the ground during the installation of the bike wash. There area is already heavily disturbed recreation area near a formed car park and pathways. There will be no tree removal
2.	AHIMS database result and any other sources of information (previous studies, reports or surveys)	The proposed activity will not impact on any known Aboriginal heritage
3.	Are there landscape features that are likely to indicate the presence of Aboriginal objects?  - proposed activity within 200m of waters  - located within a sand dune  - located on a ridge top, ridge line or headland  - located within 200m below or above a cliff face  - within 20 m of or in a cave, rock shelter, or cave mouth	There will be no impact to landscape features
	Examples include but are not limited to: mountains, rock shelters, sand dunes, waterways, waterholes and wetlands.	
4.	Can you avoid harm to the object or disturbance to the landscape feature?	N/A
5.	If the activity is on land that is not disturbed or contains known Aboriginal objects, has a desktop assessment and visual inspection confirmed that there are Aboriginal objects or that they are likely?	The land of the proposed activity is already disturbed. There will no vegetation clearing

Document Number:	ECM	Bike Wash Banjo Paterson Park	SNOWY MONARO REGIONAL COUNCIL
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Chapter 3, Section 8 (1) of the *Local Government Act 1993* lists a set of principles that guide council in the carrying out of its functions. One of those principles is "to properly manage, develop, protect, restore, enhance and conserve the environment of the area for which it is responsible, in a manner that is consistent with and promotes the principles of ecologically sustainable development"

Does the proposed project comply with these principles?

Council is working in partnership with The Jindabyne Trail Stewardship to improve infrastructure. The regional is gaining reputation as a mountain bike destination which is having a positive impact for increased tourism numbers outside the winter months. The Bike wash is another valuable asset for riders. Team effort between JTS and Council ensures trails are maintained and new infrastructure is implemented where required.

Document Number: ECM Bike Wash Banjo Paterson Park SNOWY MONARO REGIONAL COUNCIL

Issue Date: 5/01/2018 Page 6 of 9

Review Date:

#### Appendix A- AHIMS search



## AHIMS Web Services (AWS) Search Result

Purchase Order/Reference : Alannah Client Service ID : 328361

Date: 16 February 2018

Snowy River Shire Council

shop 3 Razorback building Jindabyne New South Wales 2627 Attention: Alannah Dickeson

Email; alannah.dickeson@snowymonaro.nsw.gov,au

Dear Sir or Madam:

AHIMS Web Service search for the following area at Lot; 6, DP:DP239537 with a Buffer of 50 meters, conducted by Alannah Dickeson on 16 February 2018.

The context area of your search is shown in the map below. Please note that the map does not accurately display the exact boundaries of the search as defined in the paragraph above. The map is to be used for general reference purposes only.



A search of the Office of the Environment and Heritage AHIMS Web Services (Aboriginal Heritage Information Management System) has shown that:

0 Aboriginal sites are recorded in or near the above location.

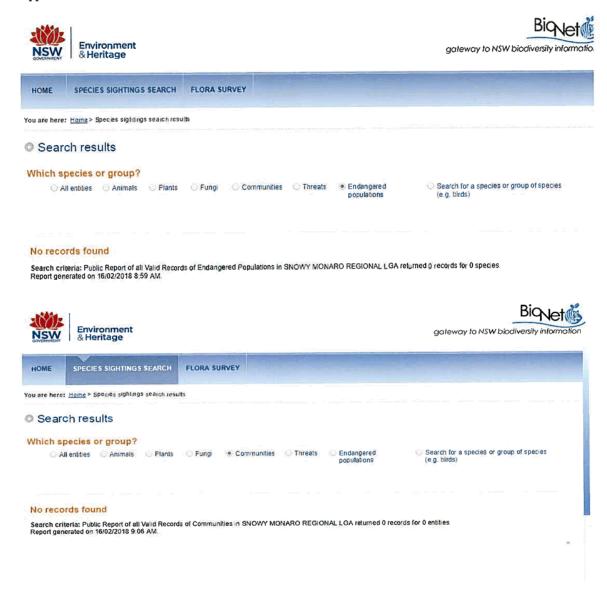
O Aboriginal places have been declared in or near the above location. \*

Document Number: ECM Bike Wash Banjo Paterson Park SNOWY MONARO REGIONAL COUNCIL

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Review Date:

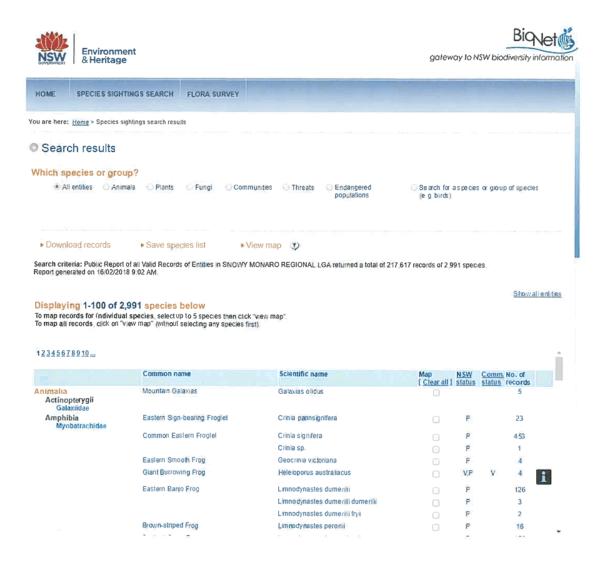
#### Appendix B - Bionet search



Document Number: ECM Bike Wash Banjo Paterson Park SNOWY MONARO REGIONAL COUNCIL

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Document Number:	ECM	Bike Wash Banjo Paterson Park	SNOWY MONARO REGIONAL COUNCIL
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Record No:

Responsible Officer: Director Environment & Sustainability

Key Direction: 6. Managing Development and Service Delivery to Retain the

Things We Value

Delivery Plan Strategy: DP6.2.1.1 Ensure that Council's land use planning and

development policies enhance liveability.

Operational Plan Action: OP6.12 Ensure that the local planning framework enhances

amenity, safety and sustainability of community neighbourhoods

Attachments: 1. Email attachments &

Cost Centre

Project

**Further Operational Plan Actions:** 

#### **EXECUTIVE SUMMARY**

Discussions were held with representatives from Dongwha on Wednesday 21 March 2018 in order to clarify information previously provided to them (external of Council) regarding rezoning of their site and EPA noise emission requirements.

Advice of the points of discussion was provided to Councillors on Friday 23 March.

It was requested that this item be presented to Council.

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

#### **OFFICER'S RECOMMENDATION**

That Council receive and note the information in the report Discussions with Dongwha.

#### **BACKGROUND**

Councillors attended the Dongwha facility prior to the Council meeting in Bombala in November 2017.

At that time, it is understood that Councillors were informed that Dongwha had been provided advice that rezoning their land might enable a higher level of noise emission than what is included in their State-issued planning approval and EPA license.

The Director of Environment and Sustainability was later contacted by a Councillor and the advice about rezoning the land was discussed. It was advised that rezoning would not necessarily provide the ability to increase the level of noise emission, as the noise emission limits are contained within the Planning Approval (issued by NSW Planning) and the EPA license for the site.

It was discussed that it may be worthwhile to clarify this with representatives from Dongwha in person, to avoid misunderstandings of the situation, and subsequently contact was made with

Dongwha representatives to advise that the Director would be happy to have discussions with them. At that time it was not given an urgent priority due to the Christmas and New year holiday periods and staff absences.

Councillors and staff were forwarded a copy of an email from a Dongwha staff member on 14 March 2018 (included in attachments) which illustrated the apparent misunderstanding regarding the rezoning issue. (Note that the identity of non-Council authors/recipients has been removed for privacy purposes).

Councillors were advised via email from the Director Environment and Sustainability on 14 March 2018 that arrangements to speak with Dongwha representatives to explain the rezoning and noise emission issues were yet to be confirmed. Further advice was provided to all Councillors at that time which included:

- The previous advice provided to Dongwha that rezoning the land may solve their noise issues was not accurate.
- The noise limitations for the site are contained within the Part 3A approval and the EPA license.
- The proponent (originally Willmott) provided details of noise investigation, measurement, and noise modelling for consideration by Dept Planning as part of the project assessment and approval process.
- An application could be made to either EPA and/or NSW Planning to vary license conditions irrespective of the land use zone.
- Changing the zone for the Dongwha property can potentially be done, either upon application from them or through an LEP process, however, unless a variation to the EPA license and Part 3A approval is also obtained then the existing noise limits would apply.
- Changing the zone at the Dongwha site does not actually reduce the level of noise experienced at the nearby residences, which is understood to have been the source of past complaints.
- Noise assessment/mitigation is an extremely complex area and requires advice from recognised experts.
- Even if a prescribed noise level was being observed, complaints can still be made on the basis of "Offensive Noise".
- Council was contacted by a firm engaged by Dongwha to undertake an independent Environmental Audit, it is understood that this in the process of finalisation.
- The audit schedule included the noise requirements. Results of that audit should be useful for future discussions.

Arrangements were made for the Director to attend the site on Wednesday 21 March to discuss the rezoning and noise issues. Councillor Stewart also attended for part of the discussions.

The items discussed were relayed to all Councillors via email on Friday 23 March, and were also forwarded to Council's records staff for appropriate recording. Items included:

- Rezoning the land will not solve the apparent Noise issues.
- Dongwha advised that they have recently engaged experts to undertake further assessment of the
  current noise emissions to address concerns from NSW EPA. Once those results are finalised, they
  will have a better indication of what their next steps might be. For example, the results might
  provide a basis to seek a variation to their Part 3A approval and EPA license, or perhaps give an
  indication of what may be achievable to mitigate noise emission to address concerns of any
  affected residences.
- It was clarified that the land can be rezoned through a broader LEP process, or alternatively through a 'Planning Proposal' which they can apply for at any time.

- While applying an Industrial Zone to the site in a future LEP appears logical, it will not change the zone of the land on the surrounding properties (RU1 primary production) which is where the nearest affected residences are located.
- Unless there was a dire need to rezone the land at this time, that their efforts (and expenditure) might be best allocated to addressing the EPA noise issues.

Following circulation of the email to Councillors on 23 March which detailed the above points of discussion, concerns were raised via email that all Councillors, and in particular the 3 Bombala area based Councillors, should have been invited to the meeting.

It was also suggested that the discussions held with Dongwha were carried out in a manner that was lacking in transparency. A request was made for this information be presented to Council.

It was pointed out in subsequent responses that:

- Council staff did not convene the meeting and did not have any input into the invited list of attendees.
- The purpose of attending the meeting was to clarify that the information previously provided regarding rezoning, which was not provided by a member of Council's planning staff, was inaccurate.
- A summary of the points discussed were forwarded to Councillors, and to Council's records staff to ensure appropriate recording.
- The discussions with Dongwha management were not in any way considered to be lacking in 'transparency'.
- Council staff are involved in numerous discussions with proponents for a wide variety of topics as part of their day to day activities. Councillors are rarely involved in such discussions.

To summarise and to clarify Council's role:

- The Noise requirements for the site are contained within the Part 3A approval (the Planning Approval issued by NSW Planning) and the EPA license.
- Council is not the regulatory authority for either the planning approval or EPA licence issues.
- NSW EPA has provided direction to Dongwha in relation to Noise issues.
- Dongwha advised that they have engaged an acoustic consultancy to assess the EPA noise emission requirements and provide expert advice.
- Dongwha will contact the Director when the consultant's report has been received.
- The Director advised that he has spoken with EPA regarding the noise issues, and EPA have explained the timeframes provided to Dongwha to address noise concerns.

 Rezoning can be undertaken either on application by a proponent or via a broader LEP process. Either process would require public exhibition of the proposal and resolutions of Council to progress.

#### QUADRUPLE BOTTOM LINE REPORTING

#### 1. Social

The report is for information of Councillors, and as such there will be no social impact. There may be implications, if later decisions (which may not actually involve Council) are made in relation to noise emissions and/or mitigation of noise from operations at the facility.

#### 2. Environmental

The report is for information of Councillors, and as such there will be no environmental impact. There may be implications, if later decisions (which may not actually involve Council) are made in relation to noise emissions and/or mitigation of noise from operations at the facility.

#### 3. Economic

There are no economic impacts from the consideration of this report

#### 4. Civic Leadership

Council staff attendance at Dongwha is a reflection of Civic Leadership and display of good faith in clarifying information to assist a major employer with meeting its license and other regulatory approval requirements.

Councillors were provided with a summary of discussions via email on 23 March for information. The summary was forwarded to Council's records staff for appropriate recording.

#### **Peter Smith**

From:

Peter Smith

Sent:

Friday, 23 March 2018 10:51 AM

To:

'Anne Maslin'; SMRC Councillors; SMRC Directors; Joseph Vescio

Cc:

Gina McConkey; John Gargett; Mark Adams

Subject:

RE: Re Zoning, Dongwha Timber site

Good morning all - update for your information - no need to respond.

CIr Stewart and I met with Dongwha reps in Bombala on Wednesday to discuss issues including their Noise limits and rezoning of the land.

They are aware that simply rezoning their land will not solve the apparent noise issues.

Dongwha advised that they have recently engaged experts to undertake further assessment of the current noise emissions to address concerns from NSW EPA.

Once those results are finalised, they will have a better indication of what their next steps might be.

For example, the results might provide a basis to seek a variation to their Part 3A approval and EPA license, or perhaps give an indication of what may be achievable to mitigate noise emission to address concerns of any affected residences.

It was clarified that the land can be rezoned through a broader LEP process, or alternatively through a 'Planning Proposal' which they can apply for at any time.

While applying an Industrial Zone to the site appears logical, it will not change the zone of the land on the surrounding properties (RU1 primary production) which is where the nearest affected residences are located.

Discussion was that unless there was a dire need to rezone the land at this time, that their efforts (and expenditure) might be best allocated to addressing the EPA noise issues.

The Dongwha reps were OK with that.

Dongwha will contact me again when their noise assessment results are back to discuss next steps.

I have also had discussions with EPA regarding the Dongwha issues, and will keep in touch with them as we progress.

Regards

Regards

Peter Smith

Director of Environment and Sustainability

Snowy Monaro Regional Council

81 Commissioner Street (PO Box 714) COOMA NSW 2630 Direct 02 6455 1900 Mobile 0408 412 699 Phone 02 6455 1777 Fax 02 6455 1799

www.cooma.nsw.gov.au

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From: Peter Smith

Sent: Wednesday, 14 March 2018 2:23 PM

To: 'Anne Maslin'; SMRC Councillors; SMRC Directors; Joseph Vescio

**Cc:** Gina McConkey; John Gargett; Mark Adams **Subject:** RE: Re Zoning, Dongwha Timber site

Hi all

I have had some discussions with Councillor Stewart, and as recently as last week, regarding the noise issues at Dongwha.

We had discussed going to Dongwha to discuss this issue, but that hasn't been arranged as yet.

It is understood that Dongwha were provided advice that rezoning the land would solve their noise issues. After looking through the Part 3A approval (issued by Dept Planning in September 2010), the EPA license for the site, and the EPA Policy documents on Industrial Noise, it appears to me that the advice may not be accurate.

The noise limitations for the site are contained within their Part 3A approval and the EPA license.

The proponent (originally Willmott) provided details of noise investigation, measurement, and noise modelling for consideration by Dept Planning as part of the project assessment and approval process.

It is my understanding that an application could be made to either EPA and/or NSW Planning to vary license conditions irrespective of the land use zone.

Dongwha had previously engaged GHD (planning/engineering consultants) to assist with an application to modify their approval in/about 2014, so would be aware of that process.

Changing the zone for the Dongwha property can potentially be done, either upon application from them or through an LEP process, however, unless a variation to their EPA license and Part 3A approval is also obtained then the existing noise limits apply.

Note that changing the zone at the Dongwha site does not actually reduce the level of noise experienced at the nearby residences, which I understand has been the source of past complaints.

Noise assessment/mitigation is an extremely complex area and requires advice from recognised experts. Even if a prescribed noise level was being observed, complaints can still be made on the basis of "Offensive Noise".

Council was recently contacted by a firm engaged by Dongwha to undertake an independent Environmental Audit, and we understand this in the process of finalisation.

The audit schedule included the noise requirements. Results of that audit should be useful for future discussions.

I am following up with the EPA regarding their requirements.

Regards

Regards

Peter Smith

Director of Environment and Sustainability

Snowy Monaro Regional Council

81 Commissioner Street (PO Box 714) COOMA NSW 2630 Direct 02 6455 1900 Mobile 0408 412 699 Phone 02 6455 1777 Fax 02 6455 1799

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----Original Message----

From: Anne Maslin [mailto:Anne.Maslin@snowymonaro.nsw.gov.au]

Sent: Wednesday, 14 March 2018 5:32 AM

To: SMRC Councillors; SMRC Directors; Joseph Vescio Subject: FW: Re Zoning, Dongwha Timber site

Dear fellow councillors

I have attached an email sent from Dongwha Timbers, which follows up from the visit of SMRC councillors to the Dongwha Mill at Bombala last year.

The email refers to discussions regarding Dongwha's request that the Mill site be re-zoned to light industrial. You may recall that this request relates to noise level restrictions.

The email contains questions from me on the issue, and the answers from Dongwha. (in quotation marks.)

See below.

Anne Maslin

----Original Message-----

From:

Sent: Tuesday, 13 March 2018 3:10 PM

To: Anne Maslin

Subject: RE: Re Zoning, Dongwha Timber site

Good Afternoon Councilor Anne Maslin,

Please see our answers below.

Also please find attached invite to the opening of the Rotary Storage Facility Shed.

Regards,

----Original Message----

From: Anne Maslin [mailto:gunningrah.anne@gmail.com]

Sent: Monday, March 12, 2018 10:40 AM

To:

Subject: Re: Re Zoning, Dongwha Timber site

Dear

Thanks for your email.

Would you send through some facts regarding the noise issue with the EPA?

- the decibel level requested, and brief information describing the noise levels in layman's terms.

"35DB is our site limit which is the same limit that applies anywhere in town. "

- has Dongwha lodged a request regarding light industrial zoning, to the relevant authorities, and when was the request made?

"No, it was only a consideration discussed at the meeting with the mayor and councilors late last year at Dongwha. As the mayor indicated the study had already commenced and he stated that he would follow up and get back to us, to date this has not happened."

- what specifically is the EPA proposing will happen if DWT is not able to comply with their current request? What effect will it have on mill operations.?

"The EPA has given DWT 2 months to come up with a satisfactory solution to reduce the noise levels of early morning, if the results are not satisfactory the EPA will inforce changes to our operating hours. The changes to our operating times will be detrimental to our operations. As well as the early morning issue we have to within 6 months provide satisfactory solutions to site wide noise issues. "

- have there been any complaints from neighbouring properties regarding noise levels.

"Yes, we have had one property complain regularly for the past 5 years since the commencement of the new mill.

The ultimate result of required sound reductions may never be realistically achievable and whilst DWT is prepared to spend the time and money to achieve the studies associated with this work we must seriously consider the re zoning of our land."

I certainly hope that this issue can be resolved satisfactorily.

Anne Maslin		
> On 8 Mar 2018, at 5:56 PM,	F 20	wrote:
>		
> Anne,		
> Hope you are well.		
>		
> Pre Xmas when the Mayor and a number re zoning the Mill site.	of Councilors, including yourself visited	the DWT site it was discussed about
> Can you advise if this matter has progress	sed any further.	
> As discussed I recall the Mayor stating the >	at the whole area was understudy with t	he opportunity to rezone our site.
> Any reply you can give will be greatly app	reciated.	
> Thanks,		
>		
>		
>		
>		
> Dongwha Timbers		
Safe Stamp		

For more information regarding this service, please contact your service provider.

#### 15.2 DA.10.2017.1065.2 -ROTARY MARKETS- MODIFICATION

Responsible Officer: Manager Development Assessment

Author: Urban and Rural Planner

Key Direction: 6. Managing Development and Service Delivery to Retain the

Things We Value

Delivery Plan Strategy: DP6.2.1.1 Ensure that Council's land use planning and

development policies enhance liveability.

Operational Plan Action: OP6.11 Ensure development assessment is undertaken in

accordance with adopted Local Environmental Plans, Development

Control Plans, Council Policy and State and Federal legislation.

Attachments: 1. Markets Map- Updated <u>J</u>

2. Draft Determination- Partial Approval 😃

3. Document Submitted By Applicant- Amended Conditions of

Consent **J** 

4. Document Submitted By Applicant- Proposed Modified

Conditions 7 and 8 !

5. Document Submitted By Applicant- Proposed Site Plan 🕹

#### **Further Operational Plan Actions:**

Further Operational Plan Actions:		
Applicant Number:	10.2016.1065.2	
Applicant:	The Rotary Club of Cooma Inc	
Owner:	Snowy Monaro Regional Council and Land & Property Management	
DA Registered:	10.2016.1065.2	
Property Description:	Centennial Park – 91 Sharp St COOMA	
Property Number:	15890	
Area:	Cooma	
Zone:	RE1- Public Recreation	
Current Use:	Public Recreation	
Proposed Use:	Event- Market (Modification of approved DA)	
Permitted in Zone: 2 Permitted without consent		
	Environmental protection works	
	3 Permitted with consent	
	Car parks; Community facilities; Environmental facilities; Heliports; Information and education facilities; Kiosks; Markets; Recreation areas; Recreation facilities (indoor); Recreation facilities (major); Recreation facilities (outdoor); Roads	
	4 Prohibited	
	Any development not specified in item 2 or 3	
Recommendation:	Partial Approval	

#### **EXECUTIVE SUMMARY**

The purpose of this report is to seek Council approval for a modified development application submitted by Cooma Rotary for monthly markets in Centennial Park. The application under s4.55 (1A) of the Environmental Planning and Assessment Act 1979 ("the Act"). The proposed modified development application 10.2016.1065.2 seeks to amend several conditions from the original consent approved by Council in May 2017. This application is being submitted to council as the original consent was determined at a Council meeting in May 2017 as it was considered to be an application of community importance.

#### RECOMMENDATION

That pursuant to section 4.16(1)(a) of the *Environmental Planning and Assessment Act 1979 (as amended)* it is recommended that a modification to DA 10.2016.1065.1 for the temporary use of Centennial Park for monthly Rotary Markets being 10.2016.1065.2 on Lot: 701 DP: 1023496, is granted subject to the amended conditions attached.

#### **BACKGROUND**

This development application is for a modification of the consent for the Rotary Club of Cooma's monthly markets held in Centennial Park under section 4.55 (1A) of the Act. These markets have been in operation for over twenty years; however, DA 10.2016.1065.1 was the first formal approval for their running.

#### **ASSESSMENT**

The application has been assessed against the provisions of the following documents:

State Environment Planning Policies (SEPPs)	Nil
Local Environmental Plan (LEP) (including draft LEPs)	Cooma Monaro Local Environment Plan 2013
Development Control Plans	Cooma Monaro Development Control Plan 2014

#### **SECTION 79C**

Application:	10.2016.1065.2	
Officer:	Quinn Maguire	
Date Lodged:	28/11/2017	
Land:	Centennial Park/91 Sharp Street COOMA 2630 Lot: 701 DP: 1023496	
Zone:	RE1 - Public Recreation	
Proposal:	Markets - 3rd Sunday of Month (Modify Various Conditions of Consent)	
Modification:	Proposed modification of conditions- see details below (Table 1)	

This application was submitted as a modification to the approved 10.2016.1065.1

An assessment has been conducted under the provision of Section 96 (1A) of the Environmental Planning and Assessment Act, 1979 ('the Act'). The following matters require the consideration of the Council.

#### **1** Existing Site Features

Centennial Park/91 Sharp Street COOMA 2630 - Lot: 701 DP: 1023496	
First Inspection for initial DA 19/12/2016	
9948.186	
The site is relatively level, with little to no slope	
Band stand, bus shelter and playground equipment	
Maintained lawn grasses, mature established trees and minimal shrubs	
No formal vehicular access locations, site has frontage to Sharp St, Massie St and Bombala St. Proposed access via Sharp st over paved section of park.	
Existing connections to power, Council water and Council sewage	
Site is identified as being a heritage item	
Yes- Lot: 701 DP: 1023496 is Crown Owned Land	
Site for development is owned and maintained by Council	
Located within the Cooma CBD, predominantly business and community development surrounding	

#### 2 Proposal

The proposed development involves the modification to the approved **10.2016.1065.1** – changes proposed to multiple conditions by the applicant are shown in the table 1 below. Existing wording in black text, proposed removals shown with strikethrough, proposed new additions noted in bold red.

Table 1 – changes proposed by the applicant to approved conditions of consent

Condition	Proposed Changes	Notes
2	The organiser is advised that this consent is for 12 Markets per year for 5 years plus any other special markets as agreed (consecutive) being held on the third Sunday in each Month.	Modification proposed to include additional markets on top of the approved monthly market
2	Note - As this consent rests with the land, this condition may be amended by Snowy Monaro Regional Council as the owner trustee of the land on which the event is to be held thereby having the effect of cancelling the event should it deem necessary the organiser will be provided one month's notification of revocation of owners consent.	Request to change wording from "owner" to "trustee"
6	The organiser shall ensure that any food stall holders and operators of amusement devices hold the relevant	Proposal to change insurance limits from twenty million to

#### 15.2 DA.10.2017.1065.2 -ROTARY MARKETS- MODIFICATION

	insurances and registrations. Public liability Insurances in this respect must be a minimum of twenty (20) ten (10) million dollars covering the dates of the event.	ten million
6	A copy of these current policies are to be submitted to Council 14days prior to the event held by the applicant and made available to Council on request	Proposal to remove requirement to provide certificates of currency to Council unless expressly requested
7	A dilapidation report is to be completed by Council and the Market Organisers prior to the commencement of the first market of each year approved under this consent. This report will be updated monthly by Council. The report shall include all areas on which the markets are to be held and indicate the condition of the park prior to the use commencing.  The Applicant will make reasonable endeavours to avoid damaging Centennial Park infrastructure subject to this approval. If the Applicant damages or observes damage that may have occurred, they will report it to Council as soon as practicable.	Proposal to remove condition and replace with new wording Including the term "reasonable endeavours"
8	Council will Inspect the area with the two business days following each market to ensure that no damage to infrastructure (including grass surface, equipment and paved areas) has occurred, should any rectification works be required then the market organiser shall pay for such works at the full commercial rate. Council will undertake the works and issue an invoice for the recovery of these costs.  Council may inspect the area for material damage (excluding wear-and-tear) to infrastructure (including grass surface, equipment and paved areas subject to this approval) that may have occurred as a direct result of Market operations. Any inspection specifically for damage attributable to Market operations will be no more than one (1) business day following each Market event.  If the Council determines there is material damage resulting directly from Market operations, Council will prepare a report detailing damage and include any recommended rectification works required. The applicant will be notified and be provided with a detailed report describing damage and recommended rectification work, including an estimate of costs.  The applicant will be given the opportunity to rectify the damage whenever possible.  If Council performs the rectification work, it will undertake the works at the lowest cost and issue an invoice to the Applicant for the recovery of costs for the works.	Proposal to remove condition and replace with new wording
13	Stalls are only permitted within zones 1 to 4 as shown on the approved plan. Subject to prior Council approval, Zone 1A may be used for stalls where there is no entertainment, performances, activities or presentations in the bandshell and/or forecourt area.	Proposal to remove condition
14	The applicant shall ensure adequate traffic management	Proposed changes to match

	processes are in place at all times. A traffic/vehicle management plan, Incorporating any required Section 138 Roads Act approvals for vehicle movement across public roads and footpaths, shall be submitted for Council approval to include the following items: vehicular access from Sharp 5t along the designated path shown is figure 1 (Rev 2 B); Vehicular access from Massie 5t along the designated path shown is figure 1 (Rev 2 B), any other vehicle movement within the park area.	plans
18	The applicant to liaise with Council staff during times of inclement weather. Generally Council staff will assess all parks and fields in the area In accordance with Council policy and determine if they are 'open' and therefore can be used.  If the park is deemed to If the Council determines the park be 'closed' because of wet weather the applicant shall cancel or relocate the event to an alternative approved venue.  The Council will make best endeavours to provide sufficient notice to allow the Applicant to inform Stallholders and others of the cancellation or re-location.  Council will ensure sprinklers or other irrigation does not occur within 24 hours of a Market day  Reason: To ensure the ongoing integrity of the facility, and public safety using the facility.	Proposal to change wording of condition to include onus on Council to provide "sufficient notice", and proposed inclusion of the term "best endeavours"
21	The location of Zone 3 is to be adjusted so stalls are to, where possible, it aligns align with the active verge of Centennial Park.	Proposed change of wording
	Reason: To ensure development is in keeping with the Cooma CBD Structure Plan 2009.	
23	The applicant shall obtain a Section 138 (Roads Act 1993) consent from Council for the following works:  Working within a road reserve, including using road reserve as an access point.  The applicant shall make application to Council for approval under Section 138 of the Roads Act 1993 using the Application for Works within a Road Reserve form. All works shall be in accordance with former Cooma-Monaro Shire Council Development Control Plan 2014, Specification for Engineering Works and Conditions of this Consent.  The Section 138 approval must be sought prior to the commencement of works within a reasonable period after approval as agreed with Council.  All works shall be carried out in accordance with the Section 138 Approval.	Proposed change wording to commence activities prior to approval
	Reason: In accordance with Roads Act 1993.	

#### 3 Background/History

The site of the proposed market events is known as Centennial Park, this site is Crown reserve which is managed by Council as an area for public recreation. The Rotary Markets have occurred on this site in excess of two decades. The original consent for this application was granted at the 2017 May Council Meeting held in Cooma. This is the first proposed modification of this approval.

# 4 Modification Substantially the Same - (involving minimal environmental impact (S.4.55(1A)(b)) or other modifications (S.4.55(2)(a)))

Council is required under Section 4.55 (1A) of the Act to determine if the development to which the consent as modified relates is substantially the same development as the development for which the consent was originally granted before that consent was modified.

The word substantially means essentially or materially or having the same essence. In assessing whether the test is met a factual comparison between the approved development and the proposed modifications is required. The question must be asked and answered with respect to the particular circumstances of the individual modification application. It is for the decision maker to decide the relevant range of facts to assist in determining the question. Even though certain modifications of a development may be described as significant this does not mean that the modified development could not necessarily remain substantially the same as the approved development. The comparison process involves an appreciation both qualitative and quantitative of the development being compared in its proper context. Any planning appraisal of the modified development is not relevant to the threshold question.

In applying these principles to the question of whether the proposal the subject of this application is substantially the same as that for which consent was originally granted, it has been considered that the proposed modified development is substantially the same.

#### 5 Public Notification (S.4.55 (1A)(c)

Council is required under Section 4.55 (1A) of the Act to notify the application in accordance with Council's development control plan. The modification was notified for a period of 14 days in accordance with Chapter 8 of the Cooma-Monaro Shire Development Control Plan 2014.

#### 6 Consideration of Public Submissions (S.4.55(1A)(d))

Council is required under Section 4.55 (1A) of the Act to consider any submissions made concerning the proposed modification received within 14 days after being notified. The results of Council's notification process and the consideration of any submissions received is undertaken in Section 15 of this assessment.

#### 7 Matters referred to in section 4.15(1) (S.4.55 (3))

A consideration of the provisions of Section 4.15 (1) of the Act is provided under the subsequent sections of this report.

#### 8 Provision of any Environmental Planning Instruments (\$4.15(1)(a)(i))

No specific State Environmental Planning Policies apply to this proposed development

#### Cooma Monaro Local Environmental Plan 2014

The proposed development site is zoned RE1 Public Recreation under the Cooma-Monaro Local Environmental Plan 2013 (LEP). The approved Rotary Markets are deemed to meet the definition of a 'market' (under the CMLEP 2013) which is permitted with consent.

**market** means an open-air area, or an existing building, that is used for the purpose of selling, exposing or offering goods, merchandise or materials for sale by independent stall holders, and includes temporary structures and existing permanent structures used for that purpose on an intermittent or occasional basis.

The proposed modification is not considered to change to the development's ability to comply with this definition.

In accordance with Clause 2.3 of the LEP before determining a development application the consent authority is to have regard to the objectives for development in a zone. The objectives of the RE1 zone read as follows:

#### **Zone RE1 Public Recreation**

#### 1 Objectives of zone

- To enable land to be used for public open space or recreational purposes.
- To provide a range of recreational settings and activities and compatible land uses.
- To protect and enhance the natural environment for recreational purposes.

The approved development is considered to be in character with the surrounding town development and consistent with the objectives of the RE1 Public Recreation zone.

Also applicable to this application is **Clause 6.10 Essential Services** which states:

Development consent must not be granted to development unless the consent authority is satisfied that any of the following services that are essential for the development are available or that adequate arrangements have been made to make them available when required:

- (a) the supply of water,
- (b) the supply of electricity,
- (c) the disposal and management of sewage,
- (d) stormwater drainage or on-site conservation,
- (e) suitable vehicular access.

The existing development is considered to be compliant with this clause, the proposed modification is not considered to affect compliance for the supply of water, the supply of electricity, the disposal and management of sewage, stormwater drainage or on-site conservation.

Changes to condition 23 may potentially impact the development's availability of suitable vehicular access.

#### 9 Provision of any proposed Environmental Planning Instruments (S.4.15(1)(a)(ii))

There are no proposed environmental planning instruments applying to this site which are relevant to the proposed development.

#### 10 Provision of any Development Control Plan (S.4.15 (1)(a)(iii))

#### Cooma-Monaro Development Control Plan 2014

Cooma-Monaro Development Control Plan 2014 (Amendment 1) (DCP) is applicable to Lot 701 DP 1023496 and outlines a number of general development standards that require consideration of all applications.

Upon review it was determined that there are no provisions relating to 'markets' and none of the General Development Controls identified in Chapter 2

In lieu of this a merits base assessment of the proposed modification has been undertaken below in table 2.

# Table 2 – Changes to conditions proposed by the applicant and Council Officer suggested action and condition to be included in the draft amended conditions of consent

Note - As in table 1 above existing wording of the approved condition are in black text, proposed removals shown with strikethrough, proposed new additions noted in bold red.

Condition		Suggested Action by Officer
2	Changes to approved condition as proposed by the applicant The organiser is advised that this consent is for 12 Markets per year for 5 years plus any other special markets as agreed (consecutive) being held on the third Sunday in each Month.	No change should be made to original condition
	Condition to be included in modified consent  The organiser is advised that this consent is for 12  Markets per year for 5 years (consecutive) being held on the third Sunday in each Month.	Comments- Determination was for one market day, once a month for 5 years. Any additional special markets or events would require their own consent.
2	Changes to approved note as proposed by the applicant As this consent rests with the land, this condition may be amended by Snowy Monaro Regional Council as the owner trustee of the land on which the event is to be held thereby having the effect of cancelling the event should it deem necessary the organiser will be provided one month's notification of revocation of owners consent.	No change should be made to original condition
	Condition to be included in modified consent  As this consent rests with the land, this condition may be amended by Snowy Monaro Regional Council as the owner of the land on which the event is to be held thereby having the effect of cancelling the event should it deem necessary the organiser will be provided one month's notification of revocation of owners consent.	Comments- Wording for this condition is considered to be suitable. While the land is Crown owned both terms are considered to be correct in context of Council's agreement with Crown lands for use of the site. Owners consent for the application was granted by Council per the rights and responsibilities vested in them via agreement with Crown Lands.
6	Changes to approved condition as proposed by the applicant  The organiser shall ensure that any food stall holders and operators of amusement devices hold the relevant insurances and registrations. Public liability Insurances in this respect must be a	Partial Approval- Remove specific limit to allow flexibility in use arrangement, keep requirement for cover as standard requirement from Council's insurers.

	minimum of twenty (20) ten (10) million dollars covering the dates of the event.	
	Condition to be included in modified consent  The organiser shall ensure that any food stall holders and operators of amusement devices hold the relevant insurances and registrations.	Comments- As this is Council policy (and in accordance with advice from Council's insurers) it is not considered appropriate to change this condition to reduce the liability limit required as it would potentially create a precedent for other events. What has been recommended is that the wording be changed to require relevant insurances which will be in association with the 20 million liability cover required to be held by Rotary.
6	Changes to approved condition as proposed by the applicant A copy of these current policies are to be submitted to Council 14days prior to the event held by the applicant and made available to Council on request	Partial Approval- minor wording changes
	Condition to be included in modified consent  A copy of these current policies are to be held by the applicant and made available to Council immediately upon request	Comments- It is considered reasonable to modify this condition so that there is some flexibility; however, it is suggested that the wording be altered to state that the certificates of currency be provided immediately upon council request.
7	Changes to approved condition as proposed by the applicant  A dilapidation report is to be completed by Council and the Market Organisers prior to the commencement of the first market of each year approved under this consent. This report will be updated monthly by Council. The report shall include all areas on which the markets are to be held and indicate the condition of the park prior to the use commencing.  The Applicant will make reasonable endeavours to avoid damaging Centennial Park infrastructure subject to this approval. If the Applicant damages or observes damage that may have occurred, they will report it to Council as soon as practicable.	No change should be made to original condition  Note that the term "reasonable endeavours" is a term commonly used in commercial contracts, and as such it is recommended that such terms be avoided in the Development Consent. It is noted that the applicant seeks to impose a lower standard on itself than what it later suggests is required of Council for other aspects (proposed for Council to apply "best endeavours"). Explanations regarding the application of such terms is available on the internet in articles published by reputable Australian legal firms including Piper Alderman and Sparke Helmore.  Use of a dilapidation report provides a benchmark for comparison purposes in the unlikely (but possible, and not unprecedented) event that damage occurs to community infrastructure from market activities.

#### Condition to be included in modified consent

A dilapidation report is to be completed by Council and the Market Organisers prior to the commencement of the first market of each year approved under this consent. This report will be updated monthly by Council. The report shall include all areas on which the markets are to be held and indicate the condition of the park prior to the use commencing.

<u>Comments</u>- Proposed condition requiring actions by land owner/Council (instead of developer) is not considered appropriate as a condition of consent.

8 Changes to approved condition as proposed by the applicant

No change should be made to original condition

Council will Inspect the area with the two business days following each market to ensure that no damage to infrastructure (including grass surface, equipment and paved areas) has occurred, should any rectification works be required then the market organiser shall pay for such works at the full commercial rate. Council will undertake the works and issue an invoice for the recovery of these costs

Council may inspect the area for material damage (excluding wear-and-tear) to infrastructure (including grass surface, equipment and paved areas subject to this approval) that may have occurred as a direct result of Market operations. Any inspection specifically for damage attributable to Market operations will be no more than one (1) business day following each Market event.

If the Council determines there is material damage resulting directly from Market operations, Council will prepare a report detailing damage and include any recommended rectification works required. The applicant will be notified and be provided with a detailed report describing damage and recommended rectification work, including an estimate of costs. The applicant will be given the opportunity to rectify the damage whenever possible.

If Council performs the rectification work, it will undertake the works at the lowest cost and issue an invoice to the Applicant for the recovery of costs for the works.

#### Condition to be included in modified consent

Council will Inspect the area with the two business days following each market to ensure that no damage to infrastructure (including grass surface, equipment and paved areas) has occurred, should any rectification works be required then the

<u>Comments</u>- Proposed condition requiring actions by land owner/Council (instead of developer) is not considered appropriate as a condition of consent.

	market organiser shall pay for such works at the full commercial rate. Council will undertake the works and issue an invoice for the recovery of these costs	
13	Changes to approved condition as proposed by the applicant Stalls are only permitted within zones 1 to 4 as shown on the approved plan. Subject to prior Council approval, Zone 1A may be used for stalls where there is no entertainment, performances, activities or presentations in the bandshell and/or forecourt area.	No change should be made to original condition
	Condition to be included in modified consent  Stalls are only permitted within zones 1 to 4 as shown on the approved plan. Subject to prior Council approval, Zone 1A may be used for stalls where there is no entertainment, performances, activities or presentations in the bandshell and/or forecourt area.	Comments- This condition was included to maintain community access to public facilities (both band shelter and public toilets) and is not considered to be unreasonable. Condition to remain.
14	Changes to approved condition as proposed by the applicant The applicant shall ensure adequate traffic management processes are in place at all times. A traffic/vehicle management plan, Incorporating any required Section 138 Roads Act approvals for vehicle movement across public roads and footpaths, shall be submitted for Council approval to include the following items: vehicular access from Sharp 5t along the designated path shown is figure 1 (Rev 2 B); Vehicular access from Massie 5t along the designated path shown is figure 1 (Rev 2 B), any other vehicle movement within the park area.	Approval condition to be amended as requested
	Condition to be included in modified consent  The applicant shall ensure adequate traffic management processes are in place at all times. A traffic/vehicle management plan, Incorporating any required Section 138 Roads Act approvals for vehicle movement across public roads and footpaths, shall be submitted for Council approval to include the following items: vehicular access from Sharp 5t along the designated path shown is figure 1 (Rev B); Vehicular access from Massie 5t along the designated path shown is figure 1 (Rev B), any other vehicle movement within the park area.	Comments- Proposed modification considered to be appropriate.
18	Changes to approved condition as proposed by the applicant The applicant to liaise with Council staff during	Partial approval

times of inclement weather. Generally Council staff will assess all parks and fields in the area In accordance with Council policy and determine if they are 'open' and therefore can be used.

If the park is deemed to If the Council determines the park be 'closed' because of wet weather the applicant shall cancel or relocate the event to an alternative approved venue.

The Council will make best endeavours to provide sufficient notice to allow the Applicant to inform Stallholders and others of the cancellation or relocation.

Council will ensure sprinklers or other irrigation does not occur within 24 hours of a Market day

Reason: To ensure the ongoing integrity of the facility, and public safety using the facility.

#### Condition to be included in modified consent

The applicant to liaise with Council staff during times of inclement weather. Generally Council staff will assess all parks and fields in the area In accordance with Council policy and determine if they are 'open' and therefore can be used.

If the Council determines the park be 'closed' because of wet weather the applicant shall cancel or relocate the event to an alternative approved venue.

Reason: To ensure the ongoing integrity of the facility, and public safety using the facility.

Comments- Change of wording to "If the Council determines the park" considered to be appropriate and also provides additional clarity condition.

As Council is the land owner and not the applicant, the addition of "The Council will make best endeavours to provide sufficient notice to allow the Applicant to inform Stallholders and others of the cancellation or re-location.

Council will ensure sprinklers or other irrigation does not occur within 24 hours of a Market day" is not considered to be an appropriate condition.

Again it is recommended to avoid using terms such as "best endeavours" as detailed in item 7.

Approval condition to be amended as

requested

#### Changes to approved condition as proposed by 21 the applicant

The location of Zone 3 is to be adjusted so stalls are to, where possible, it aligns align with the active verge of Centennial Park.

Reason: To ensure development is in keeping with the Cooma CBD Structure Plan 2009.

#### Condition to be included in modified consent

The location of stalls are to, where possible, align with the active verge of Centennial Park.

Reason: To ensure development is in keeping with the Cooma CBD Structure Plan 2009.

Comments- This condition specifically references Zone 3 the on the approved plans. New plans provided by the applicant show a modified layout where Zone 3 has been adjusted to align with the active verge of the park. As Zone 3 has been adjusted it is considered that the new wording is appropriate.

#### Changes to approved condition as proposed by No change should be made to original 23 the applicant condition as change would not comply The applicant shall obtain a Section 138 (Roads Act with Roads Act 1993 1993) consent from Council for the following works: Working within a road reserve, including using road reserve as an access point. The applicant shall make application to Council for approval under Section 138 of the Roads Act 1993 using the Application for Works within a Road Reserve form. All works shall be in accordance with former Cooma-Monaro Shire Council Development Control Plan 2014, Specification for Engineering Works and Conditions of this Consent. The Section 138 approval must be sought prior to the commencement of works within a reasonable period after approval as agreed with Council. All works shall be carried out in accordance with the Section 138 Approval. Reason: In accordance with Roads Act 1993. Condition to be included in modified consent Comments- Under the Roads Act 1993 Section 138; The applicant shall obtain a Section 138 (Roads Act "(1) A person must not: 1993) consent from Council for the following (a) erect a structure or carry out a work in, on or over a public road, or Working within a road reserve, including using (b) dig up or disturb the surface of a road reserve as an access point. public road, or The applicant shall make application to Council for (c) remove or interfere with a approval under Section 138 of the Roads Act 1993 structure, work or tree on a public road, using the Application for Works within a Road Reserve form. All works shall be in accordance (d) pump water into a public road from with former Cooma-Monaro Shire Council any land adjoining the road, or Development Control Plan 2014, Specification for (e) connect a road (whether public or Engineering Works and Conditions of this Consent. private) to a classified road, The Section 138 approval must be sought prior to otherwise than with the consent of the the commencement of works appropriate roads authority. All works shall be carried out in accordance with Maximum penalty: 10 penalty units." This condition was written in accordance the Section 138 Approval. with the requirements of the Roads Act Reason: In accordance with Roads Act 1993. 1993, any change to this condition to allow for works to occur prior to Section 138 approval being granted would be

illegal.

#### 11 Provision of any Planning Agreement (S.4.15(1)(a)(iiia))

There are no planning agreements in place in relation to the proposed development.

#### 12 Provision of the Regulations (S.4.15(1)(a)(iv))

This subsection refers to clauses 92-94A of the Regulations. *None of these clauses directly apply to the proposal.* 

#### 13 Impacts of the Development – Environmental, Social & Economic (S.4.15(1)(b))

	Centennial Park is a Council managed and maintained asset, used for		
Context and setting	public recreation located within the town's central business district. The context and setting is deemed suitable for a market development.		
	The proposed modification is not foreseen to impact this.		
Access, transport and traffic	There is direct pedestrians access to the site via paved pathways along the boundaries of Sharp St, Bombala St and Massie St		
	Per the original DA approval vehicular access to the park is to be gained via Sharp/Massie street. Prior to commencement of this use the applicant is to obtain a section 138 approval for works/activities in the road reserve- this approval is to ensure safety and suitability of this access.		
Public domain	The proposed markets are to be conducted on the Crown Reserve (Centennial Park) and are not envisaged to have a negative impact on pedestrian movements or access to public open space.  The proposed modification is not foreseen to impact this.		
Impacts on supply of utilities	No changes from original report- Water, sewer and electricity are available to the site. No impact on the supply of utilities is envisaged.		
Heritage	No changes from original report— Centennial Park is noted as being a heritage listed item (#I117); because of this the development was referred to council's heritage officer. Due to the nature of the item it is considered that the use of the site for markets will not have a negative impact on its heritage value, instead it is deemed to be a continuation of the site's use for public recreation purposes.  "The operation of Markets in Centennial Park is appropriate from a heritage perspective. The only concern, and one that has been identified by others, is the risk of compaction and damage to grass. Ideally, vehicles would be limited to only those with a genuine need to access the park, and those vehicles should remain on the hardstand paved area. Furthermore, the need for vehicle use should not be used to pressure Council to enlarge the area of paving that presently exists."—Council's Heritage Officer		
Soils	No impact foreseen from proposed modification- Referring Council officers have expressed concerns over potential impacts of the development on soils due to compaction from vehicular access. The park is considered to be one of Council's most prominent assets and it is considered that if the markets are expected to grow in stall holder number and attendance that in the future that these potential issues will only increase in severity.		

Air quality, pollution and microclimate impacts (eg odour)	No changes from original report-  Due to the nature of the development, no impacts are envisaged.	
Flora and fauna	No changes from original report- Potential impacts on flora (predominantly maintained lawn grasses) if driving/parking is permitted on the grassed area of the park.	
Waste facilities and controls	No changes from original report- Public facilities are currently utilised, it will be conditioned that in certain circumstances extra facilities are to be provided by or at a cost to the organisers.	
Energy efficiency and greenhouse gas emissions	No changes from original report- Due to the nature of the development, no significant impacts are envisaged.	
Noise and vibration	No changes from original report- Due to the nature of the development, no significant impacts are envisaged.	
Technological hazards and other risks to people, property and the environment	No changes from original report- Due to the nature of the development, no impacts are envisaged.	
Safety, security and crime prevention	No changes from original report- Any approval is to stipulate the event organisers are responsible for making satisfactory security arrangements to ensure crowd control and inform the local police of the event prior to occurrence.	
Social impact in locality	No changes from original report- The proposed markets offer an opportunity for the surrounding local residents to socialise, increase patronage to the town and advertise the local area to the broader community.	
Economic impact in locality	No changes from original report- It is considered that some local businesses may lose sales to the stall holders on the day of the event, but sales may also increase due to the people visiting the town due to the markets. There is potential for increased economy for the town as a whole via the funds raised by the Association. It is noted that while council may consider economic impacts as part of the assessment, it is not Council's role, nor is it within the scope of their power in assessing development applications to prevent competition within the market.	
Site and internal design issues	Previous consent references lack of use of the active verge as a potential issue, new proposed site plans and modified condition considered to mitigate this potential issue.	
Cumulative impacts	The proposed markets do have some potential negative cumulative impacts due to prolonged vehicular access to the park; these are in original development report.	
Impact on pedestrian movements and safety	Potential for significant negative impacts on pedestrian safety if vehicles are to access the park via footpath/road reserve area without appropriate approval (section 138).	

impacts on aboriginal neritage	An Aboriginal Heritage Information Management System (AHIMS) Basic Search found no records of Aboriginal sites or places in or near the subject site.
	subject site.

#### 14 Suitability of the Site (S.4.15(1)(c))

Natural Hazards	Land slip, flooding and subsidence are not envisaged. The site is not bushfire prone land.	
Potential contamination	Nil	
Availability of utility services	Existing water and electricity services are available. Portable generators are also proposed.	
Potential land use conflicts with surrounding development	It is proposed to conduct the Rotary Markets from 8.30 am till 1.30 pm, with set-up commencing from 6.30 am and clean-up concluded by 2.00 pm, on the third Sunday of the month.  Due to the distance from surrounding residential development, it's positioning within the Cooma CBD, and given the event is for one day per	
	month only, no potential land use conflicts are envisaged.	
Effluent disposal	Existing public toilets on site, conditions will include a provision for additional toilets based on expected market attendance.	
Topography	The site is level with little to no slope.	
Suitability of the access arrangements	Site has strong pedestrian access links for stall holders, volunteers and attendees.  Vehicular access to be allowed (subject to 138 approvals) on paved areas.	

#### 15 Public Submissions (S.4.15(1)(d))

The proposed development was placed on public exhibition and adjoining landowners were notified in accordance with the provisions of Chapter 8 of the Cooma-Monaro Shire Development Control Plan 2014. The public exhibition period was 14 days and the period for receiving submissions closed on 12/12/2017. No submissions were received.

#### **16** Public Interest (S.4.15(1)(e))

Impact on public infrastructure	There is considered to be sufficient public parking for stall holders, volunteers and attendees. Given that the Rotary Markets are proposed to run from 8.30 am till 1.30 pm it is assumed vehicles will be staggered throughout the day, and any impact on public parking will be short-term and minimal. It has been suggested to market organisers that stallholders should be advised to not park vehicles in spots immediately adjacent to park during the market open hours, in order to free up spaces for potential attendees.
	Council's Property and Recreation manager has expressed concerns regarding potential damage to irrigation infrastructure in the park

Disabled Access	Disabled parking available in public carparks, located within close proximity to proposed development.		
Federal or State government policies	Consideration has been given to the NSW Premier's Department Event starter guide — A resource for organising events in New South Wales September 2005, and Premier & Cabinet — Division of Local Government Developing a Council Community Events Policy — A toolkit for NSW councils December 2011		
Planning studies, strategies or guidelines	Cooma CBD Structure Plan (2009)		
Management Plans	Cooma-Monaro Shire Council (Recreation and Property) Asset Management Plan 2012		
Restrictions on the title and/or easements upon the land	Nil		
Credible research findings applicable to the proposal	Nil		

#### 17 Other Matters

Developer Contributions	Nil
Property Vegetation Plan (PVP)	N/A
Crown Land	Centennial Park is crown land managed by Council for recreation.
Approvals under other Acts	Liquor Act 2007 (potentially), Food Act 2003, Roads Act 1993
Explanation of certain conditions to be imposed	N/A
Enforcement of conditions	Standard enforcement measures.  In the case of a breach the applicant/s are to be held responsible as they are identified as organisers of the proposed event and therefore have accepted duty of care for its undertaking.
Internal Referrals	The proposed development was referred to the following internal Council officers. Their comments have also been summarised below:

Officer	Issues raised	Addressed by	Conditions recommended?
Health and Building	No comments	-	-
Surveyor			
Roads and Stormwater	No comments	-	-
Engineer			
Water and Wastewater	No comments	-	-
Engineer			
Property Manager	No comments	-	-

#### 18 RECOMMENDATION

Pursuant to section 4.16(1)(a) of the *Environmental Planning and Assessment Act 1979 (as amended)* it is recommended that the partial consent for a modification to DA 10.2016.1065.1 on Lot: 701 DP: 1023496, is granted subject to conditions attached.

#### 19 DECLARATION BY DELEGATED DEVELOPMENT ASSESSMENT OFFICER

I have assessed the Development Application for compliance with all relevant statutory documents. The above Development Assessment Report contains a summary of the applicable development standards and a compliance checklist relative to this development proposal which has been considered in the assessment of this application.

#### QUADRUPLE BOTTOM LINE REPORTING

#### 1. Social

The approved market development is expected to have a positive social impact within the locality of the development. The markets offer an opportunity for the surrounding local residents to socialise, increase patronage to the town and advertise the local area to the broader community, the proposed modifications are not considered to impact this.

#### 2. Environmental

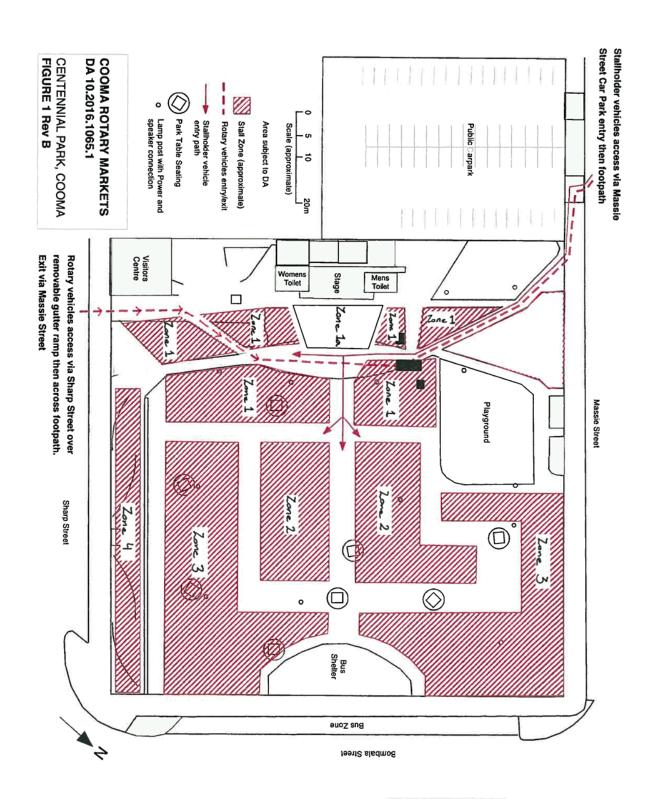
The approved development was considered to result in minimal environmental impact within the locality of the development, with measures in place to manage any such impacts appropriately. It is considered that the proposed removal and replacement of conditions 7 and 8 may potentially remove some onus from the developer to minimise their potential environmental impacts.

#### 3. Economic

The approved markets are expected to have a positive economic impact within the locality of the development, the proposed modification is not considered to have significant impacts on this.

#### 4. Civic Leadership

In determining this modification Council is demonstrating effective governance by ensuring public input into the assessment and determination process, and ensuring that applications are determined in an efficient and consistent manner. As the original consent was approved at a Council meeting it is appropriate to bring back to Council any amendments proposed to that consent.



Received Snowy Monaro Regional Council 28/11/2017 Our Ref Your Ref

Enquiries Quinn Maguire Service Planning - Cooma Office 10.2016.1065.2

> The Rotary Club of Cooma Inc. PO Box 14 COOMA NSW 2630

#### Notice of Determination of an Application to Modify a Development Consent

Issued under the Environmental Planning and Assessment Act 1979 (the 'Act')

**Application Number** 10.2016.1065.2

Original Development Application Number: 10.2016.1065.1

**Property Description** Centennial Park/91 Sharp Street COOMA 2630

Lot: 701 DP: 1023496

Markets - 3rd Sunday of Month (Modify Various Conditions of **Development Description** 

Consent)

**Modification Description Applied for:** Modifications to conditions 2,6,7,8,13,14,18,21,23

> Determined: Approval and partial approval for changes to conditions 6,14,18 and 21; Refusal for proposed changes to

conditions 2, 7, 8, 13 and 23

#### **Determination**

Pursuant to Section 96 of the Act

Notice is hereby given of the determination by Snowy Monaro Regional Council of Development Application 10.2016.1065.2 relating to the land described above.

The Modification has been APPROVED subject to the Conditions specified in this Notice.

Authority:	Council
Modification Determination Date:	
Original Determination Date:	19/09/2017
Consent will Lapse on:	

## **Integrated Approval Bodies**

Pursuant to Section 93 of the Act

The development application proposal was not Integrated Development. INTUM

#### Conditions

#### General

1. The developer is to ensure that the development complies fully DA 10.2016.1065.1 (original) with as submitted to Council in 2016 with supporting documentation including, but not limited to the development plans as stamped by the Snowy River Shire Council and attached to the original notice of consent, except where amended by 10.2016.1065.2 including supporting documentation listed below and any amended conditions of consent.

Document/Plan Schedule			
Ref	Description	Prepared/Drawn By	Received
-	Site Plan	Applicant with amended	
		Zone locations shown	

*Reason:* Requirement that the development is completed in accordance with Council's consent.

#### **Limits of Consent**

The organiser is advised that this consent is for 12 Markets per year for 5 years (consecutive) being held on the third Sunday in each Month.

Note – As this consent rests with the land, this condition may be amended by Snowy Monaro Regional Council as the owner of the land on which the event is to be held thereby having the effect of cancelling the event should it deem necessary the organiser will be provided one month's notification of revocation of owners consent.

#### **Hours of Operation**

The hours of operation of the market are limited to the following (this includes the set up and removal of any structures)
6.30 am to 3.00 pm.

#### **Inconsistency between documents**

In the event of any inconsistency between conditions of this consent and the drawings/documents referred to above, the conditions of this consent prevail.

#### **Insurance**

5. The organiser is to ensure that they hold public liability with the following requirements:

Any insurance coverage for this event must note Snowy Monaro Regional Council as an interested party and is covered for the dates of the festivities and activities. Minimum of twenty (20) million dollars covering the dates of the event.

A copy of the current policy is to be submitted to Council 14 days prior to the event.

The organiser shall ensure that any food stall holders and operators of amusement devices hold the relevant insurances and registrations.

A copy of these current policies are to be held by the applicant and made available to Council immediately upon request

#### **Damage to Council Property**

- A dilapidation report is to be completed by Council and the Market Organisers prior to the commencement of the first market of each year approved under this consent. This report will be updated monthly by Council. The report shall include all areas on which the markets are to be held and indicate the condition of the park prior to the use commencing.
- 8. Council will inspect the area within the two business days following each market to ensure that no damage to infrastructure (including grass surface, equipment and paved areas) has occurred, should any rectification works be required then the market organiser shall pay for such works at the full commercial rate. Council will undertake the works and issue an invoice for the recovery of these costs

#### **Food Vending**

- 9. All temporary food stalls selling food during the Market shall comply with the NSW Food Authority Guidelines for Food Businesses at Temporary Events.

  Reason: To ensure guideline requirements are met.
- All Mobile Food Vending vehicles selling food at the Market shall comply with the NSW Food Authority Guidelines for Mobile Food Vending Vehicles.

  \*Reason: To ensure compliance with the Mobile Food Vending Guidelines.
- All for-profit food stalls or mobile food vending vehicles must submit to Council a copy of their food business registration from their usual local government area place of trade. If Snowy Monaro Regional Council is the stall holder usual place of trade, the stall holder must notify their business details with Snowy Monaro Regional Council prior to selling food.

Reason: To ensure compliance Food Act 2003.

#### **Waste Facilities**

Council will provide waste and recycling bins in a compound behind the band shell. The applicant is responsible to distribute the waste and recycling bins for waste and recycling generated by the monthly special event attendees and stall holders. The applicant is also responsible for managing the waste and recycling bin levels during the event and returning the bins to the compound at the completion of the event.

Reason: To ensure adequate Waste Management is provide for the community during each special event.

#### **Location of Stalls**

Stalls are only permitted within zones 1 to 4 as shown on the approved plan. Subject to prior Council approval, Zone 1A may be used for stalls where there is no entertainment, performances, activities or presentations in the bandshell and/or forecourt area

- The applicant shall ensure adequate traffic management processes are in place at all times. A traffic/vehicle management plan, incorporating any required Section 138 Roads Act approvals for vehicle movement across public roads and footpaths, shall be submitted for Council approval to include the following items: Vehicular access from Sharp St along the designated path shown is figure 1 (Rev B); Vehicular access from Massie St along the designated path shown is figure 1 (Rev B); any other vehicle movement within the park area.
- The applicant shall ensure pedestrian access paths, as identified on the site plan, remain free and clear at all time.

An Emergency Management Plan is to be developed and submitted to Council for review and approval.

Reason: To ensure safety of stall holder and general public during an emergency.

A water service is available for stall holders use, this tap is located adjacent to the Band shell at the front of the park only. This service is available for all stall holders to use and the applicant shall ensure that all stall holders have access to this water source. The applicant to ensure that stall holders do not use taps in other locations.

The applicant shall ensure that water use is minimised, and only used for essential requirements directly related to the stall holder on that day.

Reason: To ensure water supply is available to all stall holders during the event.

#### Information to be provided to Stall Holders

The applicant shall ensure that stall holders are made aware of the conditions of this consent by providing them access to the document either via hard or digital copy prior to their first market attendance.

Reason: To ensure all stall holders are aware of their obligations to meeting conditions.

#### **Inclement Weather Provisions**

The applicant to liaise with Council staff during times of inclement weather. Generally Council staff will assess all parks and fields in the area In accordance with Council policy and determine if they are 'open' and therefore can be used.

If the Council determines the park be 'closed' because of wet weather the applicant shall cancel or relocate the event to an alternative approved venue.

Reason: To ensure the ongoing integrity of the facility, and public safety using the facility.

#### **Temporary Structures**

19. The event organiser/co-ordinator is to ensure all temporary buildings and structures,

vendors' stalls, tents, marquees, and the like are erected in accordance with the manufacturers' details/instructions and are secured to the ground and structurally sound at all times.

Reason: To ensure temporary structures do not constitute a safety hazard to the public, volunteers and stallholders using the site.

The maximum combined floor area of all temporary structures, being tents, booths and marquees, is limited to 1000m<sup>2</sup>. Any individual tent, booth or marquee must meet the requirements of Clause 2.120 of *State Environmental Planning Policy* (Exempt and Complying Development Codes) 2008.

Note- if additional temporary structures are required at any time during the period of this Consent, the applicant may request a Modification of the Consent.

*Reas*on: To ensure minimal environmental impact from the event, based on the information provided in the application.

#### **Design Related Conditions**

The location of stalls are to, where possible, align with the active verge of Centennial Park.

*Reason:* To ensure development is in keeping with the Cooma CBD Structure Plan 2009.

#### Conditions to be met prior to commencement of work

All for-profit temporary food stalls and mobile food vans selling potentially hazardous food (i.e. requires temperature control), ready-to-eat and any unpackaged (i.e. **NOT** sold and served in the suppliers original packaging) must appoint a Food Safety Supervisor. A copy of the certificate must be kept at the stall.

Reason: To ensure compliance with Food Act 2003.

The applicant shall obtain a Section 138 (Roads Act 1993) consent from Council for the following works:

Working within a road reserve, including using road reserve as an access point.

The applicant shall make application to Council for approval under Section 138 of the Roads Act 1993 using the Application for Works within a Road Reserve form. All works shall be in accordance with former Cooma-Monaro Shire Council Development Control Plan 2014, Specification for Engineering Works and Conditions of this Consent.

The Section 138 approval must be sought prior to commencement of the works. All works shall be carried out in accordance with the Section 138 Approval.

Reason: In accordance with Roads Act 1993.

- 24. The application under Section 138 of the Roads Act is to be include the following details:
  - Design details of the proposed vehicular footpath crossing complying with Council
  - A Traffic Control Plan authorised by an accredited person

-A plan for the safe management of pedestrians past the access points during the utilisation.

Reason: To ensure effective traffic management and pedestrian interface.

#### **Modified Conditions**

Conditions 1, 6, 14, 18 and 21 have been modified

#### **Advice to Applicant**

- Council wishes to advise that it is the responsibility of the owner and/or applicant to determine if site security and/or safety fencing is required to be provided in accordance with clause 235 of the Occupational Health and Safety Regulation 2001 and Work Cover Authority requirements. Failure to comply with these requirements may result in penalties being imposed upon the owner and/or applicant.
- 2. Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact *Dial Before You Dig* at www.1100.com.au or telephone 1100 before excavating or erecting structures. This is the law in NSW. If alterations are required to the configuration, size, form or design of the development upon contacting the *Dial Before You Dig* service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the *Dial Before you Dig* service in advance of any construction or planning activities.

Note: Under the *Telecommunications Act 1997 (Commonwealth)*, Telstra (and it's authorised contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the *Criminal Code Act 1995 (Cth)* and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact Telstra's Network Integrity Team on 1800 810 443.

- 3. It is the responsibility of the applicant to check, understand and seek assistance where needed so as to ensure full compliance with the conditions of this Development Consent. Please contact Planning on (02) 6455 1911 if there is any difficulty in understanding or complying with any of the above conditions.
- 4. Any alteration to existing water supply and/or wastewater drainage services shall be at the applicant's expense.

Reason: Requirement of Council that all expenses associated with the development are borne by the applicant. www\_1\_02

#### Notes

An applicant may request a review of this determination under Section 96AB of the Environmental Planning and Assessment Act 1979. A request for a review must be lodged within 28 days of the date of this notification. A review under Section 96AB cannot be made for Integrated, Designated or Crown Development.

15.2	DA.10.2017.1065.2 -ROTARY MARKETS- MODIFICATION
ΔΤΤΔΟΗ	MENT 2 DRAFT DETERMINATION, PARTIAL APPROVAL

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2)	Section 97AA of the Act confers on an applicant or an objector who is dissatisfied with the
	determination of Snowy Monaro Regional Council, a right of appeal to the Land and
	Environment Court exercisable within 6 months after receipt of this notice.

On behalf of the above Council:

Quinn Maguire **Urban & Rural Planner**  Snowy Monaro Regional Council 28/11/2017

Enquiries Sophie Ballinger Jindabyne Office 10.2016.1065.1

Our Ref

Your Ref



The Rotary Club of Cooma Inc PO Box 14 COOMA NSW 2630

#### Notice of Determination of a Development Application

Issued under the Environmental Planning and Assessment Act 1979 (the 'Act')

**Application Number** 10.2016.1065.1

Centennial Park/91 Sharp Street COOMA 2630 **Property Description** 

Lot: 701 DP: 1023496

Markets (3rd Sunday of Month) **Development Description** 

Pursuant to Section 80(1)(a) of the Act

Notice is hereby given of the determination by Snowy Monaro Regional Council of Development Application 10.2016.1065.1 relating to the land described above.

The Development Application has been APPROVED subject to the Conditions specified in this Notice.

Authority: Council (Approved at Council Meeting on 30/08/2017)

**Determination Date:** 19/09/2017 Consent to Operate from: 19/09/2017 Consent will Lapse on: 19/09/2022

Pursuant to Section 93 of the Act

The development application proposal was not Integrated Development.



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#### Conditions

#### General

 The development being carried out in accordance with the approved documents/plans listed in the Schedule below and development application except where amended by the conditions of this Consent as set out in the following conditions or by any subsequently approved Section 96 modification.

# Document/Plan Schedule Ref Description Prepared/Drawn By Received Statement of Environmental Effects Site Plan Applicant with amended 8/02/2017

Zone 4 shown

Reason: Requirement that the development is completed in accordance with Council's consent.

#### plus any other special markets as agreed

#### Limits of Consent

 The organiser is advised that this consent is for 12 Markets per year for years (consecutive) being held on the third Sunday in each Month.

#### Trustee

Note – As this consent rests with the land, this condition may be amended by Snowy Monaro Regional Council as the extract of the land on which the event is to be held thereby having the effect of cancelling the event should it deem necessary the organiser will be provided one month's notification of revocation of owners consent.

#### **Hours of Operation**

The hours of operation of the market are limited to the following (this includes the set up and removal of any structures)
 6.30 am to 3.00 pm.

#### Inconsistency between documents

 In the event of any inconsistency between conditions of this consent and the drawings/documents referred to above, the conditions of this consent prevail.

#### Insurance

5. The organiser is to ensure that they hold public liability with the following requirements:

Any insurance coverage for this event must note Snowy Monaro Regional Council as an interested party and is covered for the dates of the festivities and activities. Minimum of twenty (20) million dollars covering the dates of the event.

gov au

Page 2 of 7

A copy of the current policy is to be submitted to Council 14 days prior to the event.

 The organiser shall ensure that any food stall holders and operators of amusement devices hold the relevant insurances and registrations. Public liability Insurances in this respect must be a minimum of twenty (29)-million dollars covering the dates of the event.

A copy of these current policies are to be submitted to Gouncil 11 days prior to the event. held by the applicant and made available to Council on request

#### Damage to Council Property See attached revision "Damage to Council Property"

- 7. A dilapidation report is to be completed by Council and the Market Organisers prior to the commencement of the first market of each year approved under this consent. This report will be updated monthly by Council. The report shall include all areas on which the markets are to be held and indicate the condition of the park prior to the use commencing.
- 8. Council will inspect the area within the two business days following each market to ensure that no damage to infrastructure (including grass surface, equipment and paved areas) has occurred should any rectification works be required then the market organiser chall pay for such works at the full commercial rate. Council will undertake the works and issue an invoice for the recovery of these costs

#### Food Vending

- All temporary food stalls selling food during the Market shall comply with the NSW Food Authority – Guidelines for Food Businesses at Temporary Events.
   Reason: To ensure guideline requirements are met.
- All Mobile Food Vending vehicles selling food at the Market shall comply with the NSW Food Authority Guidelines for Mobile Food Vending Vehicles.

  Reason: To ensure compliance with the Mobile Food Vending Guidelines.

Reason: To ensure compliance Food Act 2003.

All for-profit food stalls or mobile food vending vehicles must submit to Council a copy of their food business registration from their usual local government area place of trade. If Snowy Monaro Regional Council is the stall holder usual place of trade, the stall holder must notify their business details with Snowy Monaro Regional Council prior to selling food.

#### **Waste Facilities**

12. Council will provide waste and recycling bins in a compound behind the band shell. The applicant is responsible to distribute the waste and recycling bins for waste and recycling generated by the monthly special event attendees and stall holders. The applicant is also responsible for managing the waste and recycling bin levels during

the event and returning the bins to the compound at the completion of the event.

Reason: To ensure adequate Waste Management is provide for the community during each special event.

#### Location of Stalls

- 13. Stalls are only permitted within zones 1 to 4 as shown on the approved plan. Subject to prior Council approval, Zone 1A may be used for stalls where there is no entertainment, performances, activities or presentations in the bandshell and/or forecount area.
- The applicant shall ensure adequate traffic management processes are in place at all times. A traffic/vehicle management plan, incorporating any required Section 138 Roads Act approvals for vehicle movement across public roads and footpaths, shall be submitted for Council approval to include the following items: Vehicular access from Sharp St along the designated path shown is figure 1 (Rev 2); Vehicular access from Massie St along the designated path shown is figure 1 (Rev 2); any other vehicle movement within the park area.
- The applicant shall ensure pedestrian access paths, as identified on the site plan, remain free and clear at all time.

An Emergency Management Plan is to be developed and submitted to Council for review and approval.

Reason: To ensure safety of stall holder and general public during an emergency.

A water service is available for stall holders use, this tap is located adjacent to the Band shell at the front of the park only. This service is available for all stall holders to use and the applicant shall ensure that all stall holders have access to this water source. The applicant to ensure that stall holders do not use taps in other locations.

The applicant shall ensure that water use is minimised, and only used for essential requirements directly related to the stall holder on that day.

Reason: To ensure water supply is available to all stall holders during the event.

#### Information to be provided to Stall Holders

17. The applicant shall ensure that stall holders are made aware of the conditions of this consent by providing them access to the document either via hard or digital copy prior to their first market attendance.

Reason: To ensure all stall holders are aware of their obligations to meeting conditions.

#### Inclement Weather Provisions

2

## If the Council determines the Park

The applicant to liaise with Council staff during times of inclement weather. Generally Council staff will assess all parks and fields in the area in accordance with Council policy and determine if they are 'open' and therefore can be used.

If the park is decimed to be 'closed' because of wet weather the applicant shall cancel or relocate the event to an alternative approved venue.

Reason: To ensure the ongoing integrity of the facility, and public safety using the facility.

The Council will make best endeavours to provide sufficient notice to allow the Applicant to inform Stallholders and others of the cancellation or relocation.

#### **Temporary Structures**

Council will ensure sprinklers or other irrigation does not occur within 24 hours of a Market day

19. The event organiser/co-ordinator is to ensure all temporary buildings and structures, vendors' stalls, tents, marquees, and the like are erected in accordance with the manufacturers' details/instructions and are secured to the ground and structurally sound at all times.

Reason: To ensure temporary structures do not constitute a safety hazard to the public, volunteers and stallholders using the site.

20. The maximum combined floor area of all temporary structures, being tents, booths and marquees, is limited to 1000m<sup>2</sup>. Any individual tent, booth or marquee must meet the requirements of Clause 2.120 of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.

Note- if additional temporary structures are required at any time during the period of this Consent, the applicant may request a Modification of the Consent.

Reason: To ensure minimal environmental impact from the event, based on the information provided in the application.

#### **Design Related Conditions**

#### Stalls are to

align

21. The location of <del>Zone 3 is to be adjusted so,</del> where possible, it digns with the active verge of Centennial Park.

Reason: To ensure development is in keeping with the Cooma CBD Structure Plan 2009.

#### Conditions to be met prior to commencement of work

All for-profit temporary food stalls and mobile food vans selling potentially hazardous food (i.e. requires temperature control), ready-to-eat and any unpackaged (i.e. NOT sold and served in the suppliers original packaging) must appoint a Food Safety Supervisor. A copy of the certificate must be kept at the stall.

Reason: To ensure compliance with Food Act 2003.

23. The applicant shall obtain a Section 138 (Roads Act 1993) consent from Council for the following works:

Working within a road reserve, including using road reserve as an access point.

Notice of Determination - 10.2016.1065.1

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The applicant shall make application to Council for approval under Section 138 of the Roads Act 1993 using the Application for Works within a Road Reserve form. All works shall be in accordance with former Cooma-Monaro Shire Council Development Control Plan 2014, Specification for Engineering Works and Conditions of this Consent.

within a reasonable period after approval as agreed with Council
The Section 138 approval must be sought prior to commencement of the works

All works shall be carried out in accordance with the Section 138 Approval.

Reason: In accordance with Roads Act 1993.

- 24. The application under Section 138 of the Roads Act is to be include the following details:
  - Design details of the proposed vehicular footpath crossing complying with Council
  - A Traffic Control Plan authorised by an accredited person
  - A plan for the safe management of pedestrians past the access points during the utilisation.

Reason: To ensure effective traffic management and pedestrian interface.

#### Advice to Applicant

- Council wishes to advise that it is the responsibility of the owner and/or applicant to determine if site security
  and/or safety fencing is required to be provided in accordance with clause 235 of the Occupational Health
  and Safety Regulation 2001 and Work Cover Authority requirements. Failure to comply with these
  requirements may result in penalties being imposed upon the owner and/or applicant.
- 2. Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial Before You Dig at www.1100.com.au or telephone 1100 before excavating or erecting structures. This is the law in NSW. If alterations are required to the configuration, size, form or design of the development upon contacting the Dial Before You Dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial Before you Dig service in advance of any construction or planning activities.

Note: Under the *Telecommunications Act 1997 (Commonwealth)*, Telstra (and it's authorised contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the *Criminal Code Act 1995 (Cth)* and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact Telstra's Network Integrity Team on 1800 810 443.

- It is the responsibility of the applicant to check, understand and seek assistance where needed so as to
  ensure full compliance with the conditions of this Development Consent. Please contact Planning on (02)
  6455 1911 if there is any difficulty in understanding or complying with any of the above conditions.
- Any alteration to existing water supply and/or wastewater drainage services shall be at the applicant's expense.

Reason: Requirement of Council that all expenses associated with the development are borne by the applicant.

#### Notes

- An applicant may request a review of this determination under Section 82A of the Environmental Planning and Assessment Act 1979. A request for a review must be lodged within 6 months of the date of this notification. A review under Section 82A cannot be made for Integrated, Designated or Crown Development.
- Section 97 of the Act confers on an applicant or an objector who is dissatisfied with the determination of Snowy Monaro Regional Council, a right of appeal to the Land and Environment Court exercisable within 6 months after receipt of this notice.

On behalf of the al	oove Council:	
John Gargett		
Group Manager D	evelopment and Buil	ding Certification

Received Snowy Monaro Regional Council 5/3/2018

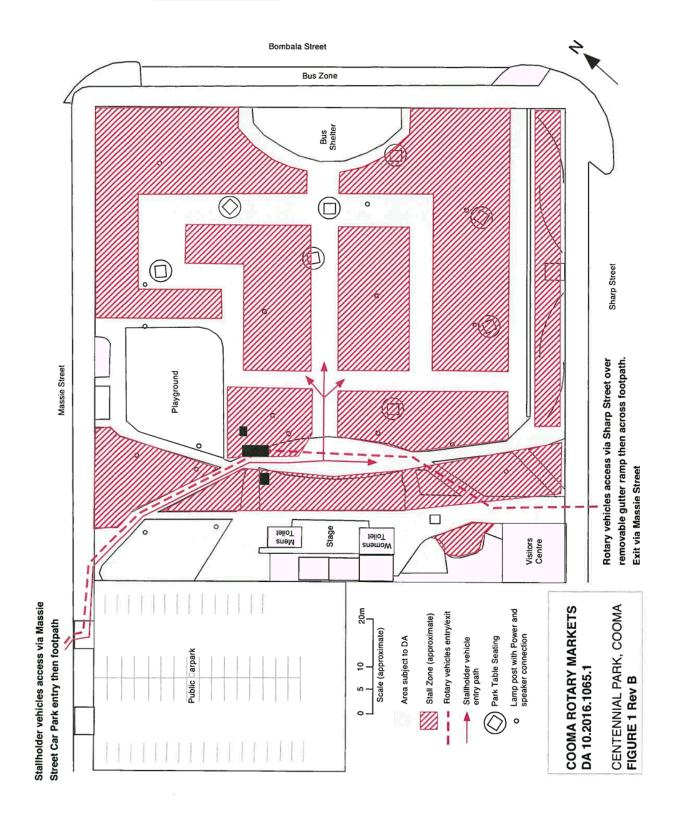
Damage to Council Property (revised clauses 7 & 8)

- 7. The Applicant will make reasonable endeavours to avoid damaging Centennial Park infrastructure subject to this approval. If the Applicant damages or observes damage that may have occurred, they will report it to Council as soon as practicable.
- 8. Council may inspect the area for material damage (excluding wear-and-tear) to infrastructure (including grass surface, equipment and paved areas subject to this approval) that may have occurred as a direct result of Market operations. Any inspection specifically for damage attributable to Market operations will be no more than one (1) business day following each Market event.

If the Council determines there is material damage resulting directly from Market operations, Council will prepare a report detailing damage and include any recommended rectification works required. The applicant will be notified and be provided with a detailed report describing damage and recommended rectification work, including an estimate of costs.

The applicant will be given the opportunity to rectify the damage whenever possible. If Council performs the rectification work, it will undertake the works at the lowest cost and issue an invoice to the Applicant for the recovery of costs for the works.

Received Snowy Monaro Regional Council 28/11/2017



#### 16.1 COMMUNITY SATISFACTION SURVEY RESULTS

Record No:

Responsible Officer: Director Corporate and Community Services

Author: Group Manager Governance

Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation

Delivery Plan Strategy: DP7.1.1.2 Council's leadership is based on ethics and integrity to

enable informed and appropriate decisions in the community's

best interest.

Operational Plan Action: OP7.11 Ensure community members are afforded the opportunity

to review, comment and participate in Council decision making.

Attachments: 1. CSS Snowy Monaro Regional Council 2017 U

2. Community Satisfaction Survey - IBD Briefing Paper <a>J</a>

3. Community Satisfaction Survey Workshop - Recommendations -

Responsible Officer - Due Date U

4. CSS Snowy Monaro Regional Council 2016 <a>J</a>

Cost Centre 3120

Project Community Satisfaction Survey 2017

#### **EXECUTIVE SUMMARY**

Council has now completed two "Community Satisfaction Surveys" (CSS).

The September 2016 survey, co-funded with Department of Premier and Cabinet, was intended to provide baseline information on community views towards, and satisfaction with, the services of Council, so as to inform priority areas for the newly formed councils to focus on. The survey was designed to be repeatable.

In December 2017 a further survey was undertaken. This second survey allows council to compare results to the baseline data, to see how perceptions have changed over the last 12 months and to seek insight into ways to provide improved or more effective service delivery.

Following the survey the Innovation and Business Development (IBD) Team prepared recommendations to address the key areas.

The following items have been considered for the recommendations:

- Community Satisfaction Survey September 2016
- Community Satisfaction Survey December 2017
- General Manager Notes Received 09 January 2018

The next Community Satisfaction Survey is to be undertaken in September-November 2019, allowing approximately two years to action these results and achieve a better outcome for the next survey period.

The purpose of the recommendation report is to provide assurance to council that when presented with the results of the community satisfaction survey, management has clear actions that will be taken to address, at a minimum, the top three improvement areas.

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

#### OFFICER'S RECOMMENDATION

That Council receive and note the report Community Statisfaction Survey Results.

#### **BACKGROUND**

Council's overall performance has dropped by one (1) index score. The three areas

- Providing value for money for my rates
- The condition of sealed local roads
- Being a well-run and managed council

The top three areas for improvement identified in the CSS 2017 all demonstrate a net differential of > -41 when considering importance versus performance.

The attached reports include the proposed recommendations for future action as well as an organisational risk summary if we take no action on the outcomes of the CSS.

#### QUADRUPLE BOTTOM LINE REPORTING

#### 1. Social

Council has a responsibility to the community to provide open and transparent governance frameworks. These recommendations have been prepared to support all areas of Council with the development of specific actions and resources over the next two years to address the top three areas for improvement

#### 2. Environmental

There are no direct environmental impacts as a result of this report.

#### 3. Economic

There will be several economic impacts for the implementation of the recommendations. It is required that responsible officers who will scope, plan and implement the recommendations will develop a budget related to milestones and are to allocate operational funding to support delivery of the priority actions in the 2019FY budget. These items will be identified in the 2019 Operational Plan.

#### 4. Civic Leadership

It is the responsibility of the Council to ensure that the community has the ability to provide feedback on Council operations. The assessment of that feedback is then incorporated into operational actions to ensure continuous improvement.

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J00664 Community Satisfaction Survey 2017 - Snowy Monaro Regional Council

# **CONTENTS**

Background and objectives

Survey methodology and sampling

**Key findings and recommendations** 

**Summary of findings** 

#### **Detailed findings**

- Key core measure: Overall performance
- Key core measure: Customer service
- Positives and areas for improvement
- Communications
- User of Council services
- Knowledge of mergers
- Individual service areas
- Detailed demographics

Appendix A: Further project information

Appendix B: Detailed survey tabulations



### **BACKGROUND AND OBJECTIVES**

This report outlines the results and recommendations of the 2017 NSW Local Government Community Satisfaction Survey (CSS) for Snowy Monaro Regional Council.

In a first for the NSW Local Government sector, the Department of Premier and Cabinet (DPC) coordinated delivery of a Community Satisfaction Survey amongst newly established councils in NSW in 2016. The survey was intended to produce data that will assist new councils in measuring the success of implementation.

DPC together with new councils developed a success framework to guide the implementation of new councils and to measure progress. The Stronger Councils Framework defines a strong council as one that delivers results for their community, builds relationships and partnerships, and has the culture, people and capability to make this happen. An agreed measure of success in the Stronger Councils Framework is community satisfaction with Council's overall performance.

The 2016 survey provided a baseline of information on community views towards, and satisfaction with, the services of Council. The research provides an important tool for councils to better understand what matters to their communities and enable them to focus their implementation activities to improve services, focus communications, enhance community perceptions of Council and build stronger relationships between councils and their communities.

In 2017, Snowy Monaro Regional Council commissioned JWS Research to undertake an update of this benchmark survey, to ascertain how, if at all, perceptions of Council have changed over the last year.



### CONTEXT

The 2016 survey was intended to provide baseline information on community views towards, and satisfaction with, the services of Council, so as to inform priority areas for the newly formed councils to focus on. The survey was designed to be repeatable.

In this, the second year of the survey, Council can compare results to the baseline data, to see how perceptions have changed over the last 12 months, and to seek insight into ways to provide improved or more effective service delivery.

For further comparison and context, should they wish, Council can refer to results in the Victorian State-wide report, which is available at: <a href="https://www.localgovernment.vic.gov.au/our-programs/council-community-satisfaction-survey">https://www.localgovernment.vic.gov.au/our-programs/council-community-satisfaction-survey</a>.



### SURVEY METHODOLOGY AND SAMPLING

This survey was conducted by Computer Assisted Telephone Interviewing (CATI) as a representative random probability survey of residents aged 18+ years in Snowy Monaro Regional Council.

Survey sample was purchased from an accredited supplier of publicly available phone records, including up to 30% mobile phone numbers to cater to the diversity of residents within Snowy Monaro Regional Council, particularly younger people.

A total of n=400 completed interviews were achieved in Snowy Monaro Regional Council. Survey fieldwork was conducted in the period of 16<sup>th</sup> to 21<sup>st</sup> November, 2017.

Minimum quotas of gender within age groups were applied during the fieldwork phase. Post-survey weighting was then conducted to ensure accurate representation of the age and gender profile of the Snowy Monaro Regional Council area.

Any variation of +/-1% between individual results and net scores in this report or the detailed survey tabulations is due to rounding. In reporting, '—' denotes not mentioned and '0%' denotes mentioned by less than 1% of respondents. 'Net' scores refer to two or more response categories being combined into one category for simplicity of reporting.

This research was conducted in compliance with AS-ISO 20252.



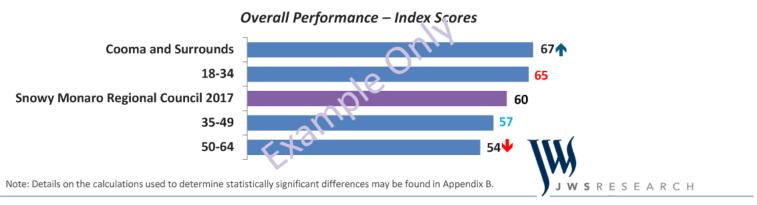
### SURVEY METHODOLOGY AND SAMPLING

Within tables and index score charts throughout this report, statistically significant differences at the 95% confidence level are represented by upward directing blue and downward directing red arrows. Significance when noted indicates a significantly higher or lower result for the analysis group in comparison to the 'Total' result for the council for that survey question for that year. Therefore in the example below:

- The Cooma and Surrounds result is significantly higher than the overall result for the council.
- The result among 50-64 year olds is significantly lower than for the overall result for the council.

Further, results shown in blue and red indicate significantly higher or lower results than in 2016. Therefore in the example below:

- The result among 35-49 year olds in the council is significantly higher than the result achieved among this group in 2016.
- The result among 18-34 year olds in the council is significantly lower than the result achieved among this group in 2016.



### **INDEX SCORES EXPLAINED**

Many questions ask respondents to rate council on a five-point scale, for example, performance from 'very good' to 'very poor', with 'can't say' also a possible response category. To facilitate ease of reporting and comparison of results over time an 'Index Score' has been calculated for such measures.

The Index Score is calculated and represented as a score out of 100 (on a 0 to 100 scale), with 'can't say' responses excluded from the analysis. The '% RESULT' for each scale category is multiplied by the 'INDEX FACTOR'. This produces an 'INDEX VALUE' for each category, which are then summed to produce the 'INDEX SCORE', equating to '60' in the following example.

SCALE CATEGORIES	% RESULT	INDEX FACTOR	CALCULATION	INDEX VALUE
Very good	9%	100	9% x 100 =	9
Good	40%	75	40% x 75 =	30
Average	37%	50	37% x 50 =	19
Poor	9%	25	9% x 25 =	2
Very poor	4%	0	4% x 0 =	0
Can't say	1%			INDEX SCORE 60



### **FURTHER INFORMATION**

#### **Further Information**

Further information about the report and explanations about the 2017 NSW Local Government Community Satisfaction Survey can be found in the <u>Appendix A</u>, including:

- Margins of error
- Analysis and reporting
- Glossary of terms

#### **Contacts**

For further queries about the conduct and reporting of the 2017 Local Government Community Satisfaction Survey, please contact JWS Research on 03 8685 8555 or email <a href="mailto:nswcss@jwsresearch.com">nswcss@jwsresearch.com</a>





#### **SNOWY MONARO REGIONAL COUNCIL**

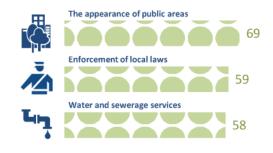


#### **OVERALL COUNCIL PERFORMANCE**

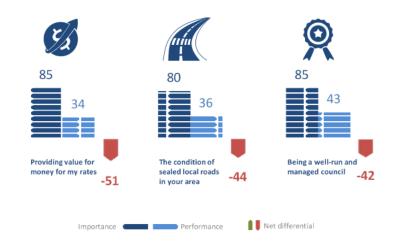
Results shown are index scores out of 100.



#### **TOP 3 PERFORMING AREAS**



#### **TOP 3 AREAS FOR IMPROVEMENT**



### **OVERALL PERFORMANCE**

The **overall performance index score of 43** for Snowy Monaro Regional Council represents a one point **decline** on the 2016 result. The decline in ratings however, is not significant.

- Residents in the Jindabyne and Surrounds area rate Council highest on overall performance with an index rating of 48, followed by women and those in the Berridale and Surrounds area (both with and index score of 45).
- While there are no significant differences (at the 95% confidence interval) in overall performance ratings among demographics, Snowy Monaro Regional Council should pay attention to the following cohorts moving forward:
  - Residents aged 65 years and older Ratings on overall performance are in line with the Council-wide average of 43, however have declined 7 points in the last year. This cohort is however still one of the most favourably disposed towards Council.
  - Those living in the Bombala and Surrounds area Residents in this area are lowest in their overall performance ratings (index score of 38, down 4 points in the last year).

More residents rate Snowy Monaro Regional Council's overall performance as 'very poor' (16%) than 'very good' (2%). Around one in six (17%) rate Council's overall performance as 'good', while a further 42% sit midscale providing an 'average' rating. Another 14% rate Council's overall performance as 'poor'.



### **OVERVIEW OF CORE PERFORMANCE MEASURES**

Review of the core performance measures (as shown on page 20) shows that Snowy Monaro Regional Council's **performance on a number of measures has declined or held firm** compared to Council's own results in 2016. However, declines in ratings seen over the last year were not significant.

- > Snowy Monaro Regional Council's performance ratings on **recreational facilities** is an exception. With an index score of 57, ratings on this measure have increase 2 points (not significant) in the last year. This is also Council's second highest rating core measure (behind customer service). Ratings in this area have increased or held firm among all demographics, with the exception of those aged 18 to 39 years who experienced a 2 point decline.
- ➤ Ratings on **informing the community** (index score of 49, up 2 points) and **the condition of local streets** and **footpaths** (index score of 42, up 1 point) are the only other core performance measures that have seen an increase in ratings in the past 12 months. Both increases however, are not significant.

**Providing value for money for my rates** (index score of 34) experienced a two point (not significant) decline in performance in the past year, and is also Council's **lowest rated performance measure**.

Residents in the Bombala and Surrounds area rated Council particularly low in this area (index score of 27 and *significantly lower* than the Council-wide average). There has been a *significant decline* from 2016 in ratings among those aged 65 and over (index scores of 37 in 2017 and 46 in 2016).

Customer service is one of the core performance measures in which Snowy Monaro Regional Council performs best (index score of 62). Ratings in this area have held firm in the past 12 months.



### **AREAS WHERE COUNCIL IS PERFORMING WELL**

The appearance of public areas is the area where Snowy Monaro Regional Council has performed most strongly (index score of 63). Performance ratings in this area have remained consistent over the last year.

- Perceptions are generally consistent across all demographic cohorts, with those in the Cooma and Surrounds area (index score of 65) rating Council highest on this measure. Those living in the Bombala and Surrounds area rate Council lowest (index score of 60).
- More than half of residents (54%) rate Council's performance in the area of the appearance of public areas as 'very good' or 'good'.

Another area where Snowy Monaro Regional Council is well regarded is the enforcement of local laws. With a performance index score of 59, this service area is rated second highest among residents. However, it is also considered the least important Council responsibility (importance index score of 65). Women and residents aged 65 years and older place a *significantly greater* importance on the enforcement of local laws than other demographics (importance index scores of 69 and 71 respectively).

Women rate performance of Council in this a *significantly higher* (index score of 62). While residents aged 65 years and older are *significantly lower* in their ratings (index score of 53).

**Community services** and water and sewerage services (both with a performance index score of 58) are two other areas where Council is rated more highly compared to other service areas.

Despite the relatively strong performance in water and sewerage services, ratings declined slightly (not significantly) (2 index points) in the past year. Declines are largely driven by significantly lower ratings among residents aged 18 to 39 years than last year (52, down 12 index points).

### **AREAS IN NEED OF ATTENTION**

The biggest declines in 2017 were a three point drop on the measures of condition of sealed local roads (index score of 36) and business development (index score of 42). Sealed local roads is also Council's second lowest performing area.

- There are geographical differences in ratings of sealed local roads. Residents in the Berridale and Surrounds and Cooma and Surrounds areas rate Council higher than the Council-wide average on this measure (index scores of 43 and 40 respectively). Those in the Bombala and Surrounds and the Jindabyne and Surrounds areas rate Council lower than average on this measure (index scores of 29 and 31 respectively).
- Feedback from residents on what Council most needs to do to improve its performance supports this finding with **sealed road maintenance** mentioned by 25% of residents.
- Much of this decline can be attributed to more critical ratings on this issue from residents aged 65 years and older (index score of 38, down 6 points), residents aged 40 to 64 years (index score of 33, down 5 points) and residents living in the Bombala and Surrounds area (index score of 29, down 6 points).

Apart from **providing value for money for rates** (index score of 34, Council's lowest performance area), another area that is need of attention is **decisions made in the interest of the community**. Ratings of Council in this area have held firm in the last 12 months and there are no significant differences in ratings among cohorts.

➤ However, those in the Bombala and Surrounds area (index score of 35, down 6 points) rate Council lowest in this service area.

### **CUSTOMER CONTACT AND SERVICE**

Over half (55%) Snowy Monaro Regional Council residents have had recent contact with Council. This figure is up slightly from 51% in 2016.

- Those living in the Jindabyne and Surrounds area have had the most contact with Council (61% up from 49% in 2016). Residents aged 65 years and older have had the least contact with Council (48%).
- The main method of contacting Council is in person (29%) and by telephone (28%, up *significantly* from 21% in 2016).

In the area of **customer service** (index score of 62), performance ratings have remained consistent with last year. There are *no significant differences* in ratings among sub-groups, indicating that Council should aim to increase customer service ratings across the board. Of note however, those from the Jindabyne and Surrounds area had the most contact with Council in the last year (61%) but were among the lowest in their customer service rating (index score of 57).

One-quarter (24%) rate Council's customer service as 'very good', with a further 32% rating customer service as 'good'.

Council newsletters sent via mail (29%) or email (26%), are the preferred way for Council to inform residents about news, information and upcoming events.

For residents under the age of 50 the most preferred method of communication is via social media (29%). For their older counterparts, it is the more traditional channel of newsletters via mail (32%), however this number is declining (down from 40% in 2016).

### **FOCUS AREAS FOR COMING 12 MONTHS**

For the coming 12 months, Snowy Monaro Regional Council should pay particular attention to the service areas where stated importance exceeds rated performance by more than 30 points. Key priorities include:

- Providing value for money for my rates (margin of 50 points)
- > The condition of sealed local roads (margin of 44 points)
- Being a well-run and managed council (margin of 42 points)
- **Decisions made in the interest of the community** (margin of 41 points)
- > Having a clear vision for the future (margin of 34 points)
- The condition of local streets and footpaths (margin of 33 points).

Consideration should be given to *all* Snowy Monaro residents but especially Bombala and Surrounds residents, and residents aged 40-64 years who appear to be most driving negative opinion in 2017.

Both groups have had higher rates of contact with Council in the last 12 months.

On the positive side, Council should maintain its relatively strong performance in the appearance of public areas, the enforcement of local laws, community services and waste and sewerage services.

It is also important not to ignore, and to learn from, what is working amongst other groups, especially those in the Jindabye and Surrounds area and those in the Berridale and Surrounds area and use these lessons to build performance experience and perceptions in other areas.

### **FURTHER AREAS OF EXPLORATION**

An approach we recommend is to further mine the survey data to better understand the profile of these over and under-performing demographic groups. This can be achieved via additional consultation and data interrogation or self-mining the SPSS data provided.

Please note that the category descriptions for the coded open ended responses are generic summaries only. We recommend further analysis of the detailed cross tabulations and the actual verbatim responses, with a view to understanding the responses of the key gender and age groups, especially any target groups identified as requiring attention.

A personal briefing by senior JWS Research representatives is also available to assist in providing both explanation and interpretation of the results. Please contact JWS Research on 03 8685 8555.

### **SNAPSHOT OF KEY FINDINGS**

#### Higher results in 2017

(Significantly <u>higher</u> result than 2016)

• None applicable

#### Lower results in 2017

(Significantly <u>lower</u> result than 2016)

• None applicable

Most favourably disposed towards Council

- Jindabyne and Surrounds
- Berridale and Surrounds
- 65 years and older

Least favourably disposed towards Council

- Bombala and Surrounds
- 40-64 years



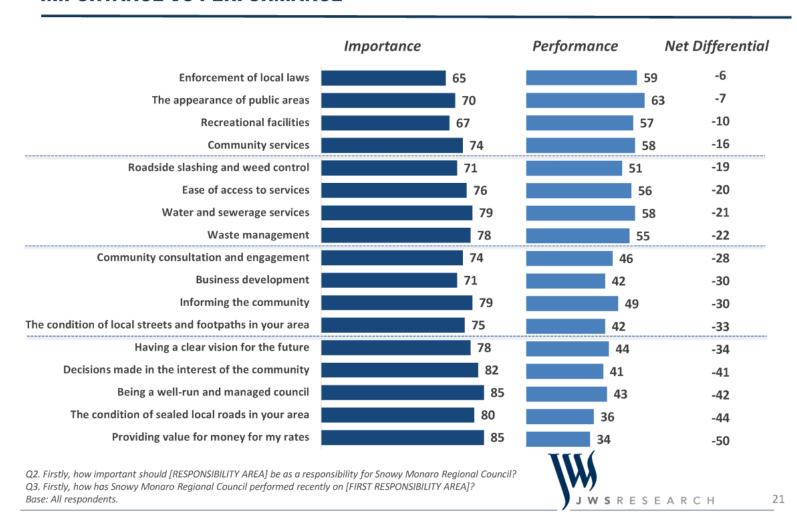


# SUMMARY OF CORE PERFORMANCE MEASURES: INDEX SCORE RESULTS

Performance Measures	Snowy Monaro Regional Council 2017	Snowy Monaro Regional Council 2016	Highest score	Lowest score
Overall performance	43	44	Jindabyne and Surrounds	Bombala and Surrounds
Being a well-run and managed council	43	44	65+ years	Bombala and Surrounds
Decisions made in the interest of the community	41	41	Jindabyne and Surrounds	Bombala and Surrounds
Community consultation and engagement	46	47	65+ years	Bombala and Surrounds
Informing the community	49	47	Jindabyne and Surrounds	Bombala and Surrounds
Ease of access to services	56	57	Cooma and Surrounds	Bombala and Surrounds
The condition of local streets and footpaths in your area	42	41	Berridale and Surrounds	Bombala and Surrounds
Recreational facilities	57	55	65+ years	18-39 years
Providing value for money for my rates	34	36	Jindabyne and Surrounds	Bombala and Surrounds
Customer Service	62	62	Cooma and Surrounds	Berridale and Surrounds

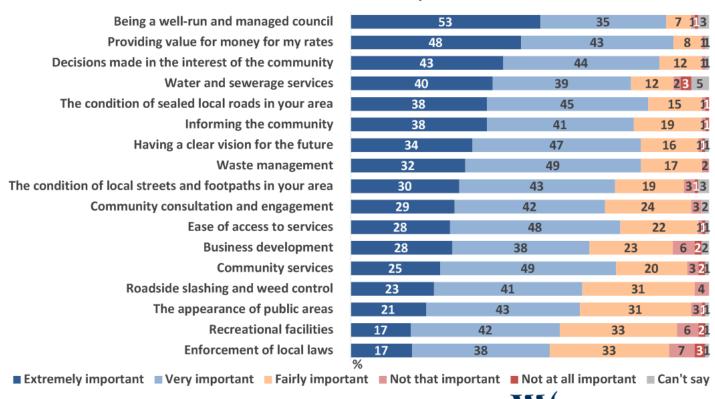


## INDIVIDUAL SERVICE AREAS INDEX SCORE SUMMARY IMPORTANCE VS PERFORMANCE



## INDIVIDUAL SERVICE AREAS IMPORTANCE DETAILED PERCENTAGES

#### **Individual Service Areas Importance**

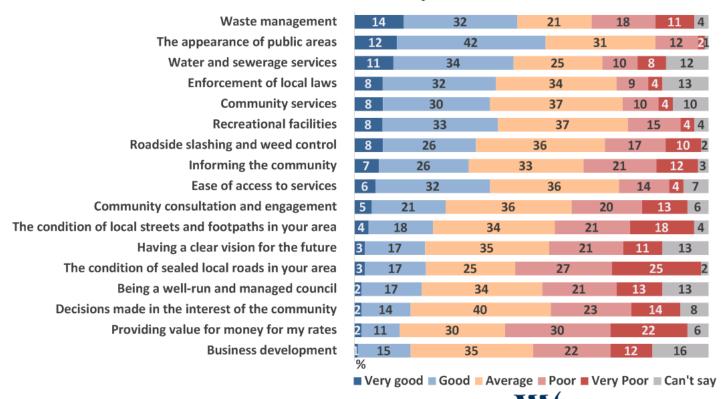


Q2. Firstly, how important should [RESPONSIBILITY AREA] be as a responsibility for Snowy Monaro Regional Council? Base: All respondents.



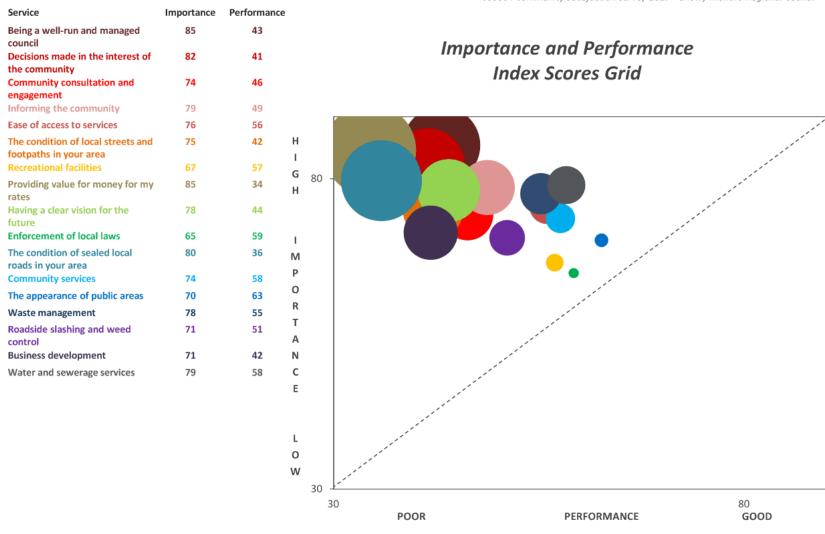
## INDIVIDUAL SERVICE AREAS PERFORMANCE DETAILED PERCENTAGES

#### **Individual Service Areas Performance**



Q3. Firstly, how has Snowy Monaro Regional Council performed recently on [FIRST RESPONSIBILITY AREA]? Base: All respondents.

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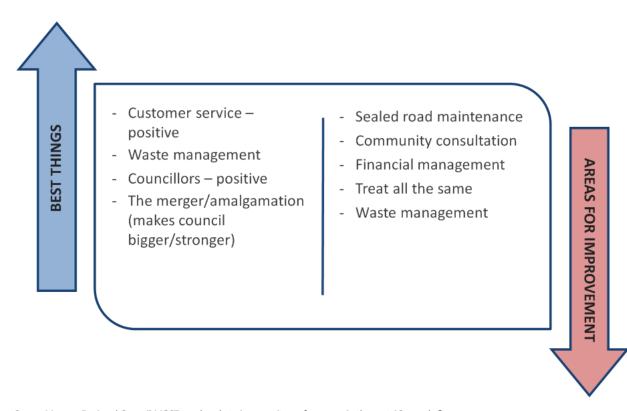


 $Note: The \ larger \ the \ circle, the \ larger \ the \ gap \ between \ importance \ and \ performance.$ 

Base: All respondents



# POSITIVES AND AREAS FOR IMPROVEMENT SUMMARY



Q9. What does Snowy Monaro Regional Council MOST need to do to improve its performance in the next 12 months? Once again, it could be about any of the issues or services we have covered in this survey or it could be about something else altogether?

Q10. Please tell me what is the ONE BEST thing about Snowy Monaro Regional Council? It could be about any of the issues or services we have covered in this survey or it could be about something else altogether?

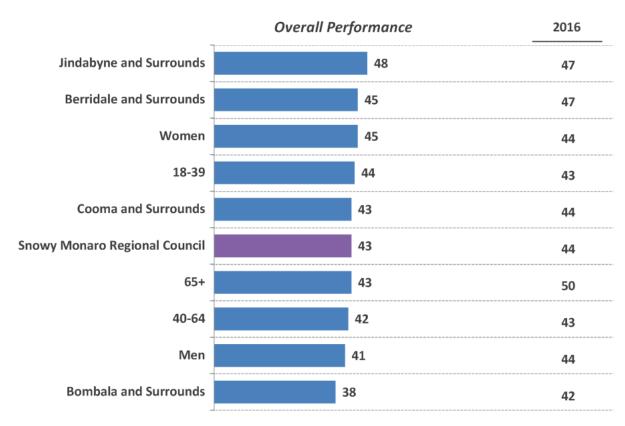
Base: All respondents.







# OVERALL PERFORMANCE INDEX SCORES

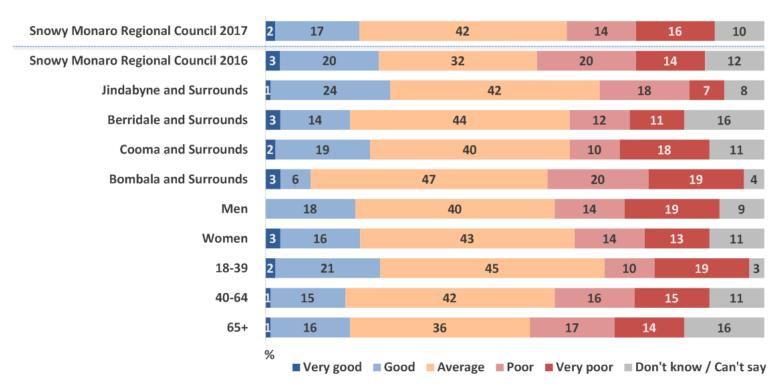


Q1. How do you feel about the current performance of Snowy Monaro Regional Council, not just on one or two issues, BUT OVERALL across all responsibility areas? Would you say it is very good, good, average, poor or very poor? Base: All respondents



## OVERALL PERFORMANCE DETAILED PERCENTAGES

#### **Overall Performance**



Q1. How do you feel about the current performance of Snowy Monaro Regional Council, not just on one or two issues, BUT OVERALL across all responsibility areas? Would you say it is very good, good, average, poor or very poor? Base: All respondents





# CONTACT WITH COUNCIL SUMMARY

Overall contact with Snowy Monaro Regional Council

• 55%, up 4 percentage points from 2016

Most contact with Snowy Monaro Regional Council

- Jindabyne and Surrounds
- Aged 40-64 years

Least contact with Snowy Monaro Regional Council

- Aged 65+ years
- Berridale and Surrounds

**Customer Service rating** 

• Index score of 62, unchanged from 2016

Most satisfied with Customer Service

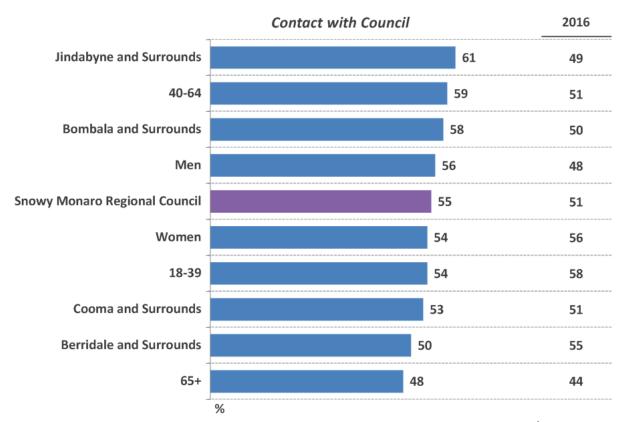
- Cooma and Surrounds
- Women

Least satisfied with Customer Service

- Berridale and Surrounds
- Jindabyne and Surrounds



### **CONTACT WITH COUNCIL**



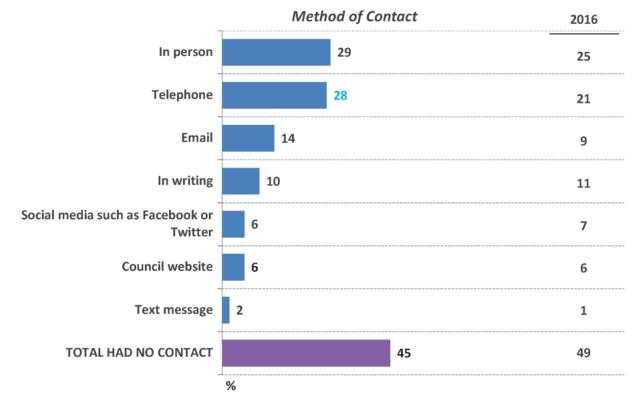
Q5a. Have you or any member of your household had any recent contact with Snowy Monaro Regional Council in any of the following ways?

Base: All respondents.

Note: Respondents could name multiple contacts methods so responses may add to more than 100%



## METHOD OF CONTACT WITH COUNCIL LAST 12 MONTHS DETAILED PERCENTAGES



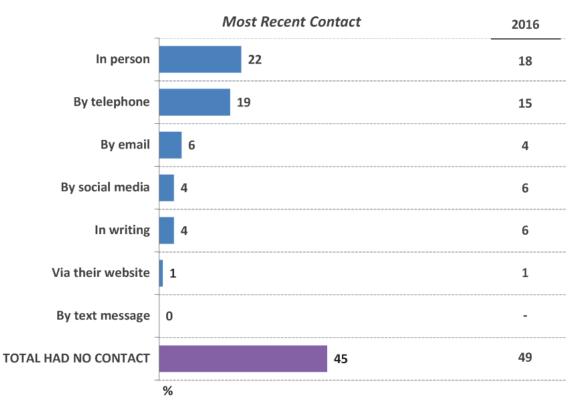
Q5a. Over the last 12 months, have you or any member of your household had any contact with Snowy Monaro Regional Council in any of the following ways? In person, in writing, by telephone conversation, by text message, by email or via their website or social media such as Facebook or Twitter?

Base: All respondents.

Note: Respondents could name multiple contacts methods so responses may add to more than 100%



## MOST RECENT METHOD OF CONTACT WITH COUNCIL DETAILED PERCENTAGES

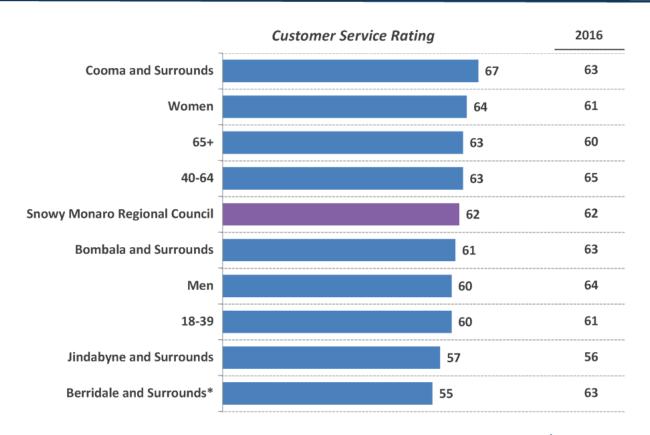


Q5b. What was the method of contact for the most recent contact you had with Snowy Monaro Regional Council? Base: All respondents.

 $Note: Respondents\ could\ name\ multiple\ contacts\ methods\ so\ responses\ may\ add\ to\ more\ than\ 100\%$ 



# CONTACT CUSTOMER SERVICE INDEX SCORES



Q5c. Thinking of the most recent contact, how would you rate Snowy Monaro Regional Council for customer service? Please keep in mind we do not mean the actual outcome but rather the actual service that was received.

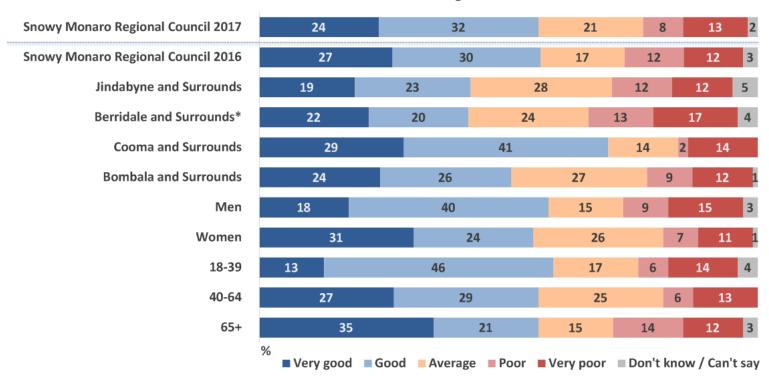
Base: All respondents who have had contact with Council in the last 12 months (n=218)

\*Caution: small sample size n<30



## CONTACT CUSTOMER SERVICE DETAILED PERCENTAGES

#### **Customer Service Rating**



Q5c. Thinking of the most recent contact, how would you rate Snowy Monaro Regional Council for customer service? Please keep in mind we do not mean the actual outcome but rather the actual service that was received.

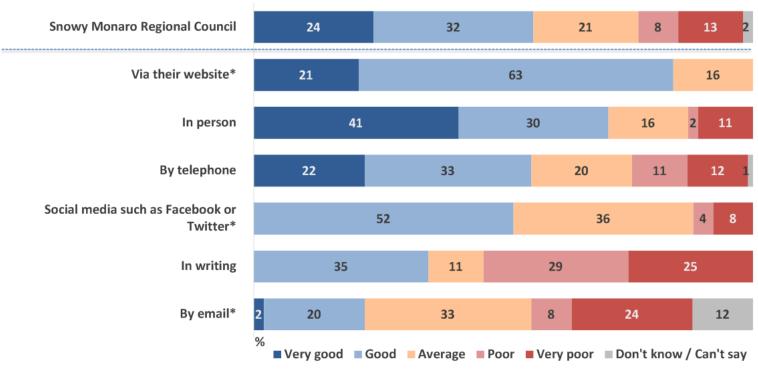
Base: All respondents who have had contact with Council in the last 12 months (n=218)

\*Caution: small sample size n<30



## CONTACT CUSTOMER SERVICE DETAILED PERCENTAGES BY METHOD OF LAST CONTACT

#### **Customer Service Rating**

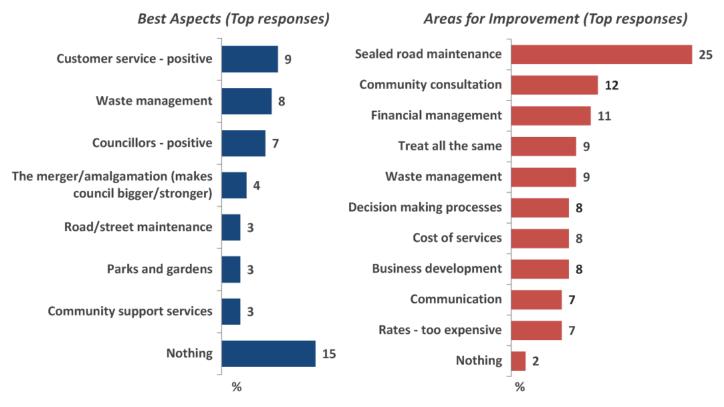


Q5b. What was the method of contact for the most recent contact you had with Snowy Monaro Regional Council?
Q5c. Thinking of the most recent contact, how would you rate Snowy Monaro Regional Council for customer service?
Please keep in mind we do not mean the actual outcome but rather the actual service that was received.
Base: All respondents who have had contact with Council in the last 12 months (n=218)
\*Caution: small sample size n<30

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#### BEST THINGS ABOUT COUNCIL AND SERVICES TO IMPROVE DETAILED PERCENTAGES

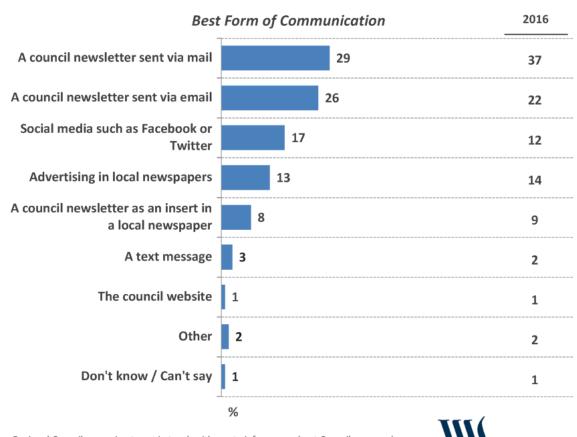


Q9. What does Council MOST need to do to improve its performance in the next 12 months? Once again, it could be about any of the issues or services we have covered in this survey or it could be about something else altogether? Q10. Please tell me what is the ONE BEST thing about Council? It could be about any of the issues or services we have covered in this survey or it could be about something else altogether? Base: All respondents.





#### **BEST FORMS OF COMMUNICATION**

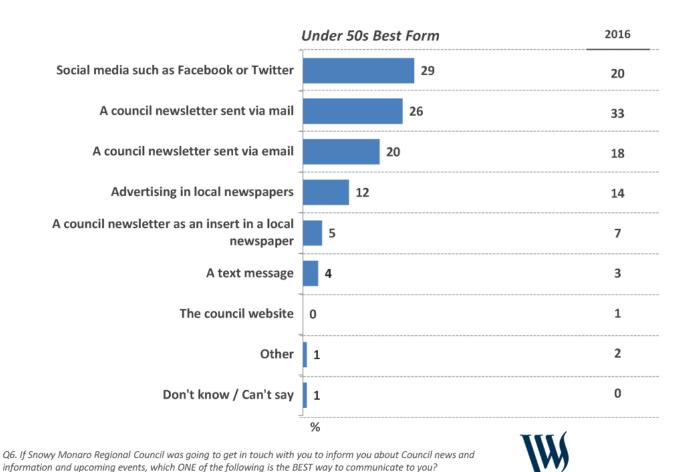


Q6. If Snowy Monaro Regional Council was going to get in touch with you to inform you about Council news and information and upcoming events, which ONE of the following is the BEST way to communicate to you? Base: All respondents.

Base: Respondents aged 18-49 years (n=118).

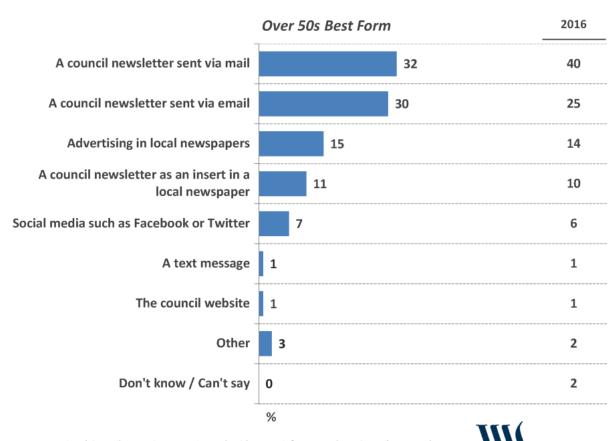
J00664 Community Satisfaction Survey 2017 – Snowy Monaro Regional Council

#### **BEST FORMS OF COMMUNICATION: UNDER 50S**



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#### **BEST FORMS OF COMMUNICATION: OVER 50S**



Q6. If Snowy Monaro Regional Council was going to get in touch with you to inform you about Council news and information and upcoming events, which ONE of the following is the BEST way to communicate to you? Base: Respondents aged 50+ years (n=282).

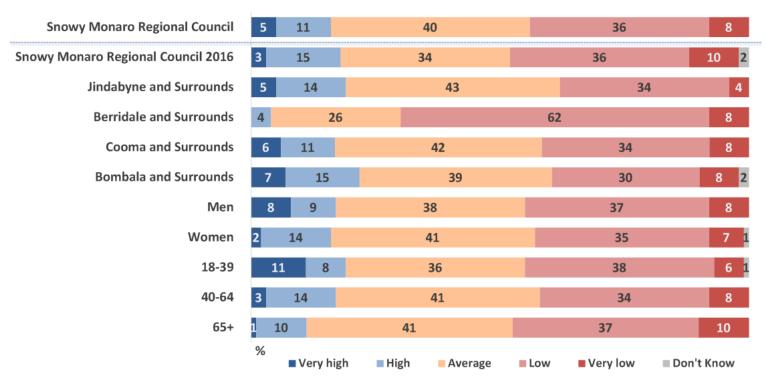
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#### **USER OF COUNCIL SERVICES**

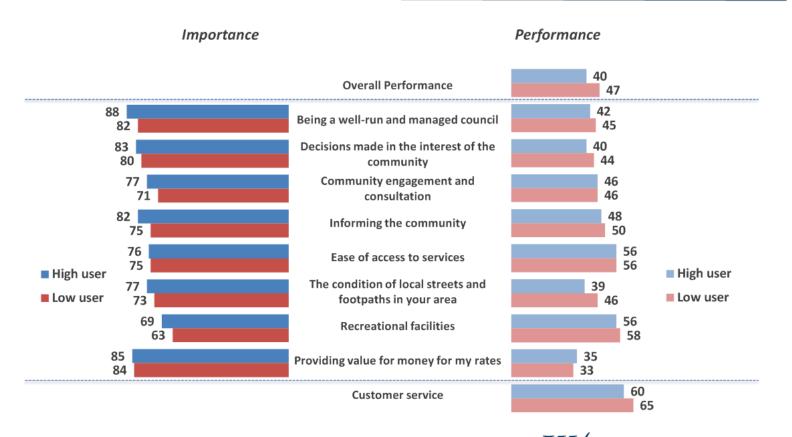
#### **User of Council Services**



Q7. Would you consider yourself to be a high or low user of your council services? Is that... Base: All respondents.



#### CORE MEASURES INDEX SCORE RESULTS BY USER OF SERVICES



Q7. Would you consider yourself to be a high or low user of your council services? Is that... Base: All respondents.

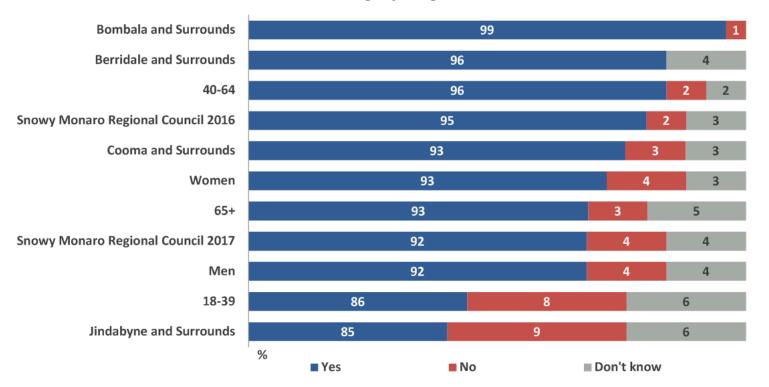
Note: 'High user' is defined as 'very high', 'high' or 'average' user of council services. 'Low user' is defined as 'low' or 'very low' user of council services.





#### **KNOWLEDGE OF MERGERS**

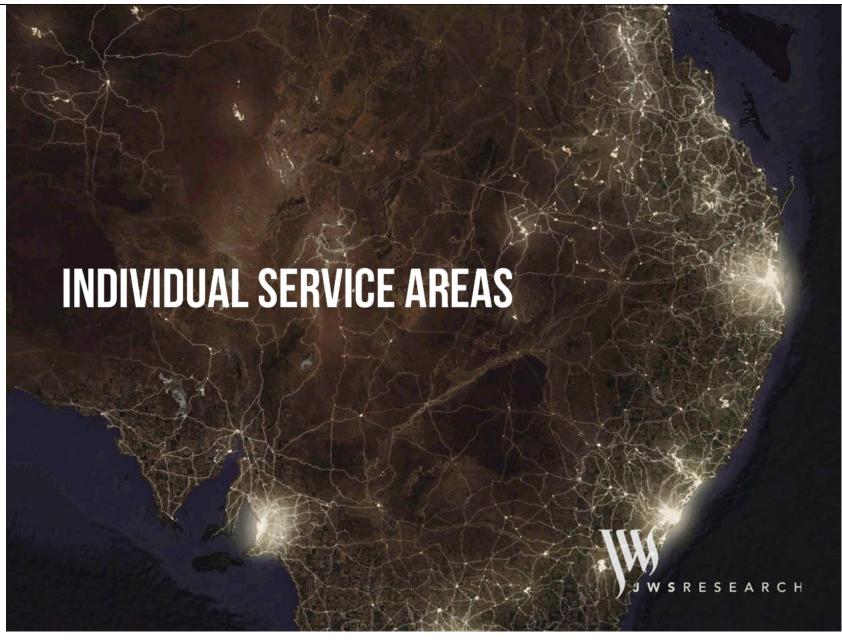
#### Knowledge of Mergers



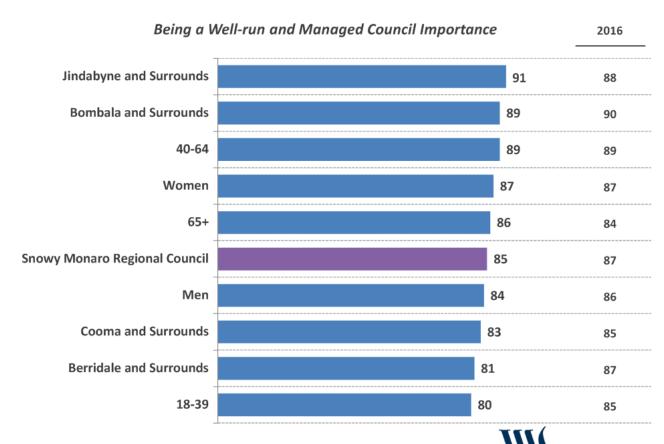
Q8. There have recently been some changes to local government. To your knowledge, has your council been involved in a merger with another council?

Base: All respondents.





# BEING A WELL-RUN AND MANAGED COUNCIL IMPORTANCE INDEX SCORES



Q2. Firstly, how important should 'being a well-run and managed council' be as a responsibility for Snowy Monaro Regional Council?

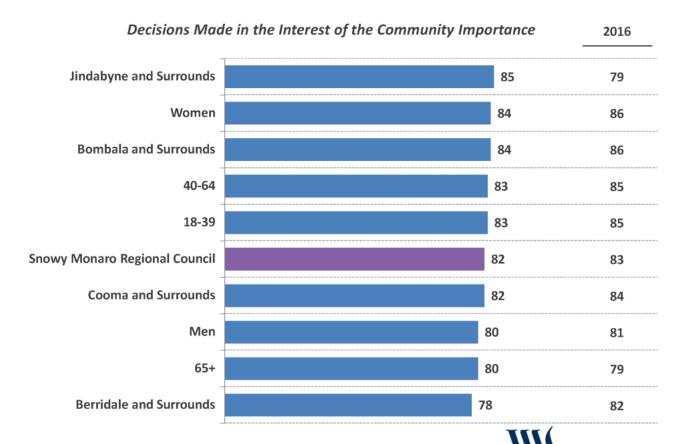
Base: All respondents.

#### BEING A WELL-RUN AND MANAGED COUNCIL PERFORMANCE INDEX SCORES



Q3. How has Snowy Monaro Regional Council performed recently on 'being a well-run and managed council'? Base: All respondents.

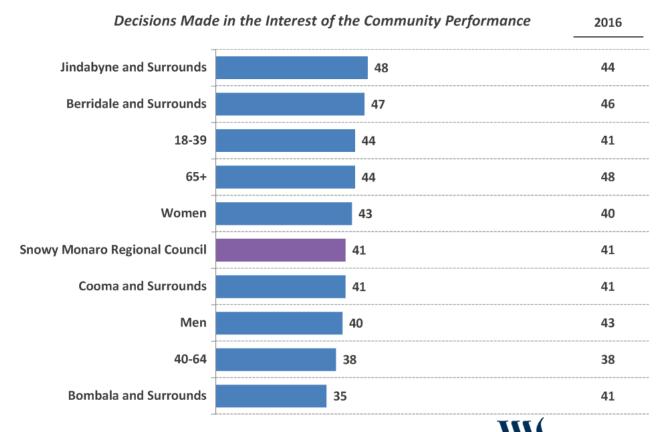
# DECISIONS MADE IN THE INTEREST OF THE COMMUNITY IMPORTANCE INDEX SCORES



Q2. Firstly, how important should 'decisions made in the interest of the community' be as a responsibility for Snowy Monaro Regional Council?

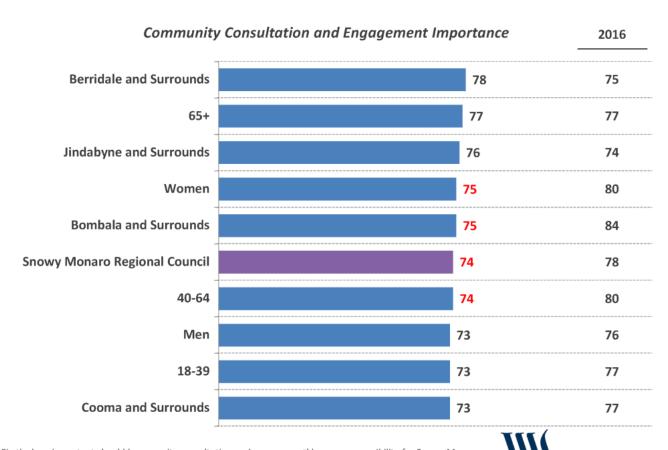
Base: All respondents.

#### DECISIONS MADE IN THE INTEREST OF THE COMMUNITY PERFORMANCE INDEX SCORES



Q3. How has Snowy Monaro Regional Council performed recently on 'decisions made in the interest of the community'? Base: All respondents.

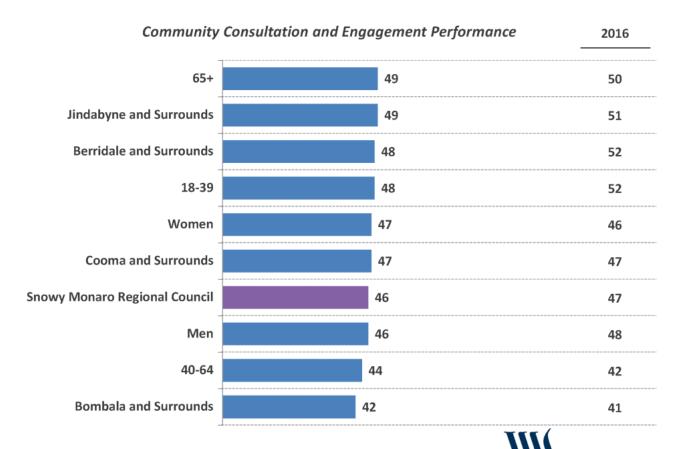
# COMMUNITY CONSULTATION AND ENGAGEMENT IMPORTANCE INDEX SCORES



Q2. Firstly, how important should 'community consultation and engagement' be as a responsibility for Snowy Monaro Regional Council?

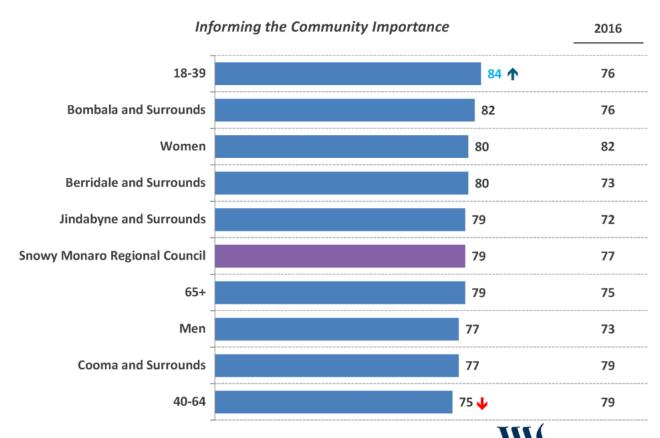
Base: All respondents.

# COMMUNITY CONSULTATION AND ENGAGEMENT PERFORMANCE INDEX SCORES



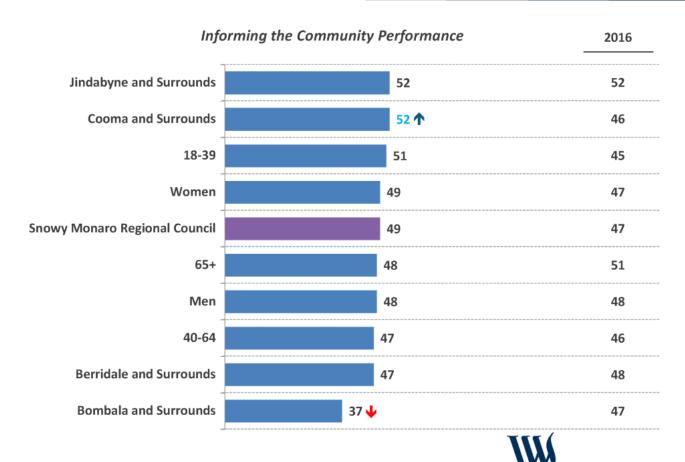
Q3. How has Snowy Monaro Regional Council performed recently on 'community consultation and engagement'? Base: All respondents.

# INFORMING THE COMMUNITY IMPORTANCE INDEX SCORES



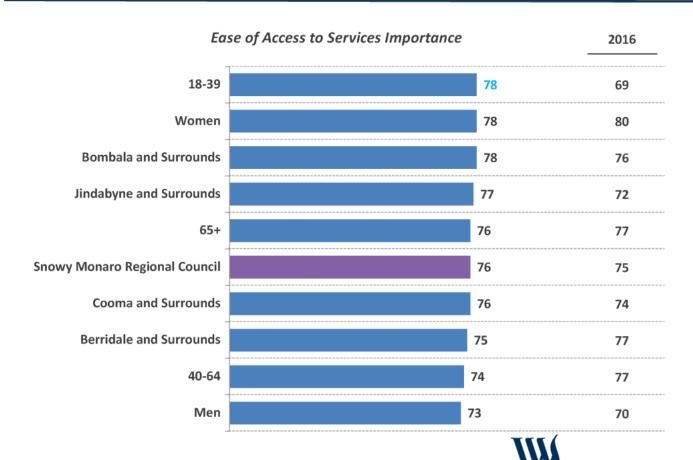
Q2. Firstly, how important should 'informing the community' be as a responsibility for Snowy Monaro Regional Council? Base: All respondents.

# INFORMING THE COMMUNITY PERFORMANCE INDEX SCORES



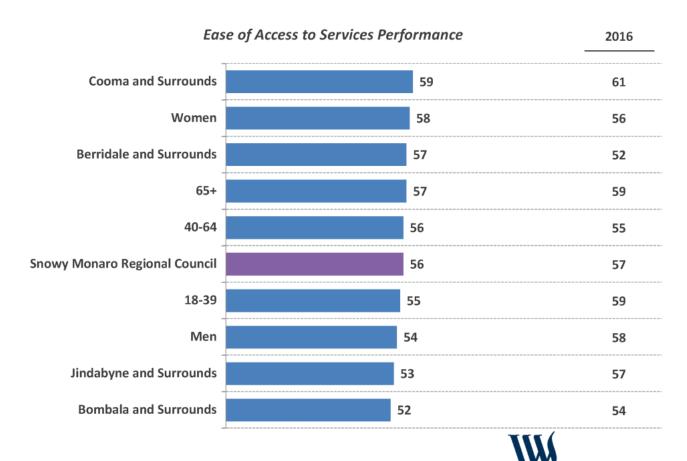
Q3. How has Snowy Monaro Regional Council performed recently on 'informing the community'? Base: All respondents.

# EASE OF ACCESS TO SERVICES IMPORTANCE INDEX SCORES



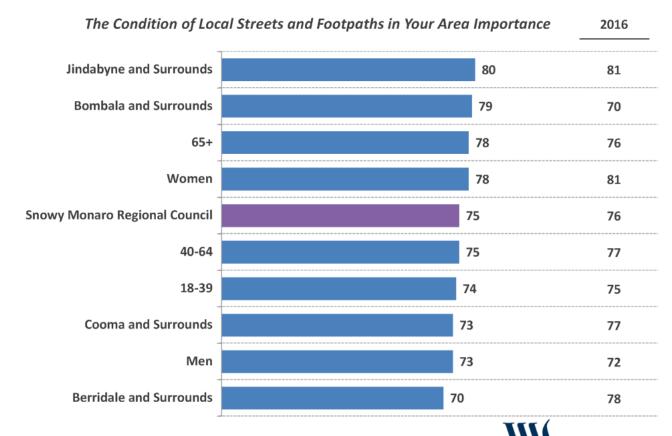
Q2. Firstly, how important should 'ease of access to services' be as a responsibility for Snowy Monaro Regional Council? Base: All respondents.

# EASE OF ACCESS TO SERVICES PERFORMANCE INDEX SCORES



Q3. How has Snowy Monaro Regional Council performed recently on 'ease of access to services'? Base: All respondents.

# THE CONDITION OF LOCAL STREETS AND FOOTPATHS IMPORTANCE INDEX SCORES



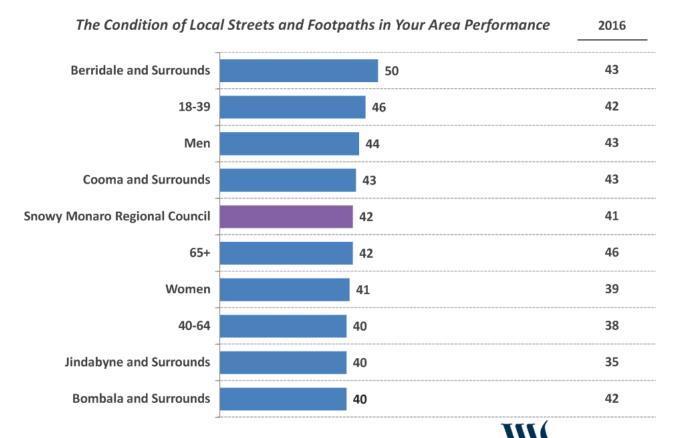
Q2. Firstly, how important should 'the condition of local streets and footpaths in your area' be as a responsibility for Snowy Monaro Regional Council?

Base: All respondents.

J W S R E S E A R C H

60

#### THE CONDITION OF LOCAL STREETS AND FOOTPATHS PERFORMANCE INDEX SCORES



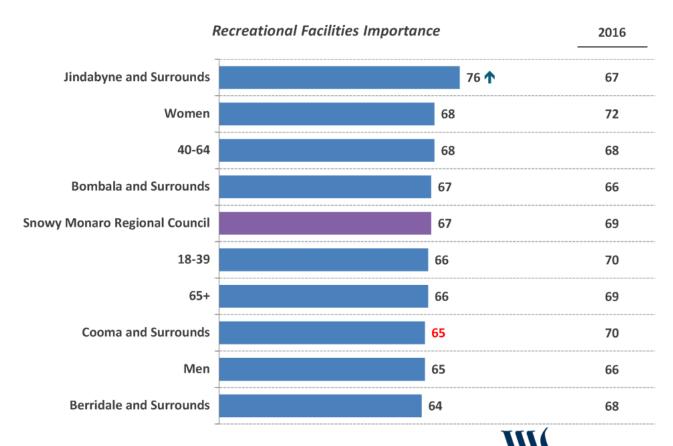
Q3. How has Snowy Monaro Regional Council performed recently on 'the condition of local streets and footpaths in your area'?

Base: All respondents.

JWSRESEARCH

61

# RECREATIONAL FACILITIES IMPORTANCE INDEX SCORES



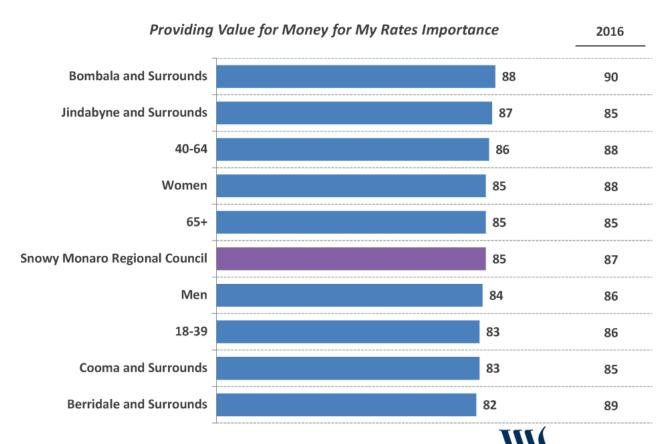
Q2. Firstly, how important should 'recreational facilities' be as a responsibility for Snowy Monaro Regional Council? Base: All respondents.

# RECREATIONAL FACILITIES PERFORMANCE INDEX SCORES



 ${\it Q3. How has Snowy Monaro Regional Council performed recently on `recreational facilities'?} \\ {\it Base: All respondents.}$ 

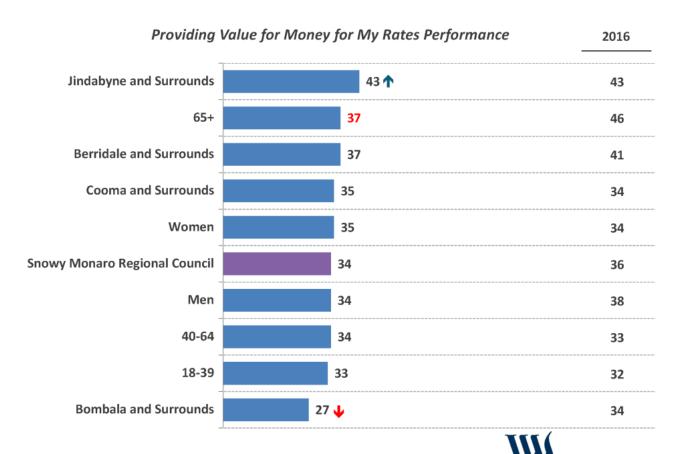
# PROVIDING VALUE FOR MONEY FOR MY RATES IMPORTANCE INDEX SCORES



Q2. Firstly, how important should 'providing value for money for my rates' be as a responsibility for Snowy Monaro Regional Council?

Base: All respondents.

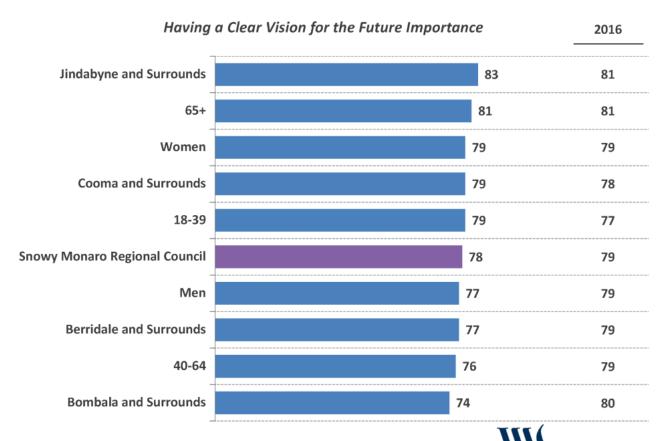
#### PROVIDING VALUE FOR MONEY FOR MY RATES PERFORMANCE INDEX SCORES



Q3. How has Snowy Monaro Regional Council performed recently on 'providing value for money for my rates'? Base: All respondents.

J W S RESEARCH

# HAVING A CLEAR VISION FOR THE FUTURE IMPORTANCE INDEX SCORES



Q2. Firstly, how important should 'having a clear vision for the future' be as a responsibility for Snowy Monaro Regional Council?

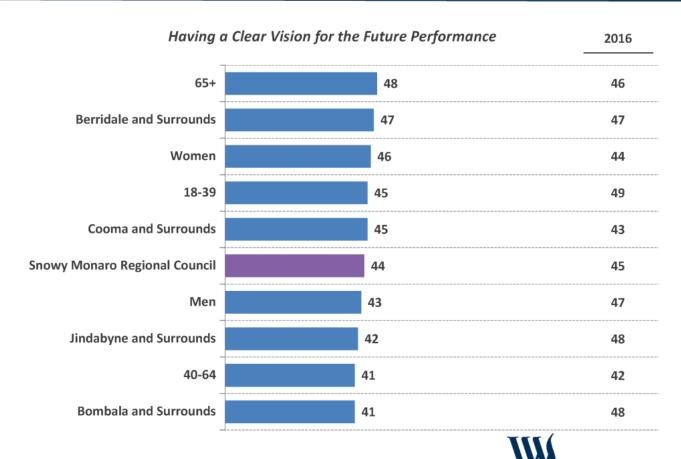
Base: All respondents.

J W S

J W S R E S E A R C H

66

# HAVING A CLEAR VISION FOR THE FUTURE PERFORMANCE INDEX SCORES



Q3. How has Snowy Monaro Regional Council performed recently on 'having a clear vision for the future'? Base: All respondents.

JWSRESEARCH

# ENFORCEMENT OF LOCAL LAWS IMPORTANCE INDEX SCORES



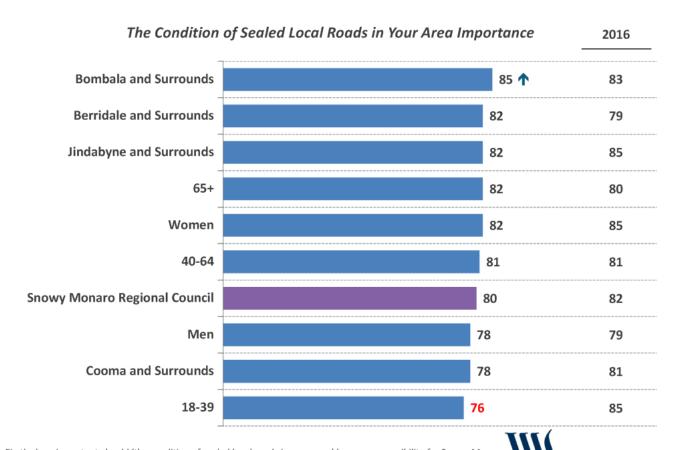
Q2. Firstly, how important should 'enforcement of local laws' be as a responsibility for Snowy Monaro Regional Council? Base: All respondents.

#### ENFORCEMENT OF LOCAL LAWS PERFORMANCE INDEX SCORES



Q3. How has Snowy Monaro Regional Council performed recently on 'enforcement of local laws'? Base: All respondents.

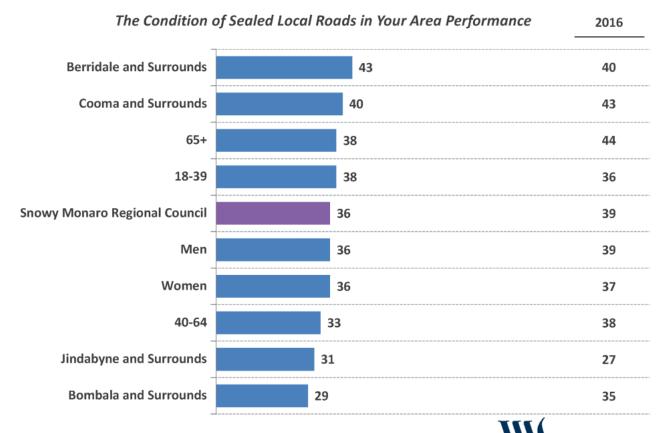
# THE CONDITION OF SEALED LOCAL ROADS IN YOUR AREA IMPORTANCE INDEX SCORES



Q2. Firstly, how important should 'the condition of sealed local roads in your area' be as a responsibility for Snowy Monaro Regional Council?

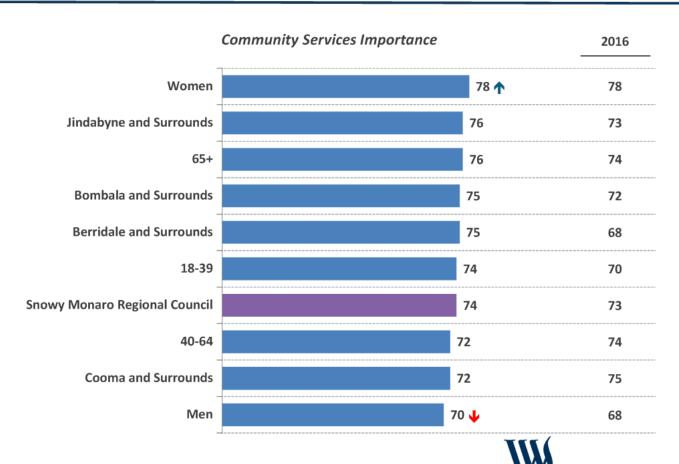
Base: All respondents.

#### THE CONDITION OF SEALED LOCAL ROADS IN YOUR AREA PERFORMANCE INDEX SCORES



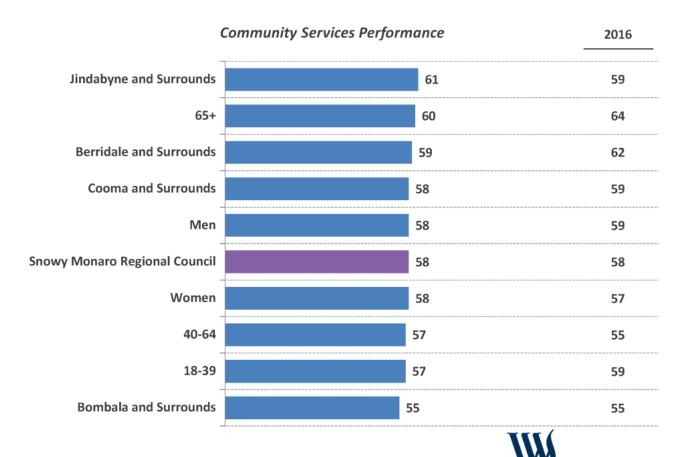
Q3. How has Snowy Monaro Regional Council performed recently on 'the condition of sealed local roads in your area'? Base: All respondents.

# COMMUNITY SERVICES IMPORTANCE INDEX SCORES



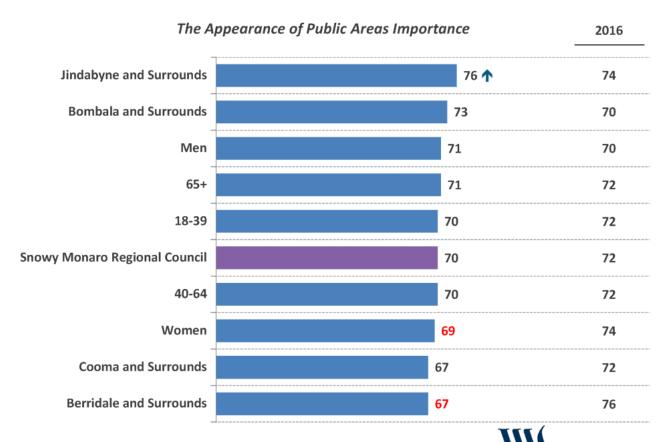
Q2. Firstly, how important should 'community services' be as a responsibility for Snowy Monaro Regional Council? Base: All respondents.

# COMMUNITY SERVICES PERFORMANCE INDEX SCORES



Q3. How has Snowy Monaro Regional Council performed recently on 'community services'? Base: All respondents.

# THE APPEARANCE OF PUBLIC AREAS IMPORTANCE INDEX SCORES



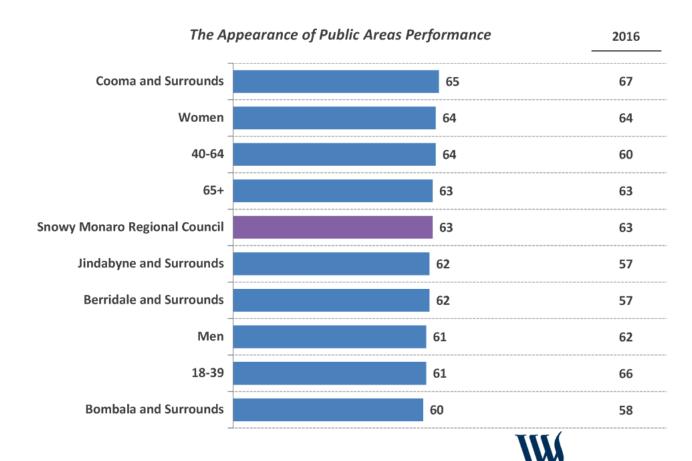
Q2. Firstly, how important should 'the appearance of public areas' be as a responsibility for Snowy Monaro Regional Council?

Base: All respondents.

**VV)** J W S R E S E A R C H

C H

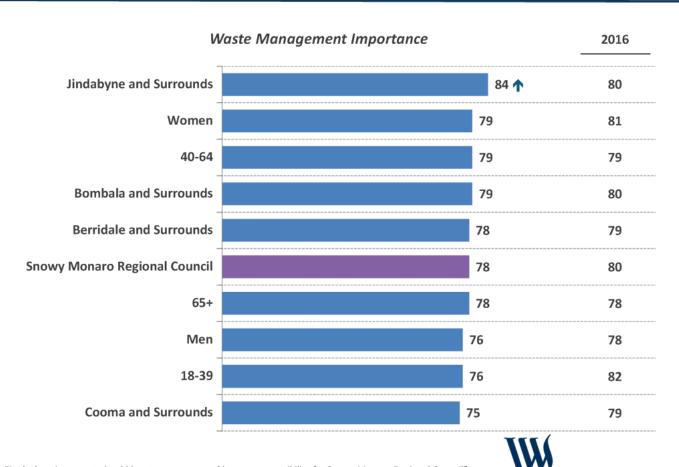
# THE APPEARANCE OF PUBLIC AREAS PERFORMANCE INDEX SCORES



Q3. How has Snowy Monaro Regional Council performed recently on 'the appearance of public areas'? Base: All respondents.

J W S R E S E A R C H

# WASTE MANAGEMENT IMPORTANCE INDEX SCORES



Q2. Firstly, how important should 'waste management' be as a responsibility for Snowy Monaro Regional Council? Base: All respondents.

J W S R E S E A R C H

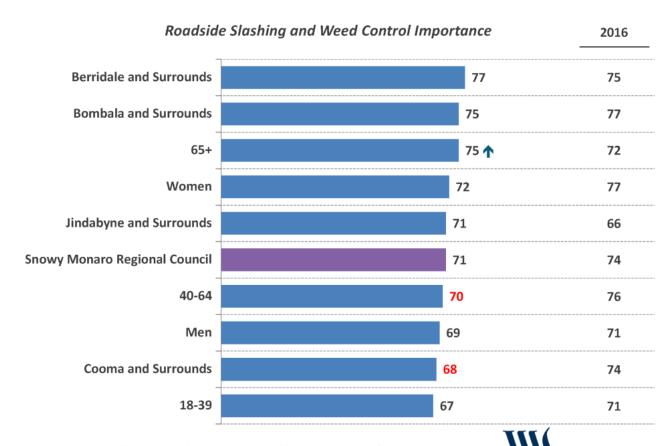
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# WASTE MANAGEMENT PERFORMANCE INDEX SCORES



Q3. How has Snowy Monaro Regional Council performed recently on 'waste management'? Base: All respondents.

# ROADSIDE SLASHING AND WEED CONTROL IMPORTANCE INDEX SCORES



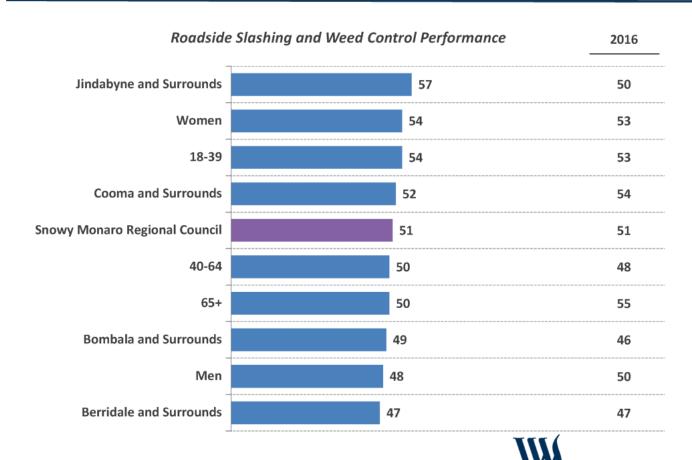
Q2. Firstly, how important should 'roadside slashing and weed control' be as a responsibility for Snowy Monaro Regional Council?

Base: All respondents.

JWSRESEARCH

78

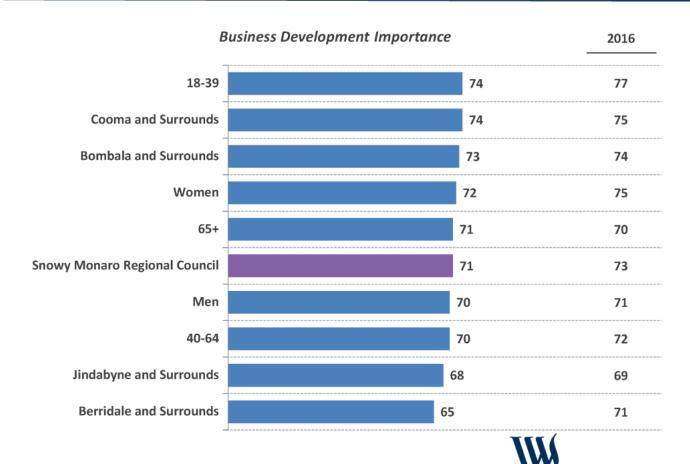
### ROADSIDE SLASHING AND WEED CONTROL PERFORMANCE INDEX SCORES



Q3. How has Snowy Monaro Regional Council performed recently on 'roadside slashing and weed control'? Base: All respondents.

J W S R E S E A R C H

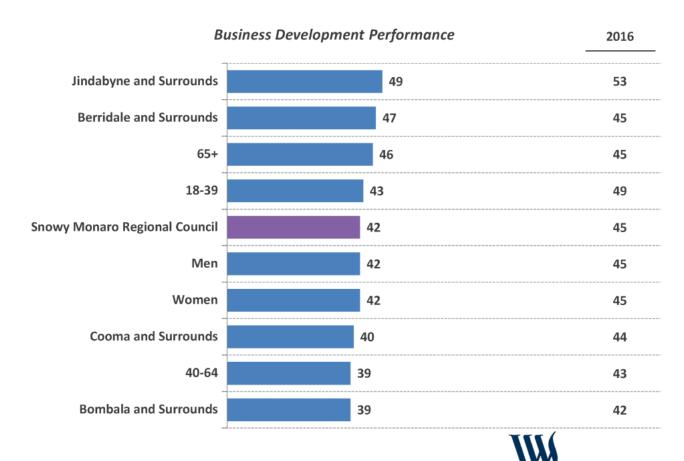
# BUSINESS DEVELOPMENT IMPORTANCE INDEX SCORES



Q2. Firstly, how important should 'business development' be as a responsibility for Snowy Monaro Regional Council? Base: All respondents.

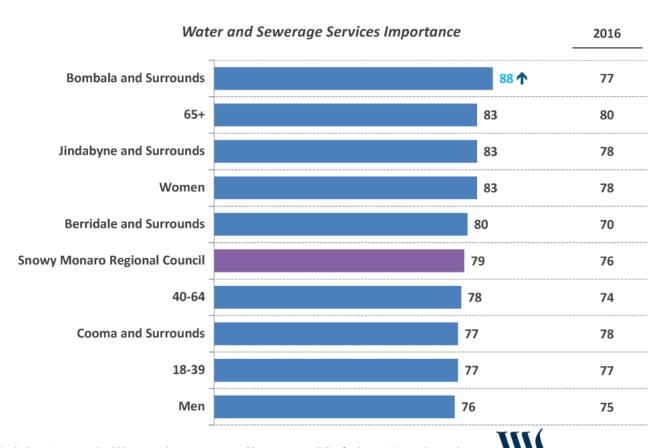
J W S R E S E A R C H

### BUSINESS DEVELOPMENT PERFORMANCE INDEX SCORES



Q3. How has Snowy Monaro Regional Council performed recently on 'business development'? Base: All respondents.

# WATER AND SEWERAGE SERVICES IMPORTANCE INDEX SCORES



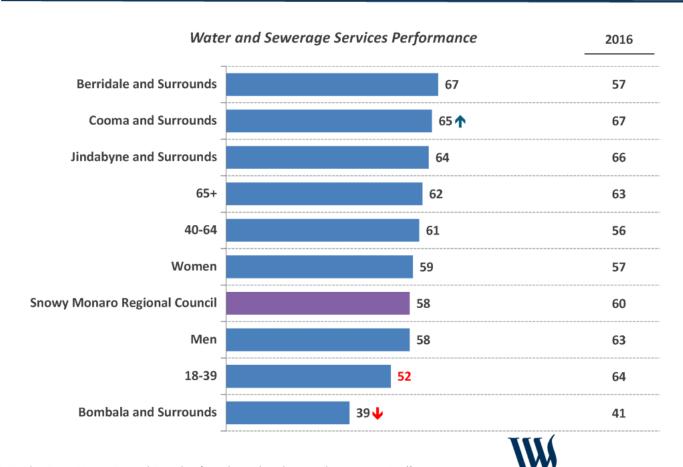
Q2. Firstly, how important should 'water and sewerage services' be as a responsibility for Snowy Monaro Regional Council?

Base: All respondents.

**/V)** JWSRESEARCH

82

# WATER AND SEWERAGE SERVICES PERFORMANCE INDEX SCORES



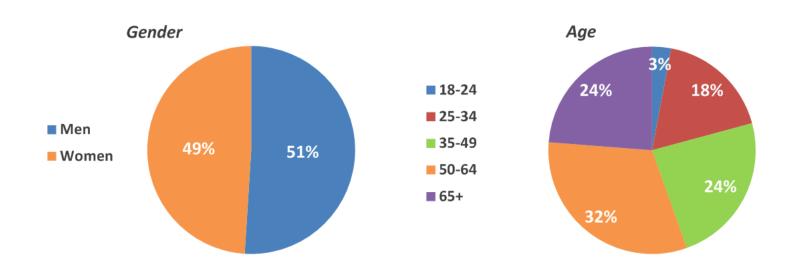
Q3. How has Snowy Monaro Regional Council performed recently on 'water and sewerage services'? Base: All respondents.

83

J W S R E S E A R C H



### **GENDER AND AGE PROFILE**



Please note that for the reason of simplifying reporting, interlocking age and gender reporting has not been included in this report.





# APPENDIX A: MARGINS OF ERROR

The sample size for the 2017 NSW Local Government Community Satisfaction Survey for Snowy Monaro Regional Council was n=400. Unless otherwise noted, this is the total sample base for all reported charts and tables.

The maximum margin of error on a sample of approximately n=400 interviews is +/-4.9% at the 95% confidence level for results around 50%. Margins of error will be larger for any sub-samples. As an example, a result of 50% can be read confidently as falling midway in the range 45.1% - 54.9%.

Maximum margins of error are listed in the table below, based on a population of 72,363 people aged 18 years or over for Snowy Monaro Regional Council, according to ABS estimates.

Demographic	Actual survey sample size	Weighted base	Maximum margin of error at 95% confidence interval
Snowy Monaro Regional Council	400	400	+/-4.9%
Men	186	206	+/-7.2%
Women	214	194	+/-6.7%
Jindabyne and Surrounds	71	75	+/-11.6%
Berridale and Surrounds	41	35	+/-15.3%
Cooma and Surrounds	196	196	+/-7.0%
Bombala and Surrounds	76	74	+/-11.2%
18-39 years	65	121	+/-12.1%
40-64 years	181	182	+/-7.3%
65+ years	154	97	+/-7.9%



# APPENDIX A: INDEX SCORE IMPLICATIONS

Index scores are indicative of an overall rating on a particular service area. In this context, index scores indicate:

- a) how well council is seen to be performing in a particular service area; or
- b) the level of importance placed on a particular service area.

For ease of interpretation, index score ratings can be categorised as follows:

INDEX SCORE	Performance implication	Importance implication
80 – 100	Council is performing <b>very well</b> in this service area	This service area is seen to be extremely important
60 – 80	Council is performing <b>well</b> in this service area, but there is room for improvement	This service area is seen to be very important
40 – 60	Council is performing <b>satisfactorily</b> in this service area but needs to improve	This service area is seen to be fairly important
0 – 40	Council is performing <b>poorly</b> in this service area	This service area is seen to be not that important



# APPENDIX A: ANALYSIS AND REPORTING

#### Core, Optional and Tailored Questions

Over and above necessary geographic and demographic questions required to ensure sample representativeness, a base set of questions for the 2017 NSW Local Government Community Satisfaction Survey was designated as 'Core'. These core questions comprised metrics such as:

- > Overall performance across all responsibility areas (Overall performance)
- Importance and performance of individual service areas
- Contact in last 12 months (Contact)
- Rating of contact with Council (Customer service)
- Best things about Council and areas to improve
- Best ways to communicate
- Use of Council services
- Knowledge of mergers

Alternatively, some questions in the 2017 NSW Local Government Community Satisfaction Survey were not determined to be 'Core'. Councils also had the ability to ask tailored questions specific only to their council.



# APPENDIX A: ANALYSIS AND REPORTING

#### Reporting

Every council that participated in the 2017 NSW Local Government Community Satisfaction Survey receives a customised report.

Tailored questions commissioned by individual councils are reported only to the commissioning council and not otherwise shared unless by express written approval of the commissioning council.



### APPENDIX A: GLOSSARY OF TERMS

Core questions: Compulsory inclusion questions for all councils participating in the CSS.

CSS: 2017 NSW Local Government Community Satisfaction Survey.

**Highest / lowest**: The result described is the highest or lowest result across a particular demographic sub-group e.g. men, for the specific question being reported. Reference to the result for a demographic sub-group being the highest or lowest does not imply that it is significantly higher or lower, unless this is specifically mentioned.

**Index score**: A score calculated and represented as a score out of 100 (on a 0 to 100 scale). This score is sometimes reported as a figure in brackets next to the category being described, e.g. men (60).

Optional questions: Questions which councils had an option to include or not.

Percentages: Also referred to as 'detailed results', meaning the proportion of responses, expressed as a percentage.

Sample: The number of completed interviews, e.g. for a council or within a demographic sub-group.

**Significantly higher / lower**: The result described is significantly higher or lower than the comparison result based on a statistical significance test at the 95% confidence limit. If the result referenced is statistically higher or lower than this will be specifically mentioned, however not all significantly higher or lower results are referenced in summary reporting.

Tailored questions: Individual questions tailored by and only reported to the commissioning council.

**Used / experienced**: The result among people who have used or experienced that service (if question was selected by Council).

**Weighting:** Weighting factors are applied to the sample for each council based on available age and gender proportions from ABS census information to ensure reported results are proportionate to the actual population of the council, rather than the achieved survey sample.







**IBD Findings & Recommendation Report** 



Report Date: 19/02/2018

#### 2017 Community Satisfaction Survey (CSS)

Project Name:	CSS – IBD Review of Results	Key Stakeholders:	Executive Leadership Team (ELT)
			Group Manager Governance
			Group Manager Operations & Infrastructure
			Chief Financial Officer (CFO)
			IBD Project Management Officers
Report Author:	Iliada Bolton	Project Start Date:	17/01/2018
		Completion Date:	30/06/2018

#### Summary

Council has now completed two "Community Satisfaction Surveys".

The September 2016 survey, co-funded with Department of Premier and Cabinet, was intended to provide baseline information on community views towards, and satisfaction with, the services of Council, so as to inform priority areas for the newly formed councils to focus on. The survey was designed to be repeatable. In In December 2017 a further survey was undertaken. This second survey, council can compare results to the baseline data, to see how perceptions have changed over the last 12 months and to seek insight into ways to provide improved or more effective service delivery.

The following items have been considered for the IBD recommendations:

- Community Satisfaction Survey September 2016
- Community Satisfaction Survey December 2017
- General Manager Notes Received 09 January 2018

The next Community Satisfaction Survey is to be undertaken in September-November 2019, allowing approximately two years to action these results and achieve a better outcome for the next survey period.

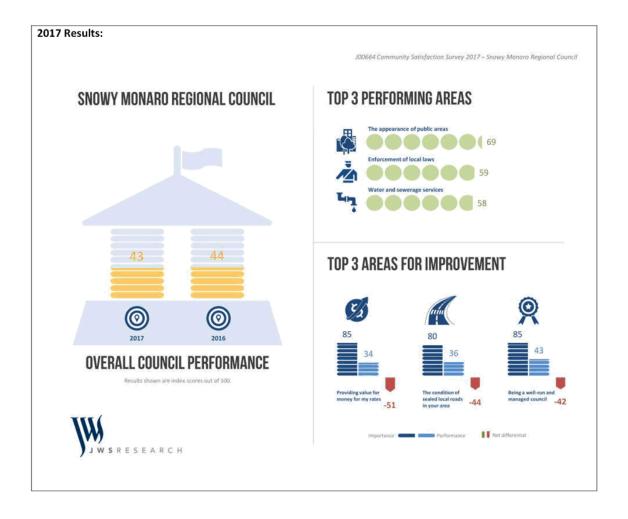
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Document Set ID: 3055324

Version: 3, Version Date: 27/02/2018

**IBD Findings & Recommendation Report** 



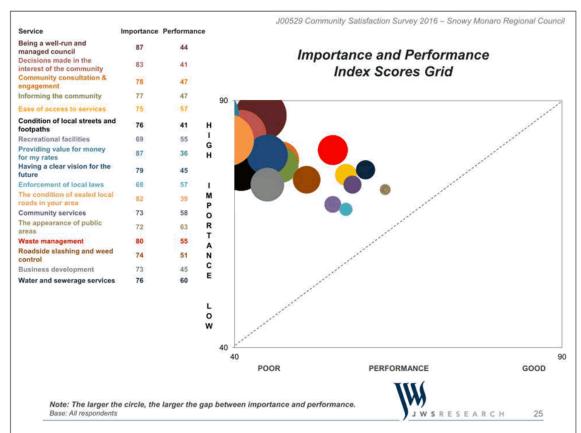


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#### **IBD Findings & Recommendation Report**





This indicates that there are two service areas that have scored the same (recreation and community services). Community services was listed in the 2016 as a top performer and has maintained it's position in this survey, despite not being listed.

#### Summary of General Comments relating to Top Three Areas for Improvement:

#### Rates

General Comments -

- Comparatively the rates are expensive (Canberra)
- 101 Management charges with no collections rural properties
- Water very expensive
- · Landfill gate charges too high
- No value for money

#### **Sealed Roads**

General Comments - Poor Quality & Frequency (we are always consistently poor)

- Better maintenance of all roads sealed and unsealed
- Strong opinions on why unsealed roads had not been included in the survey
- Grading Frequency to be reviewed
- Doing the job properly the first time; Pot holes/ Patching & Repairs continuous
- · Unsealed Roads are dangerous for Rural Fire access

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Version: 3, Version Date: 27/02/2018

#### SNOWY MONARO R E G I O N A L C O U N C I L Stronger together Better together

#### **IBD Findings & Recommendation Report**

**Innovation and Business Development** 

- Weed Control is poor
- · No say in what is a priority
- When they amalgamated they went from 9 graders to 3

#### Being a well-run and managed council

#### General Comments -

- Stemming heavily from the top two areas
- Making staff more accountable
- Better training for staff to execute jobs more effective and efficiently
- General Manager needs to be sacked
- If we can't handle the work contract it out

SNOWY MONARO REGIONAL COUNCIL

· Promote regional growth

#### 2016 Results

J00529 Community Satisfaction Survey 2016 - Snowy Moriaro Regional Council

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#### OVERALL COUNCIL PERFORMANCE

State-wide result is inclusive of all newly formed co Results shown are index scores out of 100.



### **TOP 3 PERFORMING AREAS**



#### **TOP 3 AREAS FOR IMPROVEMENT**



Community Satisfaction Survey (CSS)

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**IBD Findings & Recommendation Report** 



#### **Focus Areas**

- Providing value for money for my rates
- Being a well-run and managed council
- The condition of sealed local roads

The top three areas for improvement all demonstrate a differential of >-43 when considering performance versus importance.

Potential Risks				
Risk	Description	Proposed Risk Action		
Environmental	• Nil	• Nil		
Financial	Redirection of operational funds (within cost-centres) required to address focus areas	2019 budget allocations to action plans that will move towards addressing the top three priority areas		
	Investment in addressing outcomes of service reviews and community engagement will be required	Budget managers to report to Council and provide community information regarding budget expenditure and outputs at least		
	Additional funding to organisational	quarterly		
	communications to deliver a communication strategy	An adopted communication strategy with issues of non-compliance being actioned appropriately		
the o	the organisation in majority of service areas (assets, materials, workforce) to	Improved technology systems that support data collection and analysis		
present to the community		Display of technical data in easy-to-read and/or visual formats for publishing in all communication mediums		
Work Health and Safety	Protection of employees from verbal/physical abuse in outward- facing customer services and on-site employees	Risk assessment and risk control plans for all external customer-facing services documented and utilised to manage customer interactions		
		Corporate training budget allocation for dealing with difficult customer refresher training		
		Complaints policy and Unreasonable Complainants policy adopted and enforced		
ICT, Assets/ Infrastructure	Lack of understanding of equipment, assets and materials to deliver services	Prioritisation of extensive service review or process mapping that will better inform council's 'spend' and 'return on investment' that provides accurate information on value for money		
		<ul> <li>Monitoring and reporting against the implementation of benefits realisation recommendations of existing extensive</li> </ul>		

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#### **IBD Findings & Recommendation Report**

#### **Innovation and Business Development**

			service review analysis already completed
			Corporate Information System to support business intelligence function and continuous improvement culture
Legislative Compliance	•	Nil	• Nil
Reputation/ Image	•	The 2016 results were not released to the public due to the DPC not authorising the release. Releasing the 2017 results demonstrate a nonsignificant decline in overall performance and may increase the dissatisfaction and mistrust in the community  Management not actioning this report and documenting strategies to address the top three areas for performance improvement will inhibit the organisation from achieving our vision of "A Trusted Community Partner"  Focusing attention and resources on the Bombala Community will be seen as a disadvantage and disregard for the other larger areas of the region with greater economies of scale	<ul> <li>Release this report with a solid action plan that will address the top three areas for improvement</li> <li>Be open about the results and clear about what can be expected from us.</li> <li>Ensure the 2019 corporate plans are realistic and related to the strategies of the community as a whole (CSP)</li> <li>Utilise governance frameworks to ensure decision-making is based on the quadruple bottom line as a first line of defence</li> <li>Promote use of online and offline community engagement tools that will provide access to a wide range of community members to inform decision-making</li> <li>Language that continues to refer to the former Local Government areas should be avoided with a focus on our "region"</li> <li>Undertake business analysis on service areas</li> </ul>
Service Delivery	•	Further decline in differential between importance and performance will impact on budget allocations and possibly fees and charges.  Operational budget will need to be allocated to include work planning, communications and engagement to keep the community better informed on council operations	<ul> <li>Undertake business analysis on service areas with the biggest differentials to better understand opportunities to demonstrate or improve value for money</li> <li>Undertake consultation on service review outcomes (baseline or other) to determine gaps between over-and-under servicing versus community wants/needs</li> <li>Business unit managers and supervisors to involve the communications team in their regular team meetings in order to promote operational activities through the various communication mediums</li> <li>Seek quotes regarding regular (annual/biannual/quarterly) mail-outs to the community and allocate budget when agreed</li> </ul>

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**IBD Findings & Recommendation Report** 



Recommended Future Action				
Service Profile	Recommended Action			
Executive Leadership Team	Develop strong communication strategies and work plans that focus on addressing the top three areas for improvement			
	Review the top three performing areas and seek understanding as to what is making them successful and what could be transferred to other business units to improve council's performance			
	Consider the Bombala population (most dissatisfied with council performance) and determine a proposed strategy for community engagement with communications team			
Executive Management Team	Operational business units to provide regular information to communications team for newsletters and social media to focus on a more proactive approach and positive messaging			
	Develop result focused strategies that are measurable and complement this with communications plans that issue regular and meaningful progress to the community			
People & Culture	Quality management and benchmarking of workforce training and development (inter-council transfer or development courses)			
Chief Financial Officer	Improve transparency and education around the development of rating structures, fees and charges			
	Provide comparative information from councils similar in population and size in the public arena			
Governance	Seek a quote from JWS to present 2017 findings to EMT			
	Include a question regarding unsealed roads in the next CSS (this will be additional to the standard questions put forward by JWS)			

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**IBD Findings & Recommendation Report** 

#### **Innovation and Business Development**

Recommended Future Action	
Service Profile	Recommended Action
Group Manager Operations & Infrastructure	Although the question asked was regarding sealed local roads, these recommendations relate to road services broadly and will see an improvement across the whole service area if implemented
	Community consultation for grading frequency nominations, include road prioritisation methodology and make this publicly available
	<ul> <li>Review pot hole/patching (are there enough dedicated resources for this activity?/ do they have adequate plant &amp; assets to deliver a high quality output?/ do they have the necessary skills?).</li> </ul>
	Utilise data available in the Roads Maintenance Extensive Service Review to inform strategy, work plans and workforce planning
	Collective group of members (road technicians/specialists) from the CBRJO councils who meet at least quarterly to share knowledge and information regarding road maintenance methods, techniques, skill development and technology advances
	Community education around roads maintenance strategies & scheduling. Include why and how we must keep to a schedule to minimise reactive work
	Reviewing weed control programs (bush fire control) and impact on roadside maintenance schedules. Investigate options to consolidate slashing contracts/management on roadsides and ensure linkage with council's weed control programs.
	Provide information on our website regarding local roads separating from RMS roads, which are not under the control of council
	Document quality control methodology for road contractors and publish this.  Reference these when managing contractors and responding to complaints
Group Manager Environmental Management	Vegetation management to have input into roadside maintenance schedule for weed control and slashing
Innovation & Business Development	Utilise a variety of communication tools, methods and messages that promote the activities of council since merger and address some of the misconceptions and concerns about council's performance as a united entity
	Utilise findings of the CSS to inform development of strategic risks and recommend risk control plans
Fleet Management	Benchmarking against plant and equipment used for responsive road maintenance, including other councils (Nationally) that may have a similar workforce structure

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**IBD Findings & Recommendation Report** 

**Innovation and Business Development** 

Recommended Future Action			
Service Profile	Recommended Action		
Communications	Review explanation of index score and reframe for publication on communications that are issued regarding outcomes of the survey		
	Provide advice to EMT as to how the organisation can/should communicate with the Community		
	Consider a variety of communication methods in the communication strategy that includes:		
	Council newsletter sent via mail and email		
	Increase social media presence		
	Develop a cost proposal for Council newsletter sent via mail and determine budget on recommended issuing timeframes		
	Reduce investment in website as it is has performed low across all age categories as not being a preferred method of communication		
	Consolidated community engagement strategy that coordinates timing and projects, reducing consultation fatigue but enhancing engagement		
	Collect and report to Council on statistics relating to website access and social media activities		

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Community Satisfaction Survey Results Workshop

21 March 2018

Risk Action Comments			
Risk Category	ELT Additional Action or Comment	Responsible Officer	By When
Financial	Train people in data collection and use of the system	All Group Managers to assess needs and requirements	Mar-19
Service Delivery	Organisational Business Continuity Management Plan	Executive Manager Innovation & Business Development	Mar-19
Service Delivery	Operational budget will need to be allocated to include work planning, communications and engagement to keep the community better informed on council operations	Executive Manager Innovation & Business Development	Dec-18
Service Delivery	Group Managers to identify staff who require project management training and inform People and Culture	All Group Managers to assess needs and requirements	Sep-18
Service Delivery	Have project management staff formally trained	Group Manager People & Culture	Jun-19
Work Health and Safety	Protection of employees from verbal/physical abuse in outward- facing customer services and on-site employees	Group Manager People & Culture	Jun-19
Work Health and Safety	Complaints policy and Unreasonable Complainants policy adopted and enforced	Group Manager Governance	May-18

Community Satisfaction Survey Results Workshop

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Recommended Future Action				
Responsible Group	Recommendation	Responsible Officer	By When	Other Management Stakeholder/s
Executive Leadership Team	Develop strong communication strategies and work plans that focus on addressing the top three areas for improvement	General Manager / Executive Office	Sep-18	Communications Officer Operations & Infrastructure Directorate Chief Financial Officer
Executive Leadership Team	Review the top three performing areas and seek understanding as to what is making them successful and what could be transferred to other business units to improve council's performance	General Manager / Executive Office	Sep-18	Group Manager Facilities (Parks & Gardens) Group Manager Community Support Services and Aged Care Group Manager Environmental Management Group Manager Water & Wastewater
Executive Leadership Team	Consider the Bombala population (most dissatisfied with council performance) and determine a proposed strategy for community engagement with communications team	General Manager / Executive Office	Jun-18	
Executive Management Team	Operational business units to provide regular information to communications team for newsletters and social media to focus on a more proactive approach and positive messaging	General Manager / Executive Office	Jun-19	EMT and Service Managers
Executive Management Team	Develop result focused strategies that are measurable and complement this with communications plans that issue regular and meaningful progress to the community	Group Manager Governance	Sep-18	EMT
People & Culture	Quality management and benchmarking of workforce training and development (inter-council transfer or development courses)	Group Manager People & Culture	Jun-19	
Chief Financial Officer	Improve transparency and education around the development of rating structures, fees and charges	Chief Financial Officer	Jun-19	
Chief Financial Officer	Provide comparative information from councils similar in population and size in the public arena	Chief Financial Officer	Mar-19	

Community Satisfaction Survey Results Workshop

21 March 2018

Recommended Future Action				
Responsible Group	Recommendation	Responsible Officer	By When	Other Management Stakeholder/s
Governance	Seek a quote from JWS to present 2017 findings to EMT	Group Manager Governance	May-18	
Governance	Include a question regarding unsealed roads in the next CSS (this will be additional to the standard questions put forward by JWS)	Group Manager Governance	Sep-19	
Operations & Infrastructure	Although the question asked was regarding sealed local roads, these recommendations relate to road services broadly and will see an improvement across the whole service area if implemented	No action required	NAR	
Operations & Infrastructure	Community consultation for grading frequency nominations, include road prioritisation methodology and make this publicly available	Group Manager Operations & Infrastructure	Aug-18	Executive Office
Operations & Infrastructure	Review pot hole/patching (are there enough dedicated resources for this activity?/ do they have adequate plant & assets to deliver a high quality output?/ do they have the necessary skills?).	Group Manager Operations & Infrastructure	Aug-18	IBD Project Specialists
Operations & Infrastructure	Utilise data available in the Roads Maintenance Extensive Service Review to inform strategy, work plans and workforce planning	Executive Manager Innovation & Business Development	Jun-19	Group Manager Operations & Infrastructure
Operations & Infrastructure	Collective group of members (road technicians/specialists) from the CBRJO councils who meet at least quarterly to share knowledge and information regarding road maintenance methods, techniques, skill development and technology advances	Group Manager Operations & Infrastructure	Mar-19	
Operations & Infrastructure	Community education around roads maintenance strategies & scheduling. Include why and how we must keep to a schedule to minimise reactive work	Group Manager Operations & Infrastructure	Jun-19	Executive Office
Operations & Infrastructure	Reviewing weed control programs (bush fire control) and impact on roadside maintenance schedules. Investigate options to consolidate slashing contracts/management on roadsides and ensure linkage with council's weed control programs.	Group Manager Environmental Management	Dec-18	Group Manager Operations & Infrastructure
Operations & Infrastructure	Provide information on our website regarding local roads separating from RMS roads, which are not under the control of council	Group Manager Operations & Infrastructure	Sep-18	Executive Office
Operations & Infrastructure	Document quality control methodology for road contractors and publish this. Reference these when managing contractors and responding to complaints	Group Manager Operations & Infrastructure	Sep-18	

Prepared by: EM Innovation Business Developmen

Community Satisfaction Survey Results Workshop

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Recommended Future Action				
Responsible Group	Recommendation	Responsible Officer	By When	Other Management Stakeholder/s
Environmental Management	Vegetation management to have input into roadside maintenance schedule for weed control and slashing	Group Manager Environmental Management	Sep-18	Group Manager Operations & Infrastructure
Innovation & Business Development	Utilise a variety of communication tools, methods and messages that promote the activities of council since merger and address some of the misconceptions and concerns about council's performance as a united entity	Executive Manager Innovation & Business Development	May-19	EMT
Innovation & Business Development	Utilise findings of the CSS to inform development of strategic risks and recommend risk control plans	Executive Manager Innovation & Business Development	May-18	EMT
Fleet Management	Benchmarking against plant and equipment used for responsive road maintenance, including other councils (Nationally) that may have a similar workforce structure	Group Manager Assets & Engineering	Jun-19	
Communications	Review explanation of index score and reframe for publication on communications that are issued regarding outcomes of the survey	General Manager / Executive Office	Apr-18	Communications Officer
Communications	Provide advice to EMT as to how the organisation can/should communicate with the Bombala Community for Bombala related issues	General Manager / Executive Office	Jun-18	Communications Officer
Communications	Consider a variety of communication methods in the communication strategy that includes:  - Council newsletter sent via mail and email - Increase social media presence	General Manager / Executive Office	Dec-18	Communications Officer
Communications	Develop a cost proposal for Council newsletter sent via mail and determine budget on recommended issuing timeframes	General Manager / Executive Office	Jun-18	Communications Officer
Communications	Reduce investment in website as it is has performed low across all age categories as not being a preferred method of communication	General Manager / Executive Office	Jun-19	Communications Officer CFO (Budget) IT
Communications	Consolidated community engagement strategy that coordinates timing and projects, reducing consultation fatigue but enhancing engagement	General Manager / Executive Office	Sep-19	EMT



### **CONTENTS**

Background and objectives

Survey methodology and sampling

Key findings and recommendations

Summary of findings

#### **Detailed findings**

- Key core measure: Overall performance
- Key core measure: Customer service
- Positives and areas for improvement
- Communications
- User of council services
- Knowledge of mergers
- Individual service areas
- Detailed demographics

Appendix A: Further project information

Appendix B: Detailed survey tabulations



### **BACKGROUND AND OBJECTIVES**

This report outlines the results and recommendations of the 2016 NSW Local Government Community Satisfaction Survey for Snowy Monaro Regional Council.

In a first for the NSW Local Government sector, the Department of Premier and Cabinet (DPC) coordinated delivery of this Community Satisfaction Survey amongst newly established councils in NSW in 2016. The survey is intended to produce data that will assist new councils in measuring success of implementation.

DPC together with new councils developed a success framework to guide the implementation of new councils and to measure progress. The Stronger Councils Framework defines a strong council as one that delivers results for their community, builds relationships and partnerships, and has the culture, people and capability to make this happen. An agreed measure of success in the Stronger Councils Framework is community satisfaction with council's overall performance.

The 2016 survey is intended to provide baseline information on community views towards, and satisfaction with, the services of council. The research will be an important tool for councils to better understand what matters to their communities and enable them to focus their implementation activities to improve services, focus communications, enhance community perceptions of council and build stronger relationships between councils and their communities.

It is anticipated that the 2016 Local Government Community Satisfaction Survey will be the genesis of an ongoing sector-wide annual local government survey regime.

WSRESEARCH

### **CONTEXT**

The 2016 survey is intended to provide baseline information on community views towards, and satisfaction with, the services of council, so as **to inform priority areas for the newly formed councils to focus on**.

The survey has been designed to be repeatable. In this the first year, where only baseline data is available, councils can compare results to other newly formed councils, either State-wide, or within the metropolitan or regional/ rural group. For further comparison, should they wish, councils can refer to results in the Victorian State-wide report, which is available at: <a href="http://www.dtpli.vic.gov.au/local-government/publications-and-research/council-community-satisfaction-survey">http://www.dtpli.vic.gov.au/local-government/publications-and-research/council-community-satisfaction-survey</a>.

It is intended that this baseline data will be replicated to provide trend data for measurement and review in future years.

It is important to note that most Councils participating in this research were formed on the 12<sup>th</sup> May, 2016. Respondents were asked to reflect specifically on the performance of the newly formed council. Notwithstanding this, there is potential that the results could also reflect respondents' perceptions of the former councils.



### SURVEY METHODOLOGY AND SAMPLING

This survey was conducted by Computer Assisted Telephone Interviewing (CATI) as a representative random probability survey of residents aged 18+ years in Snowy Monaro Regional Council.

Survey sample was purchased from an accredited supplier of publicly available phone records, including up to 30% mobile phone numbers to cater to the diversity of residents within Snowy Monaro Regional Council, particularly younger people.

A total of n=400 completed interviews were achieved in Snowy Monaro Regional Council. Survey fieldwork was conducted in the period of 1<sup>st</sup> to 30<sup>th</sup> September, 2016.

Minimum quotas of gender within age groups were applied during the fieldwork phase. Post-survey weighting was then conducted to ensure accurate representation of the age and gender profile of the Snowy Monaro Regional Council area.

Any variation of +/-1% between individual results and net scores in this report or the detailed survey tabulations is due to rounding. In reporting, '—' denotes not mentioned and '0%' denotes mentioned by less than 1% of respondents. 'Net' scores refer to two or more response categories being combined into one category for simplicity of reporting.

This research was conducted in compliance with AS-ISO 20252.

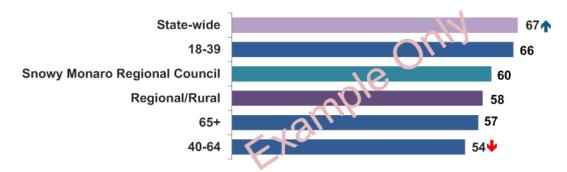


### SIGNIFICANT DIFFERENCES EXPLAINED

Within tables and index score charts throughout this report, statistically significant differences at the 95% confidence level are represented by upward directing blue and downward directing red arrows. Significance when noted indicates a significantly higher or lower result for the analysis group in comparison to the 'total' or overall result for the council for that survey question. Therefore in the example below:

- The State-wide result is significantly <u>higher</u> than the overall result for the council.
- ➤ The result among 40-64 year olds is significantly <u>lower</u> than the overall result for the council.

#### Overall Performance - Index Scores





### **INDEX SCORES EXPLAINED**

Many questions ask respondents to rate council on a five-point scale, for example, performance from 'very good' to 'very poor', with 'can't say' also a possible response category. To facilitate ease of reporting and comparison of results over time (following this benchmark wave), and measured against the State-wide result and the council group, an 'Index Score' has been calculated for such measures.

The Index Score is calculated and represented as a score out of 100 (on a 0 to 100 scale), with 'can't say' responses excluded from the analysis. The '% RESULT' for each scale category is multiplied by the 'INDEX FACTOR'. This produces an 'INDEX VALUE' for each category, which are then summed to produce the 'INDEX SCORE', equating to '60' in the following example.

SCALE CATEGORIES	% RESULT	INDEX FACTOR	CALCULATION	INDEX VALUE
Very good	9%	100	9% x 100 =	9
Good	40%	75	40% x 75 =	30
Average	37%	50	37% x 50 =	19
Poor	9%	25	9% x 25 =	2
Very poor	4%	0	4% x 0 =	0
Can't say	1%			INDEX SCORE 60



### **INDEX SCORE IMPLICATIONS**

Index scores are indicative of an overall rating on a particular service area. In this context, index scores indicate:

- a) how well council is seen to be performing in a particular service area; or
- b) the level of importance placed on a particular service area.

For ease of interpretation, index score ratings can be categorised as follows:

INDEX SCORE	Performance implication	Importance implication	
80 – 100	Council is performing <b>very well</b> in this service area	This service area is seen to be extremely important	
60 – 80	Council is performing <b>well</b> in this service area, but there is room for improvement	This service area is seen to be very important	
40 – 60	Council is performing <b>satisfactorily</b> in this service area but needs to improve	This service area is seen to be fairly important	
0 – 40	Council is performing <b>poorly</b> in this service area	This service area is seen to be <b>not that important</b>	



### **FURTHER INFORMATION**

#### **Further Information**

Further information about the report and explanations about the Local Government Community Satisfaction Survey can be found in the <u>Appendix A</u>, including:

- Margins of error
- Analysis and reporting
- Glossary of terms

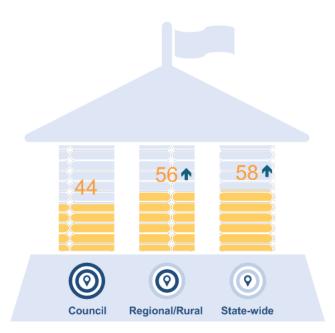
#### **Contacts**

For further queries about the conduct and reporting of the 2016 Local Government Community Satisfaction Survey, please contact JWS Research on 03 8685 8555 or email <a href="mailto:nswcss@jwsresearch.com">nswcss@jwsresearch.com</a>





#### **SNOWY MONARO REGIONAL COUNCIL**

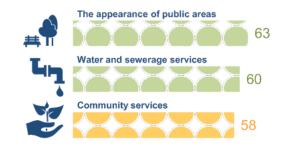


#### **OVERALL COUNCIL PERFORMANCE**

State-wide result is inclusive of all newly formed councils. Results shown are index scores out of 100.



#### **TOP 3 PERFORMING AREAS**



#### **TOP 3 AREAS FOR IMPROVEMENT**



### **OVERALL PERFORMANCE**

Snowy Monaro Regional Council residents rate the current overall performance of the newly formed council in a satisfactory way. However, the overall performance index score of 44 is at the low end of the yellow zone, and indicates there is a need for Council to improve perceptions of how it is performing.

- Snowy Monaro Regional Council is rated statistically significantly lower (at the 95% confidence interval) than the average rating for newly formed councils State-wide and in the regional/rural group (index scores of 58 and 56 respectively).
- Residents aged 65+ (index score of 50) are **significantly more favourable** than average in their view of Snowy Monaro Regional Council's overall performance.

Around one third (34%) of residents rate Snowy Monaro Regional Council's overall performance as either 'poor' or 'very poor'. This outweighs the proportion of residents who rate Council's overall performance as 'good' or 'very good' (23%).

Notably, more than one in ten (12%) residents have not yet formed an opinion on the overall performance of the newly formed council (providing a 'can't say' response).

- This rises to 18% among those aged 65+ years, the cohort that is currently rating Council's overall performance most favourably.
- This presents Council with an opportunity to communicate with *all* residents about what Council's plans are, and what Council is doing.

### **OVERVIEW OF CORE PERFORMANCE MEASURES**

Review of the core performance measures (as shown on page 21) shows that Snowy Monaro Regional Council is performing *significantly lower* than the State-wide and regional/rural council averages on all of these measures.

The biggest differentials (more than 10 points compared to both of these groups) are on:

- Overall performance (index score of 44)
- Decisions made in the interest of the community (index score of 41)
- The condition of local streets and footpaths in your area (index score of 41)
- Providing value for money for my rates (index score of 36).

There are some clear differences evident by demographic cohorts. The older cohort (aged 65+ years) rates Council significantly higher than average on five of the 10 core performance measures.

In the area of customer service (index score of 62), Snowy Monaro Regional Council is significantly lower than both the State-wide and regional/rural council averages (index scores of 69 and 70, respectively), although this is Snowy Monaro Regional Council's best performing core performance area.

Importantly, Council should endeavour to use positive customer service opportunities to enhance perceptions across other service areas.

### AREAS WHERE COUNCIL IS PERFORMING WELL

With a performance index score of 63, the appearance of public areas is Snowy Monaro Regional Council's best performing service area. Rated in the light green zone, residents consider that Council is performing well in this area, although there remains room for improvement.

- More than half of Snowy Monaro Regional Council's residents (53%) rate performance in the appearance of public areas as 'very good' or 'good', more than four times the proportion who rate it as 'very poor' or 'poor' (12%).
- ➤ However, with an importance index score of 72, it is one of the less important service areas.

Customer service (performance index score of 62) is another area where Council is rated higher compared to other service areas. Indeed, customer service is one of the most frequently mentioned best things about Council (mentioned by 8% of residents).

In the area of water and sewerage services, Council's performance index score of 60 places it just into the light green zone, suggesting Council is performing well in this service area, but there is room for improvement. Notably, this is an area where many residents are unsure of how Council is performing (16% can't say).

Council must not lose sight of the fact that even on these higher rated service areas, it is performing *significantly* worse than the State-wide and the regional/rural group of councils. This indicates that there is further room for driving enhanced perceptions and experience.

### SERVICE AREAS IN NEED OF ATTENTION

With a performance index score of 36, providing value for money for my rates is rated lowest by Snowy Monaro Regional Council residents. This is a very low performance index score, indicating that Council is seen to be performing poorly in this area.

- This is *significantly lower* than the State-wide and regional/rural council group averages (performance index of 51 and 48, respectively).
- The importance of this service area is evidenced by a high importance index score of 87, indicating that it is **one of the most important service areas overall** (equal highest).
- Almost half of Snowy Monaro Regional Council residents rate Council's performance in providing value for money for my rates as 'poor' or 'very poor' (47%).
- Similarly, Council was rated less favourably on **being a well-run and managed council** (performance index score of 44). This is likely related to the value for money perceptions.

The condition of sealed local roads and the condition of local streets and footpaths in your areas also received low performance index scores (39 and 41 respectively).

- More than two in five residents rate Council's performance in each of these areas as 'poor' or 'very poor' (45% and 42% respectively).
- Differences are evident by location, with those in the Jindabyne and surrounds area rating the condition of sealed local roads significantly lower (performance index score of 27), and the condition of local streets and footpaths slightly lower (35). These locational differences provide guidance on where to target attention first.

### **CUSTOMER CONTACT AND SERVICE**

### Half (51%) of Snowy Monaro Regional Council residents have had recent contact with Council.

- The main method of contacting Council is in-person (25% of residents), followed by telephone (21%).
- These traditional methods of contacting council are likely to remain for some time, as they are used equally by residents of all ages.

Newsletters sent via mail, and to a lesser extent email, are the preferred ways for Council to inform residents about news, information and upcoming events. However, there is a significantly higher incidence of nominating social media (e.g. Facebook or Twitter) as a preferred means of communication for residents aged under 50 compared to those over 50 years old.

Council's customer service index of 62 is *significantly lower* than both the State-wide and regional/rural group averages (69 and 70, respectively), indicating room for improvement exists.

- ➤ More than half (57%) of residents rate Council's customer service as 'very good' or 'good'.
- Perceptions of customer service are relatively consistent across all demographic groups, meaning there is no particular cohort that Council should focus its attention on. Rather, Council should aim to improve customer service across all groups.



### **FOCUS AREAS FOR COMING 12 MONTHS**

For the coming 12 months, Snowy Monaro Regional Council should pay particular attention to the service areas where stated importance exceeds rated performance by more than 10 points. Key priorities are those where the differential is 35 points or more, including:

- Providing value for money for my rates (margin of 51 points)
- ➤ Being a well-run and managed council (margin of 43 points)
- The condition of sealed local roads in your area (margin of 43 points)
- > Decisions made in the interest of the community (margin of 42 points)
- The condition of local streets and footpaths in your area (margin of 35 points).

In the above mentioned areas, Snowy Monaro Regional Council is also underperforming on a relative basis in comparison to the State-wide and regional/rural group averages.

Consideration should also be given to residents of Bombala and surrounds and those aged 18-39, who are driving negative opinion. On the positive side:

- Council should maintain its strong performance in the area of appearance of public areas and customer service.
- It is also important not to ignore, and to learn from, what is working amongst other groups, especially residents aged 65+ years, and use these lessons to build performance experience and perceptions in other areas.

### FURTHER AREAS OF EXPLORATION

An approach we recommend is to further mine the survey data to better understand the profile of these over and under-performing demographic groups. This can be achieved via additional consultation and data interrogation, or self-mining the SPSS data provided to the council.

Please note that the category descriptions for the coded open ended responses are generic summaries only. We recommend further analysis of the detailed cross tabulations and the actual verbatim responses, with a view to understanding the responses of key demographic and geographic groups, especially any target groups identified as requiring attention.

A personal briefing by senior JWS Research representatives is also available to assist in providing both explanation and interpretation of the results.



### **SNAPSHOT OF KEY FINDINGS**

Highest performance result

• The appearance of public areas

Lowest performance result

Providing value for money for my rates

Most favourably disposed towards Council

Aged 65+ years

Least favourably disposed towards Council

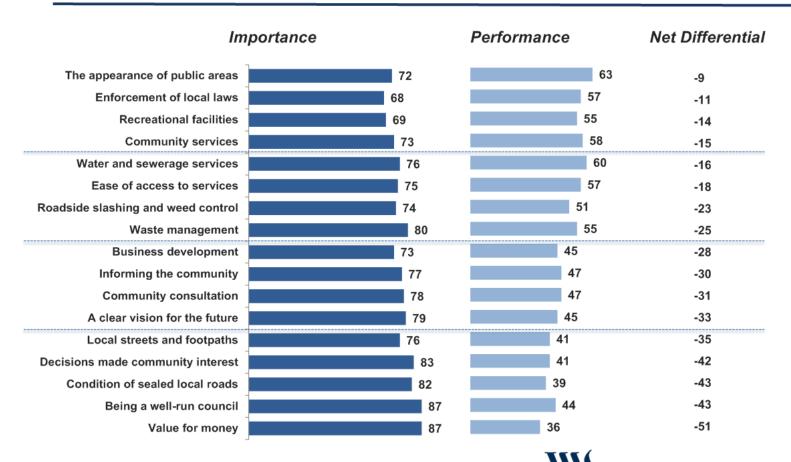
- · Bombala and Surrounds
- Aged 18-39 years



# SUMMARY OF CORE PERFORMANCE MEASURES: INDEX SCORE RESULTS

Performance Measures	Snowy Monaro Regional Council	Regional/ Rural	State-wide	Highest score	Lowest score
Overall performance	44	56	58	65+ years	Bombala and Surrounds
Being a well-run and managed council	44	53	55	65+ years	18-39 years
Decisions made in the interest of the community	41	52	52	65+ years	40-64 years
Community consultation and engagement	47	54	53	Berridale and Surrounds 18-39 years	Bombala and Surrounds
Informing the community	47	56	56	Jindabyne and Surrounds	18-39 years
Ease of access to services	57	63	63	Cooma and Surrounds	Berridale and Surrounds
The condition of local streets and footpaths in your area	41	52	53	65+ years	Jindabyne and Surrounds
Recreational facilities	55	65	66	65+ years	Bombala and Surrounds
Providing value for money for my rates	36	48	51	65+ years	18-39 years
Customer service	62	70	69	40-64 years	Jindabyne and Surrounds

## INDIVIDUAL SERVICE AREAS INDEX SCORE SUMMARY IMPORTANCE VS PERFORMANCE

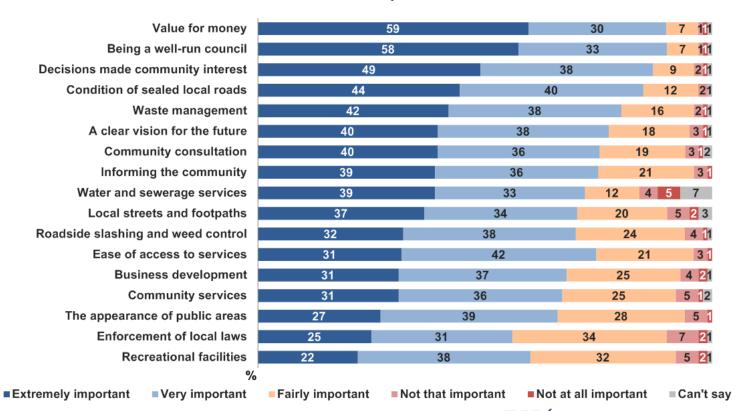


Base: All respondents.

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## INDIVIDUAL SERVICE AREAS IMPORTANCE DETAILED PERCENTAGES

#### Individual Service Areas Importance

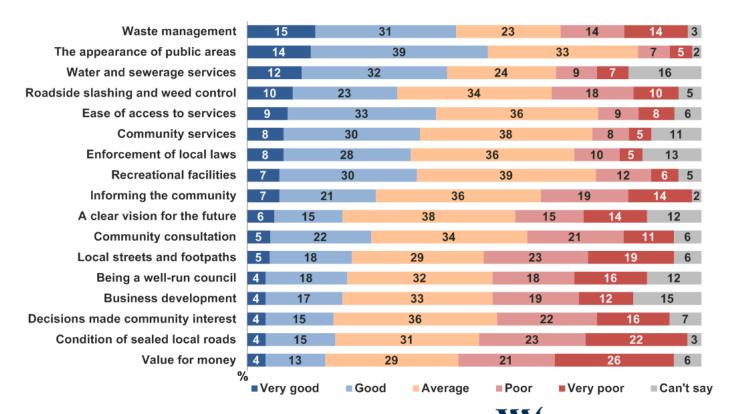


Q2. Firstly, how important should [RESPONSIBILITY AREA] be as a responsibility for Council? Base: All respondents.



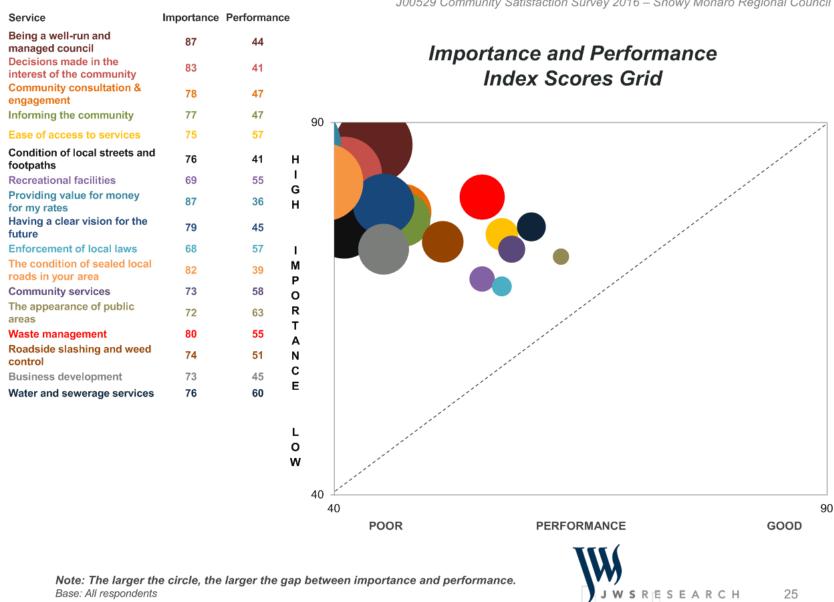
## INDIVIDUAL SERVICE AREAS PERFORMANCE DETAILED PERCENTAGES

#### Individual Service Areas Performance



Q3. Firstly, how has Council performed recently on [FIRST RESPONSIBILITY AREA]? Base: All respondents.



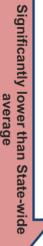


## INDIVIDUAL SERVICE AREAS SUMMARY COUNCIL'S PERFORMANCE VS STATE-WIDE AVERAGE

Significantly higher than State-wide average

- None Applicable

- Being a well-run and managed council
- Decisions made in the interest of the community
- Community consultation and engagement
- Informing the community
- Ease of access to services
- The condition of local streets and footpaths in your area
- Recreational facilities
- Providing value for money for my rates
- Having a clear vision for the future
- Enforcement of local laws
- The condition of sealed local roads in your area
- Community services
- The appearance of public areas
- Waste management
- Roadside slashing and weed control
- Business development
- Water and sewerage services





## INDIVIDUAL SERVICE AREAS SUMMARY COUNCIL'S PERFORMANCE VS S REGIONAL/RURAL AVERAGE

Significantly higher than regional/rural average

- None Applicable

- Being a well-run and managed council
- Decisions made in the interest of the community
- Community consultation and engagement
- Informing the community
- Ease of access to services
- The condition of local streets and footpaths in your area
- Recreational facilities
- Providing value for money for my rates
- Enforcement of local laws
- The condition of sealed local roads in your area
- Community services
- The appearance of public areas
- Waste management
- Roadside slashing and weed control
- Business development
- Water and sewerage services

Significantly lower than regional/rural average

## POSITIVES AND AREAS FOR IMPROVEMENT SUMMARY

BEST THINGS

- Customer service positive
- Positive re council officers (integrity/ actions)
- Waste management
- Parks and gardens

- Sealed road maintenance
- Communication
- Rates too expensive
- Community consultation
- Un-sealed road maintenance
- Waste management

AREAS FOR IMPROVEMENT

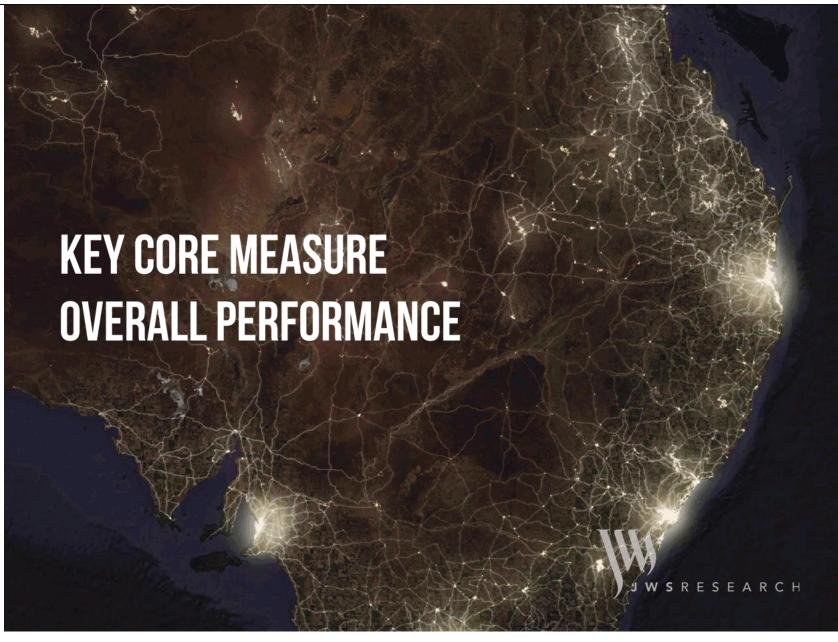
Q9. What does Council MOST need to do to improve its performance in the next 12 months? Once again, it could be about any of the issues or services we have covered in this survey or it could be about something else altogether?

Q10. Please tell me what is the ONE BEST thing about Council? It could be about any of the issues or services we have covered in this survey or it could be about something else altogether?

Base: All respondents.

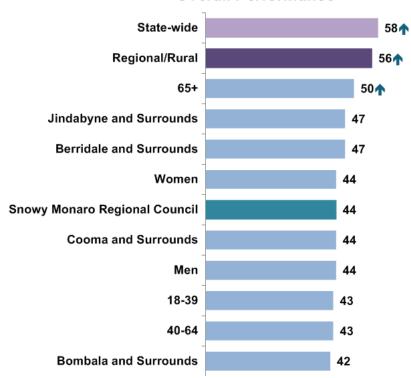






# OVERALL PERFORMANCE INDEX SCORES

#### **Overall Performance**



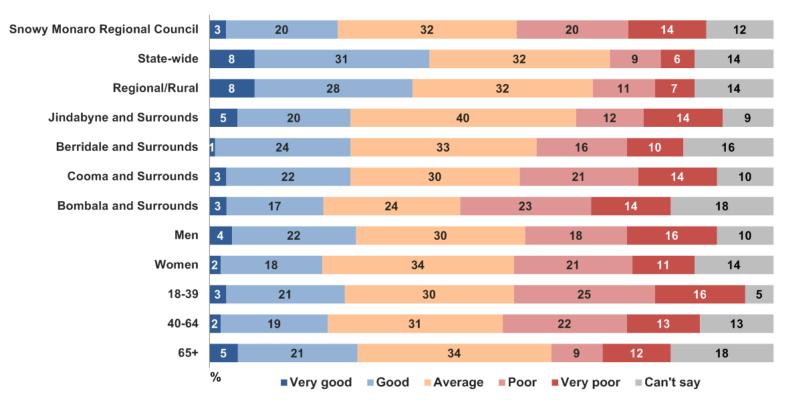
Q1. How do you feel about the current performance of Council, not just on one or two issues, BUT OVERALL across all responsibility areas? Would you say it is...?

Base: All respondents. Councils asked State-wide: 20



## OVERALL PERFORMANCE DETAILED PERCENTAGES

#### **Overall Performance**



Q1. How do you feel about the current performance of Council, not just on one or two issues, BUT OVERALL across all responsibility areas? Would you say it is...?

Base: All respondents. Councils asked State-wide: 20



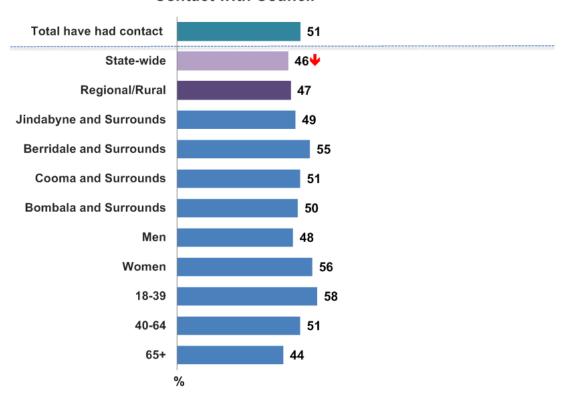


# CONTACT WITH COUNCIL SUMMARY

Overall contact with Snowy Monaro Regional Council	• 51%		
Most contact with Snowy Monaro Regional Council	<ul><li>Aged 18-39 years</li><li>Women</li></ul>		
Least contact with Snowy Monaro Regional Council	<ul><li>Aged 65+ years</li><li>Men</li></ul>		
Customer Service rating	Index score of 62		
Most satisfied with Customer Service	<ul><li>Aged 40-64 years</li><li>Men</li></ul>		
Least satisfied with Customer Service	<ul><li>Jindabyne and Surrounds</li><li>Aged 65+ years</li></ul>		

### **CONTACT WITH COUNCIL**

#### Contact with Council

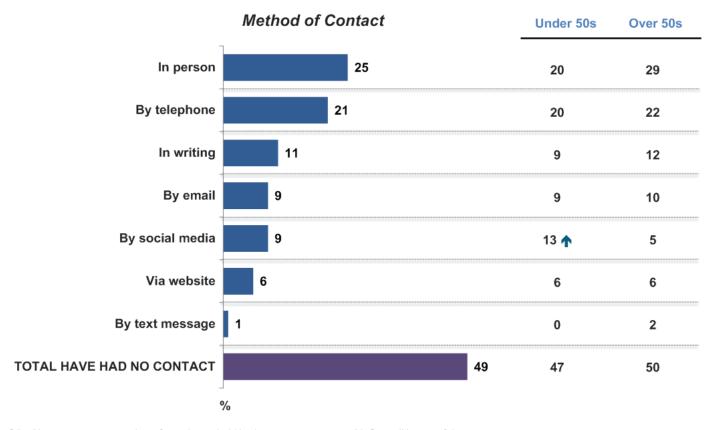


Q5a. Have you or any member of your household had any recent contact with Council in any of the following ways?

Base: All respondents. Councils asked State-wide: 20



## METHOD OF CONTACT WITH COUNCIL DETAILED PERCENTAGES



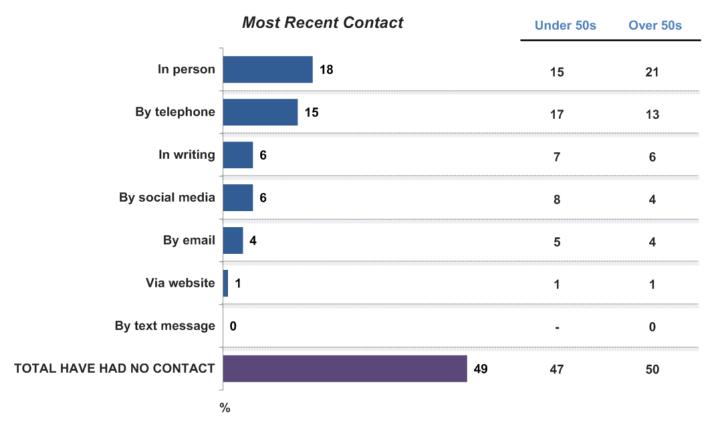
Q5a. Have you or any member of your household had any recent contact with Council in any of the following ways?

Base: All respondents. Councils asked State-wide: 20

Note: Respondents could name multiple contacts methods so responses may add to more than 100%



## MOST RECENT METHOD OF CONTACT WITH COUNCIL DETAILED PERCENTAGES

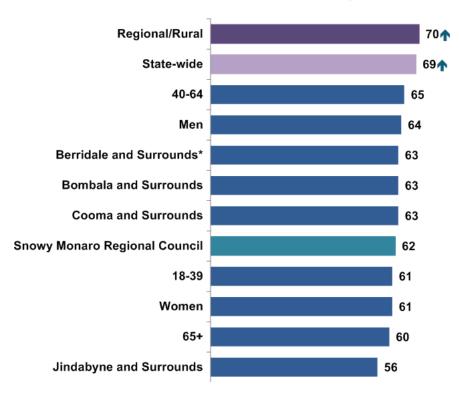


Q5b. What was the method of contact for the most recent contact you had with Council? Base: All respondents. Councils asked State-wide: 20



# CONTACT CUSTOMER SERVICE INDEX SCORES

#### **Customer Service Rating**



Q5c. Thinking of the most recent contact, how would you rate Council for customer service? Please keep in mind we do not mean the actual outcome but rather the actual service that was received.

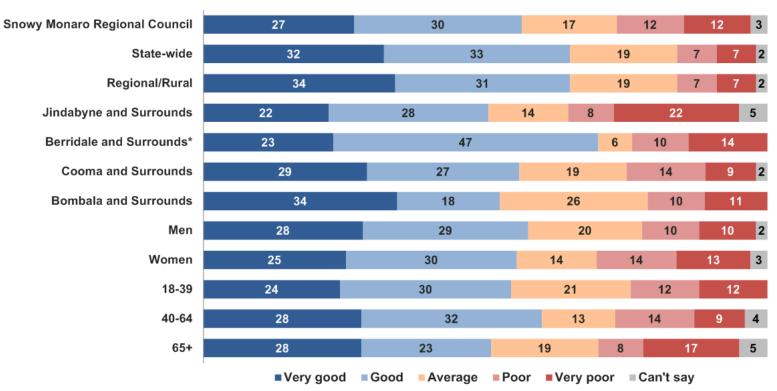
Base: All respondents who have had contact with Council (n=198). Councils asked State-wide: 20

\*Caution: small sample size < n=30



## CONTACT CUSTOMER SERVICE DETAILED PERCENTAGES

#### **Customer Service Rating**



Q5c. Thinking of the most recent contact, how would you rate Council for customer service? Please keep in mind we do not mean the actual outcome but rather the actual service that was received.

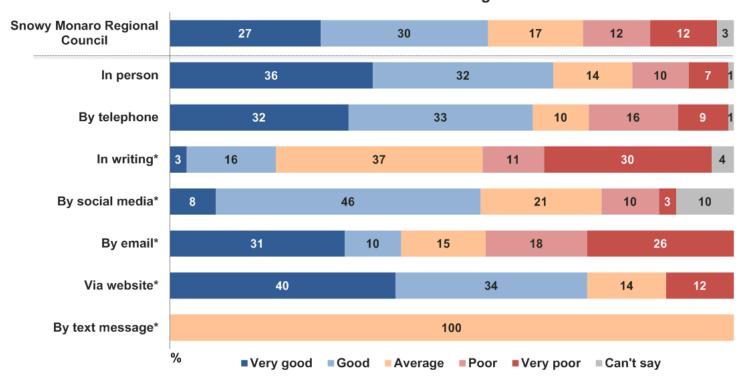
Base: All respondents who have had contact with Council (n=198). Councils asked State-wide: 20

\*Caution: small sample size < n=30



### CONTACT CUSTOMER SERVICE DETAILED PERCENTAGES BY METHOD OF LAST CONTACT

### **Customer Service Rating**



Q5c. Thinking of the most recent contact, how would you rate Council for customer service? Please keep in mind we do not mean the actual outcome but rather the actual service that was received.

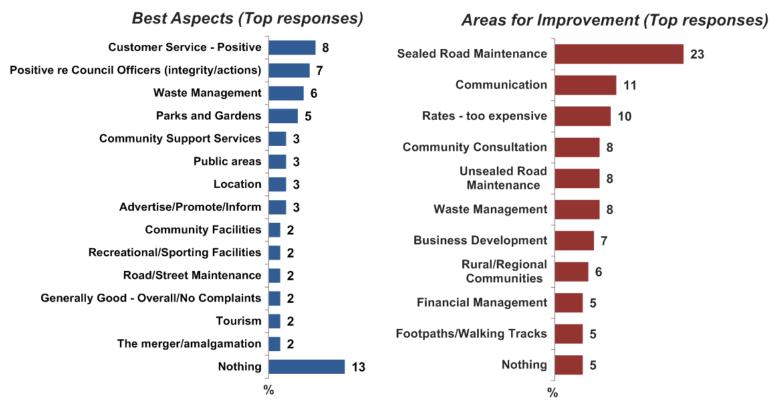
Base: All respondents who have had contact with Council (n=198). Councils asked State-wide: 20

\*Caution: small sample size < n=30





### BEST THINGS ABOUT COUNCIL AND AREAS TO IMPROVE DETAILED PERCENTAGES

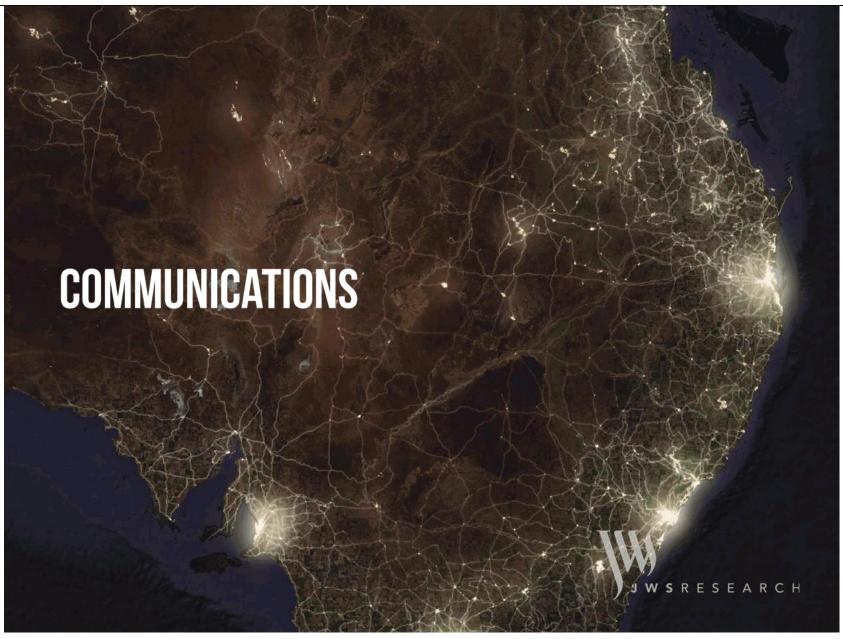


Q9. What does Council MOST need to do to improve its performance in the next 12 months? Once again, it could be about any of the issues or services we have covered in this survey or it could be about something else altogether?

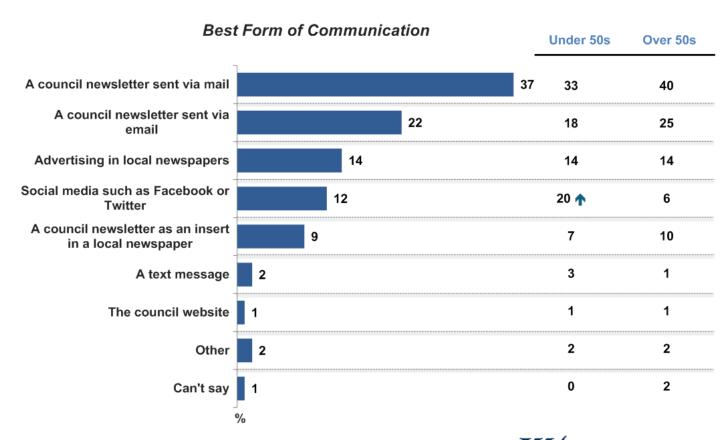
Q10. Please tell me what is the ONE BEST thing about Council? It could be about any of the issues or services we have covered in this survey or it could be about something else altogether?

Base: All respondents. Councils asked State-wide: 20





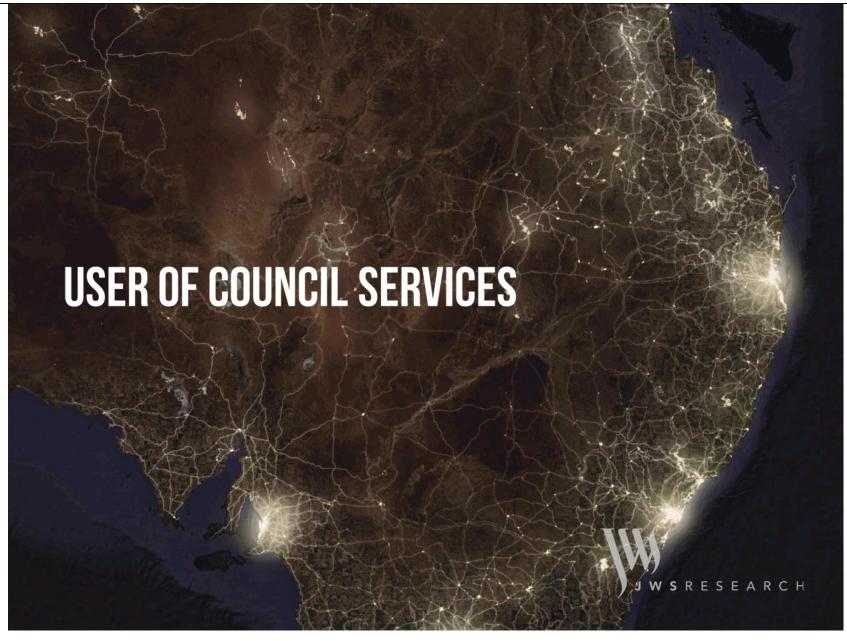
### **BEST FORMS OF COMMUNICATION**



Q6. If Council was going to get in touch with you to inform you about Council news and information and upcoming events, which ONE of the following is the BEST way to communicate to you?

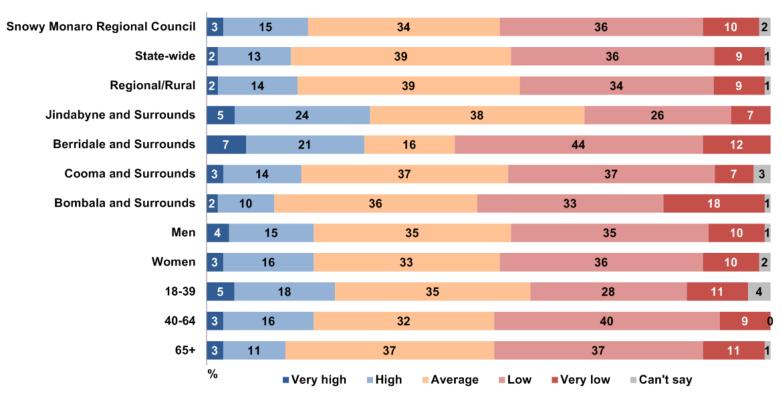
Base: All respondents. Councils asked State-wide: 20





### **USER OF COUNCIL SERVICES**

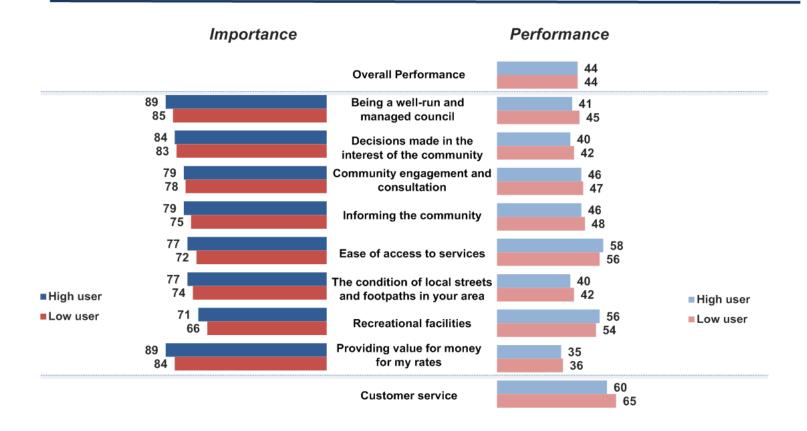
### **User of Council Services**



Q7. Would you consider yourself to be a high or low user of your council services? Is that... Base: All respondents. Councils asked State-wide: 20



### CORE MEASURES INDEX SCORE RESULTS BY USER OF SERVICES



Q7. Would you consider yourself to be a high or low user of your council services? Is that... Base: All respondents. Councils asked State-wide: 20

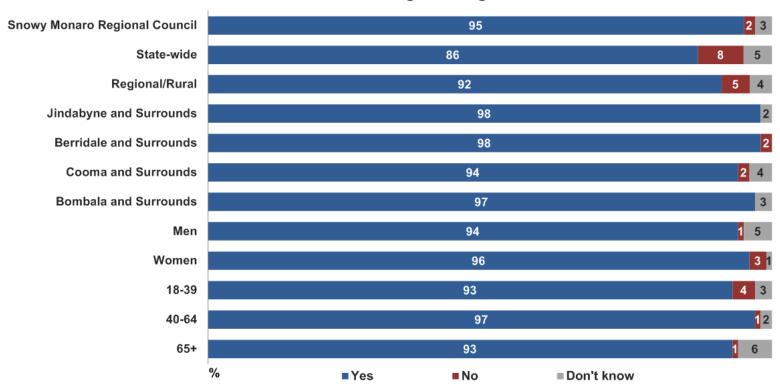
Note: 'High user' is defined as 'very high', 'high' or 'average' user of council services. 'Low user' is defined as 'low' or 'very low' user of council services.





### **KNOWLEDGE OF MERGERS**

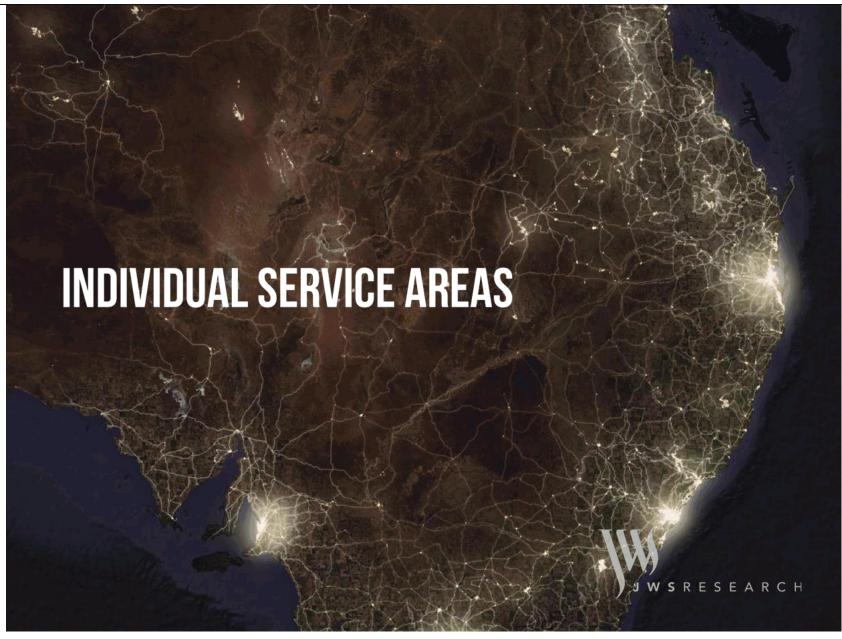
### Knowledge of Mergers



Q8. There have recently been some changes to local government. To your knowledge, has your council been involved in a merger with another council?

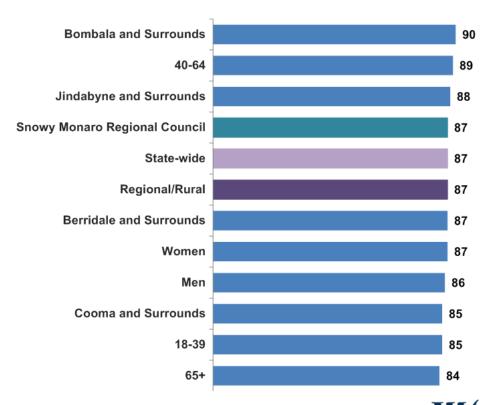
Base: All respondents. Councils asked State-wide: 20





## BEING A WELL-RUN AND MANAGED COUNCIL IMPORTANCE INDEX SCORES

### Being a Well-run and Managed Council Importance

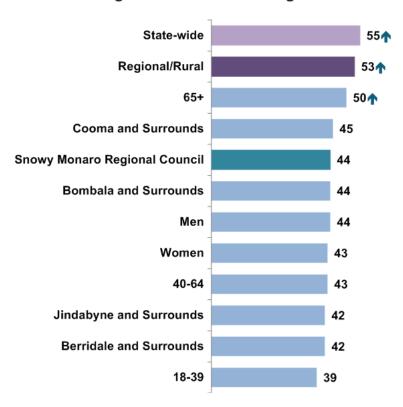


Q2. Firstly, how important should 'being a well-run and managed council' be as a responsibility for Council? Base: All respondents. Councils asked State-wide: 20



## BEING A WELL-RUN AND MANAGED COUNCIL PERFORMANCE INDEX SCORES

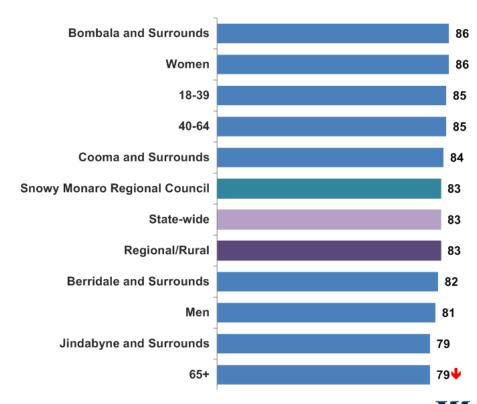
### Being a Well-run and Managed Council Performance



J W S R E S E A R C H

### DECISIONS MADE IN THE INTEREST OF THE COMMUNITY IMPORTANCE INDEX SCORES

### Decisions Made in the Interest of the Community Importance



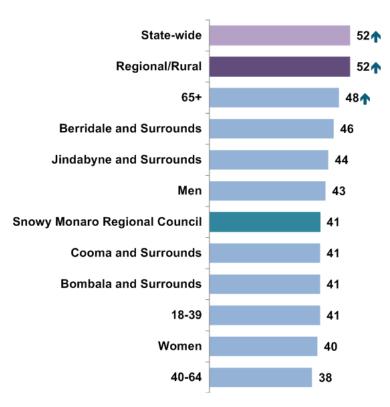
Q2. Firstly, how important should 'decisions made in the interest of the community' be as a responsibility for Council?

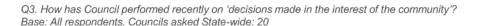
Base: All respondents. Councils asked State-wide: 20



### DECISIONS MADE IN THE INTEREST OF THE COMMUNITY PERFORMANCE INDEX SCORES

### Decisions Made in the Interest of the Community Performance

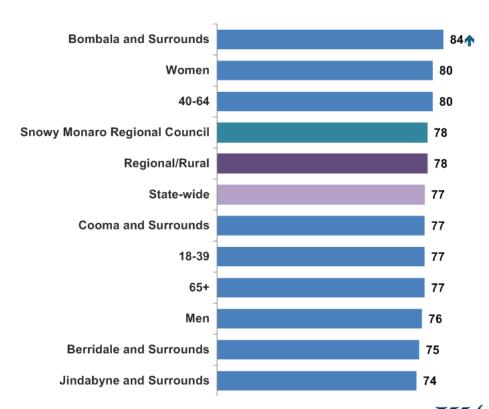






### COMMUNITY CONSULTATION AND ENGAGEMENT IMPORTANCE INDEX SCORES

### Community Consultation and Engagement Importance



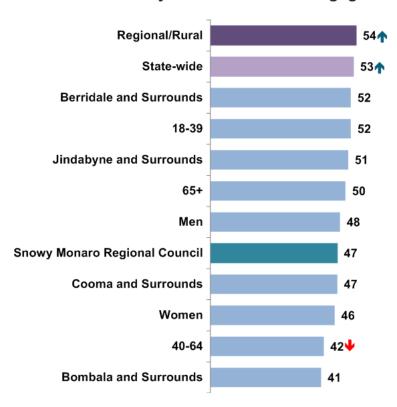
Q2. Firstly, how important should 'community consultation and engagement' be as a responsibility for Council?

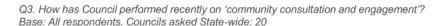
Base: All respondents. Councils asked State-wide: 20



# COMMUNITY CONSULTATION AND ENGAGEMENT PERFORMANCE INDEX SCORES

### Community Consultation and Engagement Performance

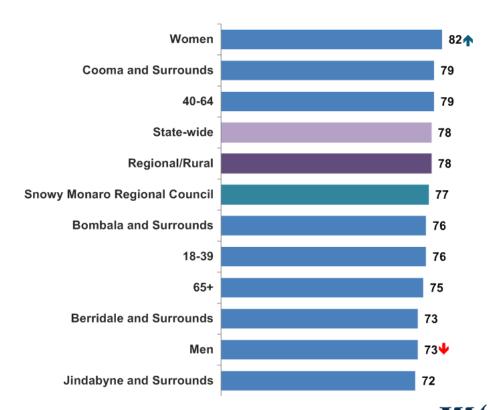






# INFORMING THE COMMUNITY IMPORTANCE INDEX SCORES

### Informing the Community Importance

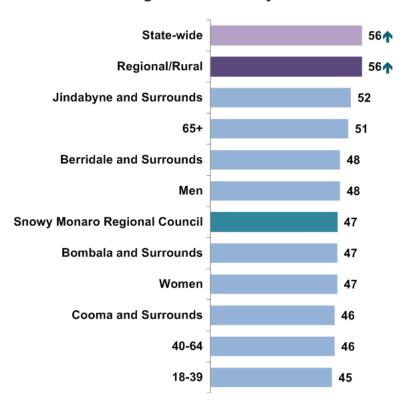


Q2. Firstly, how important should 'informing the community' be as a responsibility for Council? Base: All respondents. Councils asked State-wide: 20



# INFORMING THE COMMUNITY PERFORMANCE INDEX SCORES

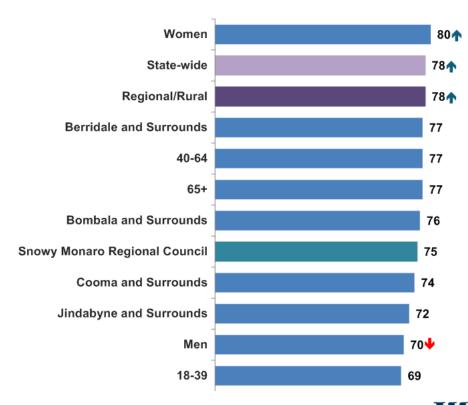
### Informing the Community Performance



J W S R E S E A R C H

### EASE OF ACCESS TO SERVICES IMPORTANCE INDEX SCORES

### Ease of Access to Services Importance

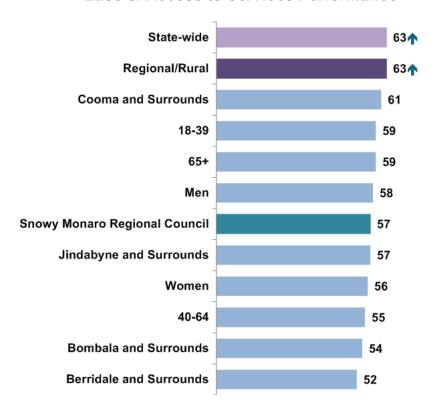


Q2. Firstly, how important should 'ease of access to services' be as a responsibility for Council? Base: All respondents. Councils asked State-wide: 20



# EASE OF ACCESS TO SERVICES PERFORMANCE INDEX SCORES

### Ease of Access to Services Performance

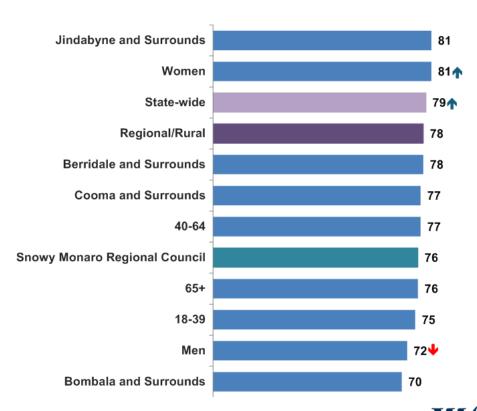


Q3. How has Council performed recently on 'ease of access to services'? Base: All respondents. Councils asked State-wide: 20



### THE CONDITION OF LOCAL STREETS AND FOOTPATHS IN YOUR AREA IMPORTANCE INDEX SCORES

### The Condition of Local Streets and Footpaths in Your Area Importance



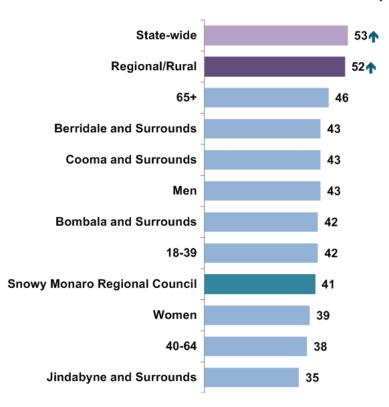
Q2. Firstly, how important should 'the condition of local streets and footpaths in your area' be as a responsibility for Council?

Base: All respondents. Councils asked State-wide: 20



# THE CONDITION OF LOCAL STREETS AND FOOTPATHS IN YOUR AREA PERFORMANCE INDEX SCORES

### The Condition of Local Streets and Footpaths in Your Area Performance

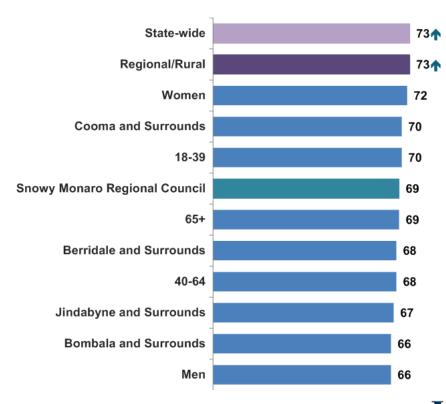


Q3. How has Council performed recently on 'the condition of local streets and footpaths in your area'? Base: All respondents. Councils asked State-wide: 20



# RECREATIONAL FACILITIES IMPORTANCE INDEX SCORES

### Recreational Facilities Importance

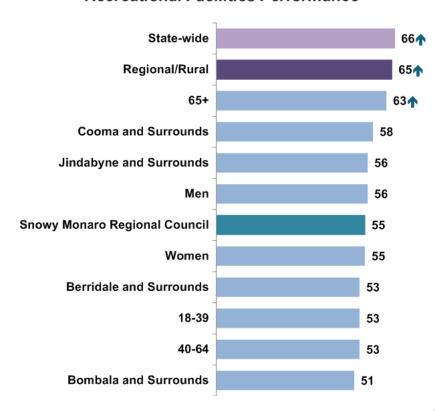


Q2. Firstly, how important should 'recreational facilities' be as a responsibility for Council? Base: All respondents. Councils asked State-wide: 20



# RECREATIONAL FACILITIES PERFORMANCE INDEX SCORES

### Recreational Facilities Performance

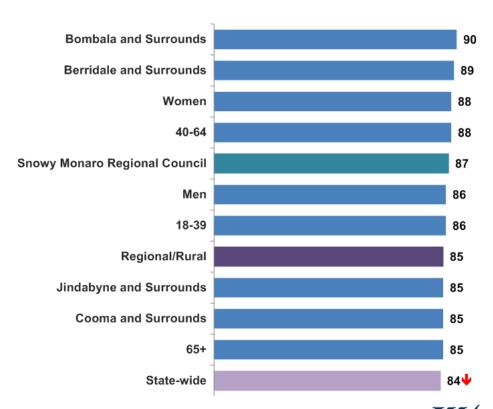


Q3. How has Council performed recently on 'recreational facilities'? Base: All respondents. Councils asked State-wide: 20



## PROVIDING VALUE FOR MONEY FOR MY RATES IMPORTANCE INDEX SCORES

### Providing Value for Money for My Rates Importance

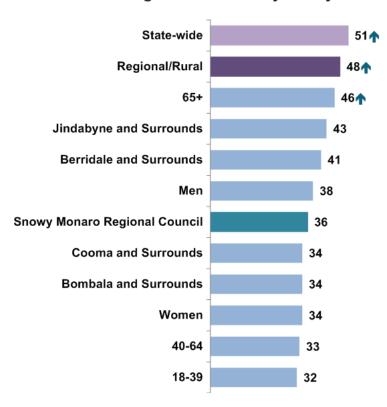


Q2. Firstly, how important should 'providing value for money for my rates' be as a responsibility for Council? Base: All respondents. Councils asked State-wide: 20



# PROVIDING VALUE FOR MONEY FOR MY RATES PERFORMANCE INDEX SCORES

### Providing Value for Money for My Rates Performance

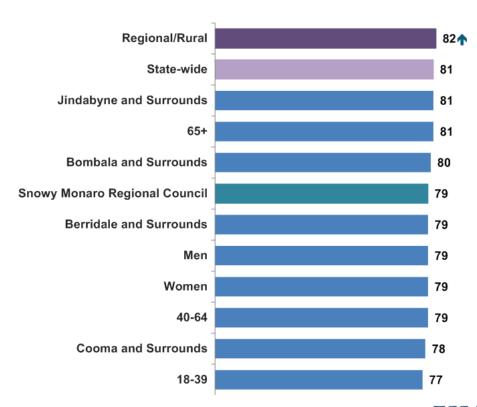


Q3. How has Council performed recently on 'providing value for money for my rates'? Base: All respondents. Councils asked State-wide: 20



# HAVING A CLEAR VISION FOR THE FUTURE IMPORTANCE INDEX SCORES

### Having a Clear Vision for the Future Importance

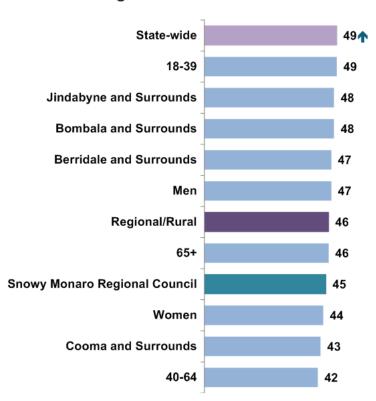


Q2. Firstly, how important should 'having a clear vision for the future' be as a responsibility for Council? Base: All respondents. Councils asked State-wide: 4



# HAVING A CLEAR VISION FOR THE FUTURE PERFORMANCE INDEX SCORES

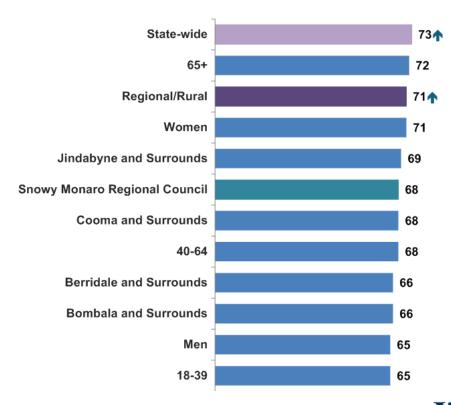
### Having a Clear Vision for the Future Performance



J W S R E S E A R C H

### ENFORCEMENT OF LOCAL LAWS IMPORTANCE INDEX SCORES

### Enforcement of Local Laws Importance

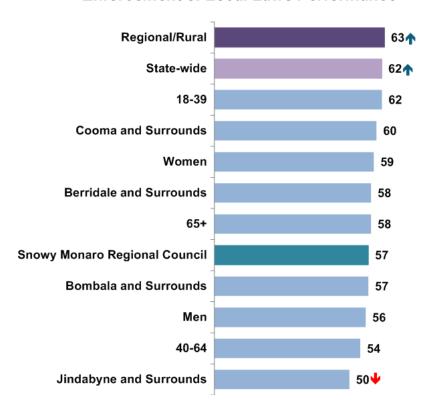


Q2. Firstly, how important should 'enforcement of local laws' be as a responsibility for Council? Base: All respondents. Councils asked State-wide: 8



# ENFORCEMENT OF LOCAL LAWS PERFORMANCE INDEX SCORES

### **Enforcement of Local Laws Performance**

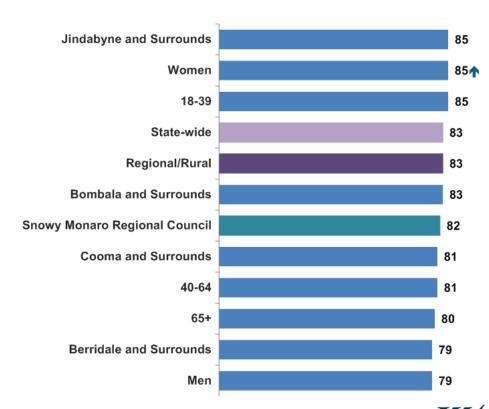


Q3. How has Council performed recently on 'enforcement of local laws'? Base: All respondents. Councils asked State-wide: 7



# THE CONDITION OF SEALED LOCAL ROADS IN YOUR AREA IMPORTANCE INDEX SCORES

### The Condition of Sealed Local Roads in Your Area Importance



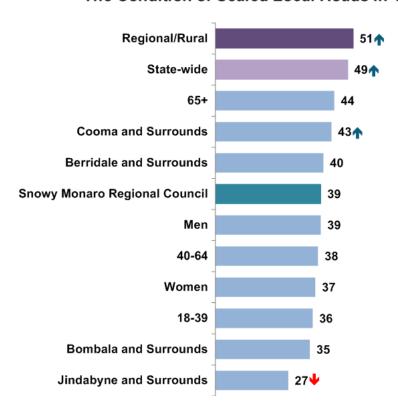
Q2. Firstly, how important should 'the condition of sealed local roads in your area' be as a responsibility for Council?

Base: All respondents. Councils asked State-wide: 8



### THE CONDITION OF SEALED LOCAL ROADS IN YOUR AREA PERFORMANCE INDEX SCORES

### The Condition of Sealed Local Roads in Your Area Performance

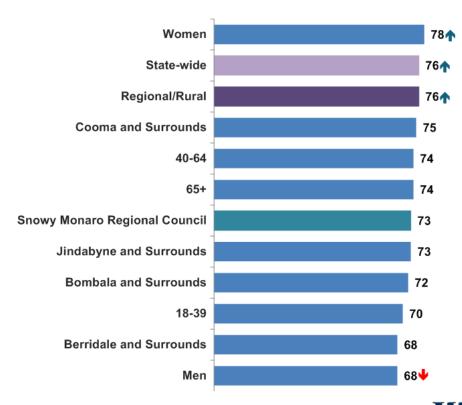


Q3. How has Council performed recently on 'the condition of sealed local roads in your area'? Base: All respondents. Councils asked State-wide: 7



# COMMUNITY SERVICES IMPORTANCE INDEX SCORES

### **Community Services Importance**

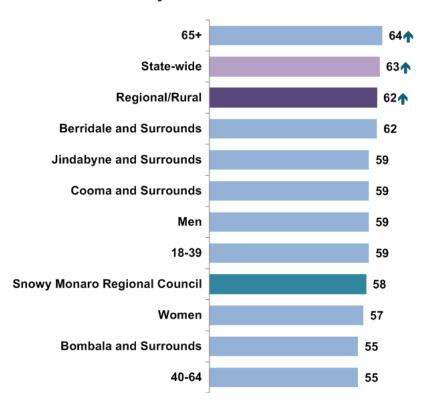


Q2. Firstly, how important should 'community services' be as a responsibility for Council? Base: All respondents. Councils asked State-wide: 7



# COMMUNITY SERVICES PERFORMANCE INDEX SCORES

### **Community Services Performance**

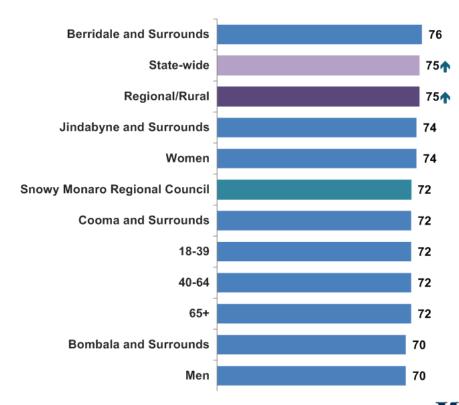


Q3. How has Council performed recently on 'community services'? Base: All respondents. Councils asked State-wide: 7



### THE APPEARANCE OF PUBLIC AREAS IMPORTANCE INDEX SCORES

### The Appearance of Public Areas Importance

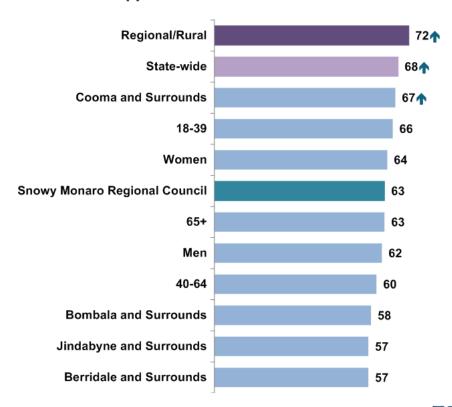


Q2. Firstly, how important should 'the appearance of public areas' be as a responsibility for Council? Base: All respondents. Councils asked State-wide: 9



### THE APPEARANCE OF PUBLIC AREAS PERFORMANCE INDEX SCORES

### The Appearance of Public Areas Performance

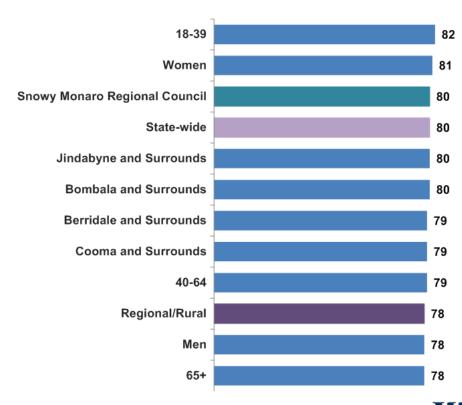


Q3. How has Council performed recently on 'the appearance of public areas'? Base: All respondents. Councils asked State-wide: 7



# WASTE MANAGEMENT IMPORTANCE INDEX SCORES

### Waste Management Importance

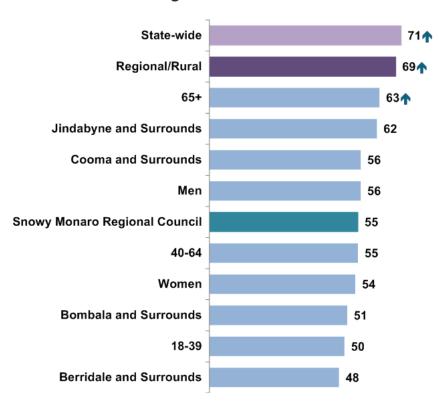


Q2. Firstly, how important should 'waste management' be as a responsibility for Council? Base: All respondents. Councils asked State-wide: 13



# WASTE MANAGEMENT PERFORMANCE INDEX SCORES

### Waste Management Performance

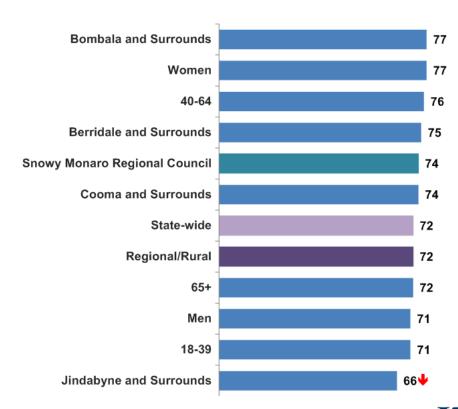


Q3. How has Council performed recently on 'waste management'? Base: All respondents. Councils asked State-wide: 12



### ROADSIDE SLASHING AND WEED CONTROL IMPORTANCE INDEX SCORES

### Roadside Slashing and Weed Control Importance

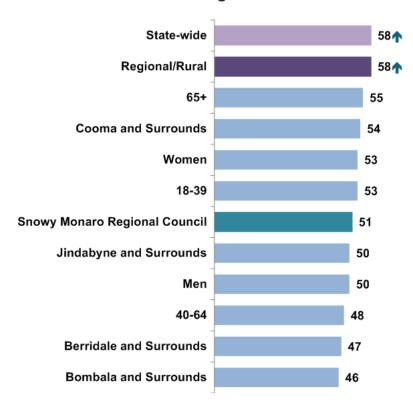


Q2. Firstly, how important should 'roadside slashing and weed control' be as a responsibility for Council? Base: All respondents. Councils asked State-wide: 5



# ROADSIDE SLASHING AND WEED CONTROL PERFORMANCE INDEX SCORES

### Roadside Slashing and Weed Control Performance

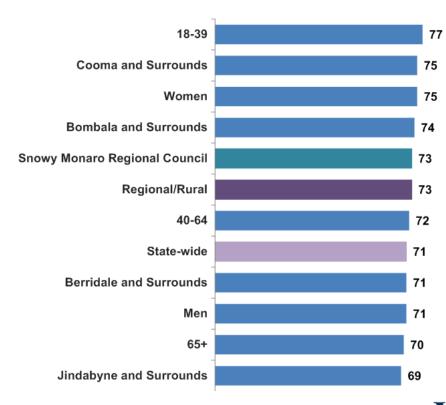


Q3. How has Council performed recently on 'roadside slashing and weed control'? Base: All respondents. Councils asked State-wide: 4



### BUSINESS DEVELOPMENT IMPORTANCE INDEX SCORES

### **Business Development Importance**

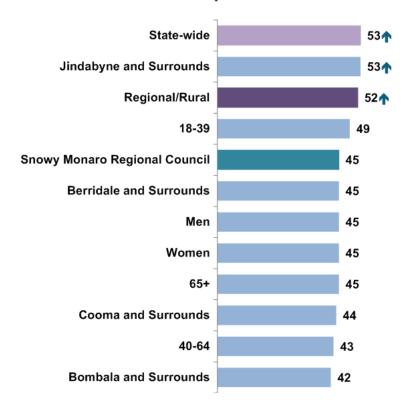


Q2. Firstly, how important should 'business development' be as a responsibility for Council? Base: All respondents. Councils asked State-wide: 9



# BUSINESS DEVELOPMENT PERFORMANCE INDEX SCORES

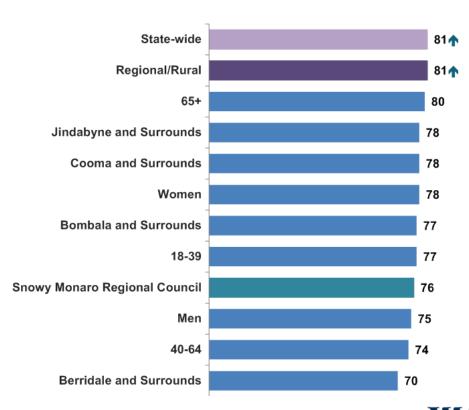
### **Business Development Performance**



J W S R E S E A R C H

### WATER AND SEWERAGE SERVICES IMPORTANCE INDEX SCORES

### Water and Sewerage Services Importance

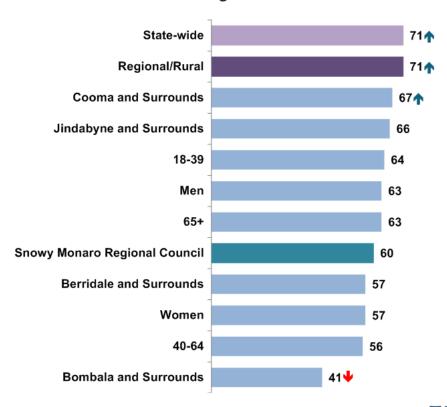


Q2. Firstly, how important should 'water and sewerage services' be as a responsibility for Council? Base: All respondents. Councils asked State-wide: 9



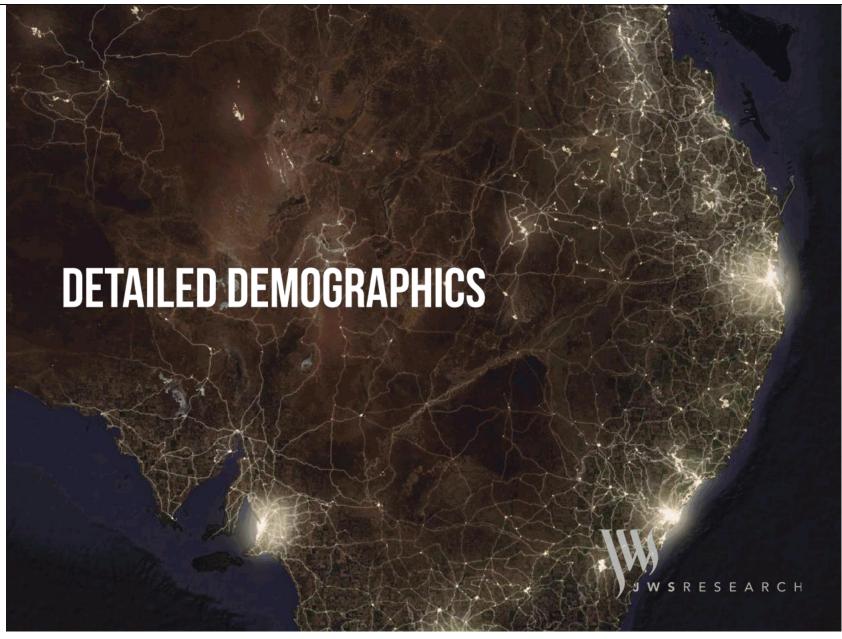
## WATER AND SEWERAGE SERVICES PERFORMANCE INDEX SCORES

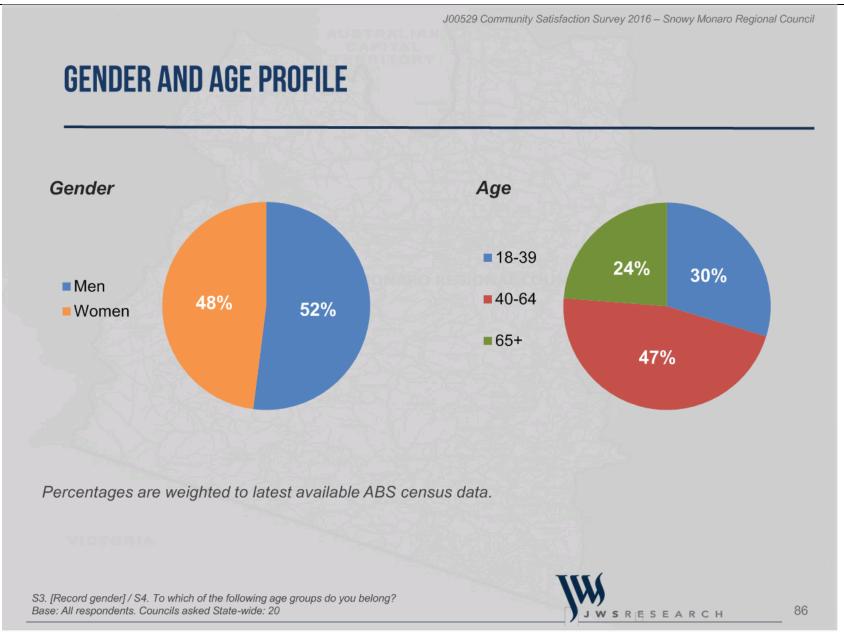
### Water and Sewerage Services Performance



Q3. How has Council performed recently on 'water and sewerage services'? Base: All respondents. Councils asked State-wide: 8









### APPENDIX A: MARGINS OF ERROR

The sample size for the 2016 State-wide Local Government Community Satisfaction Survey for Snowy Monaro Regional Council was n=400. Unless otherwise noted, this is the total sample base for all reported charts and tables.

The maximum margin of error on a sample of approximately n=400 interviews is +/-4.8% at the 95% confidence level for results around 50%. Margins of error will be larger for any sub-samples. As an example, a result of 50% can be read confidently as falling midway in the range 45.2% - 54.8%.

Maximum margins of error are listed in the table below, based on a population of 15,971 people aged 18 years or over for Snowy Monaro Regional Council, according to ABS estimates.

Demographic	Actual survey sample size	Weighted base	Maximum margin of error at 95% confidence interval
Snowy Monaro Regional Council	400	400	+/-4.8
Men	189	209	+/-7.1
Women	211	191	+/-6.7
Jindabyne and Surrounds	60	60	+/-12.7
Berridale and Surrounds	47	44	+/-14.4
Cooma and Surrounds	195	203	+/-7.0
Bombala and Surrounds	81	75	+/-10.9
18-39 years	57	119	+/-13.1
40-64 years	206	186	+/-6.8
65+ years	137	95	+/-8.4

### APPENDIX A: ANALYSIS AND REPORTING

In 2016, 20 newly established Councils throughout NSW participated in this survey. Snowy Monaro Regional Council is classified as a Regional/Rural council. The group of Regional/Rural councils is detailed below:

- Armidale Regional Council
- Cootamundra-Gundagai Regional Council
- Dubbo Regional Council
- Edward River Council
- Federation Council
- Hilltops Council
- Mid-Coast Council
- Murray River Council
- Murrumbidgee Council
- Queanbeyan-Palerang Regional Council
- Snowy Monaro Regional Council
- Snowy Valleys Council

Wherever appropriate, results for Snowy Monaro Regional Council for this 2016 State-wide Local Government Community Satisfaction Survey have been compared against other councils in the Regional/Rural group of councils and on a State-wide basis.

### APPENDIX A: ANALYSIS AND REPORTING

### Core, Optional and Tailored Questions

Over and above necessary geographic and demographic questions required to ensure sample representativeness, a base set of questions for the 2016 State-wide Local Government Community Satisfaction Survey was designated as 'Core' and therefore compulsory inclusions for all participating Councils. These core questions comprised metrics such as:

- Overall performance across all responsibility areas (Overall performance)
- Importance and performance of individual service areas
- Contact in last 12 months (Contact)
- Rating of contact with Council (Customer service)
- Best things about council and areas to improve
- Best ways to communicate
- Use of council services
- Knowledge of mergers

Alternatively, some questions in the 2016 State-wide Local Government Community Satisfaction Survey were optional. Councils also had the ability to ask tailored questions specific only to their council.



### APPENDIX A: ANALYSIS AND REPORTING

### Reporting

Every council that participated in the 2016 State-wide Local Government Community Satisfaction Survey receives a customised report. In addition, the NSW Department of Premier and Cabinet is supplied with a State-wide summary report of the aggregate results of 'Core' and 'Optional' questions asked across all council areas surveyed.

Tailored questions commissioned by individual councils are reported only to the commissioning council and not otherwise shared unless by express written approval of the commissioning council.

### APPENDIX A: GLOSSARY OF TERMS

Core questions: Compulsory inclusion questions for all councils participating in the CSS.

CSS: 2016 NSW Local Government Community Satisfaction Survey.

Council group: One of two classified groups, either metropolitan or regional/ rural.

Council group average: The average result for all participating councils in the council group.

**Highest / lowest**: The result described is the highest or lowest result across a particular demographic sub-group e.g. men, for the specific question being reported. Reference to the result for a demographic sub-group being the highest or lowest does not imply that it is significantly higher or lower, unless this is specifically mentioned.

**Index score**: A score calculated and represented as a score out of 100 (on a 0 to 100 scale). This score is sometimes reported as a figure in brackets next to the category being described, e.g. men (60).

**Optional questions**: Questions which councils had an option to include or not.

Percentages: Also referred to as 'detailed results', meaning the proportion of responses, expressed as a percentage.

**Sample**: The number of completed interviews, e.g. for a council or within a demographic sub-group.

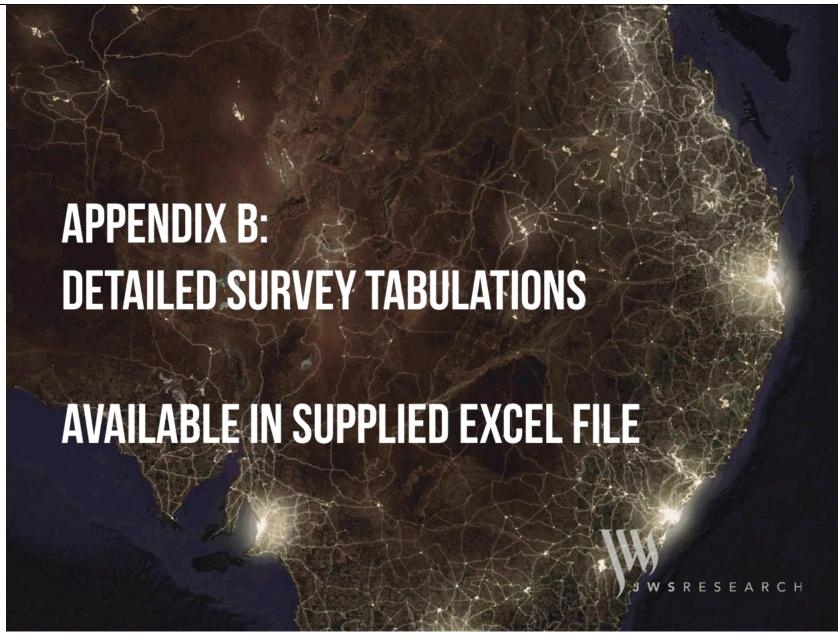
**Significantly higher / lower**: The result described is significantly higher or lower than the comparison result based on a statistical significance test at the 95% confidence limit. If the result referenced is statistically higher or lower then this will be specifically mentioned, however not all significantly higher or lower results are referenced in summary reporting.

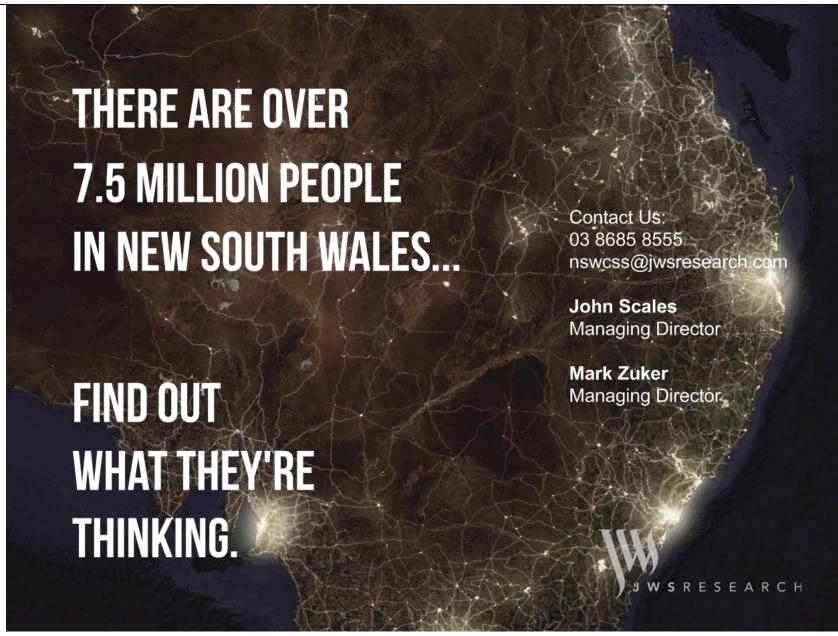
State-wide average: The average result for all participating councils in the State.

Tailored questions: Individual questions tailored by and only reported to the commissioning council.

**Used/ experienced**: The result among people who have used or experiences that service (if question was selected by council).

**Weighting**: Weighting factors are applied to the sample for each council based on available age and gender proportions from ABS census information to ensure reported results are proportionate to the actual population of the council, rather than the achieved survey sample.





### 16.2 GRANT APPLICATIONS - ACTIVITY AS AT MARCH 2018

Record No:

Responsible Officer: Director Corporate and Community Services

Author: Grants Officer

Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation

Delivery Plan Strategy: DP7.2.1.1 Increase and improve Council's financial sustainability.

Operational Plan Action: OP7.16 Effective management of Council funds to ensure financial

sustainability.

Attachments: Nil

Cost Centre 4010 – Finance (Grants Management)

Project Grant Applications – Activity Synopsis as at 31st March 2018

Further Operational Plan Actions: OP7.7 Provide timely, accurate and relevant information to

Council to enable informed decision making. (Under DP7.1.1.2)

### **EXECUTIVE SUMMARY**

This report provides an update on grant activities for the 2017-18 financial year as at 31<sup>st</sup> March 2018.

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

### OFFICER'S RECOMMENDATION

That Council receive and note the information related to Grants activity as at 31 March 2018.

### **BACKGROUND**

This report provides a response to a Question Taken on Notice, which was tabled at the Council Meeting on Thursday 15<sup>th</sup> March 2018:

### 21.6 REPORT ON GRANT APPLICATIONS

Councillor John Last

Question: Can Council receive a full report on all applications lodged for grants and the results?

Answer: Taken on notice.

### QUADRUPLE BOTTOM LINE REPORTING

### 1. Social

This report is for information only. Grants form a significant portion of the revenue Council receives to fund both operations and capital works. Council receives recurrent funding for some operations including the Financial Assistance Grant, RFS subsidies, Library Funding, Community Services and Aged Care and Roads (Regional and Roads to Recovery).

### 2. Environmental

A number of grants provide environmental benefits. Example: Council's Vegetation Management endeavours and Green Team aims have benefited from additional grant funding.

### 3. Economic

### **Grant Applications Actioned in 2017-18 Financial Year (as at 31st March 2018):**

Grant Applications - Successful

Funding Program & Origin	Grant Request	Project Details	Grant Awarded
Regional Growth - Stronger Country Communities Fund 2017-18	\$2,363,067	Capital - 3 x applications (out of 7) - Bombala Platypus Reserve \$218,502	\$930,974
- STATE		- Cooma Basketball & Pl/ground \$195,000 - Bombala Racecourse \$517,472	
Boating Now Round 2 - STATE	\$400,000	Capital - Lake Jindabyne Boat Ramp Access Road Upgrade	\$400,000
Floodplain Management Program 2016-17 - STATE	\$291,429	Operational - Cooma/Bredbo/Michelago & Berridale; Flood Study, Floodplain Risk Management Study and Plan	\$291,429
		*2017-18 Finalised negotiations to consolidate into singular project, plus additional rainfall & runoff allocation.	
Youth Week 2018 - STATE	\$1,425	Operational - Youth Week  *Annual allocation parameters altered.	\$1,425
SES Unit Building Grant 2017-18 - STATE	\$65,000	Capital - Bombala SES Building improvements and heating/cooling elements.	\$65,000
Wage Subsidy - Road Safety Officer - STATE	\$32,323 (per annum, variable)	Performance Funding Agreement with RMS  – Expires 30 June 2021  Linked to LG Road Safety Action Plan	\$32,323 (per annum, variable)
Seniors Week 2018 - STATE	\$1,690	delivery.  Operational - 'Snowy Monaro Seniors Fest'	\$1,690
Shuttle Bus Grant Round 2018 - Youth Week related - STATE	\$1,500	Transport support for NSW Youth Week	\$1,500

### Grant Applications - Unsuccessful

Funding Program & Origin	<b>Grant Request</b>	Project Details
Regional Growth - Stronger Country Communities Fund 2017-18 - STATE	\$1,432,093	Capital - 4 x applications (out of 7)  - Cooma Truck Wash \$361,093  - West Lynne Rd Causeway \$418,000  - Dry Plains Rd Causeway \$403,000
		- Jindabyne Boat Ramp Beautification \$250,000  *Balance rolls over to SCCF Round 2

### 16.2 GRANT APPLICATIONS - ACTIVITY AS AT MARCH 2018

Community Building Partnership 2017 - STATE	\$12,500	Caldwell Close to Jindabyne Sportsground Pathway Upgrade
Regional Growth - Regional Cultural Fund - Medium Scale EOI - STATE	\$115,000	Capital - 'Alive & Humming', Bombala Primary School building
Stronger Communities Programme EOI - COMMONWEALTH	\$15,000	Capital - Nimmitabel Lake Williams Public Facilities Upgrade
Regional Growth Environment & Tourism Fund - STATE	\$15,225,086	RNSW1352 - Lake Jindabyne Shared Trail Construction
Regional Growth - Regional Sports Infrastructure Fund - STATE	\$19,991,583	Capital - Cooma Regional Sports Facility; linked to Dept. of Education joint use proposal.
		<u>Update</u> : Significant RSIF criteria change deployed; impacts maximum grant request amount & co-contribution required.

### **Grant Applications – Lodgements Pending Outcome**

Funding Program & Origin	<b>Grant Request</b>	Project Details
Building Better Regions Fund Round 2 - COMMONWEALTH	\$3,500,000	Capital - Adaminaby STP Upgrade (50% of Total Project Cost)
Safe & Secure Water Program - EOI - STATE	\$3,193,000	Capital - Adaminaby STP Upgrade (Balance - 50% of construction phase cost)
		EOI secured an invitation to submit a detailed application: SSWP058 Application pending
Safe & Secure Water Program – EOI - STATE	\$35,000	Scoping Study – Jindabyne and Est Jindabyne Water Treatment Plant (50% of options assessment cost)
		EOI secured an invitation to submit a detailed application: SSWP075 Application pending
Safe & Secure Water Program	\$3,462,582	Capital - Bombala STP (Balance of total project cost)
- STATE		EOI secured an invitation to submit a detailed application: SSWP027 Detailed application submitted
Regional Growth Environment & Tourism Fund - STATE	\$3,908,443	RNSW1326 - Cooma Trail Master Plan Construction
Landfill Consolidation & Environmental Improvement Program - STATE	\$200,000	Capital - Dalgety Landfill Capping & Closure
Public Reserve Management Fund (PRMF) 2018-19 - STATE	\$129,441	30 x Operational - Vegetation Management projects
Public Reserve Management Fund (PRMF) 2018-19 - STATE	\$50,755	Capital - Rainbow Pines Camp Kitchen – Old Adaminaby CP Trust
Public Reserve Management Fund (PRMF) 2018-19 - STATE	\$13,020	Capital – Solar system, inverter & smart metering at Snowy River Holiday Park – Dalgety CP Trust
Restoration & Rehabilitation Grant - Environmental Trust - STATE	\$74,525	Operational & Capital - Vegetation / Environmental Management – Hawkweed Monitoring (UAV/Drone related)

### **Grant Opportunities – Upcoming**

Funding Program & Origin	Fund Basics	Project Considerations	Close Date
Safe & Secure Water Program - STATE	Funding limited to 50% of the Total Project Cost. Construction projects must a show a CBA > 1.0	Progressive review of Water & Waste Water project options	EOI – Open indefinitely
Regional Growth Fund – Growing Local Economies - STATE	Targeted at projects seeking grants over \$1 million. Cost Benefit Analysis > 1.0.	The Regional Economic Develop Strategy (REDS) may assist in prioritising project options. Specific road & bridge projects possible.	EOI - Open indefinitely
Regional Growth Fund – Regional Cultural Fund EOI - STATE	\$100 million over four years to drive growth in arts, screen, cultural and heritage infrastructure for the social, cultural and economic benefit of communities in regional NSW.	Progressive review of project options.	Next RCF Round Pending
Regional Growth Fund – Connecting Country Communities - STATE	Focus is communications infrastructure and improved regional voice and data connectivity.	TBC - Guidelines not available at time of report drafting.	Opening Delayed - Due to open "Late 2017"
Regional Growth Fund – Regional Sports Infrastructure EOI - STATE	Targeted at projects seeking grants over \$1 million. Maximum grant request amount is \$10 million.	Review of opportunities in context of criteria & co-contribution availability.	4 <sup>th</sup> May 2018
	*Revised guidelines: 25% of grant request amount in mandatory co-contribution required.		
Regional Growth - Stronger Country Communities Fund Round 2 - STATE	Funding pool for SMRC: \$6,158,227. Key guideline revisions for SCCF Round 2: Minimum 50% to relate to local sporting infrastructure. Letter of support from the relevant NSW state sporting organisation if a sports-related project is seeking grant over \$1 million.	Council staff are presently investigating infrastructure projects which: A) fit the criteria; and B) are investment ready.  Variety of evidentiary documentation required for each project nomination.	4 <sup>th</sup> May 2018
	*Grant requests over \$1 million, require 25% of the grant request amount in mandatory co-contribution.	Councils are asked to make multiple applications with a combined total value that exceeds funding	
	Applications seeking between \$50,000 and \$1 million can be for the entire project cost as a grant.	allocation.	
ClubGrants Category 3	Arts & Culture - \$50,000 to	Projects must have DA or	21 <sup>st</sup> May 2018

### 16.2 GRANT APPLICATIONS - ACTIVITY AS AT MARCH 2018

2017-18 - STATE	\$200,000 available per project  Emergency Preparedness - \$10,000 to \$200,000 available per project  Sport & Recreation - \$100,000 to \$300,000 available per project	written exemption. Mandatory \$1 for \$1 cash contribution. Review SCF Major Project statuses to leverage further funding.	
Regional Growth Fund – COMMONWEALTH	Minimum grant request amount \$10 million, with proponents (or other contributors) to contribute 50% of the Total Project Cost.  Two stage application process.	Large scale infrastructure focus. Guidelines circulated March 2018.	27 <sup>th</sup> April 2018

### 4. Civic Leadership

A proactive grant sourcing approach, aligns strongly with the role and responsibilities of Council as set out in the Local Government Act.

### 16.3 MONTHLY FUNDS MANAGEMENT REPORT - MARCH 2018

Record No:

Responsible Officer: Chief Financial Officer

Author: Finance Assistant

Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation

Delivery Plan Strategy: DP7.6 Increase and improve Council's financial sustainability.

Operational Plan Action: OP7.18 Effective management of Council funds to ensure financial

sustainability.

Attachments: Nil

Cost Centre 4010 Financial Services

Project Funds Management

Further Operational Plan Actions: OP7.2 Completion of reporting requirements in accordance with

legislation.

### **EXECUTIVE SUMMARY**

The following report details the funds management position for the reporting period ending 31 March 2018.

Cash and Investments are \$81,512,291.

### Certification

I, Jacqueline Sullivan, Responsible Accounting Officer of Snowy Monaro Regional Council hereby certify, as required by Regulation 212 of the Local Government (General) Regulation 2005, that investments as detailed in the attached listings were invested in accordance with Section 625 of the Local Government Act 1993, the Regulations and Council's Investment Policy.

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

### OFFICER'S RECOMMENDATION

That Council

- A. Receive and note the report indicating Council's cash and investments position as at 31 March 2018.
- B. Receive and note the Certificate of the Responsible Accounting Officer.

### **BACKGROUND**

### Council's Cash and Investments 31 March 2018:

Cash at Bank	Investments	Total
1,137,400	80,374,891	81,512,291

### **QUADRUPLE BOTTOM LINE REPORTING**

### 1. Social

Total Cash and Investments are available to provide services and infrastructure to the community in accordance with the 2018 budget, Council resolutions and other external restrictions.

### 2. Environmental

It is considered the recommendations contained herein will not have any environmental impacts.

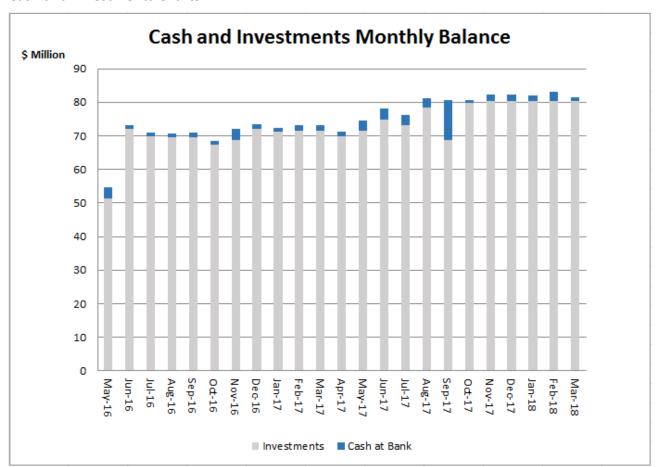
### 3. Economic

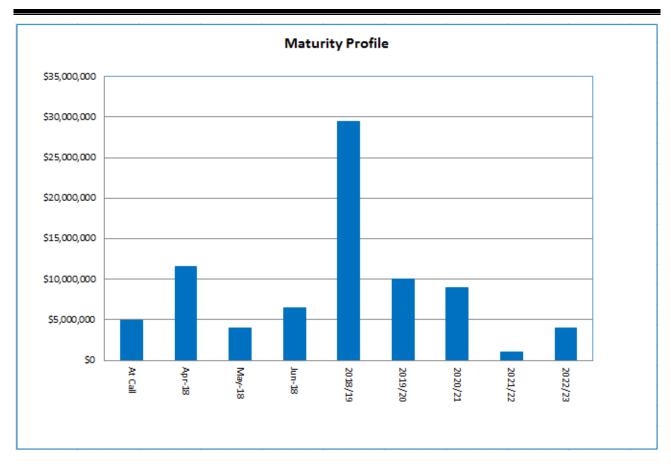
Total investments for Snowy Monaro Regional Council were \$80,374,891 on 31 March 2018.

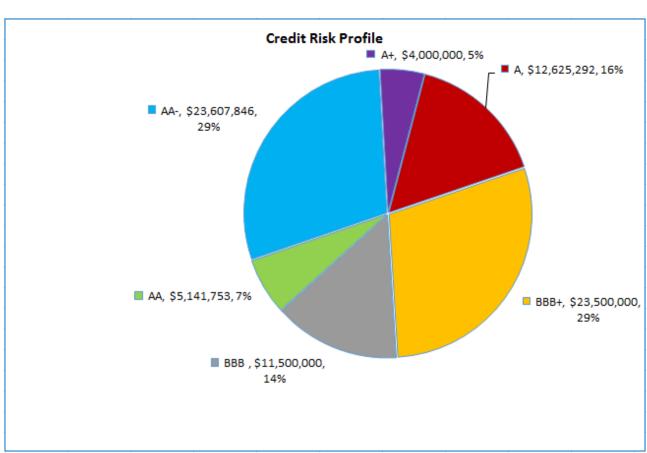
### **Investment Register – 31 March 2018:**

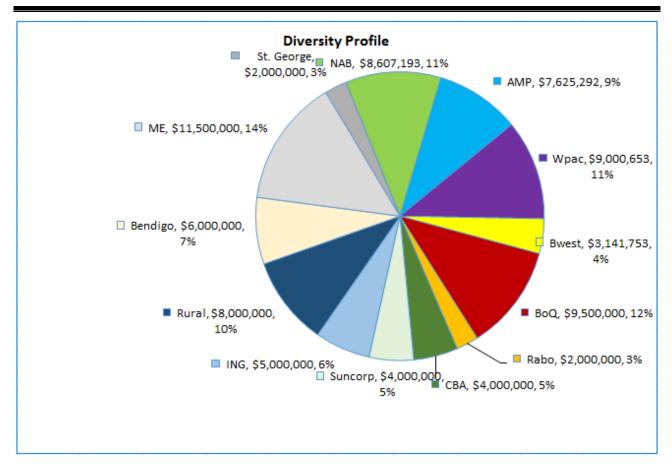
		Short-	Long-				
DATE		Term	Term		CURRENT	INTEREST	
INVESTED	FINANCIAL INSTITUTION	Rating	Rating	TYPE	INVESTMENT	RATE	MATURITY
n/a	Westpac Bank - At Call	A1+	AA-	At Call	653	0.70%	At Call
n/a	Bankwest	A1+	AA	At Call	1,141,753	2.00%	At Call
n/a	AMP Bank - 31 days Notice Account	A1	Α	31 days	1,097,756	2.15%	31 days
12-Sep-14	RaboDirect	A1+	AA	TD	2,000,000	4.10%	11-Sep-18
16-Sep-15	Bank of Queensland	A2	BBB+	TD	1,000,000	3.20%	17-Sep-19
23-Mar-16	ING Bank	A1	Α	TD	1,000,000	3.66%	22-Mar-21
23-Jun-16	Commonwealth Bank	A1+	AA-	TD	4,000,000	3.10%	23-Jun-21
22-Feb-17	Westpac Bank	A1+	AA-	TD	2,000,000	2.80%	22-Feb-19
09-Mar-17	National Australia Bank	A1+	AA-	TD	1,000,000	2.74%	10-Sep-18
21-Mar-17	Bank of Queensland	A2	BBB+	TD	1,000,000	3.15%	20-Mar-20
10-Apr-17	Bankwest	A1+	AA	TD	1,000,000	2.60%	10-Apr-18
08-May-17	National Australia Bank	A1+	AA-	TD	1,000,000	2.53%	08-May-18
09-Jun-17	Rural Bank Limited	A2	BBB+	TD	4,000,000	2.75%	07-Jun-19
19-Jun-17	Bendigo and Adelaide Bank	A2	BBB+	TD	2,000,000	2.75%	19-Dec-18
26-Jun-17	Bank of Queensland	A2	BBB+	TD	4,000,000	3.30%	25-Jun-21
26-Jun-17	Bendigo and Adelaide Bank	A2	BBB+	TD	4,000,000	2.72%	26-Jun-18
08-Aug-17	AMP Bank	A1	Α	TD	1,000,000	2.60%	08-May-18
24-Aug-17	ING Bank	A1	Α	TD	3,000,000	2.75%	27-Aug-19
29-Aug-17	Westpac Bank	A1+	AA-	TD	4,000,000	2.89%	29-Aug-22
31-Aug-17	AMP Bank	A1	Α	TD	2,000,000	2.60%	28-May-18
15-Sep-17	Westpac Bank	A1+	AA-	TD	1,000,000	2.91%	14-Sep-21
23-Oct-17	Bank of Queensland	A2	BBB+	TD	1,000,000	2.55%	23-Oct-18
10-Nov-17	National Australia Bank	A1+	AA-	TD	2,000,000	2.52%	09-Nov-18
05-Dec-17	Suncorp Bank	A1	A+	TD	1,000,000	2.61%	04-Jun-18
18-Dec-17	Bank of Queensland	A2	BBB+	TD	1,500,000	2.60%	18-Jun-18
21-Dec-17	Bankwest	A1+	AA	TD	1,000,000	2.50%	20-Apr-18
03-Jan-18	Suncorp Bank	A1	A+	TD	1,000,000	2.45%	02-Jul-18
08-Jan-18	Bank of Queensland	A2	BBB+	TD	1,000,000	2.60%	09-Jul-18
15-Jan-18	ME Bank	A2	BBB	TD	9,500,000	2.50%	16-Apr-18
12-Feb-18	Suncorp Bank	A1	A+	TD	2,000,000	2.50%	12-Jul-18
23-Feb-18	AMP Bank	A1	Α	TD	1,000,000	2.65%	21-Nov-18
28-Feb-18	Westpac Bank	A1+	AA-	TD	2,000,000	2.60%	28-Feb-19
06-Mar-18	ING Bank	A1	Α	TD	1,000,000	2.86%	06-Mar-20
09-Mar-18	St. George Bank Limited	A1+	AA-	TD	2,000,000	2.60%	08-Mar-19
	Rural Bank Limited	A2	BBB+	TD	4,000,000	2.80%	12-Mar-20
15-Mar-18		A1	Α	TD	2,000,000	2.60%	13-Sep-18
20-Mar-18		A2	BBB	TD	2,000,000	2.55%	20-Mar-19
	National Australia Bank	A1+	AA-	TD	2,500,000	2.60%	17-Sep-18
					80,374,891		

### **Cash and Investments Charts:**









### 4. Civic Leadership

In accordance with Regulation 212 of the Local Government (General) Regulation 2005, a report setting out details of money invested must be presented to Council in the following month.

Council's Fund Management Reporting exceeds minimum regulatory requirements and demonstrates a commitment to accountability and transparent leadership. It provides the Council, Executive and Community with timely, accurate and relevant reports on which to base decisions.

### 16.4 DONATIONS AND SPONSORSHIP APRIL 2018

Record No:

Responsible Officer: Director Corporate and Community Services

Author: Administration Assistant

Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation

Delivery Plan Strategy: DP7.1.1.2 Council's leadership is based on ethics and integrity to

enable informed and appropriate decisions in the community's

best interest.

Operational Plan Action: OP7.7 Provide timely, accurate and relevant information to

Council to enable informed decision making.

Attachments: 1. Applications for Donations and Sponsorship April 2018 &

2. Requests for Donations and Sponsorship for submission to

Council April 2018. J

Cost Centre 3120

### **EXECUTIVE SUMMARY**

Submissions received by Council requesting consideration for funding are attached to this report in two documents:

### 1. Requests for Donations and Sponsorship for submission to Council April 2018.

- This document contains a summary of requests for April 2018 Council. Total value requested by community members is \$3,408.
- The officer has not made a recommendation on value, only presented the requested amounts for Council to consider.

### 2. Applications for Donations and Sponsorship April 2018.

This document contains the original submission detail received from each submission for April.

In addition to the April 2018 submissions this report also includes a recommendation for the additional budget required for the 2018 financial year for Sponsorships and Donations.

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

### OFFICER'S RECOMMENDATION

That Council

- A. Determine the value to approve for submission number #1 3 in the attachment Requests for Donations and Sponsorship for submission to Council April 2018.
- B. Authorise the allocation of \$623, 000 in the 2018 Financial year Budget be transferred from Other Internal reserves to Donations and Sponsorships account number 10.3120.1001.63160 to increase the Budget from \$62,500 to \$125,500.
- C. Nominate three Councillors to form a review committee for the submissions process for the 2019 financial year Sponsorships and Donations.

### **BACKGROUND**

Currently there is a variation for approved donations to budget for the 2018 FY. The information below provides a breakdown of current expenditure and an estimate of the additional funds required for the 2018 FY.

### **Donations and Sponsorship Budget and Actuals Summary**

2018 FY Original Budget	\$62,500.00
Donations Approved Jul - Aug 2017 FY	\$21,296.45
Donations Approved Sep - Mar 2018 FY	\$73,068.93
Total Approved to end of March 2018	\$94,365.38
*Average monthly approved YTD (\$94368.38 /9 months)	\$10,485.00
*Estimated Expenditure for Apr – Jun 2018FY based on monthly average	\$31,500.00
*Estimated actuals for 2018FY based on current approved	
and estimate for Apr – Jun 2018 is approximately	\$125,500.00
*Expected variation to 2018 FY approved Budget	\$63,000.00

Therefore the resolution includes a recommendation that an additional \$63,000 be transferred from Internal reserves other to Donations Budget account number 10.3120.1001.63160 to provide a total 2018 FY donations budget of \$125,500.

It should be noted of the \$73,068.93 approved from Sep 2017 to March 2018,

\$37,018.32 was for cash based donations and

\$36,050.61 was for in-kind requests.

This indicates that approximately 50% of donation expenses are in-kind.

This financial year in-kind request have been valued at actual cost to deliver and applied to the donations account. This ensures we show transparency of the costs associated with the provision of these services by Council to the community.

### Sponsorship Budget Reconciliation based on current 2018FY approved budget.

Budget allocation for the 2018 FY for Donations and Sponsorship Requests is	\$62,500.00
YTD expenditure to March 2018 is	\$94,365.38
Value of requests for April 2018 is	\$ 3,408.00
	\$97,773.38

If Council were to approve the current submissions in total value this

16.4 DONATIONS AND SPONSORSHIP APRIL 2018

would create a budget variation for donations based on current approved budget of (\$35,273.38)

### QUADRUPLE BOTTOM LINE REPORTING

### 1. Social

This process has been developed to ensure that the LGA invests in events that have the potential to raise economic, social or cultural benefits to our community. All requests made will be considered by formal resolution of Council

### 2. Environmental

Most organised events are covered by a development consent therefore any environmental impacts are dealt with through that process

### 3. Economic

That \$62,500 in the 2018 Financial year Budget be transferred from Internal reserves other to Donations and Sponsorships account number 10.3120.1001.63160 to increase the Budget from \$62,500 to \$125,500.

### 4. Civic Leadership

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

### Submission #1



### 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.	Applic	cant (include address and ABN if applicable)
Во	mbala	Campdraft Incorporated
2.	Locat	ion/address:
Во	mbala	Racecourse Reserve
Во	mbala	– Delegate Road, Bombala
3.	Date	of establishment or inauguration:
Inc	orpora	ted since 12/09/1994
4.	Is you	r organisation registered for GST?
	No	
5.	Amou	nt of funding requested:
6.	Brief o	description of the nature and objectives of applicant/recipient organisation:
		ning/Mowing to be completed before 03/04/2018
	Wate Bolla	r Cart Hire 06/04/2018 – 08/04/2018
		tou Forklift (to manoeuvre the grandstands when available)
	15 Bi	ns
7	Durana	
7.		se for which assistance is sought:
7.	x	se for which assistance is sought: In kind support
7.		ise for which assistance is sought:  In kind support  Waste management eg, provision of bins/rubbish and recycling removal etc
7.	x x	ise for which assistance is sought:  In kind support  Waste management eg, provision of bins/rubbish and recycling removal etc  (amounts include staff time for drop off and collection)
7.	x x	In kind support  Waste management eg, provision of bins/rubbish and recycling removal etc  (amounts include staff time for drop off and collection)  Mowing / gardening
7.	x x	In kind support  Waste management eg, provision of bins/rubbish and recycling removal etc (amounts include staff time for drop off and collection)  Mowing / gardening  Road closures (amounts include staff time)
7.	x x	In kind support  Waste management eg, provision of bins/rubbish and recycling removal etc (amounts include staff time for drop off and collection)  Mowing / gardening  Road closures (amounts include staff time)  Fee waiver eg, DA / hall hire fees
7.	x x	In kind support  Waste management eg, provision of bins/rubbish and recycling removal etc (amounts include staff time for drop off and collection)  Mowing / gardening  Road closures (amounts include staff time)

- Which category does the event fit within Council's Delivery & Operations Program?
   Strengthening our local economy and Expanding connections within the Region and beyond and
- Financial details of project or program for which assistance is sought: Bombala
   Campdraft seeks the above assistance in kind in order that we can continue to run
   this event annually.
- 10. Total cost of project or program: \$3000.00
- 11. Details of other funding received from SMRC if any: N/A
- 12. Details of other financial assistance sought or obtained: N/A
- 13. How will Council funding be acknowledged eg logo or signage

Will include Councils logo on our program that is given to every competitor, combined with acknowledgments over the PA system throughout the weekend. We would also love to have some of Councils banners to hang around the grounds.

14. Details of Office Bearers or other involved parties:

Bree O'Brien Secretary

Phillip Collins President

15. What services or activities will the recipient provide to SMRC residents?

Campdrafting is an incredible family orientated sport. We welcome people from all walks of life to come and be involved. Whether that's competing, helping or merely enjoying the action from the grandstands. It provides something for young people to do and draws people from various areas within NSW and Victoria. These people spend their money in town and often return to enjoy all that the SMRC has to offer, all year round.

We also run a raffle every year, with all proceeds going to a local community organisation or charity.

We are also lucky this year to have the St Joeys School Bombala catering for our Saturday night dinner. This will be a major fundraiser for them.

balance sheets for copy of your budge organisation's bank banking accounts.	sition of applicant. Preference is audited financial statements and the past financial year. If yours is a new organisation supply a for the ensuing year together with a statement from the as to arrangements made for the opening and operation of If you are unable to attach the above documentation please attach ation that you feel will help SRSC assess your financial position s).
Are these attached	? Yes

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

Signature:	
Name:	Bree O'Brien
Office held / Position	Secretary
Email Address: *MANDATORY	
Postal Address:	
Telephone Number/s	
Date:	21/03/2018

Please return by post to PO Box 714, Cooma NSW 2630, or email to <a href="mailto:council@snowymonaro.nsw.gov.au">council@snowymonaro.nsw.gov.au</a>

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)		

ls	bub	lic no	tice red	iuired?
•				

Date and method of public notice:



Office Use Only

Date Received:

<b>APPLICATION F</b>	OR EVEN	T WASTE AND RE	CYCLING SERVICES - Former	Snowy River
Name OF Event/Purpose:	Bo	nbala (	campdraft	
Location of Event: Box	alada	RaceCou	rse reserve.	
Delivery Date and Pick up	: From	m: 05/04/3	018 To: 00/00	4 (2018.
Name of Organisation: 3	Sant	sala Car	mpdraft.	
ABN NO: (If applicable)				
Contact Name: Bree	2 0'	Brien.		
Phone Number:			7	
Postal Address: (For all correspondence and				
Email:				
Del	ivery and	Return of a Combina	ation Waste and Recycling Bins	
Number of Waste Bins = \( \int \infty \) \( \times 240L \)	1 - 1	10 x 240/360L bins	\$20 for delivery and remova	al
=x 1100L	11 -	20 x 240/360L bins	\$80 for delivery and remova	al
Number of Describes Disc		30 x 240/360L bins	\$160 for delivery and remove	val
Number of Recycling Bins =x 360L		40 x 240/360L bins	\$240 for delivery and remove	val
=x 1100L	41 -	50 x 240/360L bins	\$350 for delivery and remove	val
TOTAL Number of Bins	1 - 2	2 x 1100L bins	\$20 for delivery and remove	al
Required for Event	3-8	3 x 1100L bins	\$80 for delivery and remova	al
	Was	ste: \$15.00 - per 240	OL bin emptied. \$36.00 per 110	00L bin emptied
Rates for 2017/18 per sen	vice Rec	ycling: \$12.00 - per	360L bin emptied. <b>\$27.00 -</b> per	1100L bin emptied
(Accounts are invoiced mont	hly) NO the		bin is contaminated and CAN N e of \$20 will be applied per 360L	
	onal Counc	il, Branch Office Be	Branch or Berridale Branch rridale, 2 Myack Street, BERRID	DALE NSW 2628
HEAD OFFICE	Cooma:	81 Commissioner Street	COOMA NSW 2630	P 02 6455 1777
tagmen arriers	Bombala: Jindabyne:	ala: 71 Caveat Street BOMBALA NSW 2632		P 07 543 ( 1393 P 02 6458 3555 P 02 6451 1550
MAILING ADDRESS	PO Box 714.	COOMA NSW 2630	www.snowyr	monaro.nsw.gov.au

## **Terms of Payment**

not specified within thirty days of a relevant tax invoice without set-off or demand. Council may at its option render tax invoices to the Customer at the commencement or completion of the service period or

2. Where any service charge becomes overdue, any unpaid service charges immediately become due and payable by the Customer to Council

shall be charged at the prescribed rate for that year until the whole of the amount, including interest has been paid

4. The applicant can cancel or amend the Service by giving (7) days' notice in writing to Council.

camana cangainas

1. Completed forms must be received at least 14 days before the event. Please remember that larger Development Application approval. If you are unsure of whether your event will need approval please contact Council's Jindabyne Branch and speak to a Town Planner.

- 3. Provide clear and safe access to bins for collection purposes. The Collector will have sole discretion in not be collected. Bins must not be overloaded.
- 4. Abide by restrictions for use
  - No liquids (waste water, oil, paint, cleaners, acid, chemicals)
- 5. The applicant can cancel or amend the Service by giving (7) days notice in writing to Council.

I agree with the terms and conditions of service and understand that information provided above will be used in accordance with relevant ption is correct to the best of my knowledge. Date 21.04-18. Signature of applicant Privacy Statement:

Council respects all personal and confidential information you give and will do everything possible to protect information from unauthorised access, loss or misuse. Information collected from you is required for the delivery of Council services in accordance with Council's powers, functions and purposes under The Local Govt Act 1993 and other relevant legislation. It may also be used by Council to conduct research and customer satisfaction surveys so that we may better understand community needs and can improve service delivery.

BRANCH OFFICES

Bombala:

2 Myack Street BERRIDALE NSW 2628 71 Caveat Street BOMBALA NSW 2632

MARIES TAXABLE REPORT SIRES

P 02 6451 1195 P 02 6458 3555

MAILING ADDRESS PO Box 714, COOMA NSW 2630

www.snowymonaro.nsw.gov.au



## Account activity



#### **Transactions**

Date	Description	Debit	Credit
19 Mar 2018	DEPOSIT BREE-ANNA O'BRIE Frank Coonan Spons		\$50.00
14 Mar 2018	DEPOSIT SHARON DONNELLY Glen Mia Saddlery		\$100.00
13 Mar 2018	DEPOSIT IG & RM HAYES Ian Hayes		\$26.00
07 Mar 2018	DEPOSIT CBA Ace Equip 101		\$500.00
02 Mar 2018	DEPOSIT ELLA WILLIAMS sponsorship		\$250.00
28 Feb 2018	INTEREST PAID		\$0.72
19 Feb 2018	DEPOSIT IMB 2018 Membship Fees		\$30.00
31 Jan 2018	INTEREST PAID		\$0.85
29 Dec 2017	INTEREST PAID		\$0.84
11 Dec 2017	WITHDRAWAL/CHEQUE 400851	-\$3000.00	
30 Nov 2017	INTEREST PAID		\$1.02
06 Nov 2017	WITHDRAWAL/CHEQUE 400858	-\$72.00	
31 Oct 2017	INTEREST PAID		\$1.13
12 Oct 2017	WITHDRAWAL/CHEQUE 400852	-\$1000.00	
11 Oct 2017	WITHDRAWAL/CHEQUE 300791	-\$10.00	
29 Sep 2017	INTEREST PAID		\$1.10
13 Sep 2017	WITHDRAWAL/CHEQUE 400850	-\$650.00	
13 Sep 2017	WITHDRAWAL/CHEQUE 400849	-\$55.00	
05 Sep 2017	WITHDRAWAL MOBILE 1553052 PYMT Monaro Med Monaro Post	-\$35.20	

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## Submission # 2



## **No Documentation**

## Submission #3



# 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) Nimmitabel Chamber of Commerce Inc

PO Box 24

Nimmitabel NSW 2631

ABN: 27 902 812 538

Registered Association No. INC1701198

2. Location/address:

**Public Officer** 

28 Bombala St

Nimmitabel NSW 2631

3. Date of establishment or inauguration:Date of Incorporation 5 September 2017

- 4. Is your organisation registered for GST?
- 5. Amount of funding requested:\$2000 Entertainment and advertising

\$140 - DA Waiver

\$2140 total

6. Brief description of the nature and objectives of applicant/recipient organisation: The NCC was formed by the majority of business owners in Nimmitabel and surrounds to further the economic and social development of Nimmitabel through holding events and instigating development projects. Our events are aimed at both tourists and our local residents, and as such will both support local business and create social opportunities for residents, leading to a vibrant and engaged community. We operate as a not for profit organisation and therefore require fundraising and sponsorship in order to achieve our goals, with any funds generated by our activities being returned to the community via ongoing projects. We are a new organisation, but our visions for the future of Nimmitabel include a variety of projects from the small to the highly ambitious.

7. Purpose for which assistance is sought:
Cash support - \$2,000.00 toward the cost of entertainment and advertising. This is
less than a third of our budgeted costs for these items.
Fee waiver eg, DA \$140.00
Promotion via print media, Council website etc
8. Which category does the event fit within Council's Delivery & Operations Program?
We believe the Steampunk@Altitude Festival fits several categories as it exploits our historic
streetscape, promotes tourist visitation, provides a social opportunity for locals, and supports
business in the region according to the following categories in Council's Delivery & Operations
Program:
Two — Expanding connections within the Region and beyond
A holistic approach to connecting our towns, people and businesses – both within the Region and
to the wider world – through efficient use of
funding, better transport systems and by maximising the potential of emerging technologies.
runding, better transport systems and by maximising the potential of emerging technologies.
Three Strongthoning our local occupant
Three – Strengthening our local economy
The Region attracts increased investment and creates sustainable value in local employment
generating industries. Residents have access to a range
of learning opportunities that support future employment.
Four – Creating a safer, healthier and thriving community
A safe and healthy community, rich in a diverse offering of activities and services available
throughout the Region that foster social connections and
enhance wellbeing.
Five — Enhancing our healthy, active lifestyle
Through best use of our environment and natural assets, our community and our visitors enjoy
active lifestyle and recreation opportunities, which
deline meet, to and the opportunities, time.
lead to improved health and wellbeing throughout their lives.
9. Financial details of project or program for which assistance is sought:
Budget attached.
baaget attached.
10. Total cost of project or program:
Budget attached
11. Details of other funding received from SMRC if any:
None

12. Details of other financial assistance sought or obtained:

Donations sought/pledged:

Snowy Hydro Limited, Luke Judd, \$750 pledged

Elgas \$500 pledged

John Barilaro \$2,000 requested

13. How will Council funding be acknowledged eg logo or signage
We will display Council's logo on our programme which will be distributed to all attendees
for free during the festival and for some time before the festival. We will also feature the
Council in our list of supporters on our social media.

14. Details of Office Bearers or other involved parties:

President: Grant Walker, The Royal Arms

Public Officer: Kelvin Fahey, The Federal Hotel

Treasurer: Britt Roijer, Nimmitabel Leather Shop

Secretary: Tess Hudson

- 15. What services or activities will the recipient provide to SMRC residents? Steampunk@Altitude will provide entertainments such as music, artistic performance, exhibitions and competitions. It will also bring an array of vendors offering unusual items for sale. Increased activity in the town on the weekend will provide economic benefit to the local businesses and provide extra employment opportunities across many venues and services. It will also create many opportunities for locals and residents across the region to socialise and forge connections with wider community.
- 16. **Attach** 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).

Are these attached? No. Our bank account is so new we have not even had a statement yet. We have \$560.00 in the bank currently, but as members have been using their own funds to pay for printing, advertising, fees etc, our net position is currently negative.

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

Signature:	
Name:	Tess Hudson.
Office held / Position	Secretary
Email Address: *MANDATORY	info@nimmitabel.org
Postal Address:	PO Box 24 Nimmitabel NSW 2631
Telephone Number/s	
Date:	06/04/18

Please return by post to PO Box 714, Cooma NSW 2630, or email to <a href="mailto:council@snowymonaro.nsw.gov.au">council@snowymonaro.nsw.gov.au</a>

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)	
	Other (hall /oval fee waivers etc)	

Is public notice required?

Date and method of public notice:

## What Is Steampunk?

Some people may ask, "What is Steampunk?"

The term itself is attributed to science-fiction author K.W. Jeter from a correspondence with the sci-fi magazine *Locus*, which was printed in their April 1987 edition. Jeter was trying to construct a descriptive term to describe the works of himself and fellow authors Tim Powers and James Blaylock – all of which took place in a 19th-century (usually Victorian) setting and imitated conventions of such actual Victorian speculative fiction as H. G. Wells' *The Time Machine*. Although the term was only coined in the late 80's, it has since been retroactively applied to many earlier works of art and fiction, including the science fiction and horror-fantasy of H.G. Wells and Mary Shelley. The main defining elements of Steampunk are that the setting is inspired by (but not limited to) 19<sup>th</sup> Century British Victorian or the American Wild West, and that it departs from the historical reality into the fantastical by the overlaying of a futuristic – but steam powered – technology.

It is quite a diverse genre encompassing literature, fashion, art, and cinema in its expression and appealing to an equally diverse range of fans. Unlike many fandoms which have strict parameters for enactment or celebration of the genre, Steampunk allows the full exercise of the individual's creativity because the very few "rules" of what constitutes Steampunk are so open to a diverse range of expression. The only limits are your imagination...

## How to create your own Steampunk Persona...

It isn't just about the gadgets and accessories – some people like to put on a persona with their costume. Of course, it isn't essential to have a character to play, but it is a lot of fun and yet another aspect of the creative expression that can be found in Steampunk. Your character can be a fictionalised and stylised version of yourself, or as divergent from your real self as your imagination will allow. A good starting point for building a persona is to decide on a profession. Are you a pirate? A mercenary? A time-travelling adventurer? You could be an inventor or a mad scientist, a lady of leisure thrown out of her comfortable and protected existence into wild adventure, or a scholarly philosopher type. You can possess skills and background that support your character's actions and storyline, with no need to have a basis in reality. There are no limits to what you can be as a Steampunk character except your imagination.

## The Three Rules of Steampunk Fashion...

One of the most fun ways to express your Steampunk persona is, of course, dressing up. Steampunk fashion is not only a creative channel by which we express our Steampunk personas but is also a rebellion against the norm. Hence the inclusion of punk in the descriptor. Steampunkers tend not to want rigid rules or anything that quashes their creative expression, so the rules of Steampunk fashion are broad and open to personal interpretation.

If that amount of freedom leaves you wondering where to start here are a few guidelines to get you started:

- 1. When in doubt, emulate Victorian dress. Think long dresses/skirts, petticoats in layers, corsets, suit vests and top hats. Your Steampunk accessories can be added to define your character what would your persona be wanting or needing to wear for their adventure? Accessories can be as simple as fob watches and jewellery to more specific items such as goggles, wings and gadgets. Be creative.
- 2. There is no set colour for Steampunk. Although you will see a lot of browns and neutral colours in Steampunk costumes, you are not limited to only using these colours. There are no rules regarding appropriate colours for either your costume or your accessories. If you like bright, then by all means indulge yourself.
- 3. Have fun, express yourself the way you wish, be unique.

Of course, Nimmitabel in the beginning of May provides the perfect weather for wearing suit coats, vests and long dresses, so join in the fun and dress up with us for Steampunk@Altitude 5<sup>th</sup> & 6<sup>th</sup> May 2018. More inspiration and information about Steampunk will be coming in the Nimmity News issues between now and then. Looking forward to seeing you there.

- 1	Α	В		D	Ε	F
1	Steampunk @	Altitude budge	et			\$12,689.98
2						<b>\$</b> ,
3	Expenditure					
4	Performers					
4	refrormers		Estimate	Amount		
5			d cost	paid		Paid by
	Littmus Steampunk					
6	Band		\$400.00			
7	Reece the		\$500.00	\$250.00		Britt
8	Archery		\$100.00			
9	Cooma Band		\$100.00			
10	Sirius Airbus Crew		\$50.00	\$50.00		Stall fee waived
11	Morris Dancers		\$250.00			
12	Town Crier		\$600.00			In kind donation
13	Totals		\$2,000.00	\$300.00		
14						
15	Advertising and I	Promotion				
16			Estimate d cost	Amount		Paid by
17	Brochure - What Is?	Vietzneint	\$159.98	paid \$159.98		Tess
18	Flyers	vistaprint	\$400.00	\$139.96		1 ess
19	Posters		\$400.00			
20			\$200.00			
21	Newspaper ads	Nimmity News	\$50.00			
22	riemspaper aus	Monaro Post	\$50.00			
23		Bredbo Newsletter				
24						
25	Radio ads	2MNO	\$99.00	n/e		in kind donation
26			\$400.00			
27						
28	Display Space	Cooma banner	\$21.00			
29		Vistaprint	\$300.00			
30	Raffle tickets	•	\$250.00			
31	Facebook		\$60.00			
32	Online					
33	Calendars		\$1,500.00			
34	Totals		\$3,839.98	\$159.98		
35						
36						
37	Administration					
			Estimate	Amount		Paid by
38			d cost	paid		
39			\$300.00			
	Printing		\$300.00			
41	OH&S		\$400.00	,		1-1-1-11-1
	Tess		\$4,500.00	n/c		in kind donation
43	Totals		\$5,500.00			

Site				
		Estimate d cost	Amount paid	Paid by
Room and Hall fees	Pioneer Hall	\$100.00		
	Community Centre	\$100.00		
Equipment	tables and chairs	\$100.00		
	lighting	L		
	projection			
	PA			
	marquees			
Shop dressing		\$800.00		
Totals		\$1,100.00	\$0.00	
Miscellaneous		Estimate	Amount	
		d cost	Amount paid	Paid by
Food and beverages				
Prizes/Awards	Certificates	\$50.00		
	Gifts	\$200.00		
	Trophies			
	D-60i			
	Raffle prizes			



Local talent providing entertainment in the Altitude Lounge at the Federal Hotel, The Ukeladies.



The bartender and the bar in Steampunk mode....



Steampunk appeals to all ages.



Steampunk lets your imagination run wild



It's in with the old.

Kel gets to know a colourful character.





Fine examples of Steampunk wares for sale.

## 16.4 DONATIONS AND SPONSORSHIP APRIL 2018 ATTACHMENT 2 REQUESTS FOR DONATIONS AND SPONSORSHIP FOR SUBMISSION TO COUNCIL APRIL 2018.

Page 410

#	Organisation	Request Summary	Requested Value (Cash)	Requested Value (In Kind)	Recommendation	Comment
1	Bombala Campdraft	In Kind support for annual campdraft event. Provision of grounds mowing Telehandler hire Water cart hire Bollards Waste provision		\$740	Supported by Mayor	As per Mayoral report from 5 April Council meeting.
2	Bombala Rotary Club	Supply of gravel		\$528	Supported by Mayor	As per Mayoral report from 5 April Council meeting.
3	Nimmitabel Steam Punk Event	New event being conducted by the Nimmitabel Chamber of Commerce. Entertainment and media - \$2000 DA Waiver - \$140	\$2,000	\$140	-	
	Total value of April 2017 Donation requests		\$2,000	\$1,408	Total impact to	Budget \$3,408

### 16.5 EXTENSION OF SECTION 355 COMMITTEES

Record No:

Responsible Officer: Director Corporate and Community Services

Author: Secretary Council & Committees

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: OP7.7 Ensure that governance structures are open, transparent

and fully accountable and that these are supported by relevant

instruments.

Attachments: Nil

Cost Centre Governance

Project Section 355 Committees

**Further Operational Plan Actions:** 

## **EXECUTIVE SUMMARY**

Section 355 Committees as listed below were re-appointed to 31 March 2018, and endorsed the new makeup of 11 advisory, 30 management and 4 project committees. Council is currently undertaking a comprehensive review of its management committee structure. However, to ensure that community members of these committees have adequate insurance cover, it is necessary that these Committees be re-appointed until November 2018.

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

## OFFICER'S RECOMMENDATION

That Council re-appoint all Section 355 management committees and the four (4) project committees (as listed) to 30 November 2018 and reconfirm membership of those Committees to 30 November 2018.

#### **BACKGROUND**

There are a substantial amount of Section 355 management committees throughout the region that maintain a council asset. In order to complete a comprehensive review, conduct consolation with key stake holders and make a recommendation to Council, an extension of the existing management committees is required to November 2018.

Review of the 11 Section 355 advisory committees has commenced with Councillors assisting staff to determine the makeup of the committees and draft committee constitutions. However, it is expected that the new advisory committees will not be operational until June 2018, this would include consultation with the community, advertising expressions of interest and the appointment of members.

The four (4) project committees:- Bombala Swimming Pool, Berridale Beautification, Jindabyne Beautification and Aitchison House committee will cease following the completion of the specific objective.

A list of the Section 355 Committees that were re-appointed to March 31 is as follows:-

## **Section 355 Committees**

	Constitution/	Management/	Council Representation
	Objective	Advisory	Representation
Adaminaby School of Arts Hall	Yes	Management	Yes
Berridale Pool, Community Centre & Sportsground	Yes	Management	Yes
Dalgety Hall Management Committee	Yes	Management	Yes
Dalgety Showground	Yes	Management	Yes
Jindabyne Memorial Hall	Yes	Management	Yes
Jindabyne Shared Trails	Yes	Management	Yes
Jindabyne Sportsground and Recreation Areas Management Committee	Yes	Management	Yes
Yallambee Lodge	Yes	Management	
Nimmitabel Showground Management	Yes	Management	Yes
Recreational Facilities	Yes	Advisory	Yes
North Ridge Reserve	Yes	Management	Yes
Old Cooma Grasslands Reserve	Yes	Management	Yes
Bredbo Cemetery	Yes	Management	No
Michelago Cemetery	Yes	Management	No
Nimmitabel Cemetery	Yes	Management	No

16.5 EXTENSION OF SECTION 355 COMMITTEES

	Constitution/	Management/	Council
	Objective	Advisory	Representation
Numeralla Cemetery	Yes	Management	No
Peakview/Jerangle Cemetery	Yes	Management	No
Bredbo Hall	Yes	Management	No
Kybeyan Hall	Yes	Management	No
Michelago Hall	Yes	Management	No
Nimmitabel Hall	Yes	Management	No
Numeralla Hall	Yes	Management	No
Peakview Hall	Yes	Management	No
Shannons Flat Hall	Yes	Management	No
Smiths Road Hall	Yes	Management	No
Bibbenluke Hall and Sportsground	Yes	Management	Yes
Bombala Exhibition Ground Management	Yes	Management	Yes
Bombala Racecourse and Recreation Ground	Yes	Management	Yes
Bombala Tennis Club	Yes	Management	No
Bombala Cemetery	Yes	Management	Yes
Bombala Railway Land Development	Yes	Management	Yes
Bungarby Memorial Hall Preservation	Yes	Management	Yes
Cathcart School of Arts	Yes	Management	No
Craigie Hall	Yes	Management	No
Delegate & District Pre- School	Yes	Management	No
Delegate Sportsground	Yes	Management	Yes
Delegate School of Arts	Yes	Management	Yes
Delegate Early Settlers Hut	Yes	Management	Yes
Mila Country Club	Yes	Management	Yes
Aitchison House (Old Cottage)	Yes	Project Committee	Yes

#### 16.5 EXTENSION OF SECTION 355 COMMITTEES

	Constitution/ Objective	Management/ Advisory	Council Representation
Berridale Beautification Committee	Yes	Project Committee	Yes
Bombala Swimming Pool Advisory	Yes	Project Committee	Yes
Jindabyne Beautification	Yes	Project Committee	Yes

#### QUADRUPLE BOTTOM LINE REPORTING

#### 1. Social

A number of Section 355 Committees manage facilities on behalf of Council. Others advise Council on areas of Council's operations and are often comprised of a mixture of council representative and community members. The re-appointment of these Committees will give continuity where required and also ensure that members managing Council's facilities are covered by Council's insurance.

#### 2. Environmental

The re-appointment of the Section 355 Committees will have no impact on the environment

#### 3. Economic

The re-appointment of the Section 355 Committees will have no economic impact.

## 4. Civic Leadership

The re-appointment of these Committees will ensure that the management of Council's facilities will continue and will ensure that the contribution of volunteers is recognised and they are covered by Council's insurance.

## 16.6 CHANGE OF MEETING DATE REQUEST FOR COUNCIL MEETING 3 MAY 2018

Record No:

Responsible Officer: Director Corporate and Community Services

Author: Group Manager Governance

Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation

Delivery Plan Strategy: DP7.1.1.2 Council's leadership is based on ethics and integrity to

enable informed and appropriate decisions in the community's

best interest.

Operational Plan Action: OP7.7 Provide timely, accurate and relevant information to

Council to enable informed decision making.

Attachments: Nil

Cost Centre 3110

#### **EXECUTIVE SUMMARY**

A request was submitted to Council at the 15 March Council meeting for an extraordinary meeting to be held on 3 May 2018 for Council to endorse the Delivery and Operational plan for public exhibition. This meeting has since become an ordinary council meeting when Council resolved to meet twice per month.

The Mayor and General Manager are unable to attend the meeting on 3 May as advised at the 5 April 2018 meeting.

For Council to meet its regulatory obligations to publish the 2040 Community Strategic Plan and associated Resourcing Strategy, Delivery and Operational plans by 30 June 2018, the report will need to be presented to Council between 1 May 2018 and 7 May 2018 to ensure all required protocols can be met.

The Mayor has requested that the Council meeting scheduled for Thursday 3 May 2018 be rescheduled so that he and the General Manager can attend this meeting.

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

## **OFFICER'S RECOMMENDATION**

That Council

- A. Agree to move the 3 May 2018 council meeting to Monday 7 May 2018 at 5pm in Cooma Chambers; and
- B. Authorise an extraordinary council meeting be scheduled for Thursday 28 June 2018 to endorse the final plan.

#### **BACKGROUND**

The options considered to move the meeting from 3 May 3018 and still meet the regulatory timeframes are:

## Option 1: Monday 7 May 5pm

This would allow

- the public exhibition period to run from Wed 9 May to Wed 6 June;
- consideration of submissions and revision of plans from 6 June to 15 June;
- preparation of final report for Council and issue on Thursday 21 June for meeting on Thursday 28 June.

## Option 2: Friday 4 May 5pm

This would allow

- the public exhibition period to run from Tues 8 May to Tuesday 5 June;
- consideration of submissions and revision of plans from 5 June to 15 June;
- preparation of final report for Council and issue on Thursday 21 June for meeting on Thursday 28 June.

It should be noted we did not consider an option to move the meeting forward as the required information would not be available to issue Councillors earlier than Thursday 26 April, and if moved forward Councillors would not have the requested 7 days to review reports.

The preferred recommendation is option 1 to move the meeting to Monday 7 May 2018 at 5pm with the pre meeting at 4pm. Meeting to be held in Cooma Chambers.

### QUADRUPLE BOTTOM LINE REPORTING

#### 1. Social

Council need to ensure that the requisite periods of community consultation be undertaken and that due consideration be given to submissions provided for items on exhibition. The recommendations in this report are based on ensuring we can meet these commitments.

#### 2. Environmental

There are no environmental impacts with regard to the recommendations in this report.

### 3. Economic

No additional financial impacts with regard to the recommendations in this report.

### 4. Civic Leadership

The recommendation in the report is to ensure that council have the best possible representation at meetings in consideration of community outcomes.

#### 16.7 ORGANISATION AND PLANNING FOR FUTURE AUSTRALIA DAY CIVIC EVENTS

Record No:

Responsible Officer: Director Environment & Sustainability

Author: Group Manager Economic Development and Tourism

Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation

Delivery Plan Strategy: DP7.1.1.2 Council's leadership is based on ethics and integrity to

enable informed and appropriate decisions in the community's

best interest.

Operational Plan Action: OP7.7 Provide timely, accurate and relevant information to

Council to enable informed decision making.

Attachments: Nil

Cost Centre Not yet allocated

Project N/A

**Further Operational Plan Actions:** 

#### **EXECUTIVE SUMMARY**

Following this year's Australia Day celebrations it is evident that for this event to be sufficiently coordinated across the region in the future there is a need for clearer definition of organisational roles, responsibilities and processes along with appropriate allocation of Council resources to enable the event to be a success. This will ensure that in the future, planning and interaction with the community around this event can occur in the most efficient and productive way possible. It will also assist with activities on the day running efficiently.

However it may be difficult to achieve consensus throughout the region on the way forward in this regard, due mainly to the variety of communities across the region and the distances between them.

To advise Council appropriately on the best way to progress for next year's event, it is recommended that Council nominate three Councillors to liaise with relevant Council staff to examine all applicable issues across the region associated with this event and report back to Council in June. The report would provide a recommended way to proceed for the event including allocation of responsibilities, required resources and budget.

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

## OFFICER'S RECOMMENDATION

That Council

- A. Endorse formation of an Australia Day advisory group consisting of three Councillors and staff from all Council units associated with the event to examine all issues associated with the Australia Day event across the region.
- B. Nominate three Councillors to participate in the group
- C. Require the advisory group to prepare a report to Council in June with recommendations on

16.7 ORGANISATION AND PLANNING FOR FUTURE AUSTRALIA DAY CIVIC EVENTS

how future Australia Day events should be organised, including responsibilities, required resources and budget.

D. Subject to the recommendations of the advisory group report, disband the group once the report has been considered by Council in June.

#### **BACKGROUND**

Australia Day is an important national event. Although it is the subject of different controversies at a national level, at the local level in the region it remains an event of significance to many in the community.

This year was the first coordination of Australia Day across the amalgamated region, and the communities of Jindabyne, Berridale, Michelago, Bredbo, Numeralla, Jerangle, Nimmitabel and Bombala all provided celebrations and activities. Most of them were donated \$200 each by Council. It is understood only Bombala and Berridale did not submit applications for funding.

Cooma was the venue for the official SMRC ceremony, which also included a citizenship ceremony, and the activities were scaled down just a little from previous years. Council paid for all the radio advertising which included all the other village venues, and also the print ad in the Monaro Post. The information was also posted on Council's Facebook page.

### QUADRUPLE BOTTOM LINE REPORTING

#### 1. Social

This event provides an opportunity for communities across the region to come together and celebrate being Australian. For this reason it holds a high level of social and cultural significance. However, as with the event at the national level, at the local level there are social and cultural sensitivities about some aspects of Australia Day which need to be handled with care and respect. This is particularly the case with various minority groups who wish to participate in the Day, in either an official capacity or by simply attending an event. Such groups include first peoples, people of non-English speaking or simply different cultural backgrounds, and those with some form of disability or special need.

Australia Day is also a prestigious occasion to become an Australian citizen, and as such the event holds a particular significance for people who have elected to make such an important personal decision on that day.

#### 2. Environmental

This event does not involve any significant detrimental impacts upon the environment.

#### 3. Economic

An unresolved issue going forwards concerns the allocation of a suitable budget for the Australia Day event in the region. As stated above, this year Council provided small donations to assist with the events across the region, along with the staff time involved in organising and running the day.

Cooma-Monaro Shire Council formerly allocated a budget of \$10,000 for Australia Day. It's important to note that if this sized budget is allocated to the event it should ideally provide a

reasonable economic return to the community. However this is generally not the case with Australia Day.

With this in mind it is worth re-considering how the event should be carried out across the region and what size budget should be allocated to this by Council.

## 4. Civic Leadership

Australia Day presents an opportunity for Council to demonstrate civic leadership to the community. However there are some issues that are important which need to be addressed by Council and applied to the entire region. One such issue is the Aboriginal flag. Jindabyne and Berridale both display the Aboriginal flag with equal prominence as the Australian flag at any official SMRC Australia Day ceremony. However, Cooma does not. This inconsistency needs to be rectified across the region for future occasions.

There is some conjecture over the means by which Australia Day should be organised. In former Cooma Monaro Council Australia Day was organised by a working party with a mixture of council staff, councillors and community members which involved:

- approximately 12 14 members.
- A Council budget of \$10,000 (way more than any other event being run in the region receives).
- The working party commencing organisation of the official Cooma event in June and meeting at least every 2 weeks.
- The event was held in Centennial Park and commenced at 9am and finished at 1.30pm
- It included a theme, official ceremonies, entertainers, BBQ, food stalls, community stalls or representation, official ADC ambassador, presentation of awards, raising of the flag, past and current awards recipients dinner
- Local businesses were provided with bunting and flyers etc and encouraged to decorate their businesses

The working group model was effective in Cooma-Monaro Council, but across the broader region there may be a concern that such a group if formed may not represent the entire region and that organisation of the event will become centralised in Cooma.

There is also a question as to whether a working group would be the most efficient way to organise the event. The alternative would be to delegate organisation of the event to relevant Council staff and it would be their responsibility to consult with Councillors and community representatives as part of the process.

The strong recommendation from staff involved in organising this year's event is that any official SMRC event needs support from two Council staff. One to organise the activities, and to help set up on the day, and another to look after the administrative and promotional work, liaise with the Australia Day Council, and to chaperone the Ambassador. It proved quite difficult for one person to do everything required in this regard for this year's event. If it wasn't for additional help from other staff in an unofficial capacity some critical tasks may not have been completed on time. This situation is obviously unsustainable and must be rectified for next year's event.

One further problem with the event is that it overlaps different units within Council. This style of event is classed as a community event (not a tourism event) and generates little economic boost to the community, however the social and community benefits are important. Broadly speaking, the different components of the event and which unit within Council would have primary responsibility could be summarised as follows:

Elements of the event	Responsible unit within Council	Reason
Awards, liaison with Australia Day Ambassador, Awards dinner, organisation of political dignitaries, organising official ceremonies & proceedings	Governance	Civic and political functions of the event
Liaison with community groups and representatives, advising on social issues and protocols associated with the event (especially with regard to aboriginal or multicultural issues, accessibility issues, etc)	Community Development	Requires understanding of social issues within the region and knowledge of community groups
Promotion of the event, organisation of entertainment, liaison with local business	Tourism	Involves promotion throughout the region and understanding of impacts on business and visitor movements
Preparation of Council facilities, parks, lawns mowed, tidiness, etc	Open Space and Recreation	Concerns the state of facilities.

A final issue with the event concerns community expectations. It is apparent that throughout the towns and villages of the region there are different expectations concerning the scale of the event and what it should involve. These will need to be understood and managed for future events.

To properly understand and grasp differing perspectives on the Australia Day event it is recommended that an advisory group be formed between Councillors and Council staff to investigate the relevant issues and advise the Council accordingly. The Council can then decide the best way to progress with regard to next year's events across the region.

Record No:

Responsible Officer: General Manager

Author: Grants Officer

Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation

Delivery Plan Strategy: DP7.2.1.1 Increase and improve Council's financial sustainability.

Operational Plan Action: OP7.16 Effective management of Council funds to ensure financial

sustainability.

Attachments: 1. Guidelines - Round 2 Stonger Country Communities Fund -

Close 4th May 2018 <a>J</a>

Cost Centre 4010 – Finance (Grants Management)
Project To Be Confirmed – Various Projects

Further Operational Plan Actions: OP7.7 Provide timely, accurate and relevant information to

Council to enable informed decision making (Under DP7.1.1.2)

#### **EXECUTIVE SUMMARY**

The NSW Government's 'Stronger Country Communities Fund' (SCCF) aims to support infrastructure projects in regional NSW communities to improve the lives of residents and enhance the attractiveness of these areas as vibrant places to live and work.

SCCF Round 2 Application Close Date: 5pm, 4th May 2018.

The total funding pool available to the Snowy Monaro LGA is \$6,158,227 (ex GST).

Projects must commence within a 12 month time period and be completed within two years of funding approval. There are three types of eligible infrastructure under SCCF Round 2 (with a definite leaning towards to the first two categories):

- General community amenity, place making and street beautification
- Local sporting infrastructure
- Community service-type infrastructure

This report outlines the updated funding parameters governing SCCF Round 2, and offers project nominations for consideration.

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

### OFFICER'S RECOMMENDATION

That Council

- A. Resolve to action Stronger Country Communities Fund 2018 Round 2 applications prior to application close 4<sup>th</sup> May 2018; and
- B. Confirm the priority order listing of projects to be nominated This being a requirement of the online SCCF application process.

- C. Note that the amounts referenced for each project are indicative only and may change as detailed plans and budgeting is completed; with any variations being reported to Council subsequent to application lodgement.
- D. Declare (Yes/No) if any of the prioritised projects present a conflict of interest for Councillors; if affirmative: Identify the nature of the conflict, the key person involved and how the conflict was managed in the project selection process & prioritisation process This being a requirement of the online SCCF application process.
- E. Subject to Section B determinations, approve and confirm Council's commitment to provide the mandatory co-contribution amounts (if triggered) This being a requirement for any project seeking over \$1 million dollars in grant funding.

#### **BACKGROUND**

Numerous, critical changes to the criteria aspects of this funding stream have been deployed by the State Government for Round 2 of SCCF.

Our Council has benefited from an increased SCCF Round 2 allocation (\$4,726,134), combined with the amount that was not approved for projects under SCCF Round 1 (\$1,432,093), resulting in a total funding pool available of \$6,158,227 ex GST.

Applications will be lodged via online portal (one application per project), with a variety of evidentiary information and supporting details required. Council entities are the only eligible applicants. Whilst the NSW Government encourages submit of multiple applications to exceed the total funding available, it is envisaged that our Total Grant Request amount under SCCF Round 2 be in the vicinity of \$8 million.

- A minimum \$2,363,067 of our submitted grant request should relate to local sporting infrastructure (50% of our total SCCF Round 2 allocation).
- Minimum grant request amount is \$50,000; though the funding body have articulated that larger scale projects are preferred.
- Applications seeking between \$50,000 and \$1 million can be for the entire project cost as a grant.
- Projects requiring grant funding of over \$1 million will only be considered where there is a
  minimum financial co-contribution towards the project of 25 per cent of the total grant
  amount. The financial co-contribution to the project can be from council or other funding
  sources, but must be confirmed. Refer: Page 3 of Guidelines
- Where a sports project is seeking over \$1 million in grant funding, Council must obtain a letter of support from the relevant NSW state sporting organisation.
   Refer: Page 3 of Guidelines
- Works already approved funding under our forward capital works program are ineligible.

As always, our challenge is defining suitably developed projects, then quantifying and providing firm evidence against all criteria.

Internal review of projects which A) fit the criteria; and B) are investment ready provides the following table of viable projects for nomination:

25 Project options with a Total Grant Request amount of \$11,790,500

- including 10 'Sporting' types with a Total Grant Request amount of \$5,490,000.

Rank	SCCF Infrastructure Type	Site Basics	Project Description	Total Grant Request	Total Project Cost Estimate	Notes /Other Funding Links
1*	Community Amenity / Place Making / Street Beautification	Lake Jindabyne Boat Ramp Facility & Beautification Upgrades	Final amenity upgrades at Lake Jindabyne Boat Ramp	\$250,000	\$250,000	Aligns with NSW Regional Boating Plan
	Community Amenity / Place Making / Street Beautification	Berridale Village Beautification - Master Plan Delivery	Upgrade to Berridale Civic Precinct - Focus areas Central Park, Lions Park and Exchange Square	\$3,000,000	\$3,500,000	MPP-155 Berridale Streetscape Stage 3 (Road component only) \$543,000
	Sporting (1 of 10)	Bombala Swimming Pool Upgrade	Upgrade of facility	\$1,500,000	TBC	
	Sporting (2 of 10)	Cooma Swimming Pool Upgrade	Upgrade of facility	\$1,500,000	ТВС	MPP-031 Improvement at the Cooma Festival Swimming Pool \$270,000
	Sporting (3 of 10)	Access Improvements Claypits Outdoor Recreation Area - Lake Jindabyne Foreshore	Upgrades to integrate access to passive water sports (canoes, SUPs), fitness stations, FROLF, & shared paths; including parking works, erosion control, landscaping & signage	\$650,000	\$1,000,000	MPP-222 Upgrade to Claypits area at the Lake Jindabyne Foreshore (partial only) \$450,000 - Balancing Project
	Community Amenity / Place Making / Street Beautification	Jindabyne Viewing Platform - Township Entry	Additional tourism attraction (lookout) at main entry	\$561,500	\$561,500	
	Sporting (4 of 10)	Jindabyne Swimming Pool Upgrade	Upgrade of facility	\$500,000	ТВС	MPP-220 Review of facilities at Jindabyne Pool &

Rank	SCCF Infrastructure Type	Site Basics	Project Description	Total Grant Request	Total Project Cost Estimate	Notes /Other Funding Links undertake key works
						\$245,000
	Sporting (5 of 10)	Jindabyne Sportsground Upgrade	Upgrade amenities, change rooms, seating & install cricket pitch	\$450,000	\$450,000	MPP-081 Options Investigation for amenities building upgrades at the Jindabyne Sportsground
	Sporting (6 of 10)	Tyrolean to East Jindabyne Shared Trail Link	Construction to deliver middle trail section	\$350,000	\$350,000	First & last 2km are funded under voluntary development contribution, with funding required for completion
	Community Amenity / Place Making / Street Beautification	Cooma Multifunction Centre Upgrade – Cooma Showground	Refurbishment works including painting, upgrade kitchen, electrical, heating & lighting	\$300,000	\$300,000	
	Community Amenity / Place Making / Street Beautification	Cooma Showground - Grandstand & Amenities Upgrade	Upgrade of public toilets & grandstand facilities	\$100,000	\$100,000	
	Community Amenity / Place Making / Street Beautification	Lake Eucumbene Boat Ramp Upgrade – Old Adaminaby	Infrastructure upgrade	\$300,000	\$300,000	Aligns with NSW Regional Boating Plan
	Community Amenity / Place Making / Street Beautification	Aitchison Cottage Capital Works - Berridale	Refurbishment to enable community use; includes Community Garden & fencing aspects	\$300,000	\$300,000	MPP-073 Finalise planning for Aitchison House Cottage Restoration (June 2018 completion)

Rank	SCCF Infrastructure Type	Site Basics	Project Description	Total Grant Request	Total Project Cost Estimate	Notes /Other Funding Links
	Community Amenity / Place Making / Street Beautification	Mt Gladstone Facility Upgrade and Public Amenity Construction	Toilet construction BBQ, picnic facilities & tourism signage	\$300,000	\$300,00	
	Sporting (7 of 10)	Mt Gladstone Trail Works	Completion of high priority trail sections recommended in the MTB Master Plan	\$150,000	\$150,000	
	Sporting (8 of 10)	Nijong Oval Learn to Ride Bike Path - Cooma	Specialised infrastructure to develop bike skillsets & enhance road safety awareness for Snowy Monaro children	\$210,000	\$250,000	MPP-025 - Nijong Oval Improvement \$564,000 - (Learn to Ride element partially funded via MPP \$40K)
	Community Amenity / Place Making / Street Beautification	Bombala Apex Park / Ginger Leigh Park zone - Public Toilet Construction and Upgrade	Refurbish toilets & construction of All Accessible toilets to support proposed All Abilities playground	\$200,000	\$200,000	MPP-163 - Construction of an All Abilities Playground at Bombala
	Community Amenity / Place Making / Street Beautification	Dalgety Showground - Public Toilet Upgrade	Toilet upgrade	\$150,000	\$150,000	MPP-068 Refurbish the Dalgety Showgrounds Pavilion
	Sporting (9 of 10)	Dalgety Showground - Sports Facility Upgrade	Refurbish Tennis Courts, install cricket pitch, electrical & lighting upgrade	\$100,000	\$100,000	MPP-157 Replacement of Dalgety Showground playground equipment
	Community Amenity / Place Making / Street Beautification	Bredbo Public Toilet Upgrade	Installation of new septic tank & water tanks, and upgrade of facilities	\$100,000	\$100,000	
	Community Amenity / Place Making / Street Beautification	Cemeteries - Fencing Package of Works	4,501m of fences at 8 Snowy Monaro cemeteries	\$89,000	\$89,000	

Rank	SCCF Infrastructure Type	Site Basics	Project Description	Total Grant Request	Total Project Cost Estimate	Notes /Other Funding Links
			(Boloco, Moonbah, Bibbenluke, Cathcart, Michelago, Jerangle, Bombala & Delegate)			
	Sporting (10 of 10)	Bombala Showground Sports Facility Upgrade	Install cricket pitch and upgrade of electrical & lighting	\$80,000	\$80,000	
	Community Amenity / Place Making / Street Beautification	Cemeteries - Access Upgrade Package of Works	Access & parking upgrades at 3 Snowy Monaro cemeteries (Jindabyne, Delegate & Bombala)	\$52,000	\$52,000	
	Community Amenity / Place Making / Street Beautification	Lions Park Upgrade – Cooma	Additional parking, seating, shelter & BBQs; 200m path; upgrade to dog off leash area; and entry works	\$348,000	\$348,000	Scope/stages reviewed by SMRC; Community submission estimated TPC \$484,000
**	Community Amenity / Place Making / Street Beautification	Bombala Arts & Innovation Centre (aka 'Bomba Hub') - Building Upgrade for Community Use	Capital works at the former Bombala NSW TAFE Campus Building to enable the repurpose of the facility for Community use	\$250,000	\$400,000	Transfer of ownership to Council not finalised; SMRC Resolution 294/17 provides up to \$150,000

<sup>25</sup> Project Options with a Total Grant Request Amount of \$11,790,500

Note: SCCF Round 1 secured \$735,974 for 2 projects located in Bombala and \$195,000 for 1 project located in Cooma.

<sup>\*</sup>Positioning of the Lake Jindabyne Boat Ramp Beautification project as a first priority suggestion is due to the funding body's Assessment Panel rating this project favourably (under SCCF Round 1); and the decision not to allocate funding initially being a result of political timing only. Minister Barilaro has encouraged that this project be re-submitted.

<sup>\*\*</sup>The possibility of the project related to the Bombala TAFE building having some fundamental contradictions, which may impede nomination inclusion at this time, is noted.

Reference: Agenda Item – Proposed Transfer of Bombala TAFE Campus at 8-12 Wellington St.

## **QUADRUPLE BOTTOM LINE REPORTING**

#### 1. Social

All 7 Community Strategic Plan (CSP) key directions benefit from collaboration, advocacy and seeking additional funding streams. The nominated projects are diverse in nature, with Council striving to reflect modern infrastructure requirements and community expectations.

#### 2. Environmental

The content and recommendations of this report are not considered to have any detrimental environmental impacts. It is noted that some of the project options presented, such as Claypits Access and Cemetery Works, offer some obvious positive environmental outcomes.

#### 3. Economic

A concerted approach to advocating and identifying appropriate grant funding opportunities for Council initiatives, on behalf of the community, improves the financial sustainability of Council.

A number of projects referenced in this report seek funding for elements that will integrate with other funding sources to deliver enhanced value to the community, and assist in meeting mandatory co-contribution triggers.

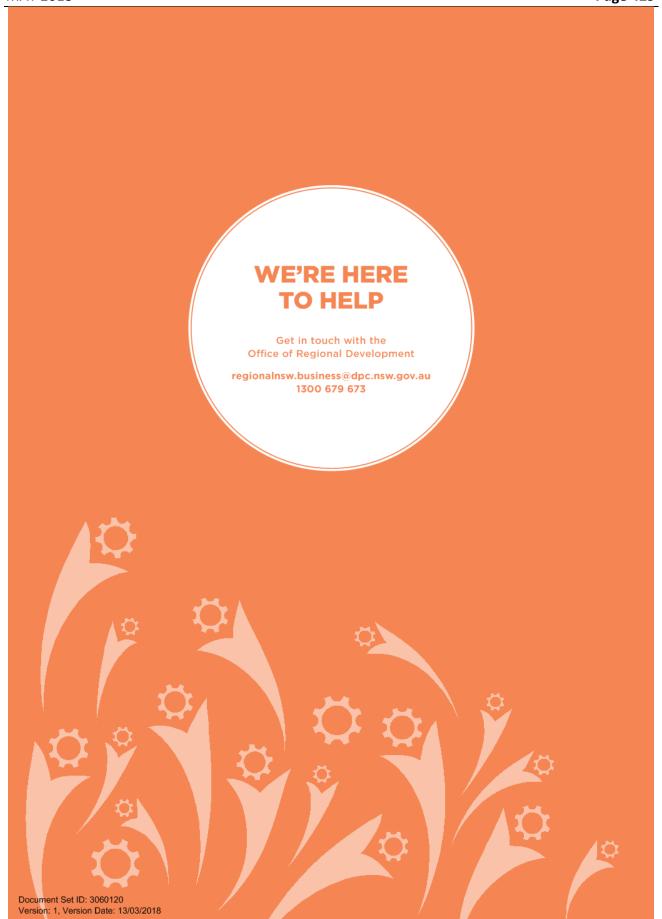
### 4. Civic Leadership

A proactive grant sourcing approach, when combined with project prioritisation (and the subsequent matching to a suitable funding stream), aligns strongly with the role and responsibilities of Council as set out in the Local Government Act.

ATTACHMENT 1 GUIDELINES - ROUND 2 STONGER COUNTRY COMMUNITIES FUND - CLOSE 4TH MAY 2018 Page 428



ATTACHMENT 1 GUIDELINES - ROUND 2 STONGER COUNTRY COMMUNITIES FUND - CLOSE 4TH MAY 2018 Page 429



# MESSAGE FROM THE DEPUTY PREMIER

The NSW Government has put this state in the strongest economic position in Australia. This has led to more investment in our regions than ever before.

Our \$80 billion record infrastructure investment over four years is already having a real impact in regional communities.

Roads are bring upgraded. New and refurbished hospitals are being built and opened.

New and improved schools are being designed and are going up.

After seven years of responsible budget management the NSW Government is in a position to create opportunities that will make a real difference to regional communities.

The first round of the Stronger Country Communities Fund saw \$100 million dedicated to making regional communities even better places to live and work. I'm pleased to see that funding is already rolling out, for projects like new playgrounds, town halls, and recreation facilities.

After an unprecedented demand for funding in round one, an additional \$100 million for local sports infrastructure has been added to Round Two. This means a total of \$200 million will be invested in local sports and amenity projects in Round Two. We know how important sport and healthy lifestyles are to people living in the bush and on the coast. It's what brings communities together.

Each local
government area in
regional and rural NSW
will have access to the
funds and the opportunity
to receive their fair share.

Playgrounds, sports fields, parks, walking pathways, country halls and showgrounds contribute to the social fabric of our wonderful towns and regional cities, and help foster connectedness and town pride.

Our Government has made a strong commitment to regional NSW, spreading the benefits of our economic success across the state.

This is a once-in-a-generation opportunity for country communities to benefit from significant investment in our towns and regional cities.

I encourage communities to make the most of this opportunity by proposing projects to their local council that will make a real difference to the place they call home.

JB in

**The Hon John Barilaro**Deputy Premier

Minister for Regional NSW Minister for Skills Minister for Small Business

(1)

Document Set ID: 3060120 Version: 1, Version Date: 13/03/2018

#### **GUIDELINES**



#### **Fund Overview**

The Stronger Country Communities Fund was established by the NSW Government to help deliver local infrastructure projects to regional communities. The objective of the fund is to provide the kind of infrastructure that improves the lives of local residents.

After an unprecedented demand for local projects in the first round of the fund, the NSW Government has doubled the funding total for Round Two to \$200 million.

#### Opening in March 2018, some enhancements have been made for Round Two including:

- an increased focus on local sporting infrastructure
- · a single round for all councils
- expanded scope of eligible projects
- change to the requirements for project costing evidence including quotes.

#### Eligible applicants

The Stronger Country Communities Fund is available to all 92 regional local government areas, Lord Howe Island and the Unincorporated Far West. Regional local councils are those outside Sydney, Newcastle and Wollongong. Applications can only be submitted by eligible councils, Lord Howe Island and the Unincorporated Far West.

Councils are asked to make multiple applications. with a combined total value that exceeds their funding allocation.

Councils are expected to work with sporting and other community groups to identify priority projects and submit applications on behalf of these organisations. Councils are encouraged to consider project partnerships, however only councils can submit an application. Local Members of Parliament will be working to identify the priority projects in their electorate and will work with councils to ensure projects with high community support are submitted.

Organisations interested in putting forward a project are encouraged to read all the program details and approach their local council early in the



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#### **Timing**

All projects must commence within a 12-month time period and be completed within two years of funding approval.

The key dates for all councils in Round Two are:

Round Two applications open for all councils	9am, Monday 12 March 2018
Round Two applications close for all councils	5pm, Friday 4 May 2018
Eligibility, assessment and approval process	May to August 2018
Announcement of successful projects	August 2018

#### **Round Two Funding**

There is \$200 million available in Round Two for local amenity and sporting infrastructure projects.

Each eligible council will have a specified allocation of funding committed to projects in their area.



\$100 million is for general community amenity and \$100 million is for local sport infrastructure projects. To reflect the funding split, councils are required to submit sport projects that total at least 50 per cent of their total Round Two allocation. If a council does not submit sport projects that total on or above this quota, their full allocation may not be committed.

Where a sports project is seeking over \$1 million in grant funding, a council must obtain a letter of support from the relevant NSW state sporting organisation.

Councils will be sent a letter informing them of their total Round Two funding allocation. The total Round Two amount available to each council will effectively be double their Round One allocation, plus or minus the amount that was committed to in Round One.

#### **Grant Amounts**

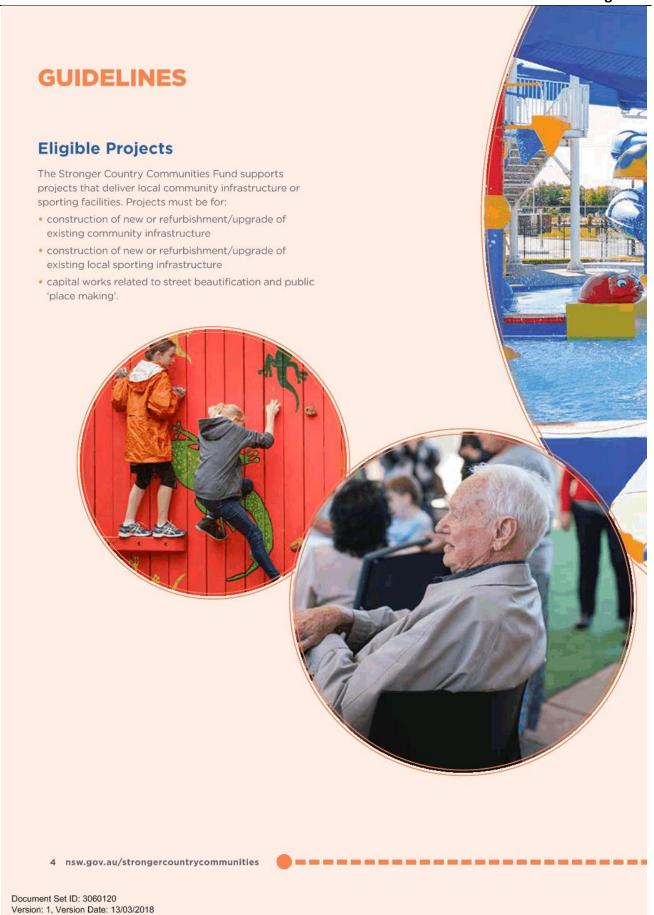
Individual project applications must seek a minimum of \$50,000. Applications seeking between \$50,000 and \$1 million can be for the entire project cost as a grant. Projects requiring grant funding of over \$1 million will only be considered where there is a minimum financial co-contribution towards the project of 25 per cent of the total grant amount. The financial co-contribution to the project can be from council or other funding sources, but must be confirmed.

#### Community consultation

Councils will be required to provide evidence of community consultation on the projects they submit. This could include information in the council's Community Strategic Plan and other plans or processes that show how community support for projects has been captured. If projects are brought forward to a council by community groups but are not submitted, an independent review process can be requested to ensure councils have given the project appropriate consideration. Details of the review process are outlined in the Fund Frequently Asked Questions.

16.8 STRONGER COUNTRY COMMUNITIES FUND 2018 (ROUND 2) - SNOWY MONARO REGIONAL COUNCIL PROJECT NOMINATION LIST

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16.8 STRONGER COUNTRY COMMUNITIES FUND 2018 (ROUND 2) - SNOWY MONARO REGIONAL COUNCIL PROJECT NOMINATION LIST

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16.8 STRONGER COUNTRY COMMUNITIES FUND 2018 (ROUND 2) - SNOWY MONARO REGIONAL COUNCIL PROJECT NOMINATION LIST

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### **GUIDELINES**



#### **Eligible Project Examples**

**Examples of eligible infrastructure include:** 

General community amenity, place making and street beautification		Local sporting infrastructure		
Community halls	Community kitchens, barbecue and recreation facilities	Oval or court lighting, sports field fencing or surfacing	Amenities for sports participants and spectators	
Playgrounds and parks	Murals or community art instalments	Sports field and golf course drainage and irrigation	Indoor sports facilities	
Toilet blocks	Town and tourism signage	Sports clubhouses, change rooms and grandstands	Court resurfacing including synthetic surfaces	
Libraries	Seating, planting boxes, paving	Skate parks and mountain bike tracks	Community fitness stations (fixed)	
Shade cloth and pergolas	Memorials or statues	Aquatic facilities and pools	Accessibility upgrades, walking or cycle pathways	

Infrastructure projects related to the delivery of community services may be considered where the council is willing to submit the application and the project is shown to be a priority for the community.

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#### **Ineligible projects**

#### Projects must not:

- be located outside an eligible Local Government Area
- · be exclusively for planning activities
- be for the maintenance or construction of local roads or other core service infrastructure works that are the ordinary responsibility of council or other level of government
- seek retrospective funding to cover any project component that is already complete/underway
- be for any works that have already been approved and allocated funding in councils forward capital works program
- seek grant funding for ongoing staff or operational costs
- seek grant funding under \$50,000
- be for a general works package without specific scope, costs and location (e.g. 'Upgrade lighting at sports ovals' without identifying the work required, number of sites or the locations)
- · be for events, marketing, branding, advertising, or product promotion
- provide direct commercial and/or exclusive private benefit to an individual or business.

#### Examples of ineligible types of projects from Round One include:

- aerodrome refuelling facility
- · master planning for adventure trails
- · truck wash facility
- · causeway infrastructure
- · training and film production.



#### **NEXT STEPS**

#### **Applications**

All applications will be made online and will be required to provide the following:

- · detailed project scope
- appropriate project plan in a provided pro-forma
- clear and detailed project budget in a provided pro-forma
- at least one quote (from a tradesperson or qualified contractor) or detailed estimate from a quantity surveyor or suitably qualified person
- information on how the project will help boost the livability of the local community
- evidence on how the project will meet a need of the community including who and how many in the community will benefit from the project
- information on how the project will be operated and/or maintained upon completion
- a letter of support from the relevant NSW state sporting organisation if a sports-related project is seeking over \$1 million in grant funding.

Only eligible councils are able to submit projects for consideration. If projects are brought forward to a council by community groups but are not submitted, an independent review process can be requested to ensure councils have given the project appropriate consideration.

Details of the review process are outlined in the Fund Frequently Asked Questions.

#### **Assessment process**

- Applications will be checked for eligibility and viability before entering a community choice modelling process with the other projects submitted in the same LGA.
- Choice modelling is an approach used to understand community preferences. A representative sample of community members in each LGA will be asked to 'state' their preference in a survey in order to quantify the community's preference for each proposed project.
- Sporting projects will be checked by the NSW Office of Sport to ensure they generally align with the results of the Future Needs of Sport Infrastructure Study (if relevant) and the sport facility plans of councils and NSW state sporting organisations.

## Referral of projects to more appropriate funding program

Projects that are more suitable for other NSW Government programs may be referred to those programs. Applications that are referred will be subject to the full assessment criteria of the other NSW Government program to which they are referred. Applicants may need to update their application to meet the criteria of the referred program. The referred application will not be given preferential treatment over any other application but will be considered on merit in accordance with the guidelines for that particular program.



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#### If you are successful

Councils will be asked to review, accept and return a signed funding deed.

Councils must not make financial commitments for funded activities until funding deeds have

Requests for variations or changes to the project will only be considered in limited circumstances.

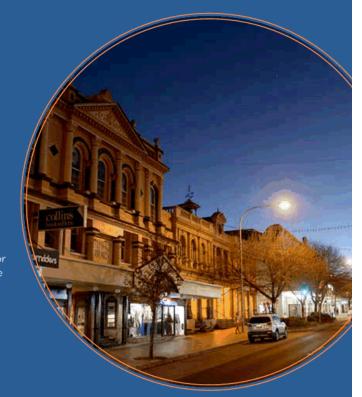
Changes or variations may be rejected or accepted subject to certain conditions.

Grants will be paid via milestone payments set out in the funding deed.

Councils will be required to pay back unspent funds or those funds which have not been spent in accordance with the funding deed.

Councils may be required to participate in a program evaluation to determine the extent to which projects have contributed to the objectives of the Fund. This would include providing evidence of how projects have resulted in a measurable change to the lives of local residents.

Any information submitted by councils may then be used for material prepared by the NSW Government.





16.8 STRONGER COUNTRY COMMUNITIES FUND 2018 (ROUND 2) - SNOWY MONARO REGIONAL COUNCIL PROJECT NOMINATION LIST

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# 16.9 COMPULSORY ACQUISITION OF LOT 13 DP 239506 - ACCESS TO JINDABYNE SEWERAGE TREATMENT PLANT, JINDABYNE LANDFILL AND SEWER PUMP STATION 6.

Record No:

Responsible Officer: Director Operations & Infrastructure

Author: Property Officer

Key Direction: 1. Sustaining Our Environment for Life

Delivery Plan Strategy: DP1.3.1.1 Ensure Council services, facilities and land holdings

promote best practice for sustainability.

Operational Plan Action: OP1.14 Council have safe, reliable, sustainable and cost effective

assets through the management of Facilities.

Attachments: 1. Aerial View of Lot 13 DP 239506, Jindabyne Sewerage

Treatment Works & Jindabyne Landfill U

Cost Centre 2150 – Sewer Treatment Works

2260 - Sewer Revenue Collections

2270 - Jindabyne Waste Transfer Facility

Project Purchase of lot 13 DP 239506 (Travelling Stock Route) to provide

legal access to Jindabyne Sewerage Treatment Plant, Jindabyne

Landfill, and Sewer Pump Station 6.

#### **EXECUTIVE SUMMARY**

At present Council does not enjoy legal access to the Jindabyne Sewerage Treatment Works, Jindabyne Landfill, or Sewer Pump Station 6. Council's Water and Waste Water Department and the Waste Department are planning to construct and bitumen seal the access "road" to their facilities but are unable to proceed until legal access is established.

It is proposed to acquire lot 13 DP 239506 (travelling stock route) by authority of the Roads Act 1993 through the process of the Land Acquisition (Just Terms Compensation) Act 1991.

On 26 August 2014 the closed session of the ordinary Council meeting of former Snowy River Shire Council resolved (131/14) to acquire lot 13 through the process of compulsory acquisition through the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Local Government Act. However, the Department of Local Government has requested that the resolution be amended to read "by authority contained in the Roads Act 1993".

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

#### OFFICER'S RECOMMENDATION

That Council

- A. Rescind resolution 131/14 of 26 August 2014
- B. Proceed to acquire Lot 13 Deposited Plan 239506 by compulsory process under the Land Acquisition (Just Terms Compensation) Act 1991 by authority contained in the Roads Act 1993 for the purposes of providing legal access to the Jindabyne Sewer Treatment Works, Jindabyne

16.9 COMPULSORY ACQUISITION OF LOT 13 DP 239506 - ACCESS TO JINDABYNE SEWERAGE TREATMENT PLANT, JINDABYNE LANDFILL AND SEWER PUMP STATION 6.

Landfill and Sewer Pump Station 6.

- C. That the land be dedicated as Public Road in accordance with the Roads Act 1993
- D. That minerals are to be excluded from this acquisition
- E. That this acquisition is not for the purpose of resale
- F. That the necessary applications be made to the Minister for Local Government and the Governor
- G. That the Common Seal be affixed to all documentation required to be sealed to give effect to this resolution.

#### **BACKGROUND**

During the planning stage for the fencing of the Jindabyne Sewerage Treatment Works it was noted that the boundary of the Treatment Works adjoined a travelling stock route (lot 13 DP 239506). The stock route is Crown land under the care and control of the Local Land Services.

At the same time it was determined that the only access to the treatment works was over the travelling stock route. There is presently no legal access to Council's Jindabyne Treatment Works, Jindabyne Landfill or SPS6 from the Council public road at the top of the hill. These facilities are currently accessed via the travelling stock route.

The acquisition of lot 13 DP 239506 will ensure that Council and the public would enjoy coinciding legal and practical access to Council facilities into the future and that the access road could be properly constructed and bitumen sealed to provide an all-weather access.

On 12 April 2017 the New South Wales Aboriginal Land Council withdrew Aboriginal Land Claim 42460 to enable the acquisition to proceed. This was confirmed via later correspondence from the Office of the Registrar dated 19 April 2017. Currently, we are still awaiting confirmation from the Aboriginal Claims Investigation Unit that the amendment was finalised, recent advice indicating that the claim was still held over the property.

The process of acquisition through the Land Acquisition (Just Terms Compensation) Act 1991 has progressed to the stage whereby an application for the consent of the Department of Local Government must be submitted.

At the Confidential Meeting of former Snowy River Shire Council held on 26 August 2014 Council resolved to acquire lot 13 for the purpose of the Local Government Act 1993. During discussion with the Department of Local Government Council was advised that the acquisition should be for the purpose of the Roads Act 1993 rather than the Local Government Act and that the resolution should be amended.

#### QUADRUPLE BOTTOM LINE REPORTING

#### 1. Social

The benefit to the community will be evidenced by a properly constructed legal and practical road access to the Jindabyne Sewerage Treatment Works, Jindabyne Landfill and SPS6.

#### 2. Environmental

A gravel road already exists so that the environmental impact will be minimal. During construction of the road, appropriate measures will be taken to mitigate and/or minimise the environmental impact.

16.9 COMPULSORY ACQUISITION OF LOT 13 DP 239506 - ACCESS TO JINDABYNE SEWERAGE TREATMENT PLANT, JINDABYNE LANDFILL AND SEWER PUMP STATION 6.

#### 3. Economic

The purchase price of lot 13 will be in accordance with the Valuer General's valuation of the land (market valuation). NSW Public Works has been managing the land acquisition for Council for the quoted price of \$15,710 ex GST. This includes title searches, facilitation, stakeholder liaison, reporting, media advertising, plan & title searching, gazette notifications, valuation services, and Crown Land Admin Fee.

The total cost of the project will be shared equally between Council's Water & Waste Department and the Waste Department.

The Waste Department will draw its share of the costs from the Landfill Restoration Fund.

The Water and Waste Department will fund its share of the costs from the Sewer Reserves.

#### 4. Civic Leadership

Compulsory acquisition under the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Roads Act 1993 ensures transparency and provides the opportunity for public comment. Under this legislation all other interests in the land are extinguished upon acquisition.

At the closed session of the ordinary Council meeting of the former Snowy River Shire Council held on Tuesday 26 August 2014 Council resolved as follows:

COUNCIL RESOLUTION 131/14

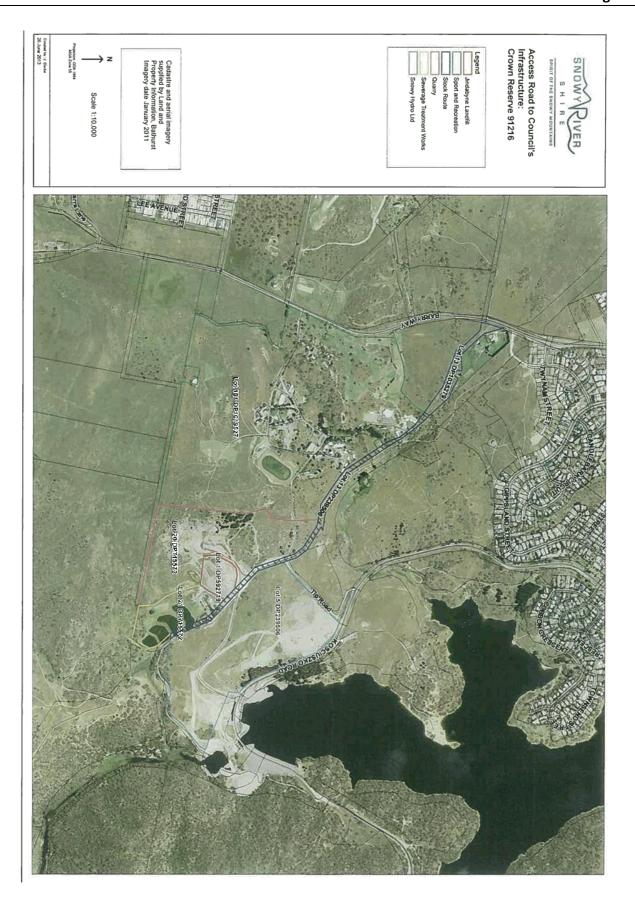
That Council

- A. Approves the acquisition of lot 13 DP 239506 for the purpose of road under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Local Government Act 1993 and the making of the necessary application to the Minister and/or Governor;
- B. Execute the Acquisition Agreement with the Minister for Trade and Investment for the acquisition of Lot 13 DP 239506;
- C. That Lot 13 DP 239506 be classified as operational pursuant to section 31 of the Local Government Act 1993 upon completion of the acquisition; and
- D. Authorise the Mayor and/or General Manager to execute all necessary documentation under the common seal of Council.

16.9 COMPULSORY ACQUISITION OF LOT 13 DP 239506 - ACCESS TO JINDABYNE SEWERAGE TREATMENT PLANT, JINDABYNE LANDFILL AND SEWER PUMP STATION 6.

ATTACHMENT 1 AERIAL VIEW OF LOT 13 DP 239506, JINDABYNE SEWERAGE TREATMENT WORKS & JINDABYNE LANDFILL

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#### 16.10 ADOPTION OF ORGANISATIONAL STRUCTURE

Record No:

Responsible Officer: General Manager

Author: Group Manager People & Culture

Key Direction: 7. Providing Effective Civic Leadership and Citizen Participation

Delivery Plan Strategy: DP7.3.1.1 Council employs a multi-skilled workforce and

encourages staff to take ownership of service delivery in a

responsible and efficient manner

Operational Plan Action: OP7.23 Ensure Council attracts, retains and develops a capable

workforce that delivers positive outcomes.

Attachments: 1. Amendments to Asset Management and Engineering Services

Structure January 2018 for staff notification <a>J</a>

2. Amendments to CFO Structure January 2018 for staff

notification <a>U</a>

3. Amendments to Community Support Services & Aged Care

Structure January 2018 for staff notification 4

4. Amendments to Development & Building Certification Structure January 2018 for staff notification ↓

5. Amendments to Economic Developent and Tourism Structure

January 2018 for staff notification  $\underline{\mathbb{J}}$ 

6. Amendments to Environmental Management Structure January

2018 for staff 

7. Amendments to Executive Office Structure January 2018 for

staff notification U

8. Amendments to Facilities Structure January 2018 for staff

notification 🛂

9. Amendments to Governance Structure January 2018 for staff

notification. 🔱

10. Amendments to People and Culture Structure January

2018 for staff notification <a>J</a>

11. Amendments to Transport Infrastructure Operational

Structure January 2018 for staff notification J

12. Amendments to Water & Wastewater Services Structure

January 2018 for staff notification  $\downarrow$ 

Cost Centre

10-6010

Project

#### **EXECUTIVE SUMMARY**

The purpose of this report is to enable Council to meet the requirements of Sections 332, (1) and 333 of the Local Government Act 1993 (the Act) as it refers to review and determination of the organisation structure.

#### Specifically, in Section 333:

"The council must review, and may re-determine, the organisation structure within 12 months after any ordinary election of the council."

In addition to meeting the requirements of Council's Delivery and Operational Plans, the organisational structure is framed within the context of Council's obligations to meet the requirements under section 354 of the Local Government Act 1993 as it refers to amalgamated Councils and s.218CA (2) as it refers to Rural Centres.

Council's organisational structure was adopted on 5 July 2017 by resolution ADA1/17.

In September 2017 a detailed business level review of the organisation structure was undertaken by senior management. The review identified that refinements were required to the organisational structure to better align it with actual service delivery, Delivery Plan and Operational Plan.

In December 2017 the General Manager reviewed and approved the proposed amendments to proceed to consultation with staff and Unions associations in accordance with the Local Government (State) Award 2017, Section 39 *Workplace Change (i) (a)*.

In January 2018 broad staff consultation commenced with appropriate stakeholders seeking feedback on the amendments. Stakeholders consisted of all staff and Unions. The Unions accepted the amendments without comment or objection. There were eight comments received from staff.

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

#### **OFFICER'S RECOMMENDATION**

#### That Council:

- A. Approve the existing senior staff positions within the organisation structure of the council in accordance with s.332 (1) (a) of the Local Government Act 1993.
- B. Receive and note the consultation from the General Manager to determine the positions (other than the senior staff positions) within the organisation structure of the council in accordance with s.332 (1A) of the Local Government Act 1993.
- C. Note the General Manager intends approving the organisational structure in accordance with recommendation B.
- D. Approve the allocation of resources towards the employment of staff in accordance with 332 (1) (c) of the Local Government Act 1993.
- E. Receive further reports regarding the restructure of the three business groups not included in the recent organisational structure amendment processes
- F. Approve an organisational review be undertaken within 18 months to ensure the positions within the organisation structure of the council give effect to the priorities set out in the strategic plans (including the community strategic plan) and delivery program of the council.

#### **BACKGROUND**

Council's organisational structure was adopted on 5 July 2017 by resolution ADA2/17.

Group Managers identified a need to amend the structure.

In September 2017 work commenced to develop a summary report with information provided in submissions from Group Managers. The requirements proposed within each came from a sound base of current experience of the adopted structure and the requirements of the Delivery Plan and Operational Plan following consultation with staff.

The amendments to the structure are summarised as follows:

Additional Positions	FTE
Town Planner	1
Help Desk Officer	1
Human Resources Officer	1
Payroll Officer	0.5
People & Culture Administration Officer	1
Administration Support	1

Detail of the amendments:

#### **Asset Management and Engineering Services**

- Position Title change Team Leader Assets & Engineering Services to Manager Assets & Engineering Services
- Reporting Line change under Manager Assets & Engineering Services

#### Amendments to CFO Structure

- Position Title correction Chief Finance Officer to Chief Financial Officer
- Position Title change Team Leader Finance to Manager Finance
- Position Title change Financial Accountant to Finance Accountant
- Reporting Lines correction Swap Finance Accountant and Management Accountant
- Position Title change Storeman Berridale Depot to Stores Officer Berridale Depot
- Position Title change Storeman Bombala Depot to Stores Officer Bombala Depot

#### **Amendments to Community Support Services & Aged Care**

 Position Title correction - Group Manager Community Support & Aged Care to Group Manager Community Support Services & Aged Care

#### **Amendments to Development & Building Certification**

Position title change - Team Leader Building Certification to Manager Building Certification

- Additional position Town Planner
- Town Planner/ Duty Change to Grade 10 from Grade 11

#### **Economic Development and Tourism**

- Position Title change Team Leader Recreation & Community Strategy to Manager Recreation & Community Strategy
- Remove one position Strategic Land Use Planner (Grade 10 currently vacant ) and Add position - Senior Strategic Land Use Planner (Grade 12 -currently vacant ) reports to Group Manager Economic Development and Tourism.
- Change Reporting Lines Strategic Planner now reports to the Senior Strategic Land Use Planner
- Clarification of Tourism Consultant positions (increase in part time hours)

#### **Amendments to Environmental Management**

- Reduction in Environment Management Administration from 2.4 FTE to 1.8 FTE
- Position Title change Ranger (Bombala) to Ranger/Administration Support (Bombala)
   and increase from 0.5 FTE to 1.0 FTE

#### **Amendments to Executive Office Structure**

- Position Title correction Group Manager Human Resources Management to Group Manager People and Culture
- Position Title correction Administration Officer to Innovation and Business Development Administration Officer

#### **Amendments to Facilities Structure**

- Change in Reporting Lines to Manager Land and Property
- Remove Position Land & Property Technical Officer Grade 10 (vacant)
- Add position of Property Officer reporting to the Land & Property Officer. Increase to Grade 8 from current Grade 7
- Change to status of Cleaner position reporting to Supervisor Parks and Gardens Cooma CBD from Casual to Permanent Part Time

#### **Amendments to Governance Structure**

- Position change Supervisor Corporate Governance (Grade 10 vacant ) to Manager Corporate Governance (Grade 12 - vacant)
- Position Title change Supervisor Records Management to Team Leader Records Management
- Position Title change Governance Officer/Document Control to Governance Officer
- Position change Team Leader ICT (Grade 10 vacant) to Manager ICT (Grade 12 vacant) for a two year period
- Additional position Help Desk Officer for a temporary two year period to assist with the corporate systems implementation project.

#### **Amendments to People and Culture Structure**

- Position Title Correction Human Resource Officer to Human Resources Officer
- Additional Position Human Resources Officer
- Additional Position People & Culture Administration Officer
- Remove Position Payroll Trainee
- Additional Position 0.5 FTE Payroll Officer
- Rename Human Resources Officer Human Resources Advisor

#### **Amendments to Transport Infrastructure Operational Structure**

- Position Title change Operations Technical Officer to Works Engineer
- New Position Administration Support (Externally Funded Position)

#### **Amendments to Water & Wastewater Services Structure**

- The proposed structure is the option preferred by WWW staff and management
- Changes to job titles and reporting lines.
- No additional roles required

The Executive Leadership Team (ELT) received the summary report on 7 December 2017 and resolved to accept the proposed amendments at the ELT meeting on 14 December 2017.

Consultation commenced with staff on 24 January 2018 informing affected workforce of the changes to the organisational structure in accordance with the requirements of the Local Government (State) Award, as it relates to workplace change, providing Unions and staff 28 days to respond with feedback.

The information provided to staff and Unions included:

- (i) a summary and organisation structure as at July 2017
- (ii) an organisation structure with proposed amendments.

Dissemination and consultation was effected through a number of channels including all staff emails from the General Manager, staff meetings and information provided on Council's Intranet.

Further, a report was presented to the Consultative Committee on 7 February detailing the proposed amendments.

The Group Manager People and Culture along with the United Service Union (USU) Regional Organiser met with staff in Berridale, Cooma and Bombala to gather additional feedback.

#### **Additional Changes Considered**

Consideration of Senior Staff Position

The General Manager considered the inclusion of an additional Senior Staff role, that of an Assistant General Manager to take on Executive administrative work for the General Manager and Mayor to allow the General Manager to focus on and expedite the strategic aspects of Council's operations.

16.10 ADOPTION OF ORGANISATIONAL STRUCTURE

However, the position was not included in the amendments, instead favouring concentration of Council's salary budget in providing frontline operational roles.

The appointment of such a role may provide an opportunity to explore succession planning options for the appointment of the General Manager's position in 2019

#### Hierarchy Structure

The General Manager received representation from the USU Delegates and Regional Organiser during the consultation period to address concerns of staff in operational areas in regards to the hierarchy structure. The concern was that the current structure has the Supervisor level role reporting to the Team Leader level role. The request was made to reverse this chain of command to align with contemporary reporting structures. The matter was raised and agreed to in principle at the Executive Leadership Team meeting on 1 March 2018.

Comments and feedback received from staff were presented to the Consultative Committee at the meeting of 7 March 2018.

#### **Additional Business Cases**

Three business groups were not included in the amendment processes: Community and Aged Care, Waste Services and Open Space and Recreation. The appointment of Group Managers to those sections were not finalised until mid to late 2017 and it was determined that sufficient time to review the structure of those groups was not practicable. Amendments to those structures, if proposed, may be undertaken as a matter of course at a later date. The process for any amendment to those structures will be consistent with the processes detailed in this report.

#### **Contemporary Management**

Regular review of the organisational structure should be undertaken to reflect the priorities, direction and services provided to the community.

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

#### 1. Social

Human resource management aims to maintain effective personnel management systems that ensure the organisation is sustainable. Demonstrable human resource management will enhance Council's reputation in the public domain and be seen to be an Employer of Choice.

#### 2. Environmental

Maintaining risk management frameworks will ensure that principles of sustainability, safety and protection are considered when providing advice and support to business units.

#### 3. Economic

	Approved Head Count	Approved FTE	Approved Current Salary	2018 Budget
EXECUTIVE OFFICE	19	18.80	\$1,952,855	\$1,741,691
Asset Management & Engineering Services	23	22.00	\$1,396,802	\$1,305,124
Transport Infrastructure	73	72.00	\$4,166,958	\$4,465,223
Facilities	43	32.17	\$2,005,618	\$1,656,130
Water & Wastewater Services	43	42.80	\$2,704,828	\$2,687,368
OPERATIONS & INFRASTRUCTURE	201	168.97	\$10,274,205	\$10,113,845
Development & Building Certification	17	15.40	\$1,219,788	\$1,304,823
Resource & Waste Management	48	32.90	\$1,876,637	\$1,678,662
Environmental Management	20	17.70	\$1,226,078	\$1,393,431
Economic Development & Tourism	24	15.31	\$1,170,427	\$828,201
ENVIRONMENT & SUSTAINABILITY	109	81.31	\$5,492,931	\$5,205,116
People and Culture	7	7.00	\$493,555	\$493,671
Chief Financial Officer	22	20.00	\$1,509,961	\$1,614,910
Governance	22	21.00	\$1,362,488	\$1,337,517
Community Support Services	35	27.91	\$1,750,954	\$2,051,370
Aged Care	58			
CORPORATE AND COMMUNITY SERVICES	144	75.91	\$5,116,957	\$5,497,468
Total	473	344.99	\$22,836,948	\$22,558,120

The Approved Current Salary total ensures Council maintains acceptable expenditure of employee costs as a percentage of total operating costs. "Acceptable" expenditure in this context is measured against the Price Waterhouse Coopers (PWC) and Local Government Professionals Association (LGPA) operational effectiveness survey reports. The median result of expenditure of employee costs as a percentage of total operating costs for NSW was 37; SMRC 2017/18 budget estimate is 37.6%

#### 4. Civic Leadership

Council is required to meet legislative requirements including those under; the Local Government Act 1993 (**The Act**) and Local Government (State) Award 2017 (**The Award**).

#### **Extracts from The Act**

#### 332 DETERMINATION OF STRUCTURE (1)

- (1) A council must, after consulting the general manager, determine the following:
  - (a) the senior staff positions within the organisation structure of the council,
  - (b) the roles and reporting lines (for other senior staff) of holders of senior staff positions,
  - (c) the resources to be allocated towards the employment of staff.
- (1A) The general manager must, after consulting the council, determine the positions (other than the senior staff positions) within the organisation structure of the council.
- (1B) The positions within the organisation structure of the council are to be determined so as to give effect to the priorities set out in the strategic plans (including the community strategic plan) and delivery program of the council.

#### 333 RE-DETERMINATION AND REVIEW OF STRUCTURE

The organisation structure may be re-determined under this Part from time to time. The council must review, and may re-determine, the organisation structure within 12 months after any ordinary election of the council.

Access and equity principles underpin all human resource activities and are also guided by the adopted Equal Employment Opportunity (EEO) Management Plan. Services delivered by the People and Culture Group are accessible to all staff at all times.

The People and Culture Group ensures that consultation with all staff is undertaken through the SMRC Consultative Committee and with Union Representatives where appropriate and outcomes recorded within Council's record management system.

#### 335 FUNCTIONS OF GENERAL MANAGER

The general manager of a council has the following functions:

- (a) to conduct the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council,
- (b) to implement, without undue delay, lawful decisions of the council,
- (c) to advise the mayor and the governing body on the development and implementation of the strategic plans, programs, strategies and policies of the council,

- (d) to advise the mayor and the governing body on the appropriate form of community consultation on the strategic plans, programs, strategies and policies of the council and other matters related to the council,
- (e) to prepare, in consultation with the mayor and the governing body, the council's community strategic plan, community engagement strategy, resourcing strategy, delivery program, operational plan and annual report,
- (f) to ensure that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their functions,
- (g) to exercise any of the functions of the council that are delegated by the council to the general manager,
- (h) to appoint staff in accordance with the organisation structure determined under this Chapter and the resources approved by the council,
- (i) to direct and dismiss staff,
- (j) to implement the council's workforce management strategy,
- (k) any other functions that are conferred or imposed on the general manager by or under this or any other Act.

#### 218CA MAINTENANCE OF STAFF NUMBERS IN RURAL CENTRES

(2) The transferee council must ensure that the number of regular staff of the council employed at the rural centre is, as far as is reasonably practicable, maintained at not less than the same level of regular staff as were employed by the previous council at the centre immediately before the amalgamation or alteration of boundaries took effect.

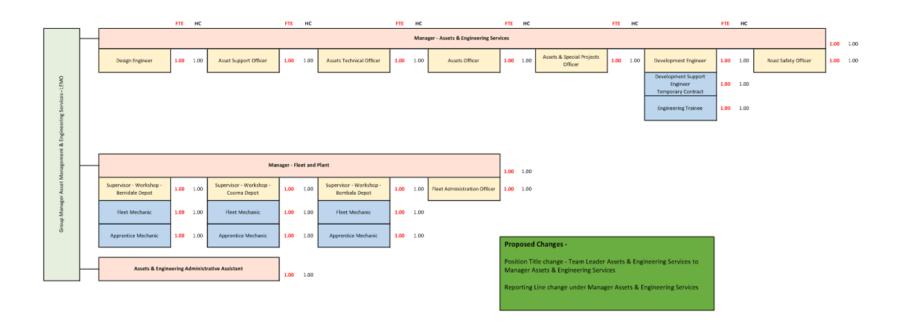
#### **Extract from The Award**

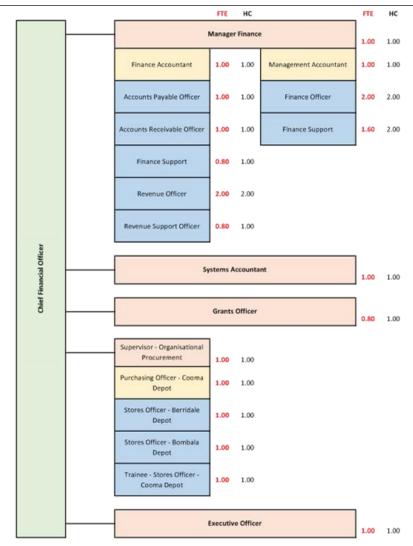
#### 39. Workplace Change

- (i) Employer's Duty to Notify a Proposed Change in Organisation Structure
  - (a) Where the employer proposes a change in organisation structure that is likely to have significant effects on employees and/or result in a reduction in the size of the employer's workforce, the employer shall notify the employee(s) who may be affected by the proposed change and the union(s) to which they belong, at least twenty-eight (28) days before the change is implemented.
  - (b) Notice to the union(s) of a proposed change in organisation structure under subclause 39(i) (a) shall include:
  - (1) the nature of the proposed change;
  - (2) the reason(s) for the proposed change; and
  - (3) the position(s) likely to be affected.

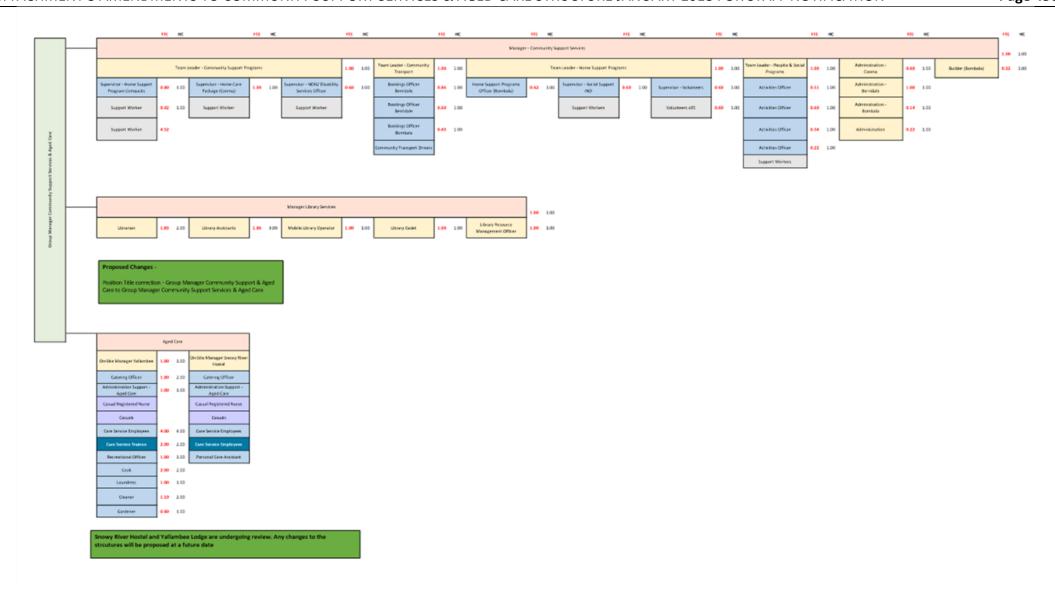
16.10 ADOPTION OF ORGANISATIONAL STRUCTURE

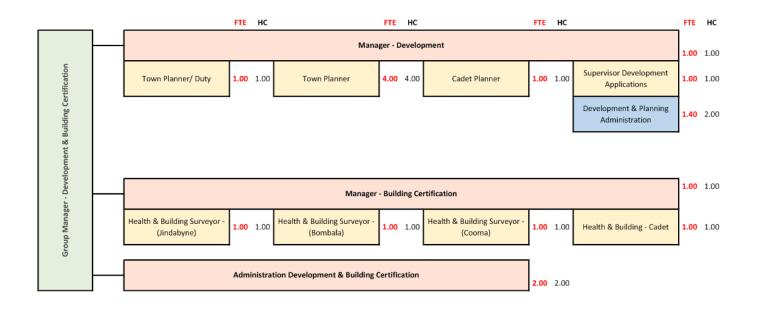
(c) Notice to the union(s) of a proposed change in organisation structure under subclause 39(i) (a) may be given either before or after a definite decision is made. The union(s) may, on being notified of the proposed change, respond to the employer in writing within the twenty-eight (28) days, addressed to the general manager. Any such response(s) received by the general manager shall be provided to the decision maker(s) within seven (7) days.



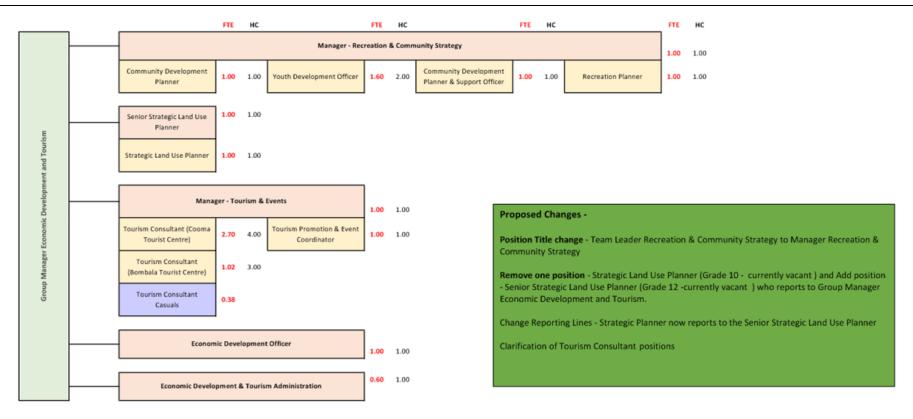


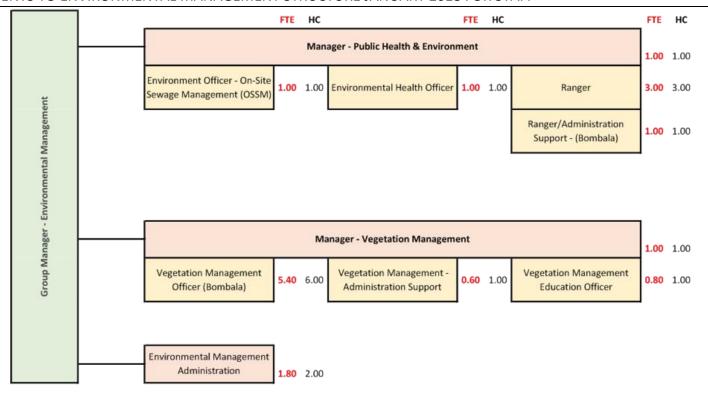
# Proposed Changes Position Title correction - Chief Finance Officer to Chief Financial Officer Position Title change - Team Leader Finance to Manager Finance Position Title change - Financial Accountant to Finance Accountant Reporting Lines correction - Swap Finance Accountant and Management Accountant Position Title change - Storeman Berridale Depot to Stores Officer Berridale Depot Position Title change - Storeman Bombala Depot to Stores Officer Bombala Depot







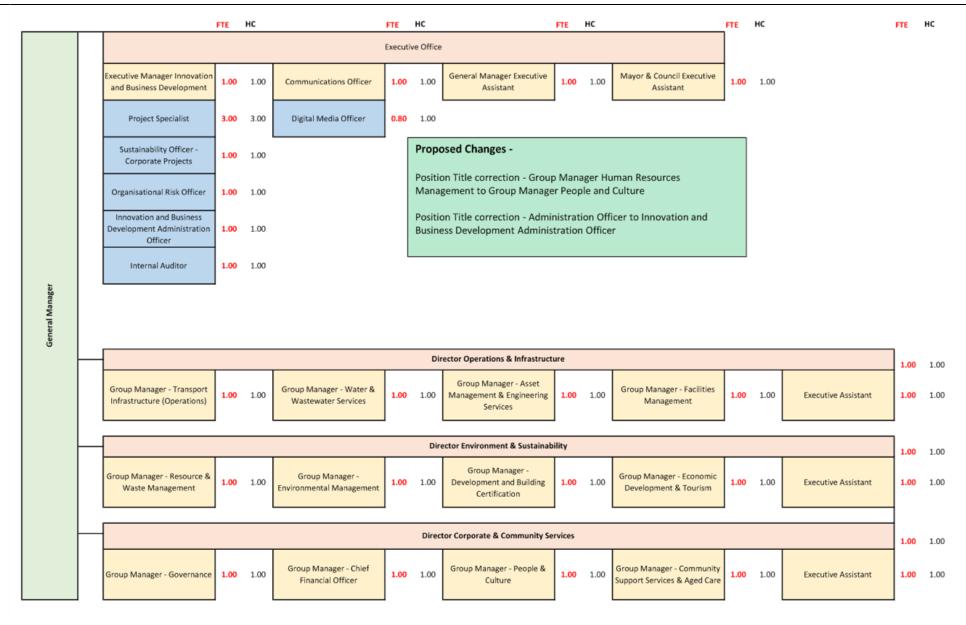


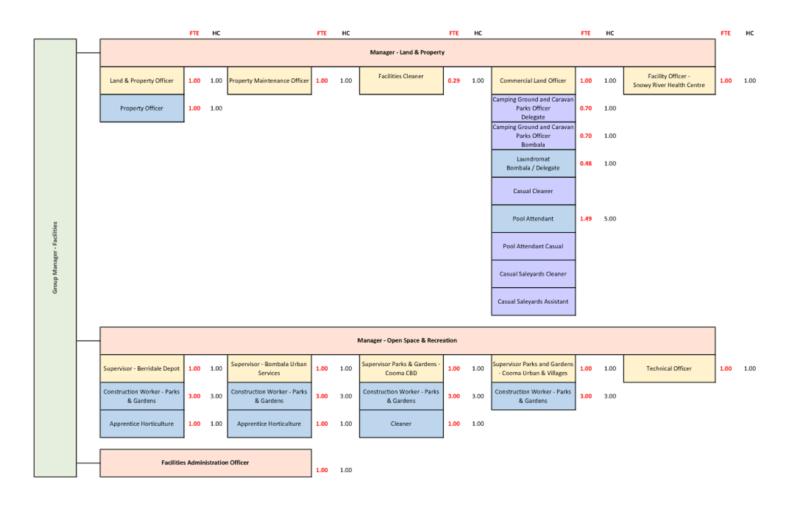


#### **Proposed Changes -**

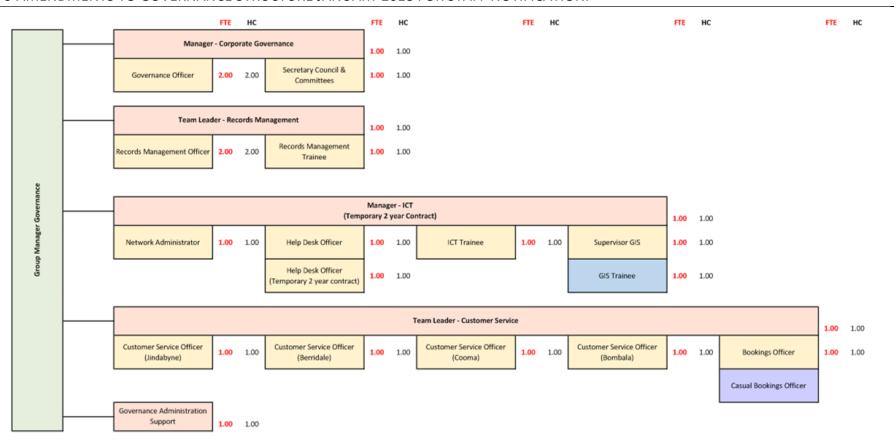
Reduction in Environment Management Administration from 2.4 FTE to 1.8 FTE

Position Title change - Ranger (Bombala) to Ranger/Administration Support (Bombala) and increase from 0.5 FTE to 1.0 FTE

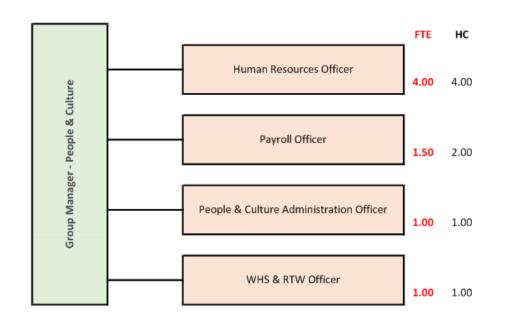




# Proposed Changes Change in Reporting Lines to Manager Land and Property Remove Position - Land & Property Technical Officer Grade 10 -Vacant Add position of Property Officer reporting to the Land & Property Officer. Increase to Grade 8 from current Grade 7 -Position currently occupied Change to status of Cleaner position reporting to Supervisor Parks and Gardens Cooma CBD from Casual to Permanent Part Time



# Proposed Changes Position change - Supervisor - Corporate Governance (Grade 10 - vacant ) to Manager Corporate Governance (Grade 12 - vacant) Position Title change - Supervisor - Records Management to Team Leader Records Management Position Title change - Governance Officer/Document Control to Governance Officer Position change - Team Leader - ICT (Grade 10 - vacant) to Manager - ICT (Grade 12 -vacant) for a two year period Additional position - Help Desk Officer for a temporary two year period



#### **Proposed Changes -**

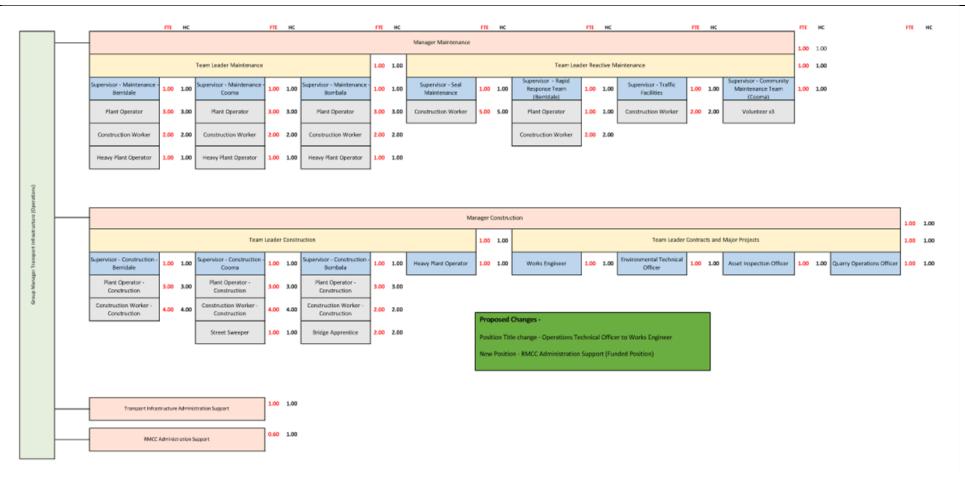
Position Title Correction - Human Resource Officer to Human Resources Officer

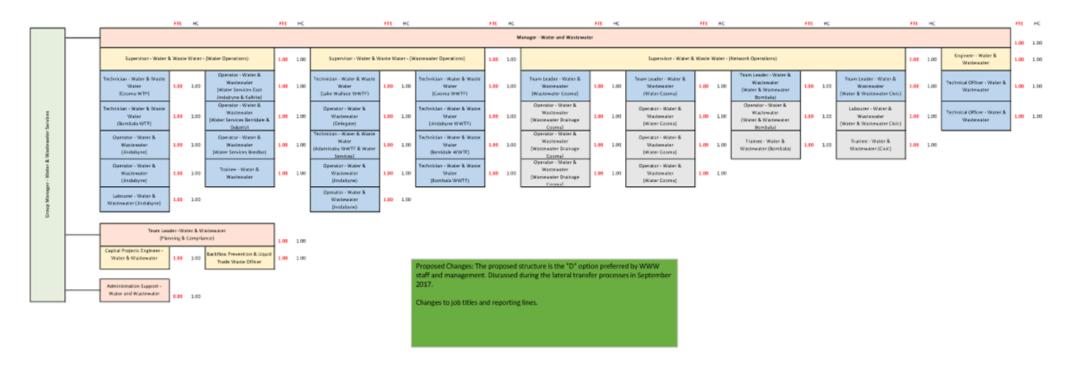
Additional Position - Human Resources Officer

Additional Position - People & Culture Administration Officer

Remove Position - Payroll Trainee

Additional Position - 0.5 FTE Payroll Officer





#### 18.1 NOTICE OF MOTION CR HASLINGDEN - BOMBALA HUB

Record No:

Responsible Officer: General Manager

Author: Councillor Sue Haslingden

Attachments: 1. Notice of Motion Cr Haslingden - Bombala Hub J.

Councillor Suzanne Haslingden has given notice that at the Ordinary Meeting of Council on 19 April 2018, she will move the following motion.

#### **MOTION**

That SMRC form a 355 Committee to administer The Bombala Hub: being the old primary school precinct in Bombala and that SMRC put in an application to the Stronger Country Communities Fund for \$300,000. This fund delivers crucial local infrastructure to improve the quality of life of people living in regional NSW. Funding is provided to local projects such as parks, community halls, playgrounds and amenity blocks. **Round two is now open and will close at 5pm AEST, Friday 4 May 2018** 

#### **BACKGROUND**

Signatures have been finalized and the old Bombala Primary School precinct is now the property of SMRC. The community has been waiting patiently for over 12mths for this to occur.

In this early stage, the most transparent committee to manage the precinct is a 355 committee of Council.

Council needs to determine the Constitution or Terms of Reference that identifies committee membership/office bearers, general objectives, physical area of responsibility, general and annual meetings, financial management, reporting to Council and a deed of delegation from the Council that sets out those functions of Council that the Committee has authority to undertake.

Council needs to elect one or two Councillors to this committee, including five members from the Community by inviting expressions of interest. It will be necessary for all committee members and volunteers to undergo a working with children check.

Council also has to action an immediate funding application for \$300,000 to the Stronger Country Communities Grant. This funding is critical to developing the Bomba Hub and its long term sustainability.

User fees and charges also need to be set for immediate use 2018/2019, as the venue has a booking for the beginning of May (if it is available):

Commercial hire for events: \$100 per day for first 20 people, then and extra \$5 per

head for 21 people and more

Not for profit organisations: no charge for first 4 hours, then \$5 per person per

hour

#### 18.1 NOTICE OF MOTION CR HASLINGDEN - BOMBALA HUB

Clause 9. 1 of Council's Code of Meeting Practice provides as follows:

#### 9.1 Notices of Motion

- (1) The deadline for lodging notices of motion in writing for inclusion on the business paper for consideration at any meeting of the Council, shall be eleven (11) days prior to the meeting.
- (2) A councillor must give notice of business in writing no later than 4.00pm on the Tuesday that follows the ordinary meeting of council.
- (3) At an Ordinary meeting Councillors may give notice of motions in writing to be listed as matters on the business paper for the next Ordinary meeting of Council.
- (4) The rules applying to the content of Questions also apply to the content of Notices of Motion.
- (5) Councillors are to ensure, where it is intended that staff be asked to carry out some specific defined action, that a Notice of Motion is written in such a way that, if carried, the motion carries such clear and unambiguous direction.

#### **Notice of Motion**



Submitted for Meeting of. **Snowy Monaro Regional Ordinary Council** (Council or name of Committee)

Date of Meeting 5 April 2018

Submitted by **Councillor Sue Haslingden** 

(Councillor Name)

#### **Motion:**

That SMRC form a 355 Committee to administer The Bombala Hub: being the old primary school precinct in Bombala and that SMRC put in an application to the Stronger Country Communities Fund for \$300,000. This fund delivers crucial local infrastructure to improve the quality of life of people living in regional NSW. Funding is provided to local projects such as parks, community halls, playgrounds and amenity blocks. **Round two is now open and will close at 5pm AEST, Friday 4 May 2018** 

#### **Background Information:**

Signatures have been finalized and the old Bombala Primary School precinct is now the property of SMRC. The community has been waiting patiently for over 12mths for this to occur.

In this early stage, the most transparent committee to manage the precinct is a 355 committee of Council.

Council needs to determine the Constitution or Terms of Reference that identifies committee membership/office bearers, general objectives, physical area of responsibility, general and annual meetings, financial management, reporting to Council and a deed of delegation from the Council that sets out those functions of Council that the Committee has authority to undertake.

Council needs to elect one or two Councillors to this committee, including five members from the Community by inviting expressions of interest. It will be necessary for all committee members and volunteers to undergo a working with children check.

Council also has to action an immediate funding application for \$300,000 to the Stronger Country Communities Grant. This funding is critical to developing the Bomba Hub and its long term sustainability.

User fees and charges also need to be set for immediate use 2018/2019, as the venue has a booking for the beginning of May (if it is available):

Commercial hire for events: \$100 per day for first 20 people, then and extra \$5 per head

for 21 people and more

Not for profit organisations: no charge for first 4 hours, then \$5 per person per hour

Dated this	day of	(year)
Name of Counci		Signature of Councillor
Name of Counc		Signature of Councillor

Council's Code of Meeting Practice provides as follows:

- 21.1 It is the duty of the Chairperson at a meeting of Council to receive and put to a meeting any lawful motion that is brought before the meeting.
- 21.2 The Chairperson must rule out of order any motion that is unlawful or the implementation of which would be unlawful.
- 21.3 Any Motion, amendment or other matter that the Chairperson has ruled out of order is taken to have been rejected (cl 238 of the Regulation)

22 In the absence if a Councillor who has placed a notice of Motion on the business paper for a meeting of Council:

- a) Any other Councillor may move the motion at the meeting; or
- b) The Chairperson may defer the motion until the next meeting of Council at which the motion can be considered (cl 243 of the Regulation)

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#### 18.2 CHANGES TO NOTICE OF MOTIONS

Record No:

Responsible Officer: General Manager

Author: Councillor John Castellari

Attachments: 1. Notice of Motion <u>U</u>

Councillor John Castellari has given notice that at the Ordinary Meeting of Council on 19 April 2018, he will move the following motion.

#### **MOTION**

That while Council continues to meet twice monthly, the cut-off date for motions is to be 5pm the Monday of the week of the Ordinary Meeting, where that motion is sent electronically or by 1pm of that day when delivered by hand to the Council office in Cooma.

#### **BACKGROUND**

The motions will be provided in the electronic version of the business paper and hard copies where requested can be picked up from the Council office or at the meeting.

#### **GENERAL MANAGER'S RESPONSE**

The following areas will need to be addressed in the event that Council resolve to adopt a resolution:

- Any Notice of Motion received after Tuesday noon the week prior to the Council meeting to be held on a Thursday will miss the report run and will be issued as a late report.
- We have an obligation to exhibit the notices to the public at least 3 days prior to the meeting, time needs to be allowed for resourcing to prepare, run and publish the report.
- Councillors requiring hard copies would be required to collect from the office prior to the meeting.
- The Code of Meeting Practice would need to be amended with any changes made current terms and adopted by council.
- There has been an increased impact to resourcing to run reporting twice per month, this would increase that demand affecting other priorities.

Clause 9. 1 of Council's Code of Meeting Practice provides as follows:

#### 9.1 Notices of Motion

- (1) The deadline for lodging notices of motion in writing for inclusion on the business paper for consideration at any meeting of the Council, shall be eleven (11) days prior to the meeting.
- (2) A councillor must give notice of business in writing no later than 4.00pm on the Tuesday that follows the ordinary meeting of council.
- (3) At an Ordinary meeting Councillors may give notice of motions in writing to be listed as matters on the business paper for the next Ordinary meeting of Council.
- (4) The rules applying to the content of Questions also apply to the content of Notices of Motion.
- (5) Councillors are to ensure, where it is intended that staff be asked to carry out some specific defined action, that a Notice of Motion is written in such a way that, if carried, the motion carries such clear and unambiguous direction.

### **Notice of Motion**



Submitted for Mo (Council or name of Co		aro Regional Ordinary Council	
Date of Meeting	19 April 2018		
Submitted by (Councillor Name)	Councillor John Cast	:ellari	
Motion:			
Monday of the w		e monthly, the cut off date for motions is to be 5pm ting, where that motion is sent electronically or by 1ploffice in Cooma.	
Background In	formation:		
	-	onic version of the business paper and hard copies whicil office or at the meeting.	here
Dated this	day o	of (year)	
Name	e of Councillor	Signature of Councillor	
Name	e of Councillor	Signature of Councillor	

Council's Code of Meeting Practice provides as follows:

- 21.1 It is the duty of the Chairperson at a meeting of Council to receive and put to a meeting any lawful motion that is brought before the meeting.
- 21.2 The Chairperson must rule out of order any motion that is unlawful or the implementation of which would be unlawful.
- 21.3 Any Motion, amendment or other matter that the Chairperson has ruled out of order is taken to have been rejected (cl 238 of the Regulation)

22 In the absence if a Councillor who has placed a notice of Motion on the business paper for a meeting of Council:

- a) Any other Councillor may move the motion at the meeting; or
- b) The Chairperson may defer the motion until the next meeting of Council at which the motion can be considered (cl 243 of the Regulation)

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#### 18.3 NOTICE OF MOTION TO RESCIND A RESOLUTION - MAYOR JOHN ROONEY

Record No:

Responsible Officer: General Manager

Author: Mayor John Rooney

Attachments: 1. Notice of Motion to Rescind a Resolution - Mayor John Rooney

 $\overline{\mathbb{1}}$ 

Councillor John Rooney has given notice that at the Ordinary Meeting of Council on 19 April 2018, he will move the following motion.

#### **MOTION**

That the Council Resolution relating to:

Minutes No. OC 15032018 MIN 980

Item No. 11.4 RNSW503 – Parsonage Creek Bridge – Strengthening & Widening –

**Additional Funding Request** 

COUNCIL RESOLUTION 65/18

That Council

 A. Receive and note the report on RNSW503 – Parsonage Creek Bridge – Strengthening and Widening – Additional Funding Request.

- B. Authorise the expenditure and allocate an additional amount of \$930,000 in the 2018/2019 Financial Year Budget with funding to be provided from a combination of
  - Other Internal Reserves (\$500,000); and
  - Internal Loan (\$400,000); or
  - · Regional Road Repair Program (\$200,000); and
  - Roads to Recovery (\$200,000).

Moved Councillor Stewart

Seconded Councillor Haslingden

CARRIED

#### PASSED AT THE COUNCIL MEETING HELD ON: 15 March 2018

Be and is hereby RESCINDED.

Should the rescission motion be <u>adopted</u> we give notice that it is our intention to move the following motion in lieu of which due notice is hereby given.

#### That Council:

- A. Receive and note the report on RNSW503 Parsonage Creek Bridge Strengthening and Widening Additional Funding Request.
- B. Authorise the expenditure and allocate an additional amount of \$930,000 in the 2018/2019 Financial Year Budget with funding to be provided from a combination of:
  - Former Bombala LGA Internal Restricted Funds (\$500,000); and
  - Internal Loan (\$400,000); or
  - Regional Road Repair Program (\$200,000); and
  - Roads to Recovery (\$200,000).

#### **BACKGROUND**

Refer attachment.

Clause 9. 1 of Council's Code of Meeting Practice provides as follows:

#### 9.1 Notices of Motion

- (1) The deadline for lodging notices of motion in writing for inclusion on the business paper for consideration at any meeting of the Council, shall be eleven (11) days prior to the meeting.
- (2) A councillor must give notice of business in writing no later than 4.00pm on the Tuesday that follows the ordinary meeting of council.
- (3) At an Ordinary meeting Councillors may give notice of motions in writing to be listed as matters on the business paper for the next Ordinary meeting of Council.
- (4) The rules applying to the content of Questions also apply to the content of Notices of Motion.
- (5) Councillors are to ensure, where it is intended that staff be asked to carry out some specific defined action, that a Notice of Motion is written in such a way that, if carried, the motion carries such clear and unambiguous direction.



#### Notice of Motion to Rescind a Resolution

To: The General Manager

**Snowy Monaro Regional Council** 

#### **Motion to Rescind Resolution**

We hereby give notice of the following motion of rescission:

"That the Council resolution relating to

Minutes No.

65/18

Item No.

11 A

Title

RNSW503 - Parsonage Creek Bridge - Strengthening & Widening - Additional Funding Request

Passed at the Council meeting held on 15 March 2018.

be and is hereby RESCINDED".

#### **Notice of Motion:**

Should the rescission motion be <u>adopted</u> we give notice that it is our intention to move the following motion in lieu of which due notice is hereby given.

#### That Council

- A. Receive and note the report on RNSW503 Parsonage Creek Bridge Strengthening and Widening Additional Funding Request.
- B. Authorise the expenditure and allocate an additional amount of \$930,000 in the 2018/2019 Financial Year Budget with funding to be provided from a combination of
  - Former Bombala LGA Internal Restricted Funds (\$500,00); and
  - Internal Loan (\$400,000); or
  - Regional Road Repair Program (\$200,000); and
  - Roads to Recovery (\$200,000).

Dated this SUNDAY EIGTH	_day of APRIL	(year) 2018	
ROGAN CORBUT			
Name of Councillor		Signature of Councillor	
Peter BEER			
Name of Councillor	r	_Sianature of Councillor	
Bran Old			
Name of Councillor	,	Signature of Councillor	
PO Box 714 COOMA NSW 2630	1300 345 345   council@snowymo	onaro.nsw.gov.au   www.snowymonaro.nsw.gov.au	
Issue Date:	Revisio	on Date:	Page 1 of 2

#### 22. 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:

#### 22.1 General Manager's Mid-Term Review January 2018

Item 22.1 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) 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.
- 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.